Oracle Fusion Cloud Financials

Creating and Administering Analytics and Reports for Financials

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Get Help

There are a number of ways to learn more about your product and interact with Oracle and other users.

Get Help in the Applications

Some application pages have help icons to give you access to contextual help. If you don't see any help icons on your page, click your user image or name in the global header and select Show Help Icons. If the page has contextual help, help icons will appear.

Get Training

Increase your knowledge of Oracle Cloud by taking courses at *Oracle University*.

Join Our Community

Use *Cloud Customer Connect* to get information from industry experts at Oracle and in the partner community. You can join forums to connect with other customers, post questions, suggest *ideas* for product enhancements, and watch events.

Share Your Feedback

We welcome your feedback about Oracle Applications user assistance. If you need clarification, find an error, or just want to tell us what you found helpful, we'd like to hear from you.

You can email your feedback to *oracle_fusion_applications_help_ww_grp@oracle.com*.

Thanks for helping us improve our user assistance!

1 Overview

Overview of Transactional Business Intelligence

You use Oracle Transactional Business Intelligence (OTBI) to analyze your business and take action with embedded and ad hoc analysis of your transactional data.

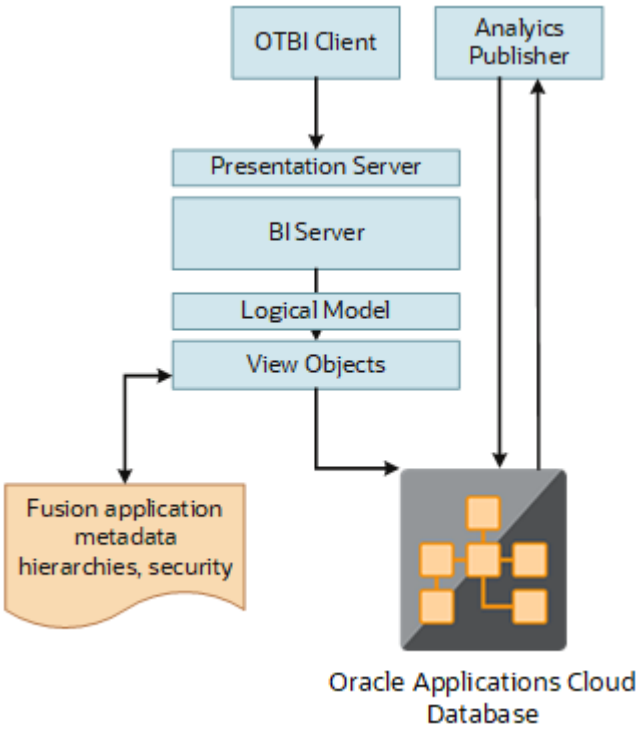
Key metrics and attributes of your business and organization are organized into subject areas of data you use as building blocks to answer your business questions.

- Use embedded analyses and reports to gain insights and report on key business metrics
- Build ad hoc analyses, reports, and dashboards.
- Create catalog folders and define who has access to what in the catalog.
- Organize your analytics in dashboards and embed them in your work areas.

Architecture

OTBI integrates with Application Development Framework (ADF) to run your real-time analysis of your business subject areas.

The BI Server creates physical queries based on metadata mappings between the subject areas you work with in your analysis and ADF view objects and their underlying database tables. The Presentation Server compiles and formats the results in the client or as embedded analytics.



Here's the OTBI architecture.

BI Objects and Tools

Here are some of the components and the objects they support.

Catalog Object	Description	Component or Tool
Analysis	Analyses are a selection of data displayed in one or more views, such as a table or chart, to provide answers to business questions.	Analytics Answers
Dashboard	Dashboards organize analytical content and catalog objects, and present them in a meaningful way.	Dashboard Builder
Dashboard Prompt	Dashboard prompts allow users to filter dashboard content by selecting from provided values.	Analytics Answers and Dashboard Builder
Filter	Filters limit the results that are displayed when an analysis is run.	Analytics Publisher
Agent	Agents deliver scheduled analytics and other content and notifications.	Delivers
Report	Reports present data in pixel-perfect printable format for distribution.	Analytics Publisher
Data Model	Data models define the data source for reports.	Analytics Publisher
Subtemplate	Subtemplates are reusable formatting definitions for reports.	RTF or XSL editor

Note: You can't change privileges for the components, for example by changing which roles are assigned to access Dashboards or Analytics Publisher. Any changes made to privileges in the Administration Manage Privileges page aren't preserved during any upgrade.

The catalog stores the objects in a folder structure of individual files, organized hierarchically by product family.

- Shared folders (parent)
- Product family, for example, Financials
- Product, for example, Payables
- Report groups, for example, Invoices
- Dashboard reports
- Data models
- Report components
- Analytics Publisher reports

- Prompts

Some Oracle Transactional Business Intelligence components aren't available in Oracle Applications Cloud:

- BI Server: Processes user requests and queries in underlying data sources.
- Catalog Manager: Manages catalog and objects.
- Administration Tool: Manages metadata repository that defines the logical structure and physical data sources for analytic subject areas.

Related Topics

- More About Oracle Transactional Business Intelligence Components

More About Oracle Transactional Business Intelligence Components

If you want to know more about Oracle Transactional Business Intelligence components, here's what we have.

Oracle Transactional Business Intelligence

Here's the information about the parts of Oracle Transactional Business Intelligence (OTBI) that support analysis against your transactional data.

- Create and work with analyses, dashboards, and advanced analytical content, including dashboard prompts, conditions, actions, and key performance indicators.

  Creating Analyses and Dashboards in Oracle Transactional Business Intelligence
- Administer analyses, dashboards, and other content.

  Administering Oracle Transactional Business Intelligence

Oracle Analytics Publisher

Analytics Publisher is the part of OTBI you use for reports.

- Run and view reports.

  Using Oracle Analytics Publisher in Oracle Transactional Business Intelligence
- Create and edit reports, data models, layouts, templates, subtemplates.

  Designing Pixel-Perfect Reports in Oracle Transactional Business Intelligence
- Administer Analytics Publisher, set up data sources and delivery destinations, manage security, and move catalog objects.

  Administering Oracle Analytics Publisher in Oracle Transactional Business Intelligence

View Analytics, Reports, and Dashboards

Watch video

There are different ways to view and work with your analytics and reports. You can view analyses, dashboards, and reports in the course of your work, on your usual pages and infolets. Or you can find them in the business intelligence catalog with the Reports and Analytics work area and the Reports and Analytics panel tab.

View Analytics in Infolets

Use your favorite infolet pages to find analytics.

1. Use the page controls and Previous and Next icons to explore infolet pages in the home page, where they may appear in infolets with summaries and aggregations or performance metrics. You may also find infolets in some work areas.
2. Click an infolet to open a detailed analysis. So for example, if an infolet has transactions summed to a total, click it to view details of the underlying transactions.
3. Click **Done**.

View Objects in Familiar Work Areas and Pages

Use analyses, dashboards, and reports available in your usual pages and work areas.

1. Explore your pages. Some may include analysis and report links or embedded objects, sometimes in tabs or panel tabs.
2. Some work areas have a Reports and Analytics panel tab, where you explore catalog folders for relevant analyses and reports for the work area. And if you have permission, you can map more objects to the work area if they're appropriate.
    a. Open the panel tab.
    b. Expand the Shared Reports and Analytics folder and explore the available content.
    c. Click the link for any object and see its type to determine whether it's an analysis, a report, or a dashboard.
    d. Click **View** to open the object.

View Objects in the Reports and Analytics Work Area

Use the Reports and Analytics work area to search or browse the catalog and view any analysis, dashboard, or report you have access to. It opens at the highest level of the catalog's folder hierarchy with all objects you have marked as favorites.

Here are some things you can do in the Reports and Analytics work area.

1. Click **Navigator** > **Tools** > **Reports and Analytics**.

2. Filter and search for objects:
    a. From the Filter list, select what you want to find.
    b. To view objects you have marked as favorites, select **Favorites** in the list. Or select **Recent Items** to view objects you recently worked with, or a recent search to run it again. Enter a name or part of a name and click the **Search** icon.
    c. In the search results, use the icons to identify what the objects are.
    d. Click the name of an object to open it, or click **More** and select an action.
3. In the breadcrumbs, browse the catalog folders for analytics and reports. Click any **Hierarchical Selector** icon to select a different node for the next level in the hierarchy.
4. Mark objects as favorites.
    - Select **Favorites** in the Saved Searches to display your favorite objects.
    - Click the **Add Favorites** icon for an object to mark it as a favorite.
    - Click the **Remove from Favorites** icon to remove an object from your favorites.
5. Create and edit analyses and reports.
    a. Click **Create** and select **Report** or **Analysis**.
    b. Use wizards to create your analysis or report.
6. Click the **Browse Catalog** button (or click the **More** icon for a specific report, dashboard, or analysis) to use more features.

> **Note:** If you don't see an analysis in the work area, browse the catalog for it. In the Catalog, select Show Hidden Items to display any hidden analyses.

View Analyses

An analysis queries against your company's data and answers business questions with visualizations, such as charts and tables. They may appear on your pages, or as parts of a dashboard.

1. From the catalog folders or search results, open an analysis to view.
2. Click **Refresh** to rerun the analysis and refresh its data.
3. Click **Print** and select either **Printable PDF** or **Printable HTML** to open a printable version.
4. Click **Export** to get analysis data in various formats, for example PDF, Excel, PowerPoint, comma-separated value (CSV), and XML.

> **Note:** When you export data in a CSV format, dates are exported in raw format and converted to UTC time zone.

View Grouped Analyses in Dashboards

Some analyses are grouped in dashboards to give you meaningful related information. A dashboard contains pages of analyses, prompts that filter information, and other objects.

1. From the catalog folders or search results, open a dashboard to view.
2. Select values for any dashboard prompts to filter the dashboard.
3. Click **Apply** to refine the results of all of the analyses in the dashboard.

View Reports

Reports show data in a predefined format that's optimized for printing.

1. From the catalog folders or search results, open a report.
2. Click the **View Report** icon if you want a different format.
    - Choose **HTML** or **PDF** to display the report in a format for printing. Because it's optimized for printing, PDF often provides the best results.
    - You can also export the report as RTF for editing in a word processor, or as Excel or PowerPoint.
3. From the catalog folders or search results, you can also do these tasks:
    - Click **Edit** to edit the report properties, layout, and data model.
    - Click **Report History** to see details about past submissions of the report.
    - Click **Schedule** to schedule the report to be run.

How You Use the Analytics Page

The Analytics page shows up to five of your favorite analyses for easy access. To add an analytic to your page, mark it as a favorite in the panel tab.

- The Analytics page is available only for some product families. See the Analyze and Report page for these cloud services in the Oracle Help Center (http://docs.oracle.com).
    - Oracle Fusion Cloud Sales Automation

      See: *Oracle Sales Automation Analyze and Report*
    - Oracle Fusion Cloud Human Resources

      See: *Oracle Human Resources Analyze and Report*
- On these Help Center pages, you can review lists of predefined analytics that you might be able to add to your Analytics page. You can also find guides and other resources for using and creating analytics and reports.

2 Setup and Management

Set Up Financial Reporting Center and Smart View

The Financial Reporting Center is a powerful tool for reviewing, designing, and presenting financial reports and analytic data. The critical choices required to configure and install the components in Financial Reporting Center consist of:

- Configuring the Financial Reporting Center
- Installing Smart View, performed by your end users
- Configuring Workspace Database Connection, performed by your administrator

Configuring Financial Reporting Center

You have access to the reports in the Financial Reporting Center and Workspace installed with Oracle Fusion Cloud Financials. Your Oracle Fusion Business Intelligence (BI) administrator defines the folder structure in Workspace. The administrator considers your company's security requirements for folders and reports, as well as report distribution requirements for financial reporting batches.

- Security can be set on folders and reports from Workspace.
- You are granted access to the folders and reports you want to view by your BI administrator.

Installing Smart View

Smart View is an Excel add-in that must be loaded on each client. To download Smart View, click **Navigator** > **Financial Reporting Center** > **Tasks** panel drawer > **Open Workspace for Financial Reports**. Once the workspace is started, click **Tools** > **Install** > **Smart View**.

> **Note:** Since Smart View is an add-in to Microsoft Office products, you can install Smart View only on a Windows operating system.

Once Smart View is installed, you must configure the connection using the Smart View Shared Connections URL. You can derive the Shared Connections URL by following these steps:

1. From the Financial Reporting Center task panel, select **Open Workspace for Financial Reporting**.
2. Edit the workspace URL by removing **index.jsp** and adding **SmartViewProviders** at the end.

   > **Note:** For example, if the workspace URL is **https://example.com/workspace/index.jsp**, then the shared connections URL would be **https://example.com/workspace/SmartViewProviders**.

3. Copy the URL.
4. Open Excel.
5. From the Smart View menu, click **Options** > **Advanced**.
6. Paste the URL in the **Shared Connections URL** field.
7. Click **OK**.

To connect Oracle General Ledger balances cubes in Smart View:

1. Open Smart View from your **Start menu** > **Programs** > **Microsoft Office** > **Microsoft Excel 2007**.

2. Navigate to the **Smart View** menu > **Open**. On the **Start** on the ribbon, click **Smart View Panel** that appears in the list of values from the ribbon. The task pane opens.
3. Click **Shared Connections** on the task pane.
4. Sign in with your user name and password.
5. Click the **Select Server to proceed** list of values.

   Note: If the Essbase Server isn't there, then it has to be added. Use the following steps:
   a. Click the Add Essbase Server link.
   b. Specify the Essbase Server login and password.
   c. Expand the Essbase server and locate the cube in it.

6. Select **Oracle Essbase** from the list of shared connections.
7. Click the **Expand** to expand the list of cubes.
8. Expand your cube (name of your chart of accounts).
9. Click **db**.
10. Click the analysis link.

Note: You must perform these steps only once for a new server and database.

To set how the name and alias of the Essbase database appears:

1. Click **Options** on the ribbon > select the **Member Options** > select **Member Name Display**.
2. Set one of these three options:
   - **Distinct Member Name**. Only shows the full Essbase distinct path.
   - **Member Name and Alias**: Shows both the member name and the alias.
   - **Member Name Only**. Shows only the member name.

Note: The Smart Slice feature isn't supported in General Ledger. For all other documentation, refer to the Oracle Smart View for Office User's Guide.

Configuring Workspace Database Connections

Administrators must create database connections from Workspace so users can access the cubes from Workspace and Financial Reporting Web Studio.

Note: Ledger setup has to be completed before the database connection can be created. General Ledger balances cubes are created as part of ledger setup. A separate cube is created for each combination of chart of accounts and accounting calendar. A database connection is needed for each cube.

Steps to define a database connection are:

1. Start at the **Navigator** by selecting **Financial Reporting Center**.
2. From the **Financial Reporting Center** task panel, select **Open Workspace for Financial Reporting**.
3. From within **Workspace** select the **Navigator** menu > **Applications** >**BI Catalog**.
4. Select **Tools** menu > **Database Connection Manager**.
5. Select **New** button.
6. Enter a user-friendly name for the **Database Connection Name**.

7. Enter Essbase as the **Type**, your server, user name, and password.
8. Select **Application** (cube) and **Database** from the list of values. Expand the **Application** name to see the related **Database**.
9. Click the **OK** button twice to save your selections.
10. Click **Close** button in the **Database Connection Manager** window to save your connection.

Note: The database connection is available in both Workspace and Financial Reporting Web Studio. Optionally, it can be set up in Financial Reporting Web Studio when putting grids on a report. This should only be done by an administrator.

For more detailed information about Smart View and Financial Reporting Web Studio, refer to the Using EPM with Oracle Fusion Cloud Financials link on the Oracle Financials All Books page of the Oracle Help Center at https://docs.oracle.com.

Set up Currency

Currency and Exchange Rate Settings for Analytics

You can choose how currency is shown in your application. If you're running analytics on your application data, you can specify currency and exchange rate details in BI.

Currency can be set in different regional currency types, depending on where you do business and what currency types you want to see.

There are three ways you set up currency:

- **User Currency** - Set by the business user in Regional settings. This setting applies to the entire application interface for that user only. The available currency options are set by your application administrator.
- **Analytics Currency** - Set by the business user in BI in My Account settings in the Reports area. The setting applies to that user only and is only relevant for analyses.
- **Corporate Currency** - Set by the application administrator. This setting applies to all users in that company.

Note: The time zone preferences that you set in your fuse simplified user interface are inherited and used as the time zone setting for your existing and new analytics.

Set General User Currency

User currency settings determine the currency used as the default for what you see in your application. User currency applies to your entire interface for your signed-in session.

1. Navigate to **Tools**, **Set Preferences**.
2. Select **General Preferences** > **Regional**.
3. Select the preferred currency to be used. Available currencies include those set up for your company by your application administrator.

Set Analytics Currency

The analytics currency settings determine the currency type that's displayed in all your analytics. It also determines how and when your currency conversion rates are calculated.

1. Click **Navigator Tools Reports and Analytics**.
2. Click **Browse Catalog**.
3. Click **My Profile** and select **My Account**.
4. In the Preference tab, select your choice in **Currency**.

This shows the currency display options for users:

Currency Display Type	Description
Entered Currency	Currency used on a transaction.
<Application> Currency	Currency set up in each respective Cloud application as the common Corporate currency used company-wide.
User Preferred Currency using Simple Currency Management	Conversion to User Preferred Currency is performed at the time your run the report, and is calculated from the Corporate currency based on the last time the record was updated and saved or closed.
User Preferred Currency using Advanced Currency Management	Conversion to User Preferred Currency happens on the date your run the report, and uses the currency indicated on the record.

Set a Default Currency Conversion Option for All Users

By default your currency is converted to the corporate currency with a method called "User Preferred Currency Using Simple Currency Management".

The simple "User Preferred Currency Using Simple Currency Management" setting provides the best run-time performance because when you run a report, the application doesn't have to look up the rate for each transaction. The currency is converted to your corporate currency at that day's rate when you update and save a record. Otherwise, the application cycles through each record at run-time and converts the currency one record at a time to the exchange rate in effect at the time the report is run. For more information see, *How User Preferred Currency Exchange Works*.

But you can also standardize the setting for all system users, by setting the default preference to another option, such as <myapplication> Currency or User Preferred Currency Using Advanced Currency Management.

To change the default currency setting for all users, administrators need to add a profile option and a corresponding value. Note that when administrators change the default currency setting for users in their organization, individual users can still override that setting and select their preferred currency in **My Account**.

The following table shows the profile option code parameters to override the default currency setting.

Profile Code	Profile Value Description
BI_DEFAULT_CURRENCY_CONVERSION_METHOD	**<myapplication>Currency** - Defaults to Application Currency.

Profile Code	Profile Value Description
BI_DEFAULT_CURRENCY_CONVERSION_METHOD	**User Preferred Currency 1** - Defaults to User Preferred Currency Simple Currency Management.
BI_DEFAULT_CURRENCY_CONVERSION_METHOD	**User Preferred Currency 2** - Defaults to User Preferred Currency Advanced Currency Management.

Set a Global Currency Conversion Profile

Set a global currency conversion method for all your users by creating a currency profile. Only administrators can create currency profiles.

1. In Setup and Maintenance, go to **Manage Administrator Profile Values**.
2. Enter the following values:
    - **Profile Option Code** : BI_DEFAULT_CURRENCY_CONVERSION_METHOD
    - **Profile Display Name** : BI Default Currency Conversion Method
    - Application
    - Module
    - **Start Date** : Provide previous day's date to proceed to next step to define values.
3. Click **Save** and **Close**.
4. In the Manage Profile Options dialog box, you see your new profile. Check the Enabled box for Site.
5. Click **Save** and **Close**.

Related Topics

- How do I update existing setup data?

Define Currency Profile Values

After you create your currency profile, the last step is to define the profile value. This step defines which currency management option is assigned to that profile.

1. In the Setup and Maintenance work area, use **Manage Administrator Profile Values**.
2. In Profile Option Code search for your profile: BI_DEFAULT_CURRENCY_CONVERSION_METHOD.
3. In Manage Administrator Profile Values, Click **Add** (+ icon).
4. Select **Site** as the Profile level.
5. Enter "User Preferred Currency 2" in Profile Value.
6. Click **Save and Close**.

How User Preferred Currency Exchange Works

The simple and advanced user-preferred currency choices determine how and when your currency exchange rates are calculated. For both simple and advanced currency management, when you save or close a report, the exchange rate is set at that time.

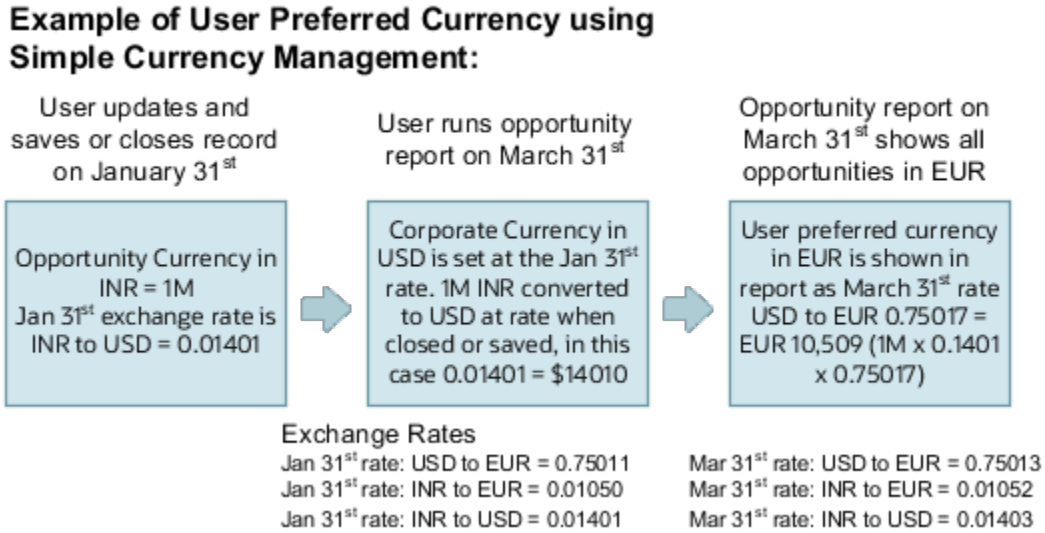
The option you choose impacts how quickly your reports are generated at run time. Each case includes trade-offs, as detailed in the examples.

User Preferred Currency using Simple Currency Management

The advantage of this option is performance - the application doesn't have to look up the rate for each transaction because when you close or save a record, the application converts it to your corporate currency at that day's rate. When you run the opportunity report, the application multiplies that value by your preferred currency exchange rate for the date you run the report. This eliminates the need for the application to cycle through each record, and calculate the corresponding exchange rate to your preferred exchange rate at the time that record was closed or last saved. It simply takes the value on record for the original transaction exchange to corporate currency, and multiplies it by your preferred currency exchange rate at the time your run the report.

As an example of user preferred currency using simple currency management, a user updates and saves or closes an opportunity record with associated revenue of one million Indian Rupees on January 31st with an exchange rate of 0.01401 Rupees to one US Dollar. The user then runs an opportunity report in US Dollars on March 31st. In the report, the US Dollar Corporate Currency is set at the January 31st rate it was saved at, in this case reporting as $14,010, or one million multiplied by 0.01401. Finally, an opportunity report on March 31st in Euros uses the March 31st conversion rate for US Dollars to Euros of 0.75017 to convert the recorded US Dollar amount into Euros, in this example one million multiplied by 0.01401, which is the January 31st Rupee to US Dollar exchange rate, multiplied by 0.75013, which is the March 31st rate for Euros. This requires less processing, because the January 31st Rupee to US Dollar exchange rate, while not exact on March 31st, is used as the basis for the calculation of the March 31st opportunity revenue conversion to Euros at the later exchange rate.

The following figure describes an example of user preferred currency using simple currency management.

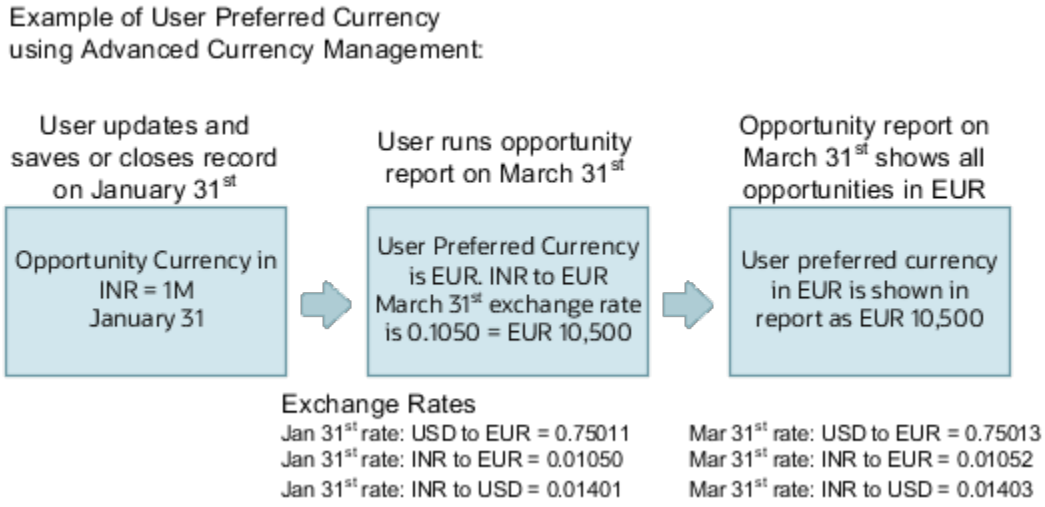


User Preferred Currency using Advanced Currency Management

This option provides a more precise exchange rate, since it goes through each record to determine the rate on the date the record was updated or closed. The downside of this option is performance. Your reports will take longer to run. The application has to cycle through each record and match currency exchange rates to the date the record was closed or updated and saved.

As an example of user preferred currency using advanced currency management, a user updates and saves or closes an opportunity record with associated revenue of one million Indian Rupees on January 31st, when an exchange rate of 0.01050 Rupees to one Euro applies. The user then runs an opportunity report on March 31st. In the report, the User Preferred Currency of Euros is applied, using the January 31st Rupee to Euro rate of 0.01050, requiring calculation during report processing to resolve the opportunity to 10,500 Euros. Note that running the opportunity report on March 31st doesn't change the calculation and the close date of January 31st is used.

The following figure describes an example of user preferred currency using advanced currency management.



Why do I see amounts of zero in analyses?

Currency exchange rates might not be set up correctly. For example, you set EUR as your preferred currency in general preferences, and corporate currency is USD. Amounts are displayed in EUR after conversion from USD at the current exchange rate.

Map to Work Areas

Set Up the Reports and Analytics Panel Tab

The Reports and Analytics panel tab appears in many work areas, and shows analytics and reports related to the work areas. You map and unmap the objects for a specific work area from the business intelligence (BI) catalog.

Your mapping changes for a work area apply to all users who have access to it.

Map and Remove Objects from Your Work Area

1. Expand the Reports and Analytics panel tab.
2. Click the **Edit Settings** icon.

   You see all the analytics and reports that are currently mapped to your work area.
3. Click **Select and Add**.
4. Select the object in the catalog.
5. Click **OK**.
6. To remove any mapping, select the object and click **Remove**.
7. Click **Save**.

Map and Remove Objects from Any Work Area

1. In the Setup and Maintenance work area, go to the **Map Reports to Work Areas** task.
2. Select the application of the work area you want to map to.
3. Select the work area.
4. Click **Search** and see all the reports that are currently mapped to that work area.
5. Click **Select and Add**.
6. Select the object in the catalog.
7. Click **OK**.
8. To remove any mapping, select the object and click **Remove**.

   > **Tip:** Click **Synchronize** to remove all mappings to any objects that are no longer in the catalog. You synchronize all work areas, not just the one you're mapping.
9. Click **Save**.

Related Topics

- Why can't I see analytics and reports when I edit settings for the Reports and Analytics panel tab?
- Why can't I see analytics and reports when mapping to work areas for the Reports and Analytics panel tab?
- Set Up Reports for Scheduling
- How do I update existing setup data?

Why can't I see analytics and reports when mapping to work areas for the Reports and Analytics panel tab?

Either no analytics and reports are mapped to the work area you select on the Map Reports to Work Areas page, or you don't have access to the mapped objects.

Similarly, when you're selecting an object to map, you can only see objects you have access to. Your administrator can grant access to the objects or let someone with access map them.

- Assign you roles with access to the objects you want to map.
- Grant the Reports and Analytics Region Administration Duty to someone who already has access to the objects.

Why can't I see analytics and reports when I edit settings for the Reports and Analytics panel tab?

In the Edit Settings window, you might not see a currently mapped report because you don't have access to it.

Similarly, when you're selecting an object to map, you can only see objects you have access to. Your administrator can grant access to the objects or let someone with access map them.

- Assign you roles with access to the objects you want to map.
- Grant the Reports and Analytics Region Administration Duty to someone who already has access to the objects.

Set Up Reports as Scheduled Processes

Create Job Definitions to Run Reports as Scheduled Processes

Every job definition has a job type that reflects the executable for the job, such as Java or Oracle Analytics Publisher reports. You can only create job definitions that are based on Analytics Publisher reports.

When there's a job definition for an Analytics Publisher report, users can run the report as a scheduled process in the Scheduled Processes work area. Otherwise, they can open reports (which are set up to be run online) elsewhere, for example in the Reports and Analytics work area.

> **CAUTION:** Make sure your user name doesn't contain any spaces. If you create a custom job definition using a user name that contains spaces, other users might get errors when they submit this custom job definition.

Create Job Definitions

Here's how you create a job definition for an Analytics Publisher report:

1. In the Setup and Maintenance work area, go to the **Manage Enterprise Scheduler Job Definitions and Job Sets** task in the Application Extensions functional area. Or, depending on your offering, you might use a different functional area.

   > **Note:** If you don't see the task, make sure that the Enterprise Scheduler Job Definitions and Job Sets feature is enabled at the offering level.

2. On the Manage Enterprise Scheduler Job Definitions and Job Sets page, click the Manage Job Definitions tab.
3. Click the **Create** icon.
4. Fill in the Job Definition section.

Field or Check Box	What You Do
Display Name	Enter the name that users see and select to submit the scheduled process.

Field or Check Box	What You Do
Name	Enter a name with only alphanumeric characters, for example, **`AtkEssPrograms1`**. It can't have spaces or any special characters.
Job Application Name	Select the application to associate the job definition with. What you select depends on the task you're using. - Manage Enterprise Scheduler Job Definitions and Job Sets for Customer Relationship Management and Related Applications: Select **CrmEss**. - Manage Enterprise Scheduler Job Definitions and Job Sets for Financial, Supply Chain Management, and Related Applications: Select **FscmEss**. - Manage Enterprise Scheduler Job Definitions and Job Sets for Human Capital Management and Related Applications task: Select **EarHcmEss**.
Enable submission from Enterprise Manager	Make sure you don't select this check box.
Job Type	Select **BIPJobType**. Don't select any other type.
Default Output Format	Select the output format users get by default when they submit the scheduled process.
Report ID	Enter the path to the report in the BI catalog, starting with the folder within Shared Folders, for example: **`Custom/<Family Name>/<Product Name>/<Report File Name>.xdo`**. Make sure to include the **`.xdo`** file extension for the report definition.
Enable submission from Scheduled Processes	Leave the check box selected.

5. In the Parameters subtab, you can define parameters that are available to users when they submit the scheduled process based on your job definition.
6. In the User Properties subtab, don't create or edit a user property unless you have the accurate information that's required to create or edit one. The **`EXT_PortletContainerWebModule`** user property is automatically created.
7. Click **Save and Close**.

When you create a job definition, a privilege with the same name as the job definition is automatically created with a Run prefix. For example, for a job definition named MyProcess1, with display name My Process, the privilege code is RUN_MYPROCESS1, with Run My Process as the name. Make sure to use the Security Console to assign this privilege to roles so that users who need to run the process can do so.

Related Topics

- Define Parameters for Job Definitions
- How do I update existing setup data?
- Configure Offerings
- Manage List of Values Sources
- Edit Job Definitions

Define Parameters for Job Definitions

A parameter controls which records are included or how they are affected when a job runs. Job definitions can have one or more parameters or none at all.

You define parameters while creating or editing job definitions using the Manage Enterprise Scheduler Job Definitions and Job Sets page. In the Setup and Maintenance work area, use the following:

- Functional Area: Application Extensions or a product-specific functional area
- Task: Manage Enterprise Scheduler Job Definitions and Job Sets

When users run the scheduled process for job definitions of type BIPJobType, the values they enter for the parameters determine the data to be included in the report. Also, the values are passed to the data model that the report is using.

The parameters that you define must be in the same order as parameters in the data model for the report. For example, the data model has parameters in this order:

- `P_START_DATE`
- `P_END_DATE`
- `P_CURRENCY`

You create parameters as follows:

- Start Date
- End Date
- Currency

Defining Parameters: Job Definitions

To define parameters while creating or editing job definitions:

1. On the Manage Job Definitions page, open the Parameters sub tab.
2. Click **Create**.
3. Enter the parameter prompt that users see when they submit the scheduled process.
4. Select a data type and configure how the parameter and the data entered are displayed, as described in this table.

Data Type	Fields
Boolean	Select this if you want the parameter to be a check box. Select **True** or **False** to determine if the check box is selected or not.

Data Type	Fields
Date or time	Select **Date and time** or **Date only** option. Select a value from the **Default Date Format**. **Note:** Make sure the format you select here is the same as the format used for the job. If the job definition type is BIPJobType, select **yyyy-MM-dd**, and make sure the data model for the corresponding Oracle Analytics Publisher report is using the same date format.
Number	Select a **Number Format**. Select **Left** or **Right** for data alignment.
String	Select a **Page Element**. Select **Text box** if you want the user to provide a text. Select **Choice list** if you want a list with limited options (maximum 10). If there are more than 500 values, users will get an error when they try to set the parameter as part of submitting the scheduled process. Select **List of values** if you want a list with unlimited options with a search facility.

5. Select the **Read Only** check box if you don't want to enable users to set this parameter. When a parameter is set as read only, the user is required to provide a default value to be passed to the job definition.
6. If you select list of values or choice list page element, select a **List of Values Source** and an **Attribute**. Use the list of values sources from the Manage List of Values Sources tab. Don't define lists of values in the data model that the report is using.
7. From the list of available attributes, select the attributes you want to appear in the list and move them to the selected attributes section. These attributes determine the values that the user can see.
8. Define a **Default Value** for the parameter.
9. In the **Tooltip Text** field, provide additional information for the user to follow.
10. Select the **Required** check box if users must set this parameter to submit the scheduled process.
11. Select the **Do not Display** check box if users should not see this parameter while submitting the process.
12. Click **Save and Create Another** or **Save and Close**.

Dependent Parameters

The attributes of some parameters depend on the attributes or values of certain other parameters. The attributes of a parameter would change if the value of its dependent parameter changes.

For example, you have three parameters, namely Country, State and, City. In this case, the value of the Country parameter would determine the values available in the State parameter. The values in the State parameter would determine the values available in the City parameter.

Related Topics

- Create Job Definitions to Run Reports as Scheduled Processes
- Define Dependent Parameters in Job Definitions

Set Up Reports for Scheduling

You can set up reports as scheduled processes so users can submit them from the Scheduled Processes and other work areas.

If you want users to also submit these scheduled processes from the Reports and Analytics work area and panel tab, then you need to configure properties for the corresponding reports.

Enable a Report for Scheduling

1. In the Reports and Analytics work area or panel tab, edit the report in the business intelligence catalog.
2. Click **Properties**.
3. In the General tab in the Properties dialog box, enter the field values as shown in this table and then click **OK**.

Field	Value
Enterprise Scheduler Job Package Name	Enter the path for the job definition, for example: `/oracle/apps/ess/<product family>/<product>/<business area>/Jobs`
Enterprise Scheduler Job Definition Name	Enter the job definition name (not display name), for example: `ABCDEFG`

Related Topics

- Set Up the Reports and Analytics Panel Tab
- How You Access and Modify Report Components
- Create Job Definitions to Run Reports as Scheduled Processes

Configure Deep Links

Register Business Intelligence to Support Deep Linking

Deep linking lets you to navigate from an analysis on the interface pages to specific attributes and objects in your work areas so that you can work with them directly.

What does that mean? It means that if you're looking at an analysis on leads, for example, you can click a record on the analytic and go edit the lead record on the edit object page. To support deep links, use the Setup and Maintenance work area to register the Business Intelligence Server as a third-party application.

Register Business Intelligence Server as a Third-Party Application

To register the BI Server:

1. Use the **Manage Third Party Applications** page.
2. Click **Create**.
3. Enter `AnalyticsApp` as the application name.
4. Enter the full URL for the BI Server (for example: `http://host:port/analytics/saw.dll`).
5. Enter `Analytics Server` as the Partner Name.
6. Click **Save and Close**.

Related Topics

- How can I integrate external applications with Fusion Applications?

Create Deep Links

Create deep links in your analytics that let you navigate from an analysis to specific attributes and objects in your transactional pages to work with them directly.

1. In the Reports and Analytics work area, click **Browse Catalog**.
2. Create or edit an analysis. Use a subject area that includes the attribute you want to link to in the transactional pages, and ensure that you include the object ID.
3. On the Criteria tab, click the **Options** icon for the attribute column on which you need a deep link and select **Column Properties**.
4. Open the Interaction tab in the Column Properties dialog box.
5. In the Primary Interaction list in the Value section, select **Action Links** to display the Action Links table.
6. Select the **Do not display in a pop-up if only one action link is available at runtime** option.
7. Click **Add Action Link**.
8. In the New Action Link dialog box, enter the link text for the navigation.
9. Click the **Create New Action** icon and select **Navigate to a Web Page**.
10. In the Create New Action dialog box, enter the URL to navigate to, which references parameters you define in the prompt. For shared analyses:**//<hostname>/fscmUI/faces/deeplink?objType=@{1}&objKey=<object ID>=@{2}&action=@{3}&returnApp=AnalyticsApp&returnAppParams=PortalGo%26path=</shared/Custom/<folder>/@{6}**

    > **Note:** If you don't click the Return icon, remove parameters 5 through 7. In this case, the URL would be: **//<hostname>/fscmUI/faces/deeplink?objType=@{1}&objKey=<object ID>=@{2};searchInd=@{3}&action=@{4}**

    For personal analyses stored in My Folders: **//<hostname>/fscmUI/faces/deeplink?objType=@{1}&objKey=<object ID>=@{2}&action=@{3}&returnApp=AnalyticsApp&returnAppParams=PortalGo%26pather=/users/@{5}/@{6}**
11. Click **Define Parameters** to add corresponding parameters for the URL.

12. In the Define Parameters section, click **Add Parameter** to add the following mandatory parameters:

Name	Prompt	Type of Value	Value	Fixed	Hidden	Notes
1	Object Type	Value	<Object Type>	Selected	Selected	Used for shared and personal analyses.
2	<Prompt Name>	Column Value	Column Name in `"<table.name>"` format	Selected	Selected	Used for shared and personal analyses.
3	Action	Value	edit	Selected	Selected	Used for shared and personal analyses.
4	returnApp	Value	AnalyticsApp	Selected	Selected	Used for shared and personal analyses.
5	Logged in User	Session Variable	USER	Selected	Selected	Session variable parameter used for personal analysis permissions.
6	Report Name	Value	Analysis Name	Selected	Selected	Used for shared and personal analyses. The name of the analysis to return to after working in the transactional page.

13. Click **Options** to set how the page opens.
14. In the Action Options dialog box, select **Open in New Window** to open the page in a new window.
15. Save your work.
16. If you have provided the Return Application name, a Return icon is available in the transactional page to return to the analysis.

Related Topics

- Register Business Intelligence to Support Deep Linking
- Manage Analytics with Advanced Features

FAQs for Deep Links

Why did a deep link open to a blank page?

You may not have access to the linked object, or the URL entered for the action is incorrect, for example lacking the environment or the Object ID name.

- Check the URL you entered for the action. It may be missing the environment name or the Object ID name.
- Check the URL parameters, the spelling of the action, and that you're using the correct key in the object's analysis.

Do I have to display the ID for my object?

No, you can add it, format the column as a number with zero decimals, and then hide the column.

Can I display actions for some users and not others?

Yes, you define conditions for the action to display.

Manage Permissions

Manage Catalog Permission

You may want to remove access to predefined catalog folders so that those associated with offerings you don't use aren't displayed. You can hide the entire predefined catalog or selectively display root catalog folders for offerings.

To control which offerings are available, create a custom role based on the Custom BI Web cat Reporting Duty role and its associated roles for each. Using custom roles, you can manage folder access in a number of ways, depending on requirements and previous modifications you have made.

- Add duty roles for parent folders to the custom role so that all users see a subset of the predefined catalog. Add roles only for the offerings you want to retain access for.
- Don't add any catalog reporting duty roles for any offerings to the custom role to hide the entire predefined catalog and display only **/Shared/Custom** folders. For example, you can remove BI catalog access for external users such as partners who have no access to reporting.
- Delete all catalog reporting duty roles from the custom role. Also, add catalog reporting duty roles to a new or existing job role so that job roles with BI access get default access to the predefined catalog. For example, by default, Financial job roles have access to Financial reporting content but Human Capital Management job roles don't have access to the predefined HCM BI catalog. You can grant the Human Capital Management Folder Reporting Duty role to new job roles to allow access to predefined HCM reports.

Hide Predefined Catalog Folders

All authenticated users have the Custom BI Web cat Reporting Duty role, which inherits all of the folder reporting roles that determine access and visibility of root level catalog folders. Administrators with IT Security Manager privileges can hide predefined folders by creating custom roles based on this role and their associated roles from the duty role.

1. Open the Security Console.
2. Search for Custom BI Web cat Reporting Duty and review its duty roles to determine which to retain in your custom role.
3. Create a custom role.
4. Click **Actions** > **Add Role**.
5. Click **Next** twice to navigate to the Role Hierarchy step.
6. To hide all folders, leave the hierarchy empty. Add any roles for offerings you want to retain access for.
7. Run the **Import User and Role Application Security Data** process to synchronize security changes.
8. Click **Browse Catalog** in the Reports and Analytics work area and click **Administration**. In the Maintenance and Troubleshooting section, select **Reload Files and Metadata** to refresh the BI cache.

BI Reporting Roles

This table shows the mapping between shared root catalog folders, folder reporting roles, and job roles.

Catalog Folder	Duty Role	Duty Role Name	Associated Job Roles
/Shared/Common Content	BI_COMMON_CONTENT_REPORTING_DUTY	Common Content Folder Reporting Duty	None
/Shared/Customer Data Management	BI_CDM_REPORTING_DUTY	Customer Data Management Folder Reporting Duty	None
/Shared/Enterprise Contracts	BI_OKC_REPORTING_DUTY	Enterprise Contracts Folder Reporting Duty	ORA_OKC_CUSTOMER_CONTRACT_ADMINISTRATOR_JOB, ORA_OKC_CUSTOMER_CONTRACT_MANAGER_JOB, ORA_OKC_CUSTOMER_CONTRACT_TEAM_MEMBER_ABSTRACT, ORA_OKC_ENTERPRISE_CONTRACT_ADMINISTRATOR_JOB, ORA_OKC_ENTERPRISE_CONTRACT_MANAGER_JOB, ORA_OKC_ENTERPRISE_CONTRACT_TEAM_MEMBER_ABSTRACT, ORA_OKC_SUPPLIER_CONTRACT_ADMINISTRATOR_JOB, ORA_OKC_SUPPLIER_CONTRACT_MANAGER_JOB, ORA_OKC_SUPPLIER_CONTRACT_TEAM_MEMBER_ABSTRACT
/Shared/Extension	BI_EXT_REPORTING_DUTY	Extension Folder Reporting Duty	None
/Shared/Financials	BI_FIN_REPORTING_DUTY	Financials Folder Reporting Duty	ORA_AP_ACCOUNTS_PAYABLE_INVOICE_SUPERVISOR_JOB ORA_AP_ACCOUNTS_PAYABLE_MANAGER_JOB, ORA_AP_ACCOUNTS_PAYABLE_

Catalog Folder	Duty Role	Duty Role Name	Associated Job Roles
			PAYMENT_SUPERVISOR_JOB, ORA_AP_ACCOUNTS_PAYABLE_SPECIALIST_JOB, ORA_AP_ACCOUNTS_PAYABLE_SUPERVISOR_JOB, ORA_AR_ACCOUNTS_RECEIVABLE_MANAGER_JOB, ORA_AR_ACCOUNTS_RECEIVABLE_MANAGER_SOD_JOB, ORA_AR_ACCOUNTS_RECEIVABLE_SPECIALIST_JOB, ORA_AR_ACCOUNTS_RECEIVABLE_SPECIALIST_SOD_JOB, ORA_AR_BILLING_MANAGER_JOB, ORA_AR_BILLING_SPECIALIST_JOB, ORA_CE_CASH_MANAGER_JOB, ORA_EXM_EXPENSE_MANAGER_JOB, ORA_FA_ASSET_ACCOUNTANT_JOB, ORA_FA_ASSET_ACCOUNTING_MANAGER_JOB, ORA_FUN_INTERCOMPANY_ACCOUNTANT_JOB, ORA_GL_FINANCIAL_ANALYST_JOB, ORA_VRM_REVENUE_ANALYST_JOB, ORA_VRM_REVENUE_MANAGER_JOB, ORA_XCC_BUDGET_MANAGER_JOB
/Shared/Higher Education	BI_HED_REPORTING_DUTY	Higher Education Folder Reporting Duty	ORA_HEQ_ADMISSIONS_COORDINATOR_JOB, ORA_HEQ_ADMISSIONS_MANAGER_JOB, ORA_HER_ACADEMIC_COORDINATOR_JOB, ORA_HER_REGISTRAR_JOB, ORA_HES_BURSAR_JOB, ORA_HEY_STUDENT_SERVICES_MANAGER_JOB, ORA_HEY_STUDENT_SUPPORT_ADVISOR_JOB
/Shared/Human Capital Management	BI_HCM_REPORTING_DUTY	Human Capital Management Folder Reporting Duty	By default, predefined HCM job roles have no access to the predefined content.
/Shared/Incentive Compensation	BI_IC_REPORTING_DUTY	Incentive Compensation Folder Reporting Duty	ORA_CN_INCENTIVE_COMPENSATION_ANALYST_JOB, ORA_CN_INCENTIVE_COMPENSATION_MANAGER_JOB, ORA_CN_INCENTIVE_COMPENSATION_PARTICIPANT_ABSTRACT, ORA_CN_INCENTIVE_COMPENSATION_PARTICIPANT_MANAGER_ABSTRACT, ORA_CN_INCENTIVE_COMPENSATION_PLAN_ADMINISTRATOR_JOB
/Shared/Loyalty	BI_LOY_REPORTING_DUTY	Loyalty Folder Reporting Duty	ORA_LOY_LOYALTY_MARKETING_MANAGER_JOB, ORA_LOY_LOYALTY_PROGRAM_ADMINISTRATOR_JOB

Catalog Folder	Duty Role	Duty Role Name	Associated Job Roles
/Shared/Manufacturing	BI_MFG_REPORTING_DUTY	Manufacturing Folder Reporting Duty	ORA_CSE_ASSET_ADMINISTRATOR_JOB
/Shared/Marketing	BI_MKT_REPORTING_DUTY	Marketing Folder Reporting Duty	ORA_MKL_SALES_LEAD_QUALIFIER_JOB, ORA_MKT_CORPORATE_MARKETING_MANAGER_JOB, ORA_MKT_MARKETING_ANALYST_JOB, ORA_MKT_MARKETING_MANAGER_JOB, ORA_MKT_MARKETING_OPERATIONS_MANAGER_JOB, ORA_MKT_MARKETING_VP_JOB
/Shared/Partner	BI_ZPM_REPORTING_DUTY	Partner Folder Reporting Duty	ORA_ZPM_CHANNEL_ACCOUNT_MANAGER_JOB, ORA_ZPM_CHANNEL_ADMINISTRATOR_JOB, ORA_ZPM_CHANNEL_OPERATIONS_MANAGER_JOB, ORA_ZPM_CHANNEL_PARTNER_MANAGER_JOB, ORA_ZPM_CHANNEL_PARTNER_PORTAL_ADMINISTRATOR_JOB, ORA_ZPM_CHANNEL_SALES_DIRECTOR_JOB, ORA_ZPM_CHANNEL_SALES_MANAGER_JOB
/Shared/Procurement	BI_PRC_REPORTING_DUTY	Procurement Folder Reporting Duty	ORA_AP_ACCOUNTS_PAYABLE_MANAGER_JOB, ORA_AP_ACCOUNTS_PAYABLE_SPECIALIST_JOB, ORA_AP_ACCOUNTS_PAYABLE_SUPERVISOR_JOB, ORA_PO_BUYER_JOB, ORA_PO_PROCUREMENT_APPLICATION_ADMIN_JOB, ORA_PO_PROCUREMENT_INTEGRATION_SPECIALIST_JOB, ORA_PO_PURCHASE_ANALYSIS_ABSTRACT, ORA_POQ_SUPPLIER_QUALIFICATION_DISCRETIONARY, ORA_POR_PROCUREMENT_REQUESTER_ABSTRACT, ORA_POZ_SUPPLIER_ADMINISTRATOR_ABSTRACT, ORA_POZ_SUPPLIER_MANAGER_ABSTRACT
/Shared/Projects	BI_PRJ_REPORTING_DUTY	Projects Folder Reporting Duty	ORA_OKC_CUSTOMER_CONTRACT_ADMINISTRATOR_JOB, ORA_OKC_CUSTOMER_CONTRACT_MANAGER_JOB, ORA_OKC_CUSTOMER_CONTRACT_TEAM_MEMBER_ABSTRACT, ORA_OKC_ENTERPRISE_CONTRACT_ADMINISTRATOR_JOB, ORA_OKC_ENTERPRISE_CONTRACT_MANAGER_JOB, ORA_OKC_ENTERPRISE_CONTRACT_TEAM_

Catalog Folder	Duty Role	Duty Role Name	Associated Job Roles
			MEMBER_ABSTRACT, ORA_PJF_GRANTS_ACCOUNTANT_JOB, ORA_PJF_GRANTS_ADMINISTRATOR_JOB, ORA_PJF_GRANTS_DEPARTMENT_ADMINISTRATOR_JOB, ORA_PJF_PROJECT_ACCOUNTANT_JOB, ORA_PJF_PROJECT_ADMINISTRATOR_JOB, ORA_PJF_PROJECT_BILLING_SPECIALIST_JOB, ORA_PJF_PROJECT_EXECUTION_ABSTRACT, ORA_PJF_PROJECT_EXECUTIVE_JOB, ORA_PJF_PROJECT_INTEGRATION_SPECIALIST_JOB, ORA_PJF_PROJECT_MANAGEMENT_DUTY_ABSTRACT, ORA_PJF_PROJECT_MANAGER_JOB, ORA_PJF_PROJECT_TEAM_MEMBER_ABSTRACT, ORA_PJF_PROJECTS_APPLICATION_ADMINISTRATOR_JOB, ORA_PJF_RESOURCE_MANAGER_JOB, ORA_PJF_TEAM_COLLABORATOR_ABSTRACT
/Shared/Public Sector	BI_PSC_REPORTING_DUTY	Public Sector Folder Reporting Duty	ORA_PSC_AGENCY_STAFF_ABSTRACT, ORA_PSC_BUILDING_INSPECTOR_JOB, ORA_PSC_BUSINESS_ANALYST_JOB, ORA_PSC_CHIEF_BUILDING_OFFICER_JOB, ORA_PSC_ECONOMIC_DEV_OFFICER_JOB, ORA_PSC_FINANCE_ADMIN_JOB, ORA_PSC_INSPECTIONS_SUPERVISOR_JOB, ORA_PSC_PERMIT_TECHNICIAN_JOB, ORA_PSC_PERMITS_APPLICATION_ADMINISTRATOR_JOB, ORA_PSC_PERMITS_SUPERVISOR_JOB, ORA_PSC_PLAN_COORDINATOR_JOB, ORA_PSC_PLAN_REVIEWER_JOB, ORA_PSC_PRINCIPAL_PLANNER_JOB, ORA_PSC_SYSTEM_ADMINISTRATOR_JOB
/Shared/Risk Management	BI_GRC_REPORTING_DUTY	Risk Management Folder Reporting Duty	ORA_GTG_APPLICATION_ACCESS_AUDITOR_JOB, ORA_GTG_APPLICATION_CONTROL_MANAGER_JOB, ORA_GTG_COMPLIANCE_MANAGER_JOB, ORA_GTG_ENTERPRISE_RISK_AND_CONTROL_MANAGER_JOB, ORA_GTG_RISK_MANAGEMENT_AUDITOR_JOB, ORA_GTR_USER_ACCESS_CERTIFICATION_MANAGER_JOB
/Shared/Sales	BI_ZBS_REPORTING_DUTY	Sales Folder Reporting Duty	ORA_ZBS_SALES_ADMINISTRATOR_JOB, ORA_ZBS_

Catalog Folder	Duty Role	Duty Role Name	Associated Job Roles
			SALES_MANAGER_JOB, ORA_ZBS_SALES_REPRESENTATIVE_JOB, ORA_ZBS_SALES_RESTRICTED_USER_JOB, ORA_ZBS_SALES_VP_JOB, ORA_ZPM_CHANNEL_ACCOUNT_MANAGER_JOB, ORA_ZPM_CHANNEL_ADMINISTRATOR_JOB, ORA_ZPM_CHANNEL_OPERATIONS_MANAGER_JOB, ORA_ZPM_CHANNEL_PARTNER_MANAGER_JOB, ORA_ZPM_CHANNEL_PARTNER_PORTAL_ADMINISTRATOR_JOB, ORA_ZPM_CHANNEL_SALES_DIRECTOR_JOB, ORA_ZPM_CHANNEL_SALES_MANAGER_JOB, ORA_ZSP_SALES_ANALYST_JOB
/Shared/Service	BI_SVC_REPORTING_DUTY	Service Folder Reporting Duty	ORA_CSO_KNOWLEDGE_ANALYST_JOB, ORA_CSO_KNOWLEDGE_MANAGER_JOB, ORA_SVC_CUSTOMER_SERVICE_MANAGER_JOB, ORA_SVC_CUSTOMER_SERVICE_REPRESENTATIVE_JOB, ORA_SVC_HUMAN_RESOURCE_HELP_DESK_ADMINISTRATOR_JOB, ORA_SVC_HUMAN_RESOURCE_HELP_DESK_AGENT_JOB, ORA_SVC_HUMAN_RESOURCE_HELP_DESK_MANAGER_JOB, ORA_SVC_INTERNAL_HELP_DESK_ADMINISTRATOR_JOB, ORA_SVC_INTERNAL_HELP_DESK_AGENT_JOB, ORA_SVC_INTERNAL_HELP_DESK_MANAGER_JOB, ORA_ZBS_SALES_ADMINISTRATOR_JOB, ORA_ZCA_CUSTOMER_RELATIONSHIP_MANAGEMENT_APPLICATION_ADMINISTRATOR_JOB
/Shared/Subscription Management	BI_OSS_REPORTING_DUTY	Subscription Management Folder Reporting Duty	ORA_OSS_SUBSCRIPTION_SPECIALIST_JOB
/Shared/Supply Chain Management	BI_SCM_REPORTING_DUTY	Supply Chain Management Folder Reporting Duty	ORA_ACD_PRODUCT_DESIGN_ENGINEER_JOB, ORA_ACD_PRODUCT_DESIGN_MANAGER_JOB, ORA_ACE_PRODUCT_MANAGEMENT_VP_JOB, ORA_ACE_PRODUCT_PORTFOLIO_MANAGER_JOB, ORA_CMF_FISCAL_DOCUMENT_SPECIALIST_JOB, ORA_CMF_RECEIVING_SPECIALIST_JOB, ORA_CMR_RECEIPT_ACCOUNTING_DISCRETIONARY, ORA_CSE_ASSET_ADMINISTRATOR_JOB, ORA_CST_COST_ACCOUNTANT_

Catalog Folder	Duty Role	Duty Role Name	Associated Job Roles
			JOB, ORA_DOO_ORDER_ADMINISTRATOR_JOB, ORA_DOO_ORDER_MANAGER_JOB, ORA_EGI_PRODUCT_DATA_STEWARD_JOB, ORA_EGP_PRODUCT_MANAGER_JOB, ORA_ENQ_QUALITY_ANALYST_JOB, ORA_ENQ_QUALITY_ENGINEER_JOB, ORA_FOS_SUPPLY_CHAIN_CONTROLLER_JOB, ORA_INV_INVENTORY_MANAGER_JOB, ORA_INV_WAREHOUSE_MANAGER_JOB, ORA_MNT_MAINTENANCE_MANAGER_JOB, ORA_MNT_MAINTENANCE_TECHNICIAN_JOB, ORA_MSC_BACKLOG_MANAGER_JOB, ORA_MSC_DEMAND_AND_SUPPLY_PLANNER_JOB, ORA_MSC_DEMAND_PLANNER_JOB, ORA_MSC_MATERIALS_PLANNER_JOB, ORA_MSC_REPLENISHMENT_PLANNER_JOB, ORA_MSC_SALES_AND_OPERATIONS_PLANNER_JOB, ORA_MSC_SUPPLY_CHAIN_PLANNER_JOB, ORA_RCL_FIELD_SERVICE_ADMINISTRATOR_JOB, ORA_VCS_SUPPLY_CHAIN_COLLABORATION_PLANNER_JOB, ORA_WSH_SHIPPING_MANAGER_JOB
/Shared/Functional Setup	BI_FSM_REPORTING_DUTY	Functional Setups Folder Reporting Duty *Not inherited by Custom BI Web cat Reporting Duty	ORA_ASM_APPLICATION_IMPLEMENTATION_CONSULTANT_JOB
/Shared/Security	FBI_SECURITY_TRANSACTION_ANALYSIS_DUTY	Security Transaction Analysis Duty *Not inherited by Custom BI Web cat Reporting Duty	ORA_FND_IT_SECURITY_MANAGER_JOB

Predefined Catalog Lockdown

If you try to modify the predefined catalog content including folder permissions, you get an alert indicating that you're not allowed to modify content and asking that you save your own content in the **/Shared/Custom** folder.

Here are a few things to know about catalog folders:

- You must save all modified content in the **/Shared/Custom** folder or in new folders in the **/Shared** folder.
- Existing modified content in the **/Shared/Custom** folder or custom folders in the **/Shared** folder and their subfolders is preserved. If you have modified the content in the predefined catalog folders, all changes are lost during any upgrade. To preserve content, archive your catalog content and unarchive it in the **Shared/Custom** folder after upgrade.
- All existing content in parent folders in the **/Shared** folder is preserved.
- You can't change folder or object permissions on the predefined catalog folders or content. For example, you can't change folder permissions to hide folders or objects.

Related Topics

- Role Inheritance
- Archive and Move Analytics
- Submit Scheduled Processes and Process Sets

3 Flexfields

Overview of Flexfield Use in Analyses

Flexfields are extensible sets of placeholder fields associated with business objects that can be placed on application pages. They're used to extend business objects and meet your data management requirements without changing the data model or performing any database programming.

To include flexfields you have used for extension for use in analyses, you must enable them for business intelligence.

Extension of analyses using flexfields is available for Oracle Enterprise Resource Planning Cloud and Oracle Human Capital Management Cloud.

Flexfield Types

The following types of flexfields are available and provide a means to modify application features without programming:

- Descriptive
- Extensible
- Key

Depending on the flexfield type, business intelligence enablement is performed differently and has different requirements. Once they are enabled for business intelligence, you can import any changes made to flexfields automatically using an import scheduled process.

Configure Key Flexfields for Transactional Business Intelligence

Enable Key Flexfields for Business Intelligence Reporting

To include flexfields in your analyses, you must enable them for Business Intelligence. Extensibility of analysis using flexfields is used for Enterprise Resource Planning and Human Capital Management. For Customer Relationship Management, the Extensibility Framework supports this.

To designate key flexfields as BI-enabled:

1. In the Setup and Maintenance work area, go to the **Manage Key Flexfields** task.
2. On the Manage Key Flexfields page, enter your search value in Key Flexfield Code.
3. Click **Manage Structure Instances**.
4. Enter your search value in Structure Instance Code.
5. Click **Edit** to display the Edit Key Flexfield Structure Instance dialog box.
6. Select the **BI Enabled** option, then click **OK**.
7. For each flexfield segment instance, repeat steps 5 through 6.
8. Click **Save**.

9. Populate the BI Object Name for each of the segment labels:

    a. Query the Key Flexfield Code in the Manage Key Flexfields window.
    b. From the Actions menu, select **Manage Segment Labels**.
    c. Populate the BI Object Name for each segment label to be mapped. The BI Object Name for the following qualified segment labels should not be modified:

Segment Label Code	BI Object Name
FA_COST_CTR	Dim - Cost Center
GL_BALANCING	Dim - Balancing Segment
GL_ACCOUNT	Dim - Natural Account Segment

    Before you deploy a flexfield, you must access the Chart of Accounts Instance and assign the newly created segment label to the appropriate segment in the Chart of Accounts.
    d. Click **Deploy Flexfield**.
    e. Click **Save and Close**.

Related Topics

- Considerations for Enabling Key Flexfield Segments for Business Intelligence
- How do I update existing setup data?

Overview of Supported Financials Key Flexfields

This table lists key flexfields that are used to store internally defined codes unique to a particular business, specifying part numbers, general ledger accounts, and other business entities.

Product Area	Key Flexfield	Dimension
Fixed Assets	Category (CAT#)	Dim - Asset Category
Fixed Assets	Location (LOC#)	Dim - Asset Location
General Ledger	Accounting (GL#)	Dim - Balancing Segment Dim - Cost Center Dim - Natural Account
Budgetary Control	Budgeting (XCC)	Dim - XCC Segment

Map Non-Qualified Segments to BI Objects

To map non-qualified segments that must be mapped and used in analysis, create a new label and associate a BI object with the label. Associate this new segment label with the segment code.

To map non-qualified segments to BI objects:

1. In the Setup and Maintenance work area, go to the **Manage Key Flexfields** task.
2. On the Manage Key Flexfields page, search for the appropriate key flexfield code.
3. From the Actions menu, select **Manage Segment Labels**.
4. Click the **Add Row** icon.
5. Enter the details for the Segment Label Code, including name, description, and BI Object name. Enter the BI object names carefully and note whether there is a space between **Segment** and the number.
   This table provides examples of Key Flexfields and associated BI object names.

Key Flexfield	BI Object Name
Accounting (GL)	Dim - GL Segment1 through Dim - GL Segment10
Budgetary Control (XCC)	Dim - XCC Segment1 through Dim - XCC Segment10
Revenue Management (VRM)	Dim - VRM Segment 1 through Dim - VRM Segment 10

6. Complete the mapping by assigning unique segment labels to the key flexfields.

Set Up the GL Accounting Flexfields

This topic describes the workflow for setting up Accounting key flexfields, but these steps also apply for other key flexfields.

- Understanding Accounting Key Flexfields
- Identifying Accounting Key Flexfields
- Assigning Unique Segment Labels
- Performing Column Flattening
- Designating GL Accounting Segment Instances as BI-Enabled
- Deploying Accounting Key Flexfields

Understanding Accounting Key Flexfields

The Accounting Key Flexfield is used to identify GL accounts.

A chart of accounts segment is a component of the accounting key flexfield. Each segment has a value set attached to it to provide formatting and validation of the set of values used with that segment. The combination of segments

creates the account combination used for recording and analyzing financial transactions. You must set up your Chart of Accounts (COA) as part of implementing Oracle Applications Cloud.

Examples of segments that may be found in a chart of accounts structure include Company, Cost Center, Department, Division, Region, Account, Product, Program, and Location.

The Natural Account segment of the General Ledger Accounting Key Flexfield defines the account used in the account combination to record transactions.

The logical segment dimensions in the Oracle BI metadata are `Dim - Cost Center`, `Dim - Balancing Segment`, `Dim - Natural Account Segment` and all `Dim - GL Segmentn` dimensions. These dimension tables are populated from a Tree value object or from a Value Set value object. Which value is used depends on whether a tree was associated with the segment in the Oracle Applications Cloud setup:

- For each segment associated with trees, two value objects are generated (Tree and TreeCode) with the following naming structure:

  `FscmTopModelAM.AccountBIAM.FLEX_TREE_VS_segmentlabel_VI &`

  `FscmTopModelAM.AccountBIAM.FLEX_TREECODE_VS_segmentlabel_VI`

- For each segment without trees, one view object is generated with the following naming structure:

  `FscmTopModelAM.AccountBIAM.FLEX_VS_ XXX_VI`

In addition to the segment dimension tables, the BI Extension process also extends `Flex BI Flattened VO`; `FscmTopModelAM.AccountBIAM.FLEX_BI_Account_VI`. This view object has a pair of columns for each segment; segmentlabel_ and segmentlabel_c.

For example, for your Cost Center segment which has the segment label FA_COST_CTR, there are two columns in this view object, named FA_COST_CTR_ and FA_COST_CTR_c.

Identifying Accounting Key Flexfield Segments

Identify and map segments of the chart of accounts.

For each Chart of Accounts (Accounting Key Flexfield) used to analyze Transactional Business Intelligence facts, identify the segments of the chart of accounts. Map them to the Transactional Business Intelligence GL Accounting Segment logical dimensions.

Accounting Key Flexfield Segment	Segment Label	Transactional Business Intelligence GL Accounting Segment Logical Dimension
Balancing	GL_BALANCING	Dim - Balancing Segment
Natural Account	GL_ACCOUNT	Dim - Natural Account Segment
Cost Center	FA_COST_CTR	Dim - Cost Center
Other segments to be equalized across the charts of accounts	Other unique segment label	Dim - GL Segment n where n is an integer from 1 to 10

Assigning Unique Segment Labels

You must assign a unique segment label to the charts of accounts segments that are the balancing segments or the natural account segments. The segments must be also used for specific purposes.

For example, assign the Primary Balancing segment label to the segment used for your company or legal entities. That label provides a correct recording of intercompany transactions and company analysis. You can assign other segment labels when required.

To assign unique segment labels to charts of accounts segments:

1. In the Setup and Maintenance work area, go to the **Manage Charts of Accounts** task and then navigate to the Manage Chart of Accounts page.
2. In the Search section, enter the GL# for the **Key Flexfield Code** and click the **Search** button.
3. In the Search Results section, select **Accounting Flexfield** and click the **Manage Structures** button to navigate to Manage Key Flexfield Structures.
4. In the Search section, enter the chart of accounts code or the name for Structure Code or Name and click the **Search** button.
5. In the Search Results section, select the chart of accounts and click **Edit** to navigate to the Edit Key Flexfield Structure window
6. Select the **Enabled** check box to code-enable the Structure code.
7. In the Segments section, select the applicable segments and click **Edit** to navigate to the Edit Key Flexfield Segment window.
8. Select the Enabled check box to enable the segments.
9. In the Segment Labels section, select the unique segment labels to equalize the segments across the charts of accounts. Click the **shuttle** to move the segments to the selected list.
10. Click **Save and Close** to return to the Edit Key Flexfield Structure window.
11. Click **Done** to return to the Manage Key Flexfields window.

Performing Column Flattening

Column flattening of trees is required in order for OTBI hierarchy analyses to be populated with correct data.

To flatten columns for account hierarchies:

1. In the Setup and Maintenance work area, go to the **Manage Trees and Tree Versions** task and navigate to the Manage Trees and Tree Versions window.
2. In the Search section, enter **GL_ACCT_FLEX** for the Tree Structure Code and the involved tree code or name, and click **Search**.
3. In the Search Results section, select the tree version you want to flatten. If the status of the Tree Version is Draft, to make the Tree Version active, select **Actions**, then **Status**, and then **Active**.
4. (Optional): After the tree version is specified, perform an audit on the Tree Version to ensure its integrity before launching the flattening job. Select **Actions** and then **Audit**. See the section on working with Trees in the Developer's Guide.
5. Choose **Column Flattening** from the **Actions** menu.
6. Click the **Online Flattening** button to launch the flattening job immediately. Or, click the **Schedule Flattening** button to schedule the flattening job according to your requirements.

Designating GL Accounting Segment Instances as BI-Enabled

Specify the applicable chart of accounts segment instances that are BI-enabled to make them available for use in Transactional Business Intelligence.

To specify the chart of accounts segment instances as BI-enabled:

1. In the Search Results section of the Manage Key Flexfields window, select **Accounting Flexfield** and click the **Manage Structure Instances** button to navigate to the Manage Key Flexfield Structure Instances window.
2. In the Search section, select the chart of accounts for Structure Name and click the **Search** button.
3. In the Search Results section, select the structure instance and click **Edit** to navigate to the Edit Key Flexfield Structure Instance window.
4. Check the **Enabled** check box to code-enable the structure instance.
5. In the Segment Instances section, select the segment instances and click **Edit** to update. Each of the segment instances must be selected individually.
6. Select the **Business Intelligence enabled** check box in the Edit Key Flexfield Segment pop-up window and click **OK** to return to Edit Key Flexfield Structure Instance window.
7. After you have enabled all applicable segment instances for Business Intelligence, click **Save and Close** to save the changes and return to the Edit Key Flexfield Structure Instance window.
8. Repeat steps 2 - 6 for each chart of accounts to enable all the applicable segment instances for Business Intelligence.
9. Click **Done** to return to the Manage Key Flexfields window.
10. After you have configured all the charts of accounts, click the **Deploy Flexfield** button to deploy the Accounting Flexfield and make the latest definition available for use.

Deploying Accounting Key Flexfields

After you have set up accounting key flexfields, you must deploy them.

Accounting key flexfields have one of the following deployment statuses:

- Edited: The flexfield definition has not been deployed or changes have been made to the structure, the structure instances, or the value sets.
- Patched: The flexfield definition has been modified through an update, but the flexfield has not yet been deployed so the updated definition is not reflected.
- Deployed to Sandbox: The flexfield is deployed and available in a flexfield-enabled sandbox.
- Deployed: The flexfield definition is deployed and available to end users.
- Error: The deployment attempt failed.

To deploy accounting key flexfields:

1. In the Setup and Maintenance work area, go to the **Manage Chart of Accounts** task.
2. Click **Search**.
3. Locate the Deployment Status column.
4. Click the icon.
5. Select **Edited**.
6. Click **Deploy Flexfield**.
7. Monitor the Deployment Status and when it reaches 100% click **OK**.
8. Verify that a check mark displays in the Deployment Status column.
9. Click **Done**.

Configure Descriptive Flexfields for Transactional Business Intelligence

Overview of Transactional Business Intelligence Configuration of Descriptive Flexfields

Configure descriptive flexfields to track unique information not typically found on business forms.

Descriptive flexfields can store several important details on a form without cluttering it. For example, several details may make an asset form heavy and unmanageable. However, the user still needs to access those details and therefore, they must be present on the form. In such cases, descriptive flexfields are convenient to use and are easy to manage.

Descriptive flexfields provide a way for you to add attributes to entities and to define validation and display properties for them. A descriptive flexfield is a logical grouping of attributes (segments) that are mapped to a set of extension columns which are shipped as part of Oracle Applications Cloud tables.

Related Topics

- Configure Descriptive Flexfield Segments
- Set Descriptive Flexfields as BI-Enabled

Configure Descriptive Flexfield Segments

If a descriptive flexfield is enabled for Oracle Business Intelligence, you can enable global and context segments for Oracle Business Intelligence, and you can select segment labels. Not all descriptive flexfields are supported for Business Intelligence.

Configuring a Descriptive Flexfield Segment

If a descriptive flexfield is enabled for Oracle Business Intelligence, you can enable global and context segments for Oracle Business Intelligence, and you can select segment labels. Not all descriptive flexfields are supported for Business Intelligence.

To configure available descriptive flexfield segments:

1. In the Setup and Maintenance work area, go to the **Manage Descriptive Flexfields** task.
2. If the **BI Enabled** option is cleared, select it.
3. Select the options for deployment of the descriptive flexfields.

Related Topics

Set Descriptive Flexfields as BI-Enabled

If a descriptive flexfield is already defined, you can enable it for use in Business Intelligence reports. Not all descriptive flexfields are supported for Business Intelligence.

Setting a Flexfield as BI-Enabled

1. In the Setup and Maintenance work area, go to the **Manage Descriptive Flexfields** task.
2. Navigate to the **Edit Descriptive Flexfields** window.
3. Enter the descriptive flexfield name.
4. Check the **BI Enabled** option on the desired descriptive flexfields. If the option is unavailable, the flexfield is a non-supported entity.
5. Click **OK**.
6. Click **Save**.

Configure Extensible Flexfields for Transactional Business Intelligence

Configure Extensible Flexfields

You can use extensible flexfields to configure more segments.

An extensible flexfield is similar to a descriptive flexfield in that it provides an expansion space that you can use to configure additional attributes (segments) without additional programming. As with descriptive flexfields, each segment is represented in the database as a single column. However, with extensible flexfields, the context values and context-sensitive segments are stored in an extension table.

Categories and Contexts

You can combine and arrange the segments into attribute groups that are tailored to your specific needs. For example, you can group related segments so that they appear together on the page. The attribute groups are referred to as contexts. You can optionally set up an extensible flexfield to enable categorization of contexts.

You can add contexts and segments to extensible flexfields just like the descriptive flexfields. To see the extensible flexfields in analyses, you need to deploy them and then run the BI Extender Essbase scheduled process.

Configure Extensible Flexfields

To configure extensible flexfields:

1. In the Setup and Maintenance work area, go to the **Manage Extensible Flexfield** task.
2. Search for the EFF you want to configure, then select it and click the **Edit** icon.
3. In the Edit Extensible Flexfield dialog, highlight the category Display Name, then select **Manage Contexts**.
4. In the Manage Context dialog, search for the context that contains the segment you want to configure, highlight it, then click the **Edit** icon.
5. In the Edit Context dialog, click the **Edit** icon.
6. Edit the segment, as required, then click **Save**.

Related Topics

- Flexfield Usages

Set Extensible Flexfields as BI-Enabled

Extensible flexfields are BI enabled if at least one segment in a context is BI enabled.

Setting Extensible Flexfields as BI-Enabled

To set extensible flexfields as BI-enabled:

1. In the Setup and Maintenance work area, go to the **Manage Extensible Flexfields** task.
2. Enter the extensible flexfield name; for example, **Organization Information EFF**.
3. Select the applicable extensible flexfield, and then click **Edit**.
4. Select the applicable Category. The category contexts are populated automatically.
5. Click **Manage Contexts**
6. In the Edit Context page, select the applicable Context, and then click **Edit**.
7. Select the applicable Segment, and then click **Edit**.
8. In the Edit Segment page, select the **BI Enabled** check box.
9. Click **Save**.

Related Topics

- Configure Extensible Flexfields

Overview of the Essbase Rule File and Cubes

Generate the Essbase rule file by running the Create Rules XML File for BI Extender Automation scheduled process.

The Essbase rule file must be generated for all Oracle Essbase cubes mapped in the repository file (RPD).

Job Status Conditions

The process status displays one of these conditions.

- INIT: The process has just begun and is waiting for the extender command line JAR to update the status with more details.
- COMPLETED_NO_EXTENSION_NEEDED: No new Flexfield changes were detected in any of the Oracle Applications Cloud sources; because the RPD is already synchronized with all Flexfield changes, no changes were made in the RPD.
- COMPLETED: The RPD was successfully updated with Flexfield changes and uploaded into the Oracle Business Intelligence server.
- FAILED: Error conditions exist which require manual intervention.

Related Topics

- Submit Scheduled Processes and Process Sets

Import Changes to Flexfields Automatically

Overview of Flexfield Change Import

You can use the Import Oracle Fusion Data Extensions for Transactional Business Intelligence scheduled process to import your flexfield changes.

Use the Import Oracle Fusion Data Extensions for Transactional Business Intelligence scheduled process to automatically import the following types of changes:

- Key Flexfield changes
- Descriptive Flexfield changes
- Extensible Flexfield changes

The Import Oracle Fusion Data Extensions for Transactional Business Intelligence scheduled process imports extensible data, including data in descriptive flexfield segments, key flexfield segments, and General Ledger balances in Essbase cubes.

If you have changes to key flexfields and descriptive flexfields, you can import all the changes in the same scheduled process.

This is an Oracle Applications Cloud scheduled process; it's not related to BI Applications. Detailed information on this process can be found in Oracle Applications Cloud documentation.

> **Note:** We strongly recommend that you backup the Oracle Transactional Business Intelligence prior to importing any flexfield changes. Running the process disconnects all users from the server. You should not run this process when maintenance operations or system updates are being performed on the server.

Performance and Flexfields

Flexfield changes and additions increase the size of the metadata repository and over time can cause performance issues or the repository size to exceed limitations. We recommend that you import and enable for BI only those flexfields that are required. To preserve performance, the following guidelines should be kept in mind:

- Don't BI-enable extensible flexfield (EFF) attributes that aren't needed for analysis in OTBI.
- Disable EFF attributes that are no longer being used. Limit the number of attributes that are inherited by a large number of classes to be BI enabled, as this results in increased repository size.

Extensible Flexfields and Repository Size

If all BI-enabled attributes are assigned at the root level, then the repository size calculation is the total number of item classes multiplied by the number of BI-enabled attributes. If not, the size calculation is based on the number of child item classes for an item class to which the BI-enabled attribute is assigned.

Let's look at an example. If BI-enabled attribute ABC is assigned to item class XYZ and it has 10 child item classes, it would generate a segment for each. So BI-enabled segments at item class XYZ (in this case having only one attribute, ABC) would be 10. Also note that the EFF attributes are copied in each subject area of the repository where the Item dimension is used. So, if there are 20 subject areas with the Item dimension, the ABC attribute appears in all of them, thus showing up 200 times, or 10 segments multiplied by 20.

Run the Import Scheduled Process

To import changes, run the Import Oracle Fusion Data Extensions for Transactional Business Intelligence scheduled process.

Run the Job

To run the process:

1. In the **Scheduled Processes** window, select **Search and Select: Name**.
2. Select **Search and Select: Name**.
3. Highlight **Import Oracle Fusion Data Extensions for Transactional Business Intelligence**.
4. Click **OK**.
5. Schedule the process.

Process Status Conditions

When the process is finished, the **biExtenderCMDUtility.jar** writes the status of the process into the JNDI file **ess_biExtenderEssJob_jobStatus**, which can be viewed in Oracle WebLogic Server.

The process status displays one of the following conditions:

- INIT: The process has just begun and is waiting for the extender command line JAR to update the status with more details.
- COMPLETED_NO_EXTENSION_NEEDED: No new Flexfield changes were detected in any of the Oracle Applications Cloud sources; because the Oracle Business Intelligence is already synchronized with all Flexfield changes, no changes were made in the Oracle Business Intelligence.

- COMPLETED: Oracle Business Intelligence was successfully updated with Flexfield changes and uploaded into the Oracle Business Intelligence Server.
- COMPLETED: PROCESS_ERRORS: Oracle Business Intelligence was updated with the Flexfield changes but with some warnings that require manual intervention.
- FAILED: Error conditions exist that require manual intervention.

Successful Import Process

If the import process is successful, you can perform the following actions:

- Query subject areas by segment dimensions such as Balancing Segment and Cost Center.
- Access DFF attributes for analyses.
- Use the General Ledger - Balances Real Time subject area to query Oracle Essbase cubes.

Disable Flexfields as BI-Enabled

Overview

If you created a flexfield that you no longer want to use or report against, you can disable the flexfield as BI-enabled.

There may be times, such as during development phases, when you try using a flexfield and later determine it is no longer needed.

> **Note:** If you are considering disabling flexfields, keep in mind that any flexfields created in Oracle Applications Cloud must be designated as BI-enabled to be exposed in Transactional Business Intelligence. If you disable a flexfield, it cannot be deployed. Also, error conditions may occur if you disable a descriptive flexfield that has been implemented in BI Applications. If error conditions arise from disabling flexfields as BI-enabled, troubleshooting the errors can be difficult and time-consuming.

Related Topics

- Disable Key Flexfields as BI-Enabled
- Disable Descriptive Flexfields as BI-Enabled
- Disable Extensible Flexfields as BI-Enabled

Disable Key Flexfields as BI-Enabled

If you created a flexfield that you no longer want to use or report against, you can disable the flexfield as BI-enabled.

If you are considering disabling key flexfields, keep in mind that any flexfields created in Oracle Applications Cloud must be designated as BI-enabled to be exposed in Transactional Business Intelligence.

Disabling Key Flexfields

To disable key flexfields as BI-enabled:

1. In the Setup and Maintenance work area, go to the **Manage Key Flexfields** task.
2. Enter your search value in **Key Flexfield Code**.
3. Click **Manage Structure Instances**.
4. Enter your search value in **Structure Instance Code**.
5. Click **Edit**. The Edit Key Flexfield Structure Instance dialog box displays.
6. In **Edit Key Flexfield Segment Instance**, deselect the **BI Enabled** option.
7. Click **OK**, then **Save**.

Disable Descriptive Flexfields as BI-Enabled

If you created a flexfield that you no longer want to use or report against, you can disable the flexfield as BI-enabled.

If you are considering disabling descriptive flexfields, keep in mind that any flexfields created in Oracle Applications Cloud must be designated as BI-enabled to be exposed in Transactional Business Intelligence.

Disabling Descriptive Flexfields

To disable descriptive flexfields as BI-enabled:

1. In the Setup and Maintenance work area, go to the **Manage Descriptive Flexfields** task.
2. Enter the **Descriptive Flexfield Name**.
3. Deselect the **BI Enabled** option on the desired descriptive flexfields.
4. Click **OK**, then **Save**.

Repository and Session Variables for Business Intelligence

This table shows repository and session variables available for use in your analyses.

Variable Name	Type	Usage	Offering
CURRENT_DAY	Session Variable	Returns the value of Current Date.	All
CURRENT_MONTH	Repository Variable	Returns the value of Current Month in the YYYY/MM format.	All
CURRENT_WEEK	Repository Variable	Returns the value of the current week in YYYY Weeknnn format.	All
CURRENT_QUARTER	Repository Variable	Returns the value of Current Quarter in YYYY Q n format.	All

Variable Name	Type	Usage	Offering
CURRENT_YEAR	Repository Variable	Returns the value of Current Year in the YYYY format.	All
DISPLAYNAME	Session Variable	Returns the user name displayed to the user in the greeting, used as the author field for catalog objects when they're saved.	All
NEXT_MONTH	Repository Variable	Returns the value of Next Month in the YYYY / MM format.	All
NEXT_WEEK	Repository Variable	Returns the value of Next Week in the YYYY Week nn format.	All
NEXT_QUARTER	Repository Variable	Returns the value of Next Calendar Quarter in the YYYY Q nn format.	All
NEXT_YEAR	Repository Variable	Returns the value of Next Year in the YYYY format.	All
PREVIOUS_MONTH	Repository Variable	Returns the value of Previous Month in the YYYY/MM format.	All
PREVIOUS_WEEK	Repository Variable	Returns the value of Previous Week in the YYYY Week nn format.	All
PREVIOUS_QUARTER	Repository Variable	Returns the value of Previous Quarter in the YYYY Q nn format.	All
USER	Session Variable	Holds the value the user enters when logging in.	All

Financials Descriptive Flexfields for Business Intelligence

This table shows the descriptive flexfields and the subject areas in which you can use these flexfields. To view the descriptive flexfield columns, navigate to the appropriate folder within the relevant subject area.

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
AP_CHECKS	Payables Payments - Disbursements Real Time	Payment Information	Payment Header Details

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
AP_HOLDS	Payables Invoices - Transactions Real Time	Invoice Hold Information	Invoice Details
AP_HOLDS	Payables Invoices - Transactions Real Time	Invoice Line Details - Hold Information	Invoice Lines
AP_INVOICE_DISTRIBUTIONS	Payables Invoices - Transactions Real Time	Invoice Distribution Details - General Information	Distributions
AP_INVOICE_DISTRIBUTIONS	Payables Invoices - Prepayment Applications Real Time	Invoice Distribution Details - General Information	Distributions
AP_INVOICE_LINES	Payables Invoices - Transactions Real Time	Invoice Line Details - General Information	Invoice Lines
AP_INVOICE_LINES	Payables Invoices - Prepayment Applications Real Time	Invoice Line Details - General Information	Invoice Lines
AP_INVOICES	Payables Invoices - Transactions Real Time	General Information	Invoice Details
AP_INVOICES	Payables Invoices - Prepayment Applications Real Time	General Information	Invoice Details
AP_INVOICES	Expenses - Cash Advances Real Time	General Information	Invoice Details
AP_PAYMENT_SCHEDULES	Payables Invoices - Installments Real Time	Invoices Installment Details	
AR_ADJUSTMENTS	Receivables - Adjustments Real Time	Adjustments Details	
AR_APPROVAL_ACTION_HISTORY	Receivables - Adjustments Real Time	Adjustments Details	
AR_BATCHES	Receivables - Miscellaneous Receipts Real Time	Miscellaneous Receipts Details	
AR_BATCHES	Receivables - Standard Receipts Application Details Real Time	Standard Receipt Details	
AR_CASH_RECEIPTS	Receivables - Standard Receipts Application Details Real Time	Standard Receipt Details	
AR_CASH_RECEIPTS	Receivables - Miscellaneous Receipts Real Time	Miscellaneous Receipts Details	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
AR_CUSTOMER_PROFILE_AMOUNTS_HZ	Receivables - Customer Real Time	Profile Late Charges Rates And Conditions	Customer Accounts - Customer Account Profile
AR_CUSTOMER_PROFILE_AMOUNTS_HZ	Receivables - Customer Real Time	Site Profile Late Charges and Reductions	Customer Account Site - Customer Account Site Profile
AR_CUSTOMER_PROFILE_CLASSES_HZ	Receivables - Customer Real Time	Profile Class	Customer Accounts - Customer Account Profile
AR_CUSTOMER_PROFILE_CLASSES_HZ	Receivables - Customer Real Time	Site Profile Class	Customer Account Site - Customer Account Site Profile
AR_CUSTOMER_PROFILES_HZ	Receivables - Customer Real Time	Profile Class	Customer Accounts - Customer Account Profile
AR_CUSTOMER_PROFILES_HZ	Receivables - Customer Real Time	Site Profile Class	Customer Account Site - Customer Account Site Profile
AR_MISC_CASH_DISTRIBUTIONS	Receivables - Miscellaneous Receipts Real Time	Miscellaneous Receipt Distributions Details	Miscellaneous Receipt Distributions
AR_PAYMENT_SCHEDULES	Receivables - Payment Schedules Real Time	Payment Schedules Details	
AR_RATE_ADJUSTMENTS	Receivables - Receipt Conversion Rate Adjustments Real time	Receipt Conversion Rate Adjustments Details	
AR_RECEIPT_CLASSES	Receivables - Standard Receipts Application Details Real Time	Standard Receipt Details	
AR_RECEIPT_METHODS	Receivables - Standard Receipts Application Details Real Time	Standard Receipt Details	
AR_RECEIVABLE_APPLICATIONS	Receivables - Standard Receipts Application Details Real Time	Standard Receipt Application Details	
AR_RECEIVABLE_APPLICATIONS	Receivables - Credit Memo Applications Real Time	Credit Memo Application Details	
AR_REVENUE_ADJUSTMENTS	Receivables - Revenue Adjustments Real Time	Revenue Adjustments Details	
CE_BANK_ACCOUNTS	Cash Management - Bank Statements Real Time	Bank Account	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
CE_BANK_ACCOUNTS	Receivables - Bills Receivable Real Time	Bills Receivable Remittance	Bills Receivable Details
CE_EXTERNAL_TRANSACTIONS	Cash Management - External Cash Transactions Real Time	External Cash Transaction Detail	External Cash Transaction Detail
CE_STATEMENT_HEADERS	Cash Management - Bank Statements Real Time	Header Information	Bank Statement Detail
CE_STATEMENT_LINES	Cash Management - Bank Statements Real Time	Line Information	Bank Statement Detail
EXM_CASH_ADVANCES	Expenses - Expense Transactions Real Time	Cash Advance Details	Expense Information - Expense Reports
EXM_CASH_ADVANCES	Expenses - Cash Advances Real Time	Cash Advance Details	
EXM_EXPENSES	Expenses - Expense Transactions Real Time	Expense Line Details	Expense Information - Expense Lines
EXM_EXPENSE_REPORT_HEADER	Expenses - Expense Transactions Real Time	Expense Report Details	Expense Information - Expense Reports
EXM_EXPENSE_REPORT_HEADER	Expenses - Cash Advances Real Time	Expense Report Details	Cash Advance Application Details
EXM_EXPENSE_ATTENDEES	Expenses - Expense Transactions Real Time	Expense Line Attendee Details	Expense Information - Expense Lines
FA_ADDITIONS	Fixed Assets - Asset Transactions Real Time	Descriptive Details	Fixed Asset
FA_ADDITIONS	Fixed Assets - Asset Balances Real Time	Descriptive Details	Fixed Asset
FA_ADDITIONS	Fixed Assets - Asset Depreciation Real Time	Descriptive Details	Fixed Asset
FA_BOOK_CONTROLS	Fixed Assets - Asset Transactions Real Time	General Information	Asset Book
FA_BOOK_CONTROLS	Fixed Assets - Asset Balances Real Time	General Information	Asset Book
FA_BOOK_CONTROLS	Fixed Assets - Asset Depreciation Real Time	General Information	Asset Book

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
FA_CATEGORIES	Fixed Assets - Asset Transactions Real Time	Asset Category	
FA_CATEGORIES	Procurement - Spend Real Time	Asset Category	Invoice Details
FA_CATEGORIES	Project Costing - Assets Real Time	Project Asset	
FA_CATEGORIES	Fixed Assets - Asset Balances Real Time	Asset Category	
FA_CATEGORIES	Fixed Assets - Asset Depreciation Real Time	Asset Category	
FA_CATEGORY_BOOK_DEFAULTS	Fixed Assets - Asset Transactions Real Time	Asset Category Book Default	
FA_CATEGORY_BOOK_DEFAULTS	Fixed Assets - Asset Depreciation Real Time	Asset Category Book Default	
FA_CATEGORY_BOOK_DEFAULTS	Fixed Assets - Asset Balances Real Time	Asset Category Book Default	
FA_CATEGORY_BOOKS	Fixed Assets - Asset Transactions Real Time	Asset Category Book	
FA_CATEGORY_BOOKS	Fixed Assets - Asset Balances Real Time	Asset Category Book	
FA_CATEGORY_BOOKS	Fixed Assets - Asset Depreciation Real Time	Asset Category Book	
FA_LOCATIONS	Fixed Assets - Asset Transactions Real Time	Asset Location	
FA_LOCATIONS	Project Costing - Assets Real Time	Project Asset	
FA_LOCATIONS	Fixed Assets - Asset Balances Real Time	Asset Location	
FA_LOCATIONS	Fixed Assets - Asset Depreciation Real Time	Asset Location	
FA_RETIREMENTS	Fixed Assets - Asset Transactions Real Time	Retirement Details	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
FA_TRANSACTION_HEADERS	Fixed Assets - Asset Transactions Real Time	Asset Transaction Details	
FUN_DIST_LINES	Financials Common Module - Intercompany Transactions Real Time	Distribution Details	Intercompany Distributions
FUN_INTERCO_ORGANIZATIONS	Financials Common Module - Intercompany Transactions Real Time	Transaction Details	Intercompany Transactions
FUN_TRX_BATCHES	Financials Common Module - Intercompany Transactions Real Time	Batch Details	Intercompany Transactions
FUN_TRX_HEADERS	Financials Common Module - Intercompany Transactions Real Time	Transaction Details	Intercompany Transactions
FUN_TRX_TYPES	Financials Common Module - Intercompany Transactions Real Time	Intercompany Transaction Type	
GL_CAPTURED_INFO	General Ledger - Journals Real Time	Journal Line Details	Journal Lines
GL_CODE_COMBINATIONS	Financials Common Module - Intercompany Transactions Real Time	Account	Intercompany Distributions
GL_CODE_COMBINATIONS	Receivables - Revenue Adjustments Real Time	GL Account	Receivables Revenue Adjustment Accounting
GL_CODE_COMBINATIONS	Receivables - Bills Receivable Real Time	GL Account	Bills Receivable Accounting
GL_CODE_COMBINATIONS	Receivables - Adjustments Real Time	GL Account	Receivables Adjustment Accounting
GL_CODE_COMBINATIONS	Receivables - Credit Memo Applications Real Time	GL Account	Receivables Credit Memo Application Accounting
GL_CODE_COMBINATIONS	Receivables - Standard Receipts Application Details Real Time	GL Account	Standard Receipt Accounting
GL_CODE_COMBINATIONS	Receivables - Miscellaneous Receipts Real Time	GL Account	Miscellaneous Receipt Accounting

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
GL_CODE_COMBINATIONS	Subledger Accounting - Supporting References Real Time	GL Account	
GL_CODE_COMBINATIONS	Subledger Accounting - Payables Summary Reconciliation Real Time	General Ledger Account	
GL_CODE_COMBINATIONS	Subledger Accounting - Receivables Summary Reconciliation Real Time	General Ledger Account	
GL_CODE_COMBINATIONS	Payables Invoices - Prepayment Applications Real Time	Account	Prepayment Application Accounting
GL_CODE_COMBINATIONS	Payables Invoices - Transactions Real Time	Account	Accounting
GL_CODE_COMBINATIONS	Payables Payments - Disbursements Real Time	Account	Accounting
GL_CODE_COMBINATIONS	General Ledger - Journals Real Time	Account	Journal Lines
GL_CODE_COMBINATIONS	Subledger Accounting - Journals Real Time	GL Account	
GL_CODE_COMBINATIONS	Receivables - Receipts Details Real Time	GL Account	Receipt Accounting
GL_CODE_COMBINATIONS	Receivables - Transactions Real Time	GL Account	Receivables Transaction Accounting
GL_CODE_COMBINATIONS	Payables Invoices - Trial Balance Real Time	Account	
GL_CODE_COMBINATIONS	General Ledger - Transactional Balances Real Time	Account	
GL_CODE_COMBINATIONS	Revenue Management - Customer Contracts Real Time	GL Account	Promised Details - Accounting
GL_CODE_COMBINATIONS	Expenses - Expense Transactions Real Time	Account	Expense Information - Expense Distributions
GL_CODE_COMBINATIONS	Payables Invoices - Prepayment Applications Real Time	Liability Account	Prepayment Applications - Distribution Details

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
GL_CODE_COMBINATIONS	Payables Invoices - Transactions Real Time	Liability Account	Distributions
GL_CODE_COMBINATIONS	Payables Invoices - Prepayment Applications Real Time	Distribution Combination	Prepayment Applications - Distribution Details
GL_CODE_COMBINATIONS	Payables Invoices - Transactions Real Time	Distribution Combination	Distributions
GL_CODE_COMBINATIONS	Payables Invoices - Transactions Real Time	Invoice Self-Assessed Tax Distribution Liability Account	
GL_CODE_COMBINATIONS	Payables Invoices - Transactions Real Time	Invoice Self-Assessed Tax Account	
GL_CODE_COMBINATIONS	Receivables - Revenue Adjustments Real Time	Distribution Combination	Receivables Revenue Adjustment Distributions
GL_CODE_COMBINATIONS	Receivables - Adjustments Real Time	Distribution Combination	Receivables Adjustment Distributions
GL_CODE_COMBINATIONS	Receivables - Bills Receivable Real Time	Distribution Combination	Bills Receivable Distributions
GL_CODE_COMBINATIONS	Receivables - Credit Memo Applications Real Time	Distribution Combination	Receivables Credit Memo Application Distributions
GL_CODE_COMBINATIONS	Receivables - Standard Receipts Application Details Real Time	Distribution Combination	Standard Receipt Distributions
GL_CODE_COMBINATIONS	Receivables - Miscellaneous Receipts Real Time	Distribution Combination	Miscellaneous Receipt Distributions
GL_CODE_COMBINATIONS	Receivables - Receipts Details Real Time	Distribution Combination	Receipt Distributions
GL_CODE_COMBINATIONS	Receivables - Transactions Real Time	Distribution Combination	Receivables Transaction Distributions
GL_CODE_COMBINATIONS	Fixed Assets - Asset Transactions Real Time	Asset Depreciation Expense Account	Account
GL_CODE_COMBINATIONS	Fixed Assets - Asset Depreciation Real Time	Asset Depreciation Expense Account	Account
GL_CODE_COMBINATIONS	Cash Management - External Cash Transactions Real Time	Asset Account	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
GL_CODE_COMBINATIONS	Cash Management - External Cash Transactions Real Time	Offset Account	
GL_CODE_COMBINATIONS	Fixed Assets - Asset Transactions Real Time	GL Account	Transaction Accounting Details
GL_CODE_COMBINATIONS	Fixed Assets - Asset Depreciation Real Time	GL Account	Depreciation Accounting Details
GL_CODE_COMBINATIONS	Receivables - Transactions Real Time	GL Overridden Account	Receivables Transaction Accounting
GL_CODE_COMBINATIONS	Receivables - Adjustments Real Time	GL Overridden Account	Receivables Adjustment Accounting
GL_CODE_COMBINATIONS	Receivables - Miscellaneous Receipts Real Time	GL Overridden Account	Miscellaneous Receipt Accounting
GL_CODE_COMBINATIONS	Receivables - Credit Memo Applications Real Time	GL Overridden Account	Receivables Credit Memo Application Accounting
GL_CODE_COMBINATIONS	Receivables - Receipts Details Real Time	GL Overridden Account	Receipt Accounting
GL_CODE_COMBINATIONS	Receivables - Revenue Adjustments Real Time	GL Overridden Account	Receivables Revenue Adjustment Accounting
GL_CODE_COMBINATIONS	Receivables - Standard Receipts Application Details Real Time	GL Overridden Account	Standard Receipt Accounting
GL_CODE_COMBINATIONS	Payables Invoices - Transactions Real Time	Overridden Account	Accounting
GL_CODE_COMBINATIONS	Payables Invoices - Prepayment Applications Real Time	Overridden Account	Prepayment Application Accounting
GL_CODE_COMBINATIONS	Payables Payments - Disbursements Real Time	Overridden Account	Accounting
GL_CODE_COMBINATIONS	Fixed Assets - Asset Transactions Real Time	Overridden Account	Transaction Accounting Details
GL_CODE_COMBINATIONS	Subledger Accounting - Journals Real Time	GL Overridden Account	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
GL_CODE_COMBINATIONS	Receivables - Bills Receivable Real Time	GL Overridden Account	Bills Receivable Accounting
GL_CODE_COMBINATIONS	Fixed Assets - Asset Balances Real Time	Asset Account	Account
GL_ENCUMB_TYPES	General Ledger - Journals Real Time	Balance Subtype	Journal Header
GL_ENCUMB_TYPES	Subledger Accounting - Journals Real Time	Journal Details	
GL_ENCUMB_TYPES	General Ledger - Transactional Balances Real Time	Scenario	
GL_JE_BATCHES	General Ledger - Journals Real Time	Journal Batch Details	Journal Batches
GL_JE_CATEGORIES	General Ledger - Journals Real Time	Journal Category	Journal Header
GL_JE_HEADERS	General Ledger - Journals Real Time	Header Details	Journal Header
GL_JE_LINES	General Ledger - Journals Real Time	Journal Line Details	Journal Lines
GL_JE_SOURCES	General Ledger - Journals Real Time	Journal Source	Journal Batches
GL_LEDGERS	Fixed Assets - Asset Transactions Real Time	Ledger	
GL_LEDGERS	Fixed Assets - Asset Depreciation Real Time	Ledger	
GL_LEDGERS	Fixed Assets - Asset Source Lines Real Time	Ledger	
GL_LEDGERS	Fixed Assets - Asset Financial Information Real Time	Ledger	
GL_LEDGERS	Fixed Assets - Asset Balances Real Time	Ledger	
GL_LEDGERS	Fixed Assets - Asset Retirements and Reinstatements Real Time	Ledger	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
GL_LEDGERS	Fixed Assets - Asset Transfer Real Time	Ledger	
GL_LEDGERS	Receivables - Revenue Adjustments Real Time	Ledger	
GL_LEDGERS	Receivables - Credit Memo Requests Real Time	Ledger	
GL_LEDGERS	Receivables - Payment Schedules Real Time	Ledger	
GL_LEDGERS	Receivables - Adjustments Real Time	Ledger	
GL_LEDGERS	Receivables - Bills Receivable Real Time	Ledger	
GL_LEDGERS	Receivables - Credit Memo Applications Real Time	Ledger	
GL_LEDGERS	Receivables - Receipt Conversion Rate Adjustments Real Time	Ledger	
GL_LEDGERS	Receivables - Standard Receipts Application Details Real Time	Ledger	
GL_LEDGERS	Receivables - Miscellaneous Receipts Real Time	Ledger	
GL_LEDGERS	Receivables - Receipts Details Real Time	Ledger	
GL_LEDGERS	Receivables - Transactions Real Time	Ledger	
GL_LEDGERS	Payables Invoices - Prepayment Applications Real Time	Ledger	
GL_LEDGERS	Payables Payments - Payment History Real Time	Ledger	
GL_LEDGERS	Payables Invoices - Holds Real Time	Ledger	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
GL_LEDGERS	Payables Invoices - Trial Balance Real Time	Ledger	
GL_LEDGERS	Payables Invoices - Installments Real Time	Ledger	
GL_LEDGERS	Payables Invoices - Transactions Real Time	Ledger	
GL_LEDGERS	Payables Payments - Disbursements Real Time	Ledger	
GL_LEDGERS	General Ledger - Journals Real Time	Ledger	Journal Header
GL_LEDGERS	General Ledger - Transactional Balances Real Time	Ledger	
GL_LEDGERS	General Ledger - Period Status Real Time	Ledger	
GL_LEDGERS	Subledger Accounting - Journals Real Time	Ledger	
GL_LEDGERS	Subledger Accounting - Supporting References Real Time	Ledger	
GL_LEDGERS	Costing - Cost Accounting Real Time	Ledger	
GL_LEDGERS	Costing - COGS and Gross Margin Real Time	Ledger	
GL_LEDGERS	Costing - Receipt Accounting Real Time	Ledger	
GL_LEDGERS	Project Costing - Actual Costs Real Time	Ledger	
GL_LEDGERS	Project Billing - Revenue Real Time	Ledger	
GL_LEDGERS	Revenue Management - Standalone Selling Price Real Time	Ledger	Standalone Selling Price Source Document - Source Document
GL_LEDGERS	Revenue Management - Customer Contracts Real Time	Ledger	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
GL_LEDGERS	Budgetary Control - Transactions Real Time	Ledger	
GL_LEDGERS	Budgetary Control - Balances Real Time	Ledger	
GL_LEDGERS	Expenses - Expense Transactions Real Time	Ledger	
GL_LEDGERS	Expenses - Employee Expense Overview Real Time	Ledger	
GL_LEDGERS	Financials Common Module - Intercompany Transactions Real Time	Initiating Ledger	
GL_LEDGERS	Financials Common Module - Intercompany Transactions Real Time	Receiving Ledger	
GL_LEDGERS	Expenses - Cash Advances Real Time	Ledger	
GL_LEDGERS	Cash Management - Bank Statement Balances Real Time	Ledger	
GL_LEDGERS	Cash Management - Bank Statement Line Charges Real Time	Ledger	
GL_LEDGERS	Cash Management - Bank Statements Real Time	Ledger	
GL_LEDGERS	Cash Management - External Cash Transactions Real Time	Ledger	
GL_PERIOD_STATUSES	General Ledger - Period Status Real Time	Period Statuses	
GL_PERIODS	Receivables - Revenue Adjustments Real Time	Fiscal Calendar	
GL_PERIODS	Receivables - Credit Memo Requests Real Time	Fiscal Calendar	
GL_PERIODS	Receivables - Payment Schedules Real Time	Fiscal Calendar	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
GL_PERIODS	Receivables - Adjustments Real Time	Fiscal Calendar	
GL_PERIODS	Receivables - Bills Receivable Real Time	Fiscal Calendar	
GL_PERIODS	Receivables - Credit Memo Applications Real Time	Fiscal Calendar	
GL_PERIODS	Receivables - Receipt Conversion Rate Adjustments Real Time	Fiscal Calendar	
GL_PERIODS	Receivables - Standard Receipts Application Details Real Time	Fiscal Calendar	
GL_PERIODS	Receivables - Miscellaneous Receipts Real Time	Fiscal Calendar	
GL_PERIODS	Receivables - Receipts Details Real Time	Fiscal Calendar	
GL_PERIODS	Receivables - Transactions Real Time	Fiscal Calendar	
GL_PERIODS	Payables Invoices - Prepayment Applications Real Time	Fiscal Calendar	
GL_PERIODS	Payables Payments - Payment History Real Time	Fiscal Calendar	
GL_PERIODS	Payables Invoices - Holds Real Time	Fiscal Calendar	
GL_PERIODS	Payables Invoices - Trial Balance Real Time	Fiscal Calendar	
GL_PERIODS	Payables Invoices - Installments Real Time	Fiscal Calendar	
GL_PERIODS	Payables Invoices - Transactions Real Time	Fiscal Calendar	
GL_PERIODS	Payables Payments - Disbursements Real Time	Fiscal Calendar	
GL_PERIODS	General Ledger - Journals Real Time	Time	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
GL_PERIODS	General Ledger - Transactional Balances Real Time	Time	
GL_PERIODS	General Ledger - Period Status Real Time	Time	
GL_PERIODS	Subledger Accounting - Journals Real Time	Time	
GL_PERIODS	Subledger Accounting - Supporting References Real Time	Time	
GL_PERIODS	Financials Common Module - Intercompany Transactions Real Time	Time	
GL_PERIODS	Revenue Management - Customer Contracts Real Time	Fiscal Calendar	
GL_PERIODS	Budgetary Control - Transactions Real Time	Time	
GL_PERIODS	Budgetary Control - Balances Real Time	Time	
GL_PERIODS	Expenses - Expense Transactions Real Time	Fiscal Calendar	
GL_PERIODS	Expenses - Cash Advances Real Time	Fiscal Calendar	
GL_PERIODS	Payables Invoices - Prepayment Applications Real Time	Distribution Accounting Date Fiscal Calendar	Prepayment Applications - Distribution Details
GL_PERIODS	Payables Invoices - Transactions Real Time	Distribution Accounting Date Fiscal Calendar	Distributions
GL_PERIODS	Payables Payments - Disbursements Real Time	Distribution Accounting Date Fiscal Calendar	Payment Details
GL_PERIODS	Cash Management - Bank Statement Balances Real Time	Fiscal Calendar	
GL_PERIODS	Cash Management - Bank Statement Line Charges Real Time	Fiscal Calendar	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
GL_PERIODS	Cash Management - Bank Statement Real Time	Fiscal Calendar	
GL_PERIODS	Cash Management - External Cash Transactions Real Time	Transaction Date (Fiscal)	
GL_PERIODS	Fixed Assets - Asset Depreciation Real Time	GL Accounting Date Fiscal Calendar	Depreciation Accounting Details
GL_PERIODS	Fixed Assets - Asset Transactions Real Time	GL Accounting Date Fiscal Calendar	Transaction Accounting Details
GL_PERIODS	Payables Invoices - Prepayment Applications Real Time	Accounting Date Fiscal Calendar	Prepayment Application Accounting
GL_PERIODS	Payables Invoices - Transactions Real Time	Accounting Date Fiscal Calendar	Accounting
GL_PERIODS	Payables Payments - Disbursements Real Time	Accounting Date Fiscal Calendar	Accounting
GL_PERIODS	Receivables - Adjustments Real Time	GL Accounting Date Fiscal Calendar	Receivables Adjustment Accounting
GL_PERIODS	Receivables - Bills Receivable Real Time	GL Accounting Date Fiscal Calendar	Bills Receivable Accounting
GL_PERIODS	Receivables - Credit Memo Applications Real Time	GL Accounting Date Fiscal Calendar	Receivables Credit Memo Application Accounting
GL_PERIODS	Receivables - Miscellaneous Receipts Real Time	GL Accounting Date Fiscal Calendar	Miscellaneous Receipt Accounting
GL_PERIODS	Receivables - Receipts Details Real Time	GL Accounting Date Fiscal Calendar	Receipt Accounting
GL_PERIODS	Receivables - Revenue Adjustments Real Time	GL Accounting Date Fiscal Calendar	Receivables Revenue Adjustment Accounting
GL_PERIODS	Receivables - Standard Receipts Application Details Real Time	GL Accounting Date Fiscal Calendar	Standard Receipt Accounting
GL_PERIODS	Receivables - Transactions Real Time	GL Accounting Date Fiscal Calendar	Receivables Transaction Accounting
GL_PERIODS	Revenue Management - Customer Contracts Real Time	GL Accounting Date Fiscal Calendar	Promised Details - Accounting

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
GL_PERIODS	Receivables - Adjustments Real Time	Distribution Accounting Date Fiscal Calendar	Receivables Adjustment Distributions
GL_PERIODS	Receivables - Bills Receivable Real Time	Distribution Accounting Date Fiscal Calendar	Bills Receivable Distributions
GL_PERIODS	Receivables - Credit Memo Applications Real Time	Distribution Accounting Date Fiscal Calendar	Receivables Credit Memo Application Distributions
GL_PERIODS	Receivables - Miscellaneous Receipts Real Time	Distribution Accounting Date Fiscal Calendar	Miscellaneous Receipt Distributions
GL_PERIODS	Receivables - Receipts Details Real Time	Distribution Accounting Date Fiscal Calendar	Receipt Distributions
GL_PERIODS	Receivables - Revenue Adjustments Real Time	Distribution Accounting Date Fiscal Calendar	Receivables Revenue Adjustment Distributions
GL_PERIODS	Receivables - Standard Receipts Application Details Real Time	Distribution Accounting Date Fiscal Calendar	Standard Receipt Distributions
GL_PERIODS	Receivables - Transactions Real Time	Distribution Accounting Date Fiscal Calendar	Receivables Transaction Distributions
GL_PERIODS	Revenue Management - Standalone Selling Price Real Time	Document Fiscal Calendar	Standalone Selling Price Source Document - Source Document
GL_PERIODS	Revenue Management - Customer Contracts Real Time	Document Fiscal Calendar	Promised Details - Promised Detail Source Document - Source Document
GL_PERIODS	Expenses - Cash Advances Real Time	Fiscal Calendar	
HZ_CONTACT_POINTS	Receivables - Customer Real Time	Contact User Details	Customer Accounts - Customer Account Contacts
HZ_CONTACT_POINTS	Receivables - Customer Real Time	Site Contact User Details	Customer Account Site - Customer Account Site Contacts
HZ_CUST_ACCOUNT_ROLES	Receivables - Customer Real Time	Contact Details	Customer Accounts - Customer Account Contacts
HZ_CUST_ACCOUNT_ROLES	Receivables - Customer Real Time	Site Contact Details	Customer Account Site - Customer Account Site Contacts

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
HZ_CUST_ACCOUNTS	Receivables - Customer Real Time	Customer Account Details	Customer Accounts
HZ_CUST_ACCOUNTS	Receivables - Customer Account Site Tax Profile Real Time	Customer Account Details	Customer Accounts
HZ_CUST_ACCT_RELATE_ALL	Receivables - Customer Real Time	Customer Account Relationships	Customer Accounts
HZ_CUST_ACCT_SITES_ALL	Receivables - Customer Real Time	Site Address	Customer Account Site - Customer Account Site Details
HZ_CUST_ACCT_SITES_ALL	Receivables - Customer Account Site Tax Profile Real TIme	Site Address	Customer Account Site - Customer Account Site Details
HZ_CUST_SITE_USES_ALL	Receivables - Customer Real Time	Site Address Purpose	Customer Account Site - Customer Account Site Details
HZ_CUST_SITE_USES_ALL	Receivables - Customer Account Site Tax Profile Real TIme	Site Address Purpose	Customer Account Site - Customer Account Site Details
HZ_LOCATIONS	Receivables - Customer Real Time	Site Address	Customer Account Site - Customer Account Site Details
HZ_LOCATIONS	Receivables - Customer Account Site Tax Profile Real TIme	Site Address	Customer Account Site - Customer Account Site Details
HZ_ORG_CONTACTS	Receivables - Customer Real Time	Contact User Responsibilities	Customer Accounts - Customer Account Contacts
HZ_ORG_CONTACTS	Receivables - Customer Real Time	Site Contact User Responsibilities	Customer Account Site - Customer Account Site Contacts
HZ_ORGANIZATION_PROFILES	Receivables - Customer Real Time	Customer Information	Customer
HZ_ORGANIZATION_PROFILES	Receivables - Customer Tax Profile Real TIme	Customer Information	Customer
HZ_ORGANIZATION_PROFILES	Receivables - Customer Account Site Tax Profile Real Time	Customer Information	Customer
HZ_ORIG_SYS_REFERENCES	Receivables - Customer Real Time	Customer Information	Customer
HZ_ORIG_SYS_REFERENCES	Receivables - Customer Tax Profile Real TIme	Customer Information	Customer
HZ_ORIG_SYS_REFERENCES	Receivables - Customer Account Site Tax Profile Real Time	Customer Information	Customer

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
HZ_PARTY_SITES	Receivables - Customer Real Time	Site Address	Customer Account Site - Customer Account Site Details
HZ_PARTY_SITES	Receivables - Customer Account Site Tax Profile Real TIme	Site Address	Customer Account Site - Customer Account Site Details
HZ_ROLE_RESPONSIBILITY	Receivables - Customer Real Time	Contact User Responsibilities	Customer Accounts - Customer Account Contacts
HZ_ROLE_RESPONSIBILITY	Receivables - Customer Real Time	Site Contact User Responsibilities	Customer Account Site - Customer Account Site Contacts
IBY_EXT_BANK_ACCOUNTS	Receivables - Customer Real Time	Customer Account Bank Account Details	Customer Accounts
IBY_EXT_BANK_ACCOUNTS	Receivables - Customer Real Time	Customer Account Site Bank Account Details	Customer Account Site
JE_POZ_SUPPLIERS	Payables Invoices - Holds Real Time	Supplier	
JE_POZ_SUPPLIERS	Payables Invoices - Installments Real Time	Supplier	
JE_POZ_SUPPLIERS	Payables Invoices - Prepayment Applications Real Time	Supplier	
JE_POZ_SUPPLIERS	Payables Invoices - Transactions Real Time	Supplier	
JE_POZ_SUPPLIERS	Payables Invoices - Trial Balance Real Time	Supplier	
JE_POZ_SUPPLIERS	Payables Invoices - Withholding Real Time	Supplier	
JE_POZ_SUPPLIERS	Payables Payments - Disbursements Real Time	Supplier	
JE_POZ_SUPPLIERS	Payables Payments - Payment History Real Time	Supplier	
JE_POZ_SUPPLIERS	Subledger Accounting - Journals Real Time	Supplier Profile	Supplier

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
JE_POZ_SUPPLIERS_SITES	Payables Invoices - Holds Real Time	Supplier Site	
JE_POZ_SUPPLIERS_SITES	Payables Invoices - Installments Real Time	Supplier Site	
JE_POZ_SUPPLIERS_SITES	Payables Invoices - Prepayment Applications Real Time	Supplier Site	
JE_POZ_SUPPLIERS_SITES	Payables Invoices - Transactions Real Time	Supplier Site	
JE_POZ_SUPPLIERS_SITES	Payables Invoices - Trial Balance Real Time	Supplier Site	
JE_POZ_SUPPLIERS_SITES	Payables Payments - Disbursements Real Time	Supplier Site	
JE_POZ_SUPPLIERS_SITES	Payables Payments - Payment History Real Time	Supplier Site	
JE_RA_CUSTOMER_TRX	Receivables - Transactions Real Time	General Information	Transactions Details
JG_AP_CHECKS	Payables Payments - Disbursements Real Time	Payment Information	Payment Header Details
JG_AP_INVOICE_LINES	Payables Invoices - Transactions Real Time	Invoice Line Details - General Information	Invoice Lines
JG_AP_INVOICE_LINES	Payables Invoices - Prepayment Applications Real Time	Invoice Line Details - General Information	Invoice Lines
JG_AP_INVOICES	Payables Invoices - Transactions Real Time	General Information	Invoice Details
JG_AP_INVOICES	Payables Invoices - Prepayment Applications Real Time	General Information	Invoice Details
JG_AP_INVOICES	Expenses - Cash Advances Real Time	General Information	Invoice Details
JG_AP_PAYMENT_SCHEDULES	Payables Invoices - Installments Real Time	Invoices Installment Details	
JG_AR_CASH_RECEIPTS	Receivables - Standard Receipts Application Details Real Time	Standard Receipt Details	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
JG_AR_PAYMENT_SCHEDULES	Receivables - Payment Schedules Real Time	Payment Schedules Details	
JG_AR_RECEIPT_CLASSES	Receivables - Standard Receipts Application Details Real Time	Standard Receipt Details	
JG_AR_RECEIVABLE_ APPLICATIONS	Receivables - Standard Receipts Application Details Real Time	Standard Receipt Application Details	
JG_AR_RECEIVABLE_ APPLICATIONS	Receivables - Credit Memo Applications Real Time	Credit Memo Application Details	
JG_CE_BANK_ACCOUNTS	Cash Management - Bank Statements Real Time	Bank Account	
JG_CE_BANK_ACCOUNTS	Receivables - Bills Receivable Real Time	Bills Receivable Remittance	Bills Receivable Details
JG_FA_ADDITIONS	Fixed Assets - Asset Transactions Real Time	Fixed Asset	
JG_FA_CATEGORY_BOOKS	Fixed Assets - Asset Transactions Real Time	Asset Category Book	
JG_GL_JE_HEADERS	General Ledger - Journals Real Time	Header Details	Journal Header
JG_GL_JE_LINES	General Ledger - Journals Real Time	Journal Line Details	Journal Lines
JG_HZ_CUSTOMER_PROFILES	Receivables - Customer Real Time	Profile Class	Customer Accounts - Customer Account Profile
JG_HZ_CUSTOMER_PROFILES	Receivables - Customer Real Time	Site Profile Class	Customer Account Site - Customer Account Site Profile
JG_RA_CUSTOMER_TRX_LINES	Receivables - Transactions Real Time	Line Information	Transaction Line Details
JGxAPInvoiceDistributions	Payables Invoices - Transactions Real Time	Invoice Distribution Details - General Information	Distributions
JGxAPInvoiceDistributions	Payables Invoices - Prepayment Applications Real Time	Invoice Distribution Details - General Information	Distributions

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
JGxFAAssetInvoices	Fixed Assets - Asset Transactions Real Time	Source Lines General Information	Asset Source Lines Details
JGxFABookControls	Fixed Assets - Asset Depreciation Real Time	General Information	Fixed Asset
JGxFABookControls	Fixed Assets - Asset Transactions Real Time	General Information	Fixed Asset
JGxFABookControls	Fixed Assets - Asset Balances Real Time	General Information	Fixed Asset
JGxFABooks	Fixed Assets - Asset Transactions Real Time	General	Fixed Asset - Financial Details
JGxFABooks	Fixed Assets - Asset Depreciation Real Time	General	Fixed Asset - Financial Details
JGxFABooks	Fixed Assets - Asset Balances Real Time	General	Fixed Asset - Financial Details
JGxFATransactionHeaders	Fixed Assets - Asset Transactions Real Time	Asset Transaction Details	
JGxGLPeriods	Receivables - Revenue Adjustments Real Time	Fiscal Calendar	
JGxGLPeriods	Receivables - Credit Memo Requests Real Time	Fiscal Calendar	
JGxGLPeriods	Receivables - Payment Schedules Real Time	Fiscal Calendar	
JGxGLPeriods	Receivables - Adjustments Real Time	Fiscal Calendar	
JGxGLPeriods	Receivables - Bills Receivable Real Time	Fiscal Calendar	
JGxGLPeriods	Receivables - Credit Memo Applications Real Time	Fiscal Calendar	
JGxGLPeriods	Receivables - Receipt Conversion Rate Adjustments Real Time	Fiscal Calendar	
JGxGLPeriods	Receivables - Standard Receipts Application Details Real Time	Fiscal Calendar	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
JGxGLPeriods	Receivables - Miscellaneous Receipts Real Time	Fiscal Calendar	
JGxGLPeriods	Receivables - Receipts Details Real Time	Fiscal Calendar	
JGxGLPeriods	Receivables - Transactions Real Time	Fiscal Calendar	
JGxGLPeriods	Payables Invoices - Prepayment Applications Real Time	Fiscal Calendar	
JGxGLPeriods	Payables Payments - Payment History Real Time	Fiscal Calendar	
JGxGLPeriods	Payables Invoices - Holds Real Time	Fiscal Calendar	
JGxGLPeriods	Payables Invoices - Trial Balance Real Time	Fiscal Calendar	
JGxGLPeriods	Payables Invoices - Installments Real Time	Fiscal Calendar	
JGxGLPeriods	Payables Invoices - Transactions Real Time	Fiscal Calendar	
JGxGLPeriods	Payables Payments - Disbursements Real Time	Fiscal Calendar	
JGxGLPeriods	General Ledger - Journals Real Time	Time	
JGxGLPeriods	General Ledger - Transactional Balances Real Time	Time	
JGxGLPeriods	General Ledger - Period Status Real Time	Time	
JGxGLPeriods	Subledger Accounting - Journals Real Time	Time	
JGxGLPeriods	Subledger Accounting - Supporting References Real Time	Time	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
JGxGLPeriods	Revenue Management - Customer Contracts Real Time	Fiscal Calendar	
JGxGLPeriods	Budgetary Control - Transactions Real Time	Time	
JGxGLPeriods	Budgetary Control - Balances Real Time	Time	
JGxGLPeriods	Expenses - Expense Transactions Real Time	Fiscal Calendar	
JGxGLPeriods	Expenses - Cash Advances Real Time	Fiscal Calendar	
JGxGLPeriods	Payables Invoices - Prepayment Applications Real Time	Distribution Accounting Date Fiscal Calendar	Prepayment Applications - Distribution Details
JGxGLPeriods	Payables Invoices - Transactions Real Time	Distribution Accounting Date Fiscal Calendar	Distributions
JGxGLPeriods	Payables Payments - Disbursements Real Time	Distribution Accounting Date Fiscal Calendar	Payment Details
JGxGLPeriods	Cash Management - Bank Statement Balances Real Time	Fiscal Calendar	
JGxGLPeriods	Cash Management - Bank Statement Line Charges Real Time	Fiscal Calendar	
JGxGLPeriods	Cash Management - Bank Statement Real Time	Fiscal Calendar	
JGxGLPeriods	Cash Management - External Cash Transactions Real Time	Transaction Date (Fiscal)	
JGxGLPeriods	Fixed Assets - Asset Depreciation Real Time	GL Accounting Date Fiscal Calendar	Depreciation Accounting Details
JGxGLPeriods	Fixed Assets - Asset Transactions Real Time	GL Accounting Date Fiscal Calendar	Transaction Accounting Details
JGxGLPeriods	Payables Invoices - Prepayment Applications Real Time	Distribution Accounting Date Fiscal Calendar	Prepayment Applications - Distribution Details
JGxGLPeriods	Payables Invoices - Transactions Real Time	Distribution Accounting Date Fiscal Calendar	Distributions

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
JGxGLPeriods	Payables Payments - Disbursements Real Time	Distribution Accounting Date Fiscal Calendar	Payment Details
JGxGLPeriods	Receivables - Adjustments Real Time	GL Accounting Date Fiscal Calendar	Receivables Adjustment Accounting
JGxGLPeriods	Receivables - Bills Receivable Real Time	GL Accounting Date Fiscal Calendar	Bills Receivable Accounting
JGxGLPeriods	Receivables - Credit Memo Applications Real Time	GL Accounting Date Fiscal Calendar	Receivables Credit Memo Application Accounting
JGxGLPeriods	Receivables - Miscellaneous Receipts Real Time	GL Accounting Date Fiscal Calendar	Miscellaneous Receipt Accounting
JGxGLPeriods	Receivables - Receipts Details Real Time	GL Accounting Date Fiscal Calendar	Receipt Accounting
JGxGLPeriods	Receivables - Revenue Adjustments Real Time	GL Accounting Date Fiscal Calendar	Receivables Revenue Adjustment Accounting
JGxGLPeriods	Receivables - Standard Receipts Application Details Real Time	GL Accounting Date Fiscal Calendar	Standard Receipt Accounting
JGxGLPeriods	Receivables - Transactions Real Time	GL Accounting Date Fiscal Calendar	Receivables Transaction Accounting
JGxGLPeriods	Revenue Management - Customer Contracts Real Time	GL Accounting Date Fiscal Calendar	Promised Details - Accounting
JGxGLPeriods	Receivables - Adjustments Real Time	Distribution Accounting Date Fiscal Calendar	Receivables Adjustment Distributions
JGxGLPeriods	Receivables - Bills Receivable Real Time	Distribution Accounting Date Fiscal Calendar	Bills Receivable Distributions
JGxGLPeriods	Receivables - Credit Memo Applications Real Time	Distribution Accounting Date Fiscal Calendar	Receivables Credit Memo Application Distributions
JGxGLPeriods	Receivables - Miscellaneous Receipts Real Time	Distribution Accounting Date Fiscal Calendar	Miscellaneous Receipt Distributions
JGxGLPeriods	Receivables - Receipts Details Real Time	Distribution Accounting Date Fiscal Calendar	Receipt Distributions

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
JGxGLPeriods	Receivables - Revenue Adjustments Real Time	Distribution Accounting Date Fiscal Calendar	Receivables Revenue Adjustment Distributions
JGxGLPeriods	Receivables - Standard Receipts Application Details Real Time	Distribution Accounting Date Fiscal Calendar	Standard Receipt Distributions
JGxGLPeriods	Receivables - Transactions Real Time	Distribution Accounting Date Fiscal Calendar	Receivables Transaction Distributions
JGxGLPeriods	Revenue Management - Standalone Selling Price Real Time	Document Date Fiscal Calendar	Standalone Selling Price Source Document - Source Document
JGxGLPeriods	Revenue Management - Customer Contracts Real Time	Document Date Fiscal Calendar	Promised Details - Promised Detail Source Document - Source Document
JGxGLPeriods	Expenses - Cash Advances Real Time	Fiscal Calendar	
POZ_SUPPLIERS	Payables Invoices - Holds Real Time	Supplier	
POZ_SUPPLIERS	Payables Invoices - Installments Real Time	Supplier	
POZ_SUPPLIERS	Payables Invoices - Prepayment Applications Real Time	Supplier	
POZ_SUPPLIERS	Payables Invoices - Transactions Real Time	Supplier	
POZ_SUPPLIERS	Payables Invoices - Trial Balance Real Time	Supplier	
POZ_SUPPLIERS	Payables Invoices - Withholding Real Time	Supplier	
POZ_SUPPLIERS	Payables Payments - Disbursements Real Time	Supplier	
POZ_SUPPLIERS	Payables Payments - Payment History Real Time	Supplier	
POZ_SUPPLIERS	Subledger Accounting - Journals Real Time	Supplier Profile	Supplier

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
POZ_SUPPLIERS_SITES	Payables Invoices - Holds Real Time	Supplier Site	
POZ_SUPPLIERS_SITES	Payables Invoices - Installments Real Time	Supplier Site	
POZ_SUPPLIERS_SITES	Payables Invoices - Prepayment Applications Real Time	Supplier Site	
POZ_SUPPLIERS_SITES	Payables Invoices - Transactions Real Time	Supplier Site	
POZ_SUPPLIERS_SITES	Payables Invoices - Trial Balance Real Time	Supplier Site	
POZ_SUPPLIERS_SITES	Payables Payments - Disbursements Real Time	Supplier Site	
POZ_SUPPLIERS_SITES	Payables Payments - Payment History Real Time	Supplier Site	
RA_CUST_TRX_LINE_SALESREPS	Receivables - Transactions Real Time	Sales Credits Details	Receivables Transaction Sales Credits
RA_CUST_TRX_TYPES	Receivables - Transactions Real Time	Reference Information	Transactions Details
RA_CUST_TRX_TYPES	Receivables - Bills Receivable Real Time	Reference Information	Bills Receivable Details
RA_CUSTOMER_TRX	Receivables - Transactions Real Time	General Information	Transactions Details
RA_CUSTOMER_TRX	Receivables - Standard Receipts Application Details Real Time	Standard Receipt Application Details	
RA_CUSTOMER_TRX	Receivables - Credit Memo Applications Real Time	Credit Memo Application Details	
RA_CUSTOMER_TRX	Receivables - Bills Receivable Real Time	Bills Receivable Application Information	Bills Receivable Application Details
RA_CUSTOMER_TRX	Receivables - Credit Memo Requests Real Time	Credit Memo Requests Details	
RA_CUSTOMER_TRX_LINE_GL_DIST	Receivables - Transactions Real Time	Transaction Distribution Details	Receivables Transaction Distributions

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
RA_CUSTOMER_TRX_LINE_GL_DIST	Receivables - Revenue Adjustments Real Time	Revenue Adjustments Details	
RA_CUSTOMER_TRX_LINES	Receivables - Transactions Real Time	Line Information	Transaction Line Details
RA_CUSTOMER_TRX_LINES	Receivables - Revenue Adjustments Real Time	Revenue Adjustments Details	
RA_RULES	Receivables - Transactions Real Time	Line Information	Transaction Line Details
RA_TERMS	Receivables - Payment Schedules Real Time	Payment Schedules Details	
RA_TERMS_LINES	Receivables - Payment Schedules Real Time	Payment Schedules Details	
VRM_CONTRACT_RULES_B	Revenue Management - Customer Contracts Real Time	Contract Identification Rules	Customer Contracts
VRM_CUSTOMER_CONTRACT_HEADERS	Revenue Management - Customer Contracts Real Time	Contract Details	Customer Contracts
VRM_FMV_LINES	Revenue Management - Standalone Selling Price Real Time	Standalone Selling Price Details	Standalone Selling Price
VRM_FMV_LINES	Revenue Management - Standalone Selling Price Real Time	Standalone Selling Price History Details	Standalone Selling Price
VRM_FMV_LINES	Revenue Management - Customer Contracts Real Time	Promised Detail SSP Details	Promised Details - Promised Details Standalone Selling Price
VRM_FMV_LINES	Revenue Management - Customer Contracts Real Time	Performance Obligation SSP Details	Performance Obligations - Performance Obligation Standalone Selling Price
VRM_FMV_TEMPL_ASSIGNMENTS	Revenue Management - Standalone Selling Price Real Time	Standalone Selling Price Profile	
VRM_FMV_TEMPL_ASSIGNMENTS	Revenue Management - Customer Contracts Real Time	Performance Obligation SSP Profile	Performance Obligations - Performance Obligation Standalone Selling Price
VRM_FMV_TEMPL_ASSIGNMENTS	Revenue Management - Customer Contracts Real Time	Promised Detail SSP Profile	Promised Details - Promised Details Standalone Selling Price

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
VRM_FMV_TEMPLATES_B	Revenue Management - Standalone Selling Price Real Time	Standalone Selling Price Profile	
VRM_FMV_TEMPLATES_B	Revenue Management - Customer Contracts Real Time	Performance Obligation SSP Profile	Performance Obligations - Performance Obligation Standalone Selling Price
VRM_FMV_TEMPLATES_B	Revenue Management - Customer Contracts Real Time	Promised Detail SSP Profile	Promised Details - Promised Details Standalone Selling Price
VRM_ITEM_GROUPS_VL	Revenue Management - Standalone Selling Price Real Time	Item Group	
VRM_ITEM_GROUPS_VL	Revenue Management - Customer Contracts Real Time	Item Group	Promised Details
VRM_PERF_OBLIG_TEMPLATES_B	Revenue Management - Customer Contracts Real Time	Performance Obligation Template Details	Performance Obligations - Performance Obligation Template
VRM_PERF_OBLIGATION_LINES	Revenue Management - Customer Contracts Real Time	Promised Detail Lines	Promised Details
VRM_PERF_OBLIGATIONS	Revenue Management - Customer Contracts Real Time	Performance Obligation Details	Performance Obligations
VRM_PRICE_EFF_PERIODS_VL	Revenue Management - Standalone Selling Price Real Time	Effective Price Period	
VRM_PRICE_EFF_PERIODS_VL	Revenue Management - Customer Contracts Real Time	Effective Price Period	Promised Details
VRM_PRICE_EFF_PERIODS_VL	Revenue Management - Customer Contracts Real Time	Performance Obligation Effective Price Period	Performance Obligations
VRM_SOURCE_DOC_LINES	Revenue Management - Standalone Selling Price Real Time	Source Document Line Details	Standalone Selling Price Source Document - Source Document Line
VRM_SOURCE_DOC_LINES	Revenue Management - Customer Contracts Real Time	Source Document Line Details	Promised Details - Promised Details Source Document - Source Document Line
VRM_SOURCE_DOCUMENTS	Revenue Management - Standalone Selling Price Real Time	Source Document Details	Standalone Selling Price Source Document - Source Document
VRM_SOURCE_DOCUMENTS	Revenue Management - Customer Contracts Real Time	Source Document Details	Promised Details - Promised Details Source Document - Source Document

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
XLA_AE_HEADERS	Subledger Accounting - Journals Real Time	Journal Details	
XLA_AE_LINES	Subledger Accounting - Journals Real Time	Journal Details	
XLE_LE_ADD_INFO	Cash Management - Bank Statement Balances Real Time	Legal Entity	
XLE_LE_ADD_INFO	Cash Management - Bank Statement Line Charges Real Time	Legal Entity	
XLE_LE_ADD_INFO	Cash Management - Bank Statements Real Time	Legal Entity	
XLE_LE_ADD_INFO	Cash Management - External Cash Transactions Real Time	Legal Entity	
XLE_LE_ADD_INFO	Costing - Cost Accounting Real Time	Legal Entity	
XLE_LE_ADD_INFO	Payables Invoices - Holds Real Time	Legal Entity	
XLE_LE_ADD_INFO	Payables Invoices - Installments Real Time	Legal Entity	
XLE_LE_ADD_INFO	Payables Invoices - Prepayment Applications Real Time	Legal Entity	
XLE_LE_ADD_INFO	Payables Invoices - Transactions Real Time	Legal Entity	
XLE_LE_ADD_INFO	Payables Invoices - Trial Balance Real Time	Legal Entity	
XLE_LE_ADD_INFO	Payables Payments - Disbursements Real Time	Legal Entity	
XLE_LE_ADD_INFO	Payables Payments - Payment History Real Time	Legal Entity	
XLE_LE_ADD_INFO	Project Billing - Revenue Real Time	Legal Entity	
XLE_LE_ADD_INFO	Project Costing - Actual Costs Real Time	Legal Entity	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
XLE_LE_ADD_INFO	Receivables - Adjustments Real Time	Legal Entity	
XLE_LE_ADD_INFO	Receivables - Bills Receivable Real Time	Legal Entity	
XLE_LE_ADD_INFO	Receivables - Credit Memo Applications Real Time	Legal Entity	
XLE_LE_ADD_INFO	Receivables - Credit Memo Requests Real Time	Legal Entity	
XLE_LE_ADD_INFO	Receivables - Miscellaneous Receipts Real Time	Legal Entity	
XLE_LE_ADD_INFO	Receivables - Payment Schedules Real Time	Legal Entity	
XLE_LE_ADD_INFO	Receivables - Receipt Conversion Rate Adjustments Real Time	Legal Entity	
XLE_LE_ADD_INFO	Receivables - Receipts Details Real Time	Legal Entity	
XLE_LE_ADD_INFO	Receivables - Revenue Adjustments Real Time	Legal Entity	
XLE_LE_ADD_INFO	Receivables - Standard Receipts Application Details Real Time	Legal Entity	
XLE_LE_ADD_INFO	Receivables - Transactions Real Time	Legal Entity	
XLE_LE_ADD_INFO	Revenue Management - Standalone Selling Price Real Time	Legal Entity	Standalone Selling Price Source Document - Source Document
XLE_LE_ADD_INFO	Revenue Management - Customer Contracts Real Time	Legal Entity	
XLE_LE_ADD_INFO	Expenses - Expense Transactions Real Time	Legal Entity	
XLE_LE_ADD_INFO	Expenses - Employee Expense Overview Real Time	Legal Entity	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
XLE_LE_ADD_INFO	Financials Common Module - Intercompany Transactions Real Time	Initiating Legal Entity	
XLE_LE_ADD_INFO	Financials Common Module - Intercompany Transactions Real Time	Receiving Legal Entity	
XLE_LE_ADD_INFO	Expenses - Cash Advances Real Time	Legal Entity	
XLE_LE_INFO_DEV	Cash Management - Bank Statement Balances Real Time	Legal Entity	
XLE_LE_INFO_DEV	Cash Management - Bank Statement Line Charges Real Time	Legal Entity	
XLE_LE_INFO_DEV	Cash Management - Bank Statements Real Time	Legal Entity	
XLE_LE_INFO_DEV	Cash Management - External Cash Transactions Real Time	Legal Entity	
XLE_LE_INFO_DEV	Payables Invoices - Holds Real Time	Legal Entity	
XLE_LE_INFO_DEV	Payables Invoices - Installments Real Time	Legal Entity	
XLE_LE_INFO_DEV	Payables Invoices - Prepayment Applications Real Time	Legal Entity	
XLE_LE_INFO_DEV	Payables Invoices - Transactions Real Time	Legal Entity	
XLE_LE_INFO_DEV	Payables Invoices - Trial Balance Real Time	Legal Entity	
XLE_LE_INFO_DEV	Payables Payments - Disbursements Real Time	Legal Entity	
XLE_LE_INFO_DEV	Payables Payments - Payment History Real Time	Legal Entity	
XLE_LE_INFO_DEV	Receivables - Adjustments Real Time	Legal Entity	

Descriptive Flexfield	Subject Area	Folder	Parent Folder (If Applicable)
XLE_LE_INFO_DEV	Receivables - Bills Receivable Real Time	Legal Entity	
XLE_LE_INFO_DEV	Receivables - Credit Memo Applications Real Time	Legal Entity	
XLE_LE_INFO_DEV	Receivables - Credit Memo Requests Real Time	Legal Entity	
XLE_LE_INFO_DEV	Receivables - Miscellaneous Receipts Real Time	Legal Entity	
XLE_LE_INFO_DEV	Receivables - Payment Schedules Real Time	Legal Entity	
XLE_LE_INFO_DEV	Receivables - Receipt Conversion Rate Adjustments Real Time	Legal Entity	
XLE_LE_INFO_DEV	Receivables - Receipts Details Real Time	Legal Entity	
XLE_LE_INFO_DEV	Receivables - Revenue Adjustments Real Time	Legal Entity	
XLE_LE_INFO_DEV	Receivables - Standard Receipts Application Details Real Time	Legal Entity	
XLE_LE_INFO_DEV	Receivables - Transactions Real Time	Legal Entity	
XLE_LE_INFO_DEV	Revenue Management - Standalone Selling Price Real Time	Legal Entity	Standalone Selling Price Source Document - Source Document
XLE_LE_INFO_DEV	Revenue Management - Customer Contracts Real Time	Legal Entity	
XLE_LE_INFO_DEV	Expenses - Expense Transactions Real Time	Legal Entity	
XLE_LE_INFO_DEV	Expenses - Employee Expense Overview Real Time	Legal Entity	
XLE_LE_INFO_DEV	Expenses - Cash Advances Real Time	Legal Entity	

4 Analyses, Reports, and Dashboards Modification

Introduction to Oracle Transactional Business Intelligence for Financials

In this example, you view an analysis called the Payables Aging Summary. This analysis was created using Oracle Transactional Business Intelligence, an ad hoc reporting tool. You can use the tool to create analyses, dashboards, and infolets using information from your Oracle Financials Cloud

Viewing an Analysis

1. Let's start from the Financial Reporting Center and search for the **Payables Aging Summary**.
2. Click the **Expand** icon to see details like type and location.

   In this example, the type is Analysis. The location shows you where the analysis is stored.
3. Click the title.

   Now you can see the analysis. The information here is real time and based on the latest transaction information.This analysis has bars and a table that show totals by aging categories like Current, Overdue 21 - 60 days, and so on. You can use different views like time series lines, bars, tables, and heat maps in your analyses. An analysis can use more than one type of view to help arrange information in a way that's useful for your audience.
4. Click the **Overdue 91-180 Days** bar.

   A table shows the invoices that make up the total for this category. You can see invoice details like supplier name, invoice due date, invoice number, and unpaid amount.
5. Click the **Buckets** drop-down list to change categories.

   Now you see the details that make up another aging total.
6. Go back to the previous page.
7. Click the **Analysis** icon after the title.
8. Click the **Edit** link to open the layout.

   You can make changes here and save them in the same location, or you can save them in another area that you have access to. You can also create another analysis. Just click the **New** menu to get started.

Overview of Oracle Analytics Publisher Best Practices for SaaS Environments

Oracle Analytics Publisher is an enterprise reporting solution for creating highly formatted, pixel perfect reports. It offers a single solution environment to author, manage, and deliver a variety of business documents. Oracle Analytics Publisher is available to customers with Oracle BI Suite Plus

Often the reports process large amounts of data, which requires product teams and end customers to understand the best practices of Oracle Analytics Publisher. This white paper provides a detailed list of best practices that are recommended by Oracle when using Oracle Analytics Publisher in a Software-as-a-Service (SaaS) environment. For more information, see *Oracle BI Publisher Best Practices for SaaS Environments document ID 2145444.1* on My Oracle Support at https://support.oracle.com.

Explore Financial Subject Areas in Oracle Transactional Business Intelligence

In this example, you examine Financial subject areas in Oracle Transactional Business Intelligence. Here's the list of Financial products with subject areas: Assets, Budgetary Control, Cash Management, Expenses, General Ledger, Intercompany, Payables, Receivables, Revenue Management, and Subledger Accounting.

1. Start from the Financial Reporting Center.
2. Click **Tasks**.
3. Click **Open Workspace for Financial Reports**.
4. Select **Navigate** > **Applications** > **BI Catalog**.
5. You have to create an analysis to see the subject areas you have access to:
   a. Click the **New** icon.
   b. Click **Analysis**.

   Subject areas are organized in folders and the information they contain varies based upon reporting requirements. General Ledger subject areas cover account balances, journals, and period statuses.
6. Select the **General Ledger Transactional Balances** - **Real Time** subject area. The term **Real Time** in the subject area name indicates the information is up-to-date as of the latest general ledger journal posting. You can use this subject area to create trial balances and general queries to review changes in account balances over time. Here are some of the folders that appear in the Subject Area pane.
   - Balancing Segment
   - Cost Center Segment
   - Currency
   - Time
   - Ledger
   - Ledger Set

You can expand folders to see their components. For example, the Time folder contains accounting period and year. If you have more than one ledger, you can create an analysis that filters by ledger and ledger set. You can query a specific general ledger balance, or groups of general ledger balances.

7. Click the **Add or Remove Subject Areas** icon in the Subject Areas toolbar to view more subject areas and the type of information they hold.

   For example, with the Payables subject areas you can examine information about suppliers, supplier balances, and invoices, including freight and tax charges. You can also see how invoices and payments affect the general ledger. An analysis can show which invoices were paid on time and whether checks have cleared.

   The Receivables subject areas include customer information, customer balances, and invoice details such as terms and receipts, credit memos, and revenue adjustments. Similar to Payables, you could analyze how receipts affect general ledger account balances.

Analyses and Dashboards

How Data Is Structured for Analytics

The business intelligence (BI) repository contains the metadata that defines which columns you can include in analyses, and the source of that data. The repository is organized into subject areas, which contain folders with the columns.

Note: You can also use the BI repository as a data source for reports.

Columns

This table describes the three types of columns available when you create or edit analyses.

Column Type	Description	Example
Fact	Provides a measure of something, meaning that the values are numbers.	Total
Attribute	Represents a piece of information about a business object, with values that are dates, IDs, or text. **Note:** Attribute columns can be flexfield segments imported into the BI repository.	Start Date
Hierarchy	Holds data values that are organized in a hierarchical manner.	Time, with sublevels: • Year • Quarter

Column Type	Description	Example
		• Month

Subject Areas

When you create an analysis, you first select a subject area, which contains columns related to a specific business object or area. Then, open folders within the subject area to find the columns to include.

For product families that use Application Composer, you can create custom subject areas to accommodate custom objects or to add new facts for analysis.

Folders

Each subject area has one fact folder and a number of dimension folders. Folders can have subfolders.

- **Fact folders**:
  - Contain fact columns.
  - Are usually the last in a list of folders and are usually named after the subject area.
- **Dimension folders**:
  - Contain attribute and hierarchical columns.
  - Are joined to the fact folder within a subject area.

    For example, if your analysis has the Currency attribute from a dimension folder, you see currencies in the results. If you also add the Total fact, then your analysis includes only records with both a currency and a total amount. The more columns you add, the smaller the query set for your analysis.
  - Can be common folders, or common dimensions, that appear in more than one subject area.

    If your analysis has columns from multiple subject areas, then you:
    - Should include columns only from dimension folders that are common to all of those subject areas. At least one such column is required.
    - Must include one column from the fact folder in each of those subject areas.

Related Topics

- Create and Edit Analyses Using a Wizard
- Create and Modify Analyses and Dashboards
- Manage Analytics with Advanced Features
- About Custom Subject Areas

Create and Edit Analyses Using a Wizard

Use the wizards to quickly create and edit your analyses. You can use a wizard to create and edit most of your analytics, for example to select columns, add filters or views.

You can also use advanced business intelligence features to create or edit dashboards or manage analyses and other objects in the catalog.

1. Start the wizard from the Reports and Analytics work area or the Reports and Analytics panel tab (if available).
    - To create a new analysis click **Create** and select **Analysis**. Select a subject area for your analysis and click the **Continue** button.
    - To edit an existing analysis, in the Reports and Analytics work area, select it in a folder or the favorites list, click its ellipsis icon and select **Edit**. In the Reports and Analytics panel tab, click the analysis, then click **Edit**.
2. In the Select Columns page, optionally, click **Add/Remove Subject Areas** and, in the Add/Remove Subject Areas dialog box, select more subject areas or remove any that you no longer need, and click **OK**. You can't remove the original subject area selected for the analysis. To remove any other subject area, first remove its columns from the analysis.
3. From here on, make selections in a series of analysis-definition pages, selecting Next or Back to navigate among them.
    - In the Select Columns page, expand your subject area and folders within it to choose the columns to include in your analysis. Also set options for those columns.
    - In the Select Views page, determine whether your analysis is to include a table, a graph, or both. For either, select among several types. If you include both, select the order in which they appear.
    - In Edit Table and Edit Graph pages, select options that apply to your table and graph layouts. Each of these pages is active only if you selected the item it applies to in the Select Views page.
    - In the Sort and Filter page, optionally apply filters to columns to refine the selection of records in your analysis, and apply sorts to them to order your results.
    - In the Highlight page, optionally add color highlights based on numeric thresholds you set.
    - In the Save page, enter a name for the analysis, select a catalog folder to save it in, and click **Submit**.

In general, these pages are designed so that procedures for using them are readily apparent. Even so, here are some things you will want to know.

Select Columns Page

For each column in your analysis, you select an Interaction option.

- Two of the options, Default and Drill, do the same thing: If you click on a column header, the analysis adds a column displaying values at the next hierarchical level. (For example, if you click on Control Name, the analysis adds a Control ID column.) If you click on a column value, the analysis adds the subordinate column, but also filters to display only records containing the value you clicked.
- Navigate to Transaction: If you click on a value from a column for which this option is set, the analysis presents a link to the record of an object the value applies to.

  For such links to work, however, further configuration is required: You need to define paths to the records that are to be opened. If you want to use this option, you're probably better off creating the analysis in the BI Catalog. However, you can create it in the wizard, then edit it in the BI Catalog. See the topic titled Link Analyses to Application Pages.
- None: This option in effect turns the Default option off and turns nothing on. Nothing happens if you click on a value in a column for which this option is set.

For each column, you can also select a Hidden option. This prevents the analysis from displaying the column, but leaves its values available for use behind the scenes, for example in filters.

Select Views Page

You can add a graph to your analysis only if it includes at least one column from a fact folder. (You can include a table in your analysis no matter what columns you select for it.) A fact column contains numeric values, such as counts of incidents returned by advanced controls. Other columns contain attributes of objects, such as names of advanced controls. Without numeric values, there's nothing to base a graph on.

You can create a title for the analysis in this page, but doing so is optional. You also create a name for the analysis in the Save page, and that one is required. If you create both, the analysis displays both; they don't have to be the same.

You can use a Preview option to ensure the analysis returns data you expect. Turn it on or off in this page or in subsequent wizard pages. Once it's on, the preview remains on in other wizard pages you navigate to, unless you turn it off.

Edit Table Page

Here are the layout options you can select for tables:

- Columns: This is the default. Each column you assign this value to appears as a column in the table.
- Prompt For: In a prompt field, you select among values from the column you're configuring. For example, you would select a date if the column were Calendar Month Start Date. The table would then display only rows containing the value you selected.
- Section By: The table is divided into sections. Each value of the column you're configuring becomes a header, and the section beneath each header includes rows containing that value.
- Excluded: The column you select is no longer available to the view you're configuring. The column is hidden, and its values are unavailable for behind-the-scenes tasks such as filtering. However, the column remains available to other views in your analysis.

Edit Graph Page

You can't apply layout options to fact columns. For other columns, graph layout options include Prompt For, Section By, and Excluded, which have the same effect as they do in tables. You can also apply these options in graphs:

- Vary Color By: Each value in the column you're configuring is represented by a distinct color in the graph.
- Group By: Values in the columns you assign this option to are combined in the graph. For example, if you select this option for the State and Calendar Month Start Date columns in a bar graph, each bar represents a particular status on a particular date.

Highlight Page

You can use this feature only if your analysis includes at least one fact column, and you can apply it only to fact columns.

Related Topics

- View Analytics, Reports, and Dashboards
- Where to Save Analytics and Reports
- How Data Is Structured for Analytics
- Manage Analytics with Advanced Features

Create and Edit a Financial Analysis Using a Wizard

You can use a wizard that guides you through creating and editing analyses. Even though the wizard doesn't give you all available features, you can still use it to make typical changes, for example, adding views and filters.

Note: The wizard isn't available for dashboards and you can't use it to delete analyses.

Creating an Analysis

1. **Navigator** > **Tools: Reports and Analytics**.
2. Click **Create** and select **Analysis**.
3. Select a subject area that you want to analyze, for example, the **General Ledger - Journals Real Time** subject area.
4. Select the columns to include:
    - Journal Batches: Batch Details: Journal Batch
    - Journal Headers: Header Details: Journal Header Description
    - Journal Lines: Line Details: Line
    - Journal Lines:
        - Accounted Debit
        - Accounted Credit
    - Time: Accounting Period Name
5. Set these options:
    - Interaction: Default
    - Hidden: Leave unchecked
6. Click **Next**
7. Enter a title of **Journal Report** to appear at the beginning of the analysis.
8. Select the type of table and click **Next**.

    Tip: At any point after this step, you can click **Submit** to go to the last step, to save your analysis.
9. Enter the name of your analysis **By Cost Center** and select the **My Folder**.
10. Click **Submit**.

Editing an Analysis

1. **Navigator** > **Tools: Reports and Analytics**.
2. Select your analysis **By Cost Center** in the pane and click **Edit**.
3. Add **Posting Status: Posting Status Meaning**.
4. Click **Submit**: Save your analysis with the same name in the same folder.

    Tip: You can create a copy of the analysis, whether you edited it or not, just by saving it either with a new name or in a new folder.

Financials Data Structure for Analytics

The BI repository contains metadata that defines which columns (or slices of data) are available to be included in analyses. The repository also shows where the data for each column comes from. The repository is organized into subject areas which contain folders with columns.

Columns

The following table describes the three types of columns.

Column Type	Description	Example	Icon for Column Type
Fact	Provides a measure of values that are numbers.	Credit Amount on Journal Line	Ruler
Attribute	Represents information about a business object with values that are dates, IDs, or text. Attribute columns can be flexfield segments imported into the BI repository.	Approval Status Code on a journal entry.	Piece of paper
Hierarchy	Holds data values that are organized in a hierarchical manner.	Accounting Period • Year • Quarter • Month	Column: Hierarchy of squares Sublevel: Single square

Subject Areas

When you create an analysis, you:

- First select a subject area which contains columns related to a specific business object or business area. For example, **General Ledger** - **Balances Real Time**.
- Then open folders within the subject area to find the columns to include in your analysis. For example, you can open the **Approval Status** folder and select the columns within it.

Folders

Each subject area has one fact folder and a number of dimension folders. Folders can have subfolders. For example, the **Journal Lines** folder in **General Ledger** - **Journals Real Time** subject area has multiple subfolders like **Account**, **Line Details**, and **Lines**.

The definitions of Fact and Dimension folders are:

- Fact: A measure or metric. A fact consists of numbers. A report more often than not contains at least one fact and not more than a few facts.

- Dimension: Provides the context for the fact. A dimension is descriptive.

Note: Facts and dimensions make up the report columns.

- Fact folders:
  - Contain fact columns.
  - Are usually last in the list of folders and are usually named after the subject area.
- Dimension folders:
  - Contain attribute and hierarchical columns.
  - Are joined to the fact folder within a subject area.

    For example, if your analysis has Currency attribute from a dimension folder, you see currencies in the results. If you also add the Total fact, then your analysis includes only records with both a currency and a total amount. The more columns you add, the smaller the query set for your analysis becomes.
  - Can be common folders or common dimensions that appear in more than one subject area. If your analysis has columns from multiple subject areas then you:
    - Must include columns only from dimension folders that are common to all those subject areas. At least one such column is required.
    - Must include one column from the fact folder in each of those subject areas.

Note: For more information, see Financials Cloud OTBI Release 11: Subject Area Document on Customer Connect.at:**https://appsconnect.oracle.com/files/8164acf4e9/FINS_OTBI_Subject_Area_Documentation_R_11_FINAL.pdf**

Related Topics

Copy the Payables Invoice Audit Listing Dashboard

This example shows how to copy a predefined dashboard so that you can edit the copy and not the original. If you have appropriate roles, then you can (only if necessary) create dashboards or edit predefined ones directly. If not, then you must

The following table summarizes key decisions for this scenario.

Decisions to Consider	In This Example
Which predefined dashboard are you copying?	Payables Invoice Audit Listing
Is the copied version for yourself only or for multiple users?	Multiple users

To copy the dashboard and get it working:

- Make a copy of the Payables Invoice Audit Listing dashboard.
- Copy the components of the dashboard, the analysis and prompt.
- Edit the copied dashboard so that it contains the copied analysis and prompt instead of the predefined ones.

Save your copies under **Shared Folders** > **Custom** in the business intelligence (BI) catalog. You must create folders within Custom so that the copies have a folder path similar to the originals.

Copying the Dashboard

1. Open the Reports and Analytics work area.
2. In the Contents pane, select **Shared Folders** > **Financials** > **Payables** > **Invoices** > **Payables Invoice Audit Listing** > **Invoice Audit Listing**, and click the **More** link.
3. With the Payables Invoice Audit Listing dashboard selected in the Folders pane, click the **Copy** button on the toolbar.
4. In the Folders pane, select **Shared Folders** > **Custom** > **Financials**.
5. On the toolbar, click the **New** button and select **Folder**.
6. Enter **Payables** in the **Name** field and click **OK**.
7. Create an Invoices subfolder within the new Payables folder.
8. Click **Paste** on the toolbar to copy the dashboard into the Invoices folder.

Copying the Prompt and Analysis

1. With the Invoices folder still open, click **New** on the toolbar and select **Folder**.
2. Enter **Prompts** in the **Name** field and click **OK**.
3. Create another folder with the name **Report Components**. (In this context, report refers to the dashboard.)
4. In the Folders pane, select **Shared Folders** > **Financials** > **Payables** > **Invoices** > **Prompts**.
5. For the Payables Invoice Audit Listing dashboard prompt, click the **More** link and select **Copy**.
6. In the Folders pane, select **Shared Folders** > **Custom** > **Financials** > **Payables** > **Invoices** > **Prompts**, and click **Paste** on the toolbar.
7. In the Folders pane, select **Shared Folders** > **Financials** > **Payables** > **Invoices** > **Report Components**.
8. For the Payables Invoice Audit Listing analysis, click the **More** link and select **Copy**.
9. In the Folders pane, select **Shared Folders** > **Custom** > **Financials** > **Payables** > **Invoices** > **Report Components**, and click **Paste** on the toolbar.

Editing the Copied Dashboard

1. In the Folders pane, select **Shared Folders** > **Custom** > **Financials** > **Payables** > **Invoices** > **Payables Invoice Audit Listing**.
2. Click the **Edit** link for the Invoice Audit Listing dashboard.
3. Click the **Delete** button for the Payables Invoice Audit Listing dashboard prompt within the Search region.
4. In the Catalog pane, select **Shared Folders** > **Custom** > **Financials** > **Payables** > **Invoices** > **Prompts** > **Payables Invoice Audit Listing** and move it into the Search region.
5. Delete the Payables Invoice Audit Listing compound view within the Section 1 region.
6. In the Catalog pane, select **Shared Folders** > **Custom** > **Financials** > **Payables** > **Invoices** > **Report Components** > **Payables Invoice Audit Listing** and move it into the Section 1 region.
7. Click **Save**.

Related Topics

- Create and Edit Dashboards

Reports

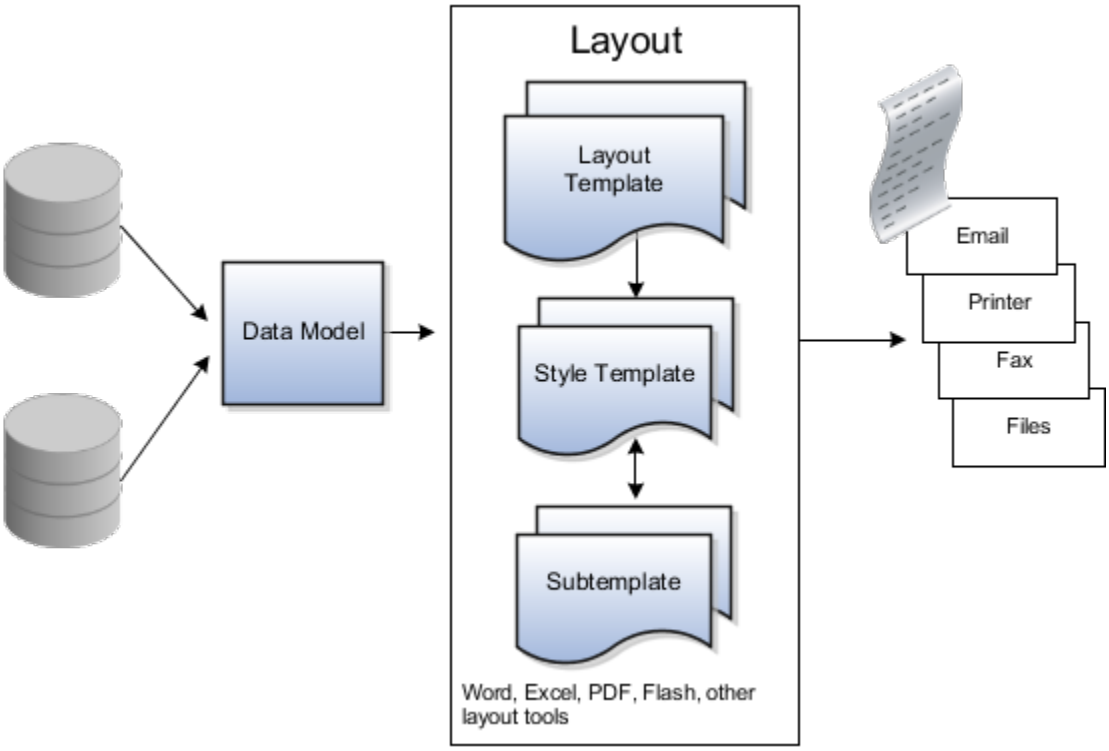
Overview of Analytics Publisher

Oracle Analytics Publisher enables you to author, generate, and deliver all types of highly formatted documents and operational reports.

You can use familiar office desktop tools to create rich text format (.rtf) documents and reports against any data source. You can view reports, schedule them to run, and distribute them to predefined destinations.

Reports consist of one or more .rtf layouts, a reference to a data model, and a set of properties. A report may also include style templates and subtemplates, which allow reusability of functionality and maintain consistency of design. In the logical architecture depicted in the figure, the report includes a data model and a layout, and the layout references two style templates in the catalog which in turn reference subtemplates.

In the Analytics Publisher logical architecture, the data model accesses data sources and the layout and its optional style template and subtemplates determine the formatting of the report output, which can include email, print, fax, or files, and others. The layout is designed using common office applications, for example Microsoft Word and Excel and Adobe Acrobat and Flash, among others.



How You Access and Modify Report Components

To create or edit reports, you must access the business intelligence (BI) catalog. In the catalog, objects of type Report represent the report definition, which includes report properties and layouts.

Data models are separate objects in the catalog, usually stored in subfolders called Data Models.

Accessing the BI Catalog

You can access the BI catalog in any of the following ways:

- In the Reports and Analytics work area, click **Browse Catalog** to open the BI catalog, and find your report or data model in the Folders pane.
- In the Reports and Analytics work area, find your report and select **More** to go to the report directly in the catalog. The data model associated with the report should be in the Data Models subfolder within the same folder as the report.
- Sign in to the application directly (for example: `http://host:port/analytics/saw.dll`) to open the catalog.
- Sign in to the Analytics Publisher server directly (for example: `http://hostname.com:7001/xmlpserver`) to open the catalog.
    - Alternatively, once you are in the catalog using another method, for example, through the Reports and Analytics work area, change the final node of the URL. For example, change (`http://host:port/analytics/saw.dll`) to `xmlpserver`. So the URL you use would be: `http://host:port/xmlpserver`.

Predefined Reports

A special Customize option is available only:

- For predefined reports, not data models.
- Through direct access to the server using the `/xmlpserver` URL. When you find your report in the BI catalog, select **Customize** from the **More** menu.

The Customize option automatically creates a copy of a predefined report and stores it in the **Shared Folders** > **Custom** folder within the catalog. The new report is linked to the original, so that when users open or schedule the original, they are actually using the copied version.

If you don't have access to the Customize option or don't want the original version linked to the new report, make a copy of the predefined report and save it in the Custom folder.

Predefined Data Models

Don't edit predefined data models. Instead, copy the data model into the Custom folder and edit the copy. You can't create a new data model based on the transactional tables.

Related Topics

- Where to Save Analytics and Reports
- What happens to modified analytics and reports when a release update is applied?

Reflect Changes from Edited Reports Sooner

When you use the Customize option to edit a predefined report, your changes won't be reflected until a refresh that happens every 24 hours. For changes to take effect sooner, use profile options to change the refresh interval.

The refresh applies your changes to Oracle Fusion Cloud Applications, but you can immediately see your changes in Microsoft Word and Oracle Analytics Publisher. For example, you download a predefined .rtf layout template and edit

the file in Word. You can see the modified output using the preview in Word. After you upload the .rtf file to the catalog, you can open the report in Analytics Publisher and see your changes. But, if you're accessing the report from Fusion Applications, you see the updated output only after the refresh.

When you're done configuring and testing reports, use the same profile options to turn the refresh back to every 24 hours. But even if you don't, the refresh automatically resets to 24 hours when it's been more than 8 hours since you set the profile options. The 24-hour refresh interval helps optimize performance.

Create Profile Options to Control the Refresh

Your profile options can apply to all workflow tasks, a product family, or a product. Based on the scope you want, your profile option must have a profile option code that follows a certain format.

Scope	Profile Option Code	Examples
Global	BIP_CLIENT_REFRESH_TIME	BIP_CLIENT_REFRESH_TIME
Product Family	BIP_CLIENT_REFRESH_TIME_<FAMILY>	• BIP_CLIENT_REFRESH_TIME_FIN • BIP_CLIENT_REFRESH_TIME_HCM • BIP_CLIENT_REFRESH_TIME_PRC • BIP_CLIENT_REFRESH_TIME_PRJ • BIP_CLIENT_REFRESH_TIME_SCM
Product	BIP_CLIENT_REFRESH_TIME_<FAMILY>_<PRODUCT>	• BIP_CLIENT_REFRESH_TIME_FIN_AP • BIP_CLIENT_REFRESH_TIME_HCM_PER • BIP_CLIENT_REFRESH_TIME_PRC_PON • BIP_CLIENT_REFRESH_TIME_PRJ_PJE • BIP_CLIENT_REFRESH_TIME_SCM_EGO

The profile options with a smaller scope take precedence. For example, you have profile option A with a global scope and profile option B with a product scope. If you're currently configuring notifications for a particular product, use profile option B to adjust the refresh time just for that product. But based on profile option A, the refresh is still at 24 hours for all other configurable notifications in all other products. Profile option B takes precedence over profile option A only for that one product.

> **Tip:** To find the product family or product code, go to the Setup and Maintenance work area. Use the **Manage Taxonomy Hierarchy** task in the Application Extensions functional area for any offering. In the hierarchy, expand the root node and then the Oracle Fusion node. Find the row for the family or product and look in the **Module Key** column for the code.

Now you're ready to create your profile options!

1. In the Setup and Maintenance work area, go to the **Manage Applications Core Profile Options** task in the Application Extensions functional area for your offering.
2. On the Manage Applications Core Profile Options page, click the **New** icon.
3. On the Create Profile Option page, enter the profile option code in the format that corresponds to the scope you want.
4. Enter a display name that you can easily remember to help you find the profile option later.

5. From the **Application** list, select **Oracle Middleware Extensions for Applications**.
6. From the **Module** list, select **Application Core**.
7. Specify a start date.
8. Click **Save and Close**.
9. On the Manage Applications Core Profile Options page, make sure that your new profile option is selected in the Search Results: Profile Options subsection.
10. In the <Profile Option>: Profile Option Levels subsection, select the **Enabled** and **Updatable** check boxes for the Site level.
11. Save your work.

Set the Refresh Interval

In the Setup and Maintenance work area, go to the **Manage Applications Core Administrator Profile Values** task in the Application Extensions functional area. Set your profile option at the Site level and enter 15 or higher for the refresh interval in minutes. If you enter 15, your changes are reflected in Fusion Applications 15 minutes after they're saved in the BI catalog. For example, 15 minutes after you upload an edited .rtf layout template to the catalog, or after you update report properties in Analytics Publisher.

> **CAUTION:** Make sure to enter a whole number.

When you're done making and testing your changes, set the profile option back to 1440, which is 24 hours in minutes. If you forget and leave your profile option as is for longer than 8 hours, don't worry! At that point, the profile option resets itself back to 1440 minutes.

Related Topics

- How do I update existing setup data?
- Set Profile Option Values
- Modules in Application Taxonomy

Where to Save Analytics and Reports

You save analyses, dashboards, and reports in the catalog, along with other objects like prompts and filters.

Besides the hierarchy of folders organized by product family, another important folder is Custom, found in Shared Folders. This is where you save the analytics and reports you create or edit for others to use.

Shared Folders and the Custom Subfolder

Anyone with the correct access can get to objects stored in Shared Folders. If you have the appropriate roles, you can save in Shared Folders so that your objects are available for other users. You should save objects in the Custom subfolder, and use the product family subfolders to organize and publish analytics and objects for the correct audiences.

Here are a few things to know while working with analytics in the catalog. Keep all modified analyses and reports in the Custom folder. Directly edit predefined analytics only when it's necessary to make sure that any references to the analysis or dashboard still work properly.

- Preserve modified predefined objects during updates, which can make changes to predefined analytics, reports, and other objects outside the Custom folder. You might lose changes saved outside the Custom folder during updates.

- You can easily find modified objects if they're not spread around the catalog.
- You can edit objects in the Custom folder without compromising security on the original objects.
- For predefined reports only, you can use a special **Customize** option to copy the report and also the folder structure and permissions. The copy is linked to the original, so editing the copy is like directly editing the original.

When you copy an object into the Custom folder, the copied object inherits the permission settings of the Custom folder. An administrator can reset the permissions on the object and the folder that it's in.

> **Note:** When you create folders in the catalog, don't use special characters (~, !, #, $, %, ^, &, *, +, `, |, :, ", \\, <, >, ?, ,, /) in their names.

My Folders

My Folders is your personal storage; you're the only one who can access anything that you save there. What you save there is available in the Reports and Analytics work area, but not in My Folders in the Reports and Analytics panel tab on any other work area. But an exception is when you create an analysis using the wizard in the Reports and Analytics work area. If you save a wizard analysis in My Folders, it's available in any panel tab that appears in any work area.

> **Note:** Don't store analyses or reports in the predefined Temp folder in My Folders. That folder is used by Analytics Publisher and purged automatically every 24 hours.

Create Folders

Create folders in Custom or My Folders.

To create folders:

1. In the catalog, navigate to the desired location of the new folder in the Folders pane.
2. In the catalog toolbar, click **New**, and select **Folder**.
3. In the New Folder dialog box, enter the folder name, and click **OK**.

Automatically Created Folders

If conflicts are detected during upgrade, folders named backup_nnn are automatically created in the catalog. After reviewing and resolving any conflicts, Oracle recommends that you manually delete the backup folders from the catalog. You can contact your help desk to request an automated removal if you have many folders to delete.

Related Topics

- What happens to modified analytics and reports when a release update is applied?

What happens to modified analytics and reports when a release update is applied?

Updates don't affect the Custom folder or My Folder in the catalog, anything saved there is preserved in updates.

This includes analytics and reports you edited or created. But anything saved outside those folders, in the predefined catalog, is preserved only if the update doesn't include doesn't include a new version of those objects.

If an update includes a new version of a predefined object that you edited outside the Custom folder, the changes you made are saved as a new object. The new version from the update overwrites the existing predefined object. And a copy of the existing object (with your edits) is automatically created in the same folder, with a new name that indicates it's a new version.

If the update includes a new version of both the predefined object and a folder in its file path, the new folder name, along with the new version of the object, overwrites the existing predefined folder and object. And a copy of the existing folder (along with your edited object) is automatically created. The folder is renamed to indicate that it's a new version, but your edited object isn't renamed.

If folders named backup_nnn are automatically created in the catalog due to conflicts, after reviewing and resolving any conflicts, Oracle recommends that you manually delete the backup folders from the catalog. You can contact your help desk to request an automated removal if you have many folders to delete.

Note: Future updates won't affect renamed objects or anything within a renamed folder.

5 Infolets

Overview of Infolets

An infolet is a small interactive widget that gives you key information and shows you what's going on in the areas you work on. You might also find something in an infolet that you need to follow up on.

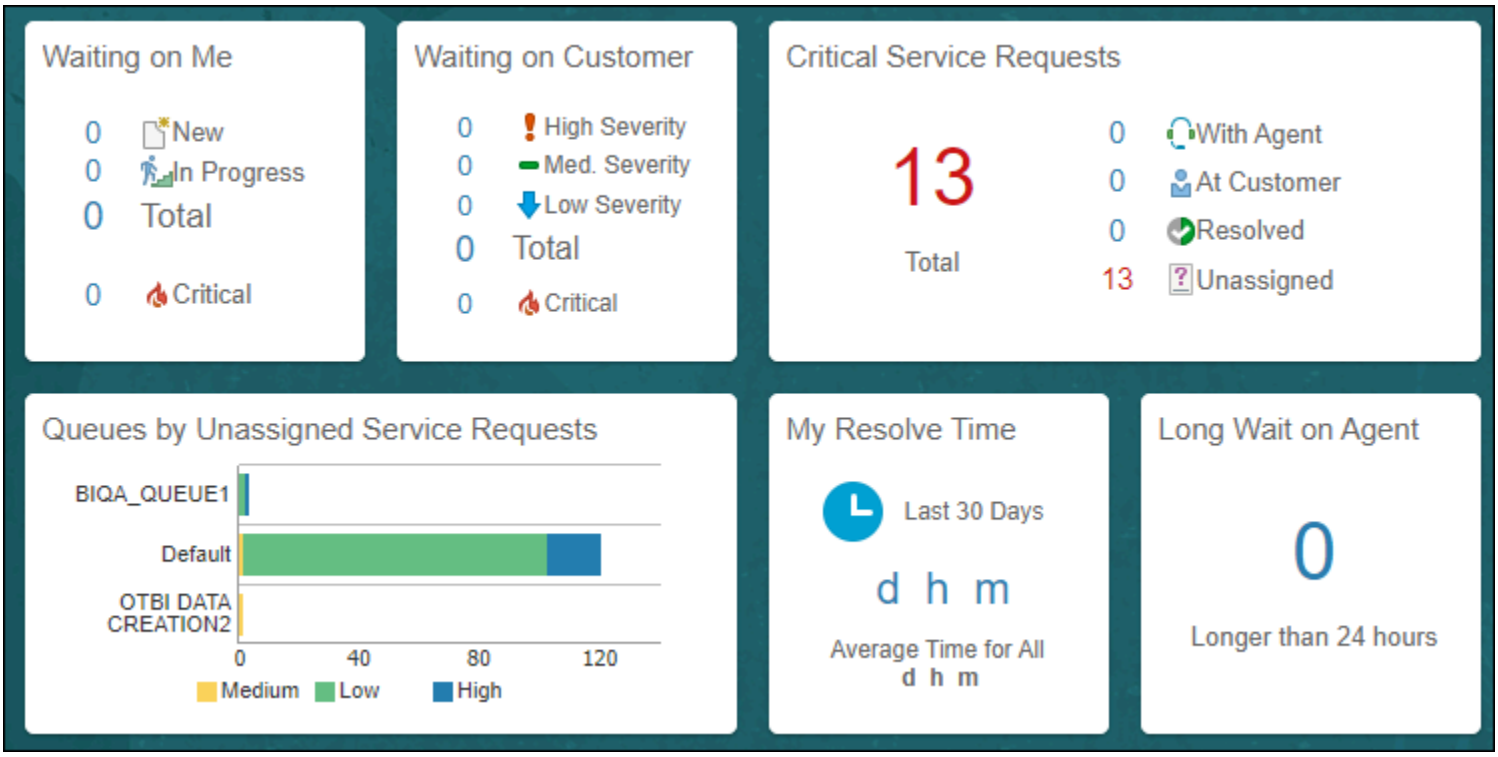
You can use infolets arranged in tabs in the Analytics section of your home page.

Here are a few things to know about infolets.

- Infolets have a front view, and might have a back and expanded view. Use the **Back View**, **Front View**, and **Expanded View** icons at the bottom corners of an infolet to open these views.
- Your current infolet view persists as the default view the next time you sign in. For example, if you viewed a back view of the infolet in your last session, you will see the same infolet view by default in your next session.
- Some infolets might also contain links to detailed reports. You can click anywhere in the infolet area to drill down to the detailed report.
- You can also personalize the infolets. For example, you can move or hide them on the infolets page.
- If you don't see infolet pages on your home page, then your administrators must have disabled them to show on the home page.

Note: Some SCM or Procurement Cloud infolets might function differently from other infolets.

Here's how an infolet page looks.



Personalize Infolets

You can personalize the infolets on your infolets page, such as you can edit their titles and views, move them, or hide or show specific infolets on the infolets page.

Edit Infolet Titles and Views

1. Click the **Actions** icon on the top right corner of the infolet, and select **Edit Title and Views**.
2. Edit the infolet title, and enable or disable the infolet views.
3. Click **Save and Close**.

Reorder Infolets

You can change the position of an infolet within an infolet page.

1. Click the **Infolet Repository** icon, and select **Reorder Infolets**.
2. In the Reorder Infolets dialog box, select the infolets, and use the arrows to reorder them.

   Tip: To select multiple infolets, press the Ctrl key, and then select them.
3. Click **Apply**.

Hide or Show Infolets

To hide an infolet from an infolet page, click the **Infolet Repository** icon, and deselect the infolet from the list of infolets.

Tip: Alternatively, click the **Actions** icon on the top right corner of the infolet, and select **Hide**.

To show a hidden infolet on an infolet page, click the **Infolet Repository** icon, and select the infolet from the list of infolets.

Related Topics

- How can I configure how infolets are displayed in Fusion Applications?

Configure Infolets

Overview of Configuring Infolets

You can configure infolets that aggregate key information for a specific area, for example, personal profile.

Your users use infolets arranged in tabs in the Analytics section of the home page.

If your users don't find infolet pages on the home page, you can enable them by using the Home Configuration tab in the Structure work area. Let's look at some tasks you can do to configure infolets.

- Create infolets.
- Add content to infolets. For example, you can add a task flow or a performance tile report, and if an infolet contains a performance tile report, then you can add a link to a detailed report in the same infolet.

  > **Note:** In the context of infolets, a report is an analysis, not an Analytics Publisher report.

- Edit infolets. For example, edit infolet content and add, change, or remove link to detailed report.
- Delete infolets.

But before you start creating and editing infolets, here are a few things to keep in mind:

- You can add analyses from the catalog to an infolet, but not Analytics Publisher reports, or other objects like filters or prompts.
- To create or edit infolets, you must first either create and activate a sandbox, or activate an existing one. But make sure the sandbox has the Page Composer tool selected. If you want to make changes in a context layer that isn't the default layer, Site, you must create a separate sandbox just to use Page Composer in it. You can then change the context layer from Site to the other layer. For example, to create or edit infolets for a user with a specific job role, you must select the **Job Role** context layer.
- You can validate your changes in the sandbox in preview mode before you publish it.

Related Topics

- How can I configure how infolets are displayed in Fusion Applications?
- Best Practices for Using Page Composer in Sandboxes

Create Infolets

Watch video

Use infolet pages to create infolets. You can create an infolet, add content to it, and link detailed reports. For some product-specific infolet pages, you can't create infolets.

1. Activate a sandbox that has the Page Composer tool in it.
2. Open an infolet page.
3. Click your user image or name in the global header, and on the **Settings and Actions** menu, select **Edit Pages**.
4. Click the **Infolet Repository** icon, and select **Create Infolet**.

   > **Note:** If you can't find the **Create Infolet** menu item, it either means you can't create infolets for this page, or the theme may be using a global text and icon color that's too light, impacting the visibility of the UI element.

5. Enter a title for the infolet and set its views.
   - Specify the dimensions for the front view.
   - Enable or disable the back view.
   - Enable or disable the expanded view, and specify its dimensions. The dimensions of the front and the back views must be the same, but the expanded view must be bigger because it displays more details.

6. Click **Save and Close**. You can now add content to infolets.

Add Content to Infolets

You can add content to the infolet's front, back, or expanded view. You can't add a business intelligence dashboard to an infolet because a dashboard report is generally bigger than an infolet.

1. Select the infolet's view that you want to add content to.

   > **Note:** To open infolet's back view, click the **Back View** icon on the bottom right corner of the infolet. And to open expanded view, click the **Expanded View** icon on the bottom right corner of the infolet's back view.

2. Click **Add Content** on the infolet. You can find this button on any of the infolet's views, but only if you don't have any existing content in that view.
3. Search and select a performance tile or a task flow, and click **Add**. You can browse the business intelligence (BI) catalog to find the analytics and reports that you want to add.
4. Close the Add Content dialog box. You can now add detailed reports to the infolet.

Link Detailed Reports to Infolets

To provide detailed information about a subject matter on an infolet, you can add a link to a detailed report. After you add the link, your users can click anywhere in the infolet area to drill down to that detailed report. The detailed report doesn't replace the existing infolet content.

First, add a performance tile report to the infolet content, and then follow these steps:

1. Click the **Actions** icon on the top right corner of the infolet, and select **Link Detailed Report**.
2. On the Detailed Report page, click **Add Content**.
3. Search and select a report, and click **Add** to add it to the infolet.
4. Close the Add Content dialog box.
5. Click **Done**. You can now publish the sandbox.

Publish the Sandbox

1. Preview the infolet's front view, drill down to the detailed report, and then preview the back and the expanded views.
2. After you made changes, click **Close** to leave Page Composer.
3. Test your changes and publish the sandbox to make the new infolet available to your users.

Related Topics

- Overview of Sandboxes
- Create and Activate Sandboxes
- Best Practices for Using Page Composer in Sandboxes
- Why can't I see application changes made in previously published sandboxes in my current sandbox?

Edit and Delete Infolets

On the infolet page, use the options available on each infolet to edit infolet content and delete infolets.

1. Activate a sandbox that has the Page Composer tool in it.

2. Open an infolet page.
3. Click your user image or name in the global header, and on the **Settings and Actions** menu, select **Edit Pages**.

> **Note:** After you're done making changes, click **Close** to leave Page Composer, test your changes, and publish the sandbox.

Edit Infolet Content

1. Click the **Actions** icon on the top right corner of the infolet, and select **Edit Content**.

> **Note:** To edit the infolet content of the back or expanded view, open the view and use the **Actions** icon on that view.

2. Click **Add Content** to replace the existing content of the infolet.
3. Search and select a performance tile or a task flow, and click **Add**. You can browse the business intelligence (BI) catalog to find the analytics and reports that you want to add.
4. Close the Add Content dialog box.

Edit Title and Views

To edit title and views of an infolet, click the **Actions** icon on the top right corner of the infolet, and select **Edit Title and Views**.

Edit or Remove Detailed Report

You can edit or remove the detailed report.

1. Click the **Actions** icon on the top right corner of the infolet, and select **Edit Detailed Report**.
2. On the Detailed Report page, you can edit or remove the detailed report.
    - To edit, click **Edit Report** and make changes to the detailed report.
    - To remove, click **Remove Report**.
3. Click **Done**.

Edit Infolet Visibility

You can show or hide an infolet on the infolet page. To edit the visibility settings of an infolet, do these steps:

1. Click the **Actions** icon on the top right corner of the infolet, and select **Edit Visibility**.
2. Select one of these options:
    - **Yes**: The infolet appears on the infolet page.
    - **No**: The infolet doesn't appear on the infolet page.
    - **EL Expression**: The evaluation of the EL expression decides whether the infolet appears on the infolet page.

Delete Infolets

To delete an infolet, click the **Actions** icon on the top right corner of the infolet, and select **Delete**.

> **CAUTION:** You can't easily retrieve an infolet once you delete it. But if you have accidentally deleted any infolet, don't worry. Contact My Oracle Support at https://support.oracle.com.

Related Topics

- Overview of Sandboxes
- Create and Activate Sandboxes

What are the supported and unsupported EL expressions?

Use EL expressions to control the visibility of navigation entries such as groups, page entries, and quick actions, as well as infolets and announcements on the UI. You can tailor the visibility based on user roles. For example, you can use EL expressions to show or hide a group or page entry on the Navigator or product map. The evaluation of the EL expression decides whether these entries are displayed for users with specific roles.

Note:

- Don't include line breaks or double quotes in EL expressions.
- Don't copy EL expressions from Word into the expression editor, as hidden characters might cause errors. Use a text editor or type them manually instead.

Supported EL Expressions

Use this table to see examples of EL expressions that are supported on Redwood pages.

EL Expression Properties	Examples
• securityContext.regionViewable • securityContext.taskflowViewable • securityContext.userGrantedPermissic • securityContext.userGrantedResource • securityContext.userInRole • securityContext.userName • securityContext.userInAllRoles • securityContext.authenticated	• #{securityContext.regionViewable['oracle.apps.financials.assets.adjustments.desktopFinancial.di.page.Mass • #{securityContext.taskflowViewable['/WEB-INF/oracle/apps/financials/assets/adjustments/workArea/ui/flow/AdjustmentCapMainAreaTaskFlow.xml#AdjustmentCapMainAreaTaskFlow']} • #{securityContext.userGrantedPermission['permissionClass=oracle.adf.share.security.authorization.MethodI PREPARE_FIXED_ASSET_UNITS_OF_PRODUCTION_PERMISSION;action=invoke']} • #{securityContext.userGrantedPermission['oracle.adf.controller.security.TaskFlowPermission;target=/WEB-INF/oracle/apps/hcm/compensation/variableCompensation/allocations/publicUi/flow/VariableCompensationDashboard.xml#VariableCompensationDashboard;action=view']} • #{securityContext.userGrantedResource['resourceType=FNDResourceType;resourceName=FND_Scheduled_Processes_Menu;action=launch']} • #{(!securityContext.userInRole['GSE_HR_DASHBOARD_UHP']} • #{((securityContext.userName == '100472' or securityContext.userName == '107612')} • #{securityContext.userInAllRoles['LIVIO_ADMIN_DATA'] } • #{securityContext.authenticated and securityContext.userGrantedResource['resourceName=FND_Administration_Menu;resourceType=FNDResourceType;action=launch']}
• Profile.values	• #{Profile.values.PAY_PAYROLL_RESPONSIVE_ENABLED eq 'Y'}
• EndPointProvider.externalEndpointBy • EndPointProvider.externalEndpointBy	• #{(EndPointProvider.externalEndpointByAppShortName['ORA_SAAS_APP'] } • #{EndPointProvider.externalEndpointByModuleShortName['ORA_FSCM_UI']}

EL Expression Properties	Examples
• applCorePrefs.userName • applCorePrefs.userDisplayName • applCorePrefs.locale • applCorePrefs.accessibilityMode	• #{applCorePrefs.userName ne null && applCorePrefs.userName eq 'HELPADMIN'} • #{applCorePrefs.userDisplayName} • #{EndPointProvider.externalEndpointByModuleShortName['TALEORECRUITMENTDASHBOARD']}?locale=#{applCorePrefs.locale} • #{applCorePrefs.accessibilityMode}
• Offerings.implementationStatus • Offerings.isFeatureEnabledForImplem • Offerings.isFeatureChoiceEnabledForI • Offerings.isFeatureObsolete	• #{Offerings.implementationStatus.PER_CORE== 'IMPLEMENTED' or Offerings.implementationStatus.PER_CORE== 'IN_PROGRESS_FEATURE'} • #{Offerings.isFeatureEnabledForImplementation.PER_WKF_DEPL or Offerings.isFeatureEnabledForImplementation.PER_WKF_DEV or Offerings.isFeatureEnabledForImplementation.PER_CORE} • #{Offerings.isFeatureChoiceEnabledForImplementation['ORA_SVC_INTERNAL_SERVICE_REQUESTS'] or Offerings.isFeatureChoiceEnabledForImplementation['ORA_SVC_HR_SERVICE_REQUESTS']} • #{(Offerings.isFeatureObsolete.ORA_INV_REDWOOD_SUBS_LOCATORS)}
• ApplcoreCommonBean.anonymousUs • ApplcoreCommonBean.impersonation	• #{(ApplcoreCommonBean.anonymousUser)} • #{!ApplcoreCommonBean.impersonationSession}
• applCoreSecuredToken.trustToken	• #{values.SVC_ENGAGEMENT_DASHBOARD_URL}?atkToken=#{applCoreSecuredToken.trustToken}
• HcmFusePlusBean.userPersonId • HcmFusePlusBean.userPrimaryAssign • HcmFusePlusBean.loggedOnUserExcl • HcmFusePlusBean.enterpriseId • HcmFusePlusBean.userId • HcmFusePlusBean.userPartyId	• #{Profile.values.ORA_HCM_VBCS_PWA_ENABLED eq 'Y' and Profile.values.ORA_PER_ADDITIONAL_PERSONAL_INFO_REDWOOD_ENABLED eq 'Y' and HcmFusePlusBean.userPersonId ne null and false} • #{Profile.values.PER_DIRECTORY_RESPONSIVE_ENABLED eq 'Y' and Profile.values.HCM_RESPONSIVE_PAGES_ENABLED eq 'Y' and HcmFusePlusBean.userPrimaryAssignmentId ne null} • #{!(HcmFusePlusBean.loggedOnUserExcludedForIndexNameMap['fa-hcm-person']) and Profile.values.ORA_HCM_VBCS_PWA_ENABLED eq 'Y' and Profile.values.ORA_PER_EMPLOYMENT_INFO_REDWOOD_ENABLED eq 'Y' } • #{not(HcmFusePlusBean.enterpriseId eq Profile.values.ORA_HRT_PROFILE_DATA_MIGRATED or HcmFusePlusBean.enterpriseId eq Profile.values.ORA_HRT_ADDITIONAL_V2_ENTERPRISE)}
• mscAskOracleBean.SOPPCWPlan.statu • mscAskOracleBean.PCPCWPlan.status • mscAskOracleBean.REPLPCWPlan.sta • mscAskOracleBean.DMPCWPlan.statu • mscAskOracleBean.SPPCWPlan.status • mscAskOracleBean.DSPCWPlan.status	• #{mscAskOracleBean.DMPCWPlan.status} • #{mscAskOracleBean.DSPCWPlan.status}

Unsupported EL Expressions and their Alternatives

Use this table to see examples of unsupported EL expressions and their alternatives.

EL Expression Properties	Examples	Alternative EL Expression
• SystemInfo.podType.HCM	• #{SystemInfo.podType.HCM or SystemInfo.offering.WorkforceDeployment	• #{ EndPointProvider.externalEndpointByModuleShor HCM_UI'] !=null}
• SystemInfo.offering.CompensationManage	• #{SystemInfo.podType.HCM or SystemInfo.offering.CompensationManage	• #{Offerings.implementationStatus.PER_ CORE== 'IMPLEMENTED' or Offerings.implementationStatus.PER_ CORE== 'IN_PROGRESS_FEATURE'}
• SystemInfo.offering.WorkforceDeployment	• #{(SystemInfo.podType.HCM or SystemInfo.offering.WorkforceDeployment or SystemInfo.offering.WorkforceDevelopmen or SystemInfo.offering.CompensationManage and (securityContext.userInRole['GSE_ HCM_COMPENSATION_UHP'])}	• #{Offerings.implementationStatus.PER_ WKF_DEPL== 'IMPLEMENTED' or Offerings.implementationStatus.PER_ WKF_DEPL== 'IN_PROGRESS_FEATURE'}
• SystemInfo.offering.WorkforceDevelopmen	• #{(SystemInfo.podType.HCM or SystemInfo.offering.WorkforceDeployment or SystemInfo.offering.WorkforceDevelopmen or SystemInfo.offering.CompensationManage and (securityContext.userInRole['GSE_ HCM_COMPENSATION_UHP'])}	• #{Offerings.implementationStatus.PER_ WKF_DEV== 'IMPLEMENTED' or Offerings.implementationStatus.PER_ WKF_DEV== 'IN_PROGRESS_FEATURE'}
• facesContext.externalContext.request.serve	• {BASE_URL}/{PATH}?username=# %7BsecurityContext.userName %7D%26amp;host=https:// %23%7BfacesContext.externalContext.requ %7D%26amp;jwt= %23%7BapplCoreSecuredToken.trustToken %7D%26amp;jwt= %23%7BapplCoreSecuredToken.trustToken %7D	• #{EndPointProvider.externalEndpointByAppShortNa FSCM_UIAPP']=={BASE_URL}
• facesContext.externalContext.requestHead	• #{(facesContext.externalContext.requestHe == 'fa-emvg-dev1-saasfaprod1.fa.ocs.oraclecloud.com' or facesContext.externalContext.requestHead == 'fa-emvg-dev2-saasfaprod1.fa.ocs.oraclecloud.com')}	• #{EndPointProvider.externalEndpointByAppShortNa FSCM_UIAPP']=={BASE_URL}
• SystemInfo.offering.Sales	• #{(SystemInfo.podType.CRM or SystemInfo.offering.Sales)}	• #{Offerings.implementationStatus.ZBS_ SALES== 'IMPLEMENTED' or Offerings.implementationStatus.ZBS_ SALES== 'IN_PROGRESS_FEATURE'}
• SystemInfo.podType.CRM	• #{(SystemInfo.podType.CRM or SystemInfo.offering.Sales) and securityContext.userInRole['ZBS_SALES_ ADMINISTRATOR_JOB']} #{(SystemInfo.podType.CRM or SystemInfo.offering.Sales) and	• #{EndPointProvider.externalEndpointByModuleShor CRM_UI'] !=null}

EL Expression Properties	Examples	Alternative EL Expression
	(securityContext.userInRole['ZBS_SALES_ADMINISTRATOR_JOB'])}	
• SystemInfo.podType.ERP	• #{SystemInfo.podType.ERP or SystemInfo.podType.HCM or SystemInfo.offering.WorkforceDeployment}	• #{EndPointProvider.externalEndpointByModuleShort FSCM_UI'] !=null}

Unsupported EL Expressions without Alternatives

Use this table to see examples of unsupported EL expressions without their alternatives.

EL Expression Properties	Examples
• HcmCommonPayFuseBean.userPayLd	• #{Profile.values.PAY_PAYROLL_RESPONSIVE_ENABLED eq 'Y' and Profile.values.HCM_RESPONSIVE_PAGES_ENABLED eq 'Y' and HcmCommonPayFuseBean.userPayLdgId eq 300000047826641}
• facesContext.viewRoot.locale.languag	• #{facesContext.viewRoot.locale.language =='ar'} • #{facesContext.viewRoot.locale.language!='en' ? true : false}
• ManageSandboxesBean.unifiedSandb	• #{!(ManageSandboxesBean.unifiedSandboxEnabled) and (!securityContext.userInRole['GSE_MIGRATION_UHP'])}
• facesContext.externalContext.request	• {BASE_URL}/{PATH}?username=#%7BsecurityContext.userName%7D%26amp;host=https://%23%7BfacesContext.externalContext.request.serverName%7D%26amp;lang=%23%7BfacesContext.externalContext.requestLocale%7D%26amp;jwt=%23%7BapplCoreSecuredToken.trustToken%7D
• webCenterProfile	• #{WebCenterProfile[securityContext.userName].businessCountry != 'USA'}
• SetupProfileBean.coachingStatus	• #{HcmFusePlusBean.userPersonId ne null and SetupProfileBean.coachingStatus eq 'yes' and ! securityContext.userInRole['CIMB_NIAGA_EMPLOYEE_ABSTRACT_CUSTOM']}
• SupplierPortalMenuBean.implemente	• #{ SupplierPortalMenuBean.implementedContracts and (!((securityContext.userInRole['ICA_SUPPLIER_USER']))) }
• WCSecurityContext.userInAppRole	• #{!WCSecurityContext.userInAppRole['CUSTOM_GENERAL_RESTRICTION']}
• WCSecurityContext.currentUser	• #{!(WCSecurityContext.currentUser['AMY.HARTINGTON'] or WCSecurityContext.currentUser['hank.lowe'])}
• WCSecurityContext.userInScopedRole	• #{WCSecurityContext.userInScopedRole[ORA_ASM_APPLICATION_IMPLEMENTATION_CONSULTANT_JOB]}
• WCTruncator	• #{WCTruncator[securityContext.userName]['9']=='CRM.STUDE...' || WCSecurityContext.currentUser['CRM.INSTRUCTOR'] ||

EL Expression Properties	Examples
	WCSecurityContext.currentUser['CRM.INSTRUCTOR01'] || WCSecurityContext.currentUser['CRM.INSTRUCTOR02']}

Review and resolve the unsupported EL expressions by editing them. See *How do I resolve unsupported EL expressions?*

FAQs for Infolets

Why don't I see infolets in the Analytics section of the home page?

That's probably because the infolet page is hidden.

Change the visibility setting of the infolet page using the Home Configuration page of the Structure work area. To open this page, click **Navigator** > **Configuration** > **Structure**, and then click the Home Configuration tab.

Related Topics

- How can I configure how infolets are displayed in Fusion Applications?

How can I rename an icon for an infolet page in the page control on the home page?

You can rename an icon for an infolet page using the Home Configuration page of the Structure work area. To open this page, select **Configuration** > **Structure** from the Navigator menu, and then click the **Home Configuration** tab.

Related Topics

- How can I configure how infolets are displayed in Fusion Applications?

What's the difference between a performance tile report and a detailed report added to the infolets content?

Performance tile report shows data in the small infolet format. When you add a performance tile report to an infolet, users can see only the summary information about the subject matter. But this report doesn't provide detailed information.

To provide detailed information about the subject matter on the same infolet, add a link to a detailed report. Users can click this link to gather more information.

6 General Ledger Reports

Considerations for Implementing Financial Reporting Center

The Financial Reporting Center adds self-service functionality for the Oracle Fusion Cloud Applications and Oracle Accounting Hub. The financial reports are available immediately on both computers and mobile devices, which leads to quicker decision making.

> **Note:** To access the reports in Financial Reporting Center, store the reports in the My Folder or Shared Custom directories.

Job Roles and Duty Roles

The following table shows the predefined job roles and their associated duty roles.

Predefined Job Role	Duty Roles
General Accountant	• Financial Reporting Management • Account Balances Review
General Accounting Manager	• Financial Reporting Management • Account Balances Review
Financial Analyst	• Financial Reporting Management • Account Balances Review

Business Process Model Information

The features are part of the Manage Financial Reporting and Analysis detailed business process.

The following table shows the activities and tasks for that business process.

Activity	Task
Prepare Financial Reports	Generate Financial Statements
Analyze Financial Performance	Inquire and Analyze Balances

Set Up Financial Reporting Center and Smart View

The Financial Reporting Center is a powerful tool for reviewing, designing, and presenting financial reports and analytic data. The critical choices required to configure and install the components in Financial Reporting Center consist of:

- Configuring the Financial Reporting Center
- Installing Smart View, performed by your end users
- Configuring Workspace Database Connection, performed by your administrator

Configuring Financial Reporting Center

You have access to the reports in the Financial Reporting Center and Workspace installed with Oracle Fusion Cloud Financials. Your Oracle Fusion Business Intelligence (BI) administrator defines the folder structure in Workspace. The administrator considers your company's security requirements for folders and reports, as well as report distribution requirements for financial reporting batches.

- Security can be set on folders and reports from Workspace.
- You are granted access to the folders and reports you want to view by your BI administrator.

Installing Smart View

Smart View is an Excel add-in that must be loaded on each client. To download Smart View, click **Navigator** > **Financial Reporting Center** > **Tasks** panel drawer > **Open Workspace for Financial Reports**. Once the workspace is started, click **Tools** > **Install** > **Smart View**.

> **Note:** Since Smart View is an add-in to Microsoft Office products, you can install Smart View only on a Windows operating system.

Once Smart View is installed, you must configure the connection using the Smart View Shared Connections URL. You can derive the Shared Connections URL by following these steps:

1. From the Financial Reporting Center task panel, select **Open Workspace for Financial Reporting**.
2. Edit the workspace URL by removing **index.jsp** and adding **SmartViewProviders** at the end.

   > **Note:** For example, if the workspace URL is **https://example.com/workspace/index.jsp**, then the shared connections URL would be **https://example.com/workspace/SmartViewProviders**.

3. Copy the URL.
4. Open Excel.
5. From the Smart View menu, click **Options** > **Advanced**.
6. Paste the URL in the **Shared Connections URL** field.
7. Click **OK**.

To connect Oracle General Ledger balances cubes in Smart View:

1. Open Smart View from your **Start menu** > **Programs** > **Microsoft Office** > **Microsoft Excel 2007**.
2. Navigate to the **Smart View** menu > **Open**. On the **Start** on the ribbon, click **Smart View Panel** that appears in the list of values from the ribbon. The task pane opens.

3. Click **Shared Connections** on the task pane.
4. Sign in with your user name and password.
5. Click the **Select Server to proceed** list of values.

> **Note:** If the Essbase Server isn't there, then it has to be added. Use the following steps:
>
> a. Click the Add Essbase Server link.
> b. Specify the Essbase Server login and password.
> c. Expand the Essbase server and locate the cube in it.

6. Select **Oracle Essbase** from the list of shared connections.
7. Click the **Expand** to expand the list of cubes.
8. Expand your cube (name of your chart of accounts).
9. Click **db**.
10. Click the analysis link.

> **Note:** You must perform these steps only once for a new server and database.

To set how the name and alias of the Essbase database appears:

1. Click **Options** on the ribbon > select the **Member Options** > select **Member Name Display**.
2. Set one of these three options:
    - **Distinct Member Name**. Only shows the full Essbase distinct path.
    - **Member Name and Alias**: Shows both the member name and the alias.
    - **Member Name Only**. Shows only the member name.

> **Note:** The Smart Slice feature isn't supported in General Ledger. For all other documentation, refer to the Oracle Smart View for Office User's Guide.

Configuring Workspace Database Connections

Administrators must create database connections from Workspace so users can access the cubes from Workspace and Financial Reporting Web Studio.

> **Note:** Ledger setup has to be completed before the database connection can be created. General Ledger balances cubes are created as part of ledger setup. A separate cube is created for each combination of chart of accounts and accounting calendar. A database connection is needed for each cube.

Steps to define a database connection are:

1. Start at the **Navigator** by selecting **Financial Reporting Center**.
2. From the **Financial Reporting Center** task panel, select **Open Workspace for Financial Reporting**.
3. From within **Workspace** select the **Navigator** menu > **Applications** >**BI Catalog**.
4. Select **Tools** menu > **Database Connection Manager**.
5. Select **New** button.
6. Enter a user-friendly name for the **Database Connection Name**.
7. Enter Essbase as the **Type**, your server, user name, and password.

8. Select **Application** (cube) and **Database** from the list of values. Expand the **Application** name to see the related **Database**.
9. Click the **OK** button twice to save your selections.
10. Click **Close** button in the **Database Connection Manager** window to save your connection.

Note: The database connection is available in both Workspace and Financial Reporting Web Studio. Optionally, it can be set up in Financial Reporting Web Studio when putting grids on a report. This should only be done by an administrator.

For more detailed information about Smart View and Financial Reporting Web Studio, refer to the Using EPM with Oracle Fusion Cloud Financials link on the Oracle Financials All Books page of the Oracle Help Center at https://docs.oracle.com.

Smart View

Overview of Smart View

Oracle Hyperion Smart View provides common Word, PowerPoint, and Excel interfaces designed specifically for Oracle Hyperion Enterprise Performance Management, Oracle Transactional Business Intelligence, and Oracle General Ledger.

Using Smart View, you can view, import, manipulate, distribute, and share data in Excel, Word, and PowerPoint interfaces. Smart View is a comprehensive tool for accessing and integrating Enterprise Performance Management, Business Intelligence, and General Ledger content from Microsoft Office products.

Smart View provides the ability to create and refresh spreadsheets to use real-time account balances and activity. You can use Smart View for:

- Analysis
- Predefined form interaction
- Report design

Analysis

Smart View uses the Excel environment to interactively investigate the data contained in the sources. You start with templates that begin the process or a blank sheet where you begin shaping and altering the grids of data.

Predefined Form Interaction

Use Smart View to work in the Excel environment either for a consistent experience or to tie other spreadsheet-based models into your process. For example, use Smart View with Oracle Hyperion Planning to incorporate data that is still housed in spreadsheet and workbook-based models.

Report Design

Report design is another dimension of Smart View, which uses the capabilities of Oracle General Ledger data. Once the data is available within Smart View you can create reports as needed based on a combination of data sources. For example, planning and financial management data can be used to compare actual to budget. Reports can be made more complex by providing the ability to compare multiple scenarios for different periods. The power of Smart View is used to create reports and is refreshed periodically, as needed.

Smart View provides the ability to create and refresh spreadsheets to use real-time account balance information. You can use Smart View to:

- Perform ad hoc multidimensional pivot analysis with full spreadsheet functionality
- Drill down from any parent value to the next parent or child value
- Perform drill down from any child value to detail balances, journal lines, and subledger transactions
- Analyze actual, budget, and forecast information
- Increase visibility with charts and graphs
- Apply date effective hierarchies to past, present, or future hierarchies to change the financial data reported in your financial reports. For example, to compare 2014 to 2015 results, realign the data in your 2014 reports by applying the 2015 organization hierarchy.

> **Tip:** Best practice when using Smart View is to always turn on row suppression in the Smart View options. You can't suppress columns in Smart View. For more information about Smart View suppression, see the Smart View Options chapter in the Oracle Smart View for Office User's Guide at http://docs.oracle.com/cloud/latest/epm-common/SVPBC/opt_data.htm#SVPBC-options_202.

For more detailed information about Smart View, refer to the Using EPM with Oracle Fusion Cloud Financials link on the Oracle Financials All Books page of the Oracle Help Center at https://docs.oracle.com.

Creating an Ad Hoc Analysis in Smart View

This example shows how to create an ad hoc analysis in Smart View.

Creating an Ad Hoc Analysis

This example includes steps for configuring the Smart View connection, selecting dimension members, creating separate reports, and formatting amounts.

1. Navigate to the Financial Reporting Center.
2. Open the **Tasks** panel and click the **Open Workspace for Financial Reports** task.
3. Remove **/index.jsp** from the end of the workspace URL and copy the rest of the URL. For example, copy **https://example.com**.
4. Open Excel.
5. Navigate to the **Smart View** ribbon and click **Options**.
6. In the **Shared Connections URL** field on the Advanced tab, replace everything before **workspace** with the copied URL and append **SmartViewProviders**. For example, **https://example.com/workspace/SmartViewProviders**.
7. Click **OK**.
8. On the **Smart View** ribbon, click **Panel**. The **Smart View** panel opens.
9. On the **Smart View** panel, click **Shared Connections**.
10. Sign in with your user name and password.
11. On the **Smart View** panel, select the drop-down list for the **Select Server to proceed** field.
12. Select **Oracle@Essbase** from the list of shared connections.
13. Expand the list of cubes for **Essbase_FA_Cluster**.
14. Expand the **USChartofAccounts** cube.
15. Select **db**. Don't expand the selection.

16. On the **Smart View** panel, click **Connect**, and then click **Ad Hoc Analysis**.
17. On the **Essbase** ribbon, click **POV**. The **Point of View** window enables you to select data dimension values, so you can pinpoint the information you want for the Excel analysis.
18. On the **Point of View** window, click the drop-down list for each dimension and select the ellipsis (...) to open the member selector. On the **Member Selection** window, remove the default selection for each dimension using the **Remove** icon. Select the dimension value and add it using the **Add** icon. Click **OK**. Complete the member selection, as shown in this table.

Field	Value
Company	[All Company Values].[101]
Line of Business	10
Account	11200-Cash
Cost Center	All Cost Center Values
Product	All Product Values
Intercompany	All Intercompany Values
Scenario	Actual
Balance Amount	Period Activity
Amount Type	Period-to-date
Currency	USD
Currency Type	Total

19. On the worksheet, click the **Accounting Period** dimension in row 3, column A.
20. Right-click and select **Smart View**, **Member Selection**.
21. On the **Member Selection** window, remove the default selection. Expand the **Accounting Period** dimension and add the period 12-16.
22. Click **OK**.
23. Double-click **Ledger** in row 2, column B, to zoom in. You can also zoom in by selecting the dimension, navigating to the **Essbase** ribbon, and clicking **Zoom In**
24. Click **All Ledgers** in row 2, column B, and click **Zoom Out** on the Essbase ribbon.
25. Right-click **Ledger** in row 2, column B, and select **Smart View**, **Member Selection**.
26. On the **Member Selection** window, remove the default selection of **Ledger**.

27. Select **US Ledger Set** and click the **Add** icon.
28. Click **OK**.
29. On the **Point of View** window, click **Refresh**.
30. Double-click **US Ledger Set** in row 2, column B, to zoom in.
31. Click the [**US Ledger Set**].[**US Primary Ledger**] cell.
32. On the **Essbase** ribbon, click **Keep Only** to remove the other Ledger members and keep only the selected member.
33. To create a separate report based on the Company dimension, on the **Essbase** ribbon, click **Cascade** and select **Same Workbook**. The **Member Selection** window opens.
34. On the **Member Selection** window, select [**All Company Values**].[**102**] and click the **Add** icon.
35. Click **OK**. A worksheet opens for company 102.
36. Click the **All Company Values.101** worksheet.
37. Click the amount cell in row 3, column B.
38. Navigate to the **Home** ribbon and set the **Accounting Number Format** option to the dollar sign.
39. Navigate to the **Essbase** ribbon and click **Preserve Format**.
40. On the **Point of View** window, click **Refresh**.

Define a Report in Smart View with the Query Designer

This example shows how to define a report using the Query Designer in Smart View.

Defining a Report with the Query Designer

1. Open Excel and navigate to the **Smart View** ribbon. Click **Panel**.
2. Click **Shared Connections**.
3. Sign in with your user name and password.
4. Click the **Select Server to proceed** drop-down list.
5. Select **Oracle Essbase**.
6. Expand the **Essbase_FA_Cluster** and expand **USChartofAccounts**.
7. Highlight **db**. Don't expand db.
8. Click **Connect**.
9. Click the analysis link.
10. Navigate to the **Essbase** ribbon and click **Point of View**.
11. In the spreadsheet, click cell **A2**.
12. On the **Essbase** ribbon, click **Query** and select **Query Designer**. A new sheet named, Sheet1-Query is created and the Query Designer displays.
13. On the **Point of View** panel, move:
    a. **Account** to the **Rows** section.
    b. **Accounting Period** to the **Columns** section.
    c. **Ledger** to the **Point of View** section.
    d. **Company** to the **Rows** section, as the first dimension.

    > **Note:** You can also select the dimensions cells on the worksheet and use the Pivot command on the **Essbase** ribbon to perform these steps.

14. Open the **Amount Type** dimension by clicking the drop-down list and selecting the **Member Selection** link. Remove the default placeholder using the **Remove** icon. Select the **period-to-date** value and add it to the panel of selected values using the **Add** icon.

15. On the **Member Selection** window, click the drop-down list next to the **Amount Type** dimension to toggle to each Point of View dimension. Complete the fields, as shown in this table.

Field	Value
Ledger	US Ledger Set > [US Ledger Set].[Us Primary Ledger]
Line of Business	All Line of Business Values
Cost Center	All Cost Center Values
Product	All Product Values
Intercompany	All Intercompany Values
Scenario	Actual
Balance Amount	Period Activity
Currency	USD
Currency Type	Total

16. From the **POV Sheet1-Query_1** panel, click **AccountingPeriod** to open the **Member Selection** window. You can also open the **Member Selection** window from the worksheet by right-clicking the **AccountingPeriod** cell, and selecting **Smart View**, **Member Selection**.
17. Remove the default selection. Expand **2016**. Select all four quarters and add the quarters to the selected panel.
18. Click **OK**.

> **Note:** The four quarters become separate columns on the worksheet.

19. Click the **Company** dimension.
20. Expand **All Company Values**.
21. Select [**All Company Values**].[**101**] and [**Company**]@[**941**] and add them. Remove the default value.
22. Click **OK**.
23. On the **POV Sheet1-Query_1** panel, click **Account** in the **Rows** section.
24. Expand **All Corporate Accounts-V1** > **Account**@[**T**] > 95001 - Net Income Current Year.
25. Expand **95011-Revenue** and **95021-Expenses**.
26. Remove the default value. Select the following values and add them to the selected panel:
    - 95011-Revenue
    - 40000-Revenues
    - 95021-Expenses

- 50000-Material and Goods
- 60000-Operating Expenses
- 70000-Extra Charges and Tax

27. Click **OK**.
28. On the **POV Sheet1-Query_1 panel**, click **Apply Query**.
29. Save your report to the desktop as **your initials Smart View Financial Report**.
30. Insert 7 rows at the beginning of the spreadsheet.
31. Click in cell **A3**. Click the **Insert** tab and select **Picture**.
32. Select **WINNT** (**D**) > **Labs** > **Fin_reporting** > **Vision Logo**.
33. Click **Refresh**.

    Note: You must refresh periodically to maintain the connection to the database.

34. From the **Insert** tab, click **Text Box**.
35. Click cell **C4** and type **your initials Income Statement for Companies 101 and 941**. Use excel formatting to format the text however you want.
36. Click **Refresh**.
37. Click **Save**.
38. Highlight all the cells that contain amounts.
39. Navigate to the **Home** ribbon, and from the **Number** section, select **dollar sign**.
40. On the **Home** ribbon, in the **Cells** section, select **Format** > **AutoFit Column Width**.
41. Navigate to the **Essbase** ribbon and select **Preserve Format**.
42. Click **Refresh**.
43. Click **Save**.
44. Insert three rows between the data for company 101 and 941.
45. On the first new blank row in Column B, type Total Income.
46. Add the following formula for the first column with data Qtr1-14: =C10+C15 where C10 is 95001-Revenue and C15 is 95021-Expenses.
47. Copy and paste that formula to the other columns.
48. Do the same formula for totals of Company 941.
49. Format all the total cells as **Accounting**. On the **Essbase** ribbon, select **Preserve Format**.
50. Click **Save**.
51. Insert 10 more rows between the data for Company 101 and 941.
52. Highlight all four rows of the expense data for all four quarters, including **Material and Goods**.
53. Navigate to the **Insert** ribbon and select the Line chart from the Chart section.
54. Select the first **2-D Line** chart layout.
55. On the line chart, click the Legend that reads Series1, Series2, Series3, and Series4.
56. From the **Chart Tools** ribbon, select **Select Data**.
57. In the **Legend Entries** (**Series**) pane, select Series2 and click **Remove**. Series2 is a total of expenses and not appropriate for this chart.
58. In the **Legend Entries** (**Series**) pane, select each series individually and click **Edit**. Complete the series and names fields, as shown in this table.

Series	Name
Series1	Material and Goods
Series3	Operating Expenses

Series	Name
Series4	Extra Charges and Tax

59. In the **Horizontal** (**Category**) **Axis Labels** panel click the first one and click **Edit**.
60. Click the icon next to the **Axis label range**: field.
61. On the spreadsheet, highlight the four quarter headers and click the icon next to the **Axis Labels** field.
62. Click **OK** twice.
63. Move and resize the line chart to fit inside the blank lines.
64. Click **Save**.
65. Navigate to: **Financial Reporting Center** > **Task**s panel tab > **Open Workspace for Financial Reports**.
66. Click **Navigate** > **Applications** > **BI Catalog**.
67. Expand **Shared Folders** > **Custom** > highlight **Financial Reports**.
68. From the **Tasks** panel, select **Upload**.
69. Click Browse and from your Desktop, select your **Smart View Financial Report**.
70. Click **Open**.
71. Click **OK**.
72. Close the **EPM Workspace** tab.
73. From the **Financial Reporting Center**, click the **Search** icon.
74. Enter Smart and click **Search**.

> **Note:** Your report may not be found immediately. Wait a few minutes and try again.

Create a Financial Report

Define a Basic Financial Report Using the Reporting Web Studio

This is the first of six topics on designing a financial report with Financial Reporting Web Studio.

Watch video

You can use Financial Reporting Web Studio to design traditional financial report formats such as balance sheets, profit and loss statements, and cash flow reports. You can also design nontraditional reports for financial or analytic data that include text and graphics.

In this example, you're designing a basic financial report.

1. From the Financial Reporting Center work area, select the Tasks panel tab and click **Open Workspace for Financial Reports**.
2. On the **Tools** menu, select **Launch Financial Reporting Web Studio**.
3. On the **File** menu, select **New**, **Report**.
4. On the toolbar, click the **Grid** icon. Grids are tables that contain data from external database connections.
5. In the design canvas, draw a box to create the grid. The Database Connection Properties dialog box opens.

> **Tip:** When creating a grid, best practice is to leave space in the design canvas for other objects, such as a company logo and report title.

6. Select the **Data Sources** list and select the data source for the chart of accounts that the report is based on. A unique cube exists for each combination of chart of accounts and accounting calendar.

> **Tip:** Best practice is to always turn on suppression in financial reports at the Database Connection Server level. You can verify the setting by highlighting the grid, and then selecting **Data Query Optimization Settings** on the **Task** menu. For most reports, best practice is to turn on suppression for the entire grid. Then turn suppression off for columns and rows that must always display. For more information about suppression settings, refer to the Defining Basic Conditional Suppression section in the Financial Reporting Web Studio User's guide.

7. Click **OK**. The Dimension Layout dialog box opens.

Arrange the Dimensions

Use the Dimension Layout dialog box to arrange the dimensions on your report. For this report, the accounting periods display on the columns and the revenue and expense account information displays on the rows. The company appears on each page and can be selected at runtime.

1. Drag the **Accounting Period** dimension to the **Columns** axis.
2. Drag the **Account** dimension to the **Rows** axis.
3. Drag the **Company** dimension to the **Page** axis.
4. Click **OK** to close the Dimension Layout dialog box.

Define the Rows

Use the Select Members dialog box to define the revenue and expense account rows.

1. Select the revenue parent account.
    a. Double-click the **Account** cell. The Select Members dialog box opens with a default member selected.
    b. Remove the default **Account** selection from the Selected area by clicking it to select it and then clicking the **Remove from Selected** icon.
    c. In the **Search** field, enter the value for the account that represents total revenue and click the **Search** icon.
    d. Select the account from the search results and click **OK**. The account moves to the Selected area.
    e. Click **OK**. The Select Members dialog box closes.
2. Now insert a text row to add space between the revenue and expense accounts.
    a. Select the last row in the grid by clicking the row header.
    b. On the **Insert** menu, select **Row**, then **Text**.
3. Insert a row for the expense accounts.
    a. Right-click the last row header.
    b. On the **Insert Row** menu, select **Data**. Notice the default value for the new row is the revenue parent account.
4. Select the expense parent accounts.
    a. Double-click the account value in the new expense account row. The Select Members dialog box opens with the revenue parent account selected.
    b. Remove the revenue parent account selection from the Selected area by clicking to select it and then clicking the **Remove from Selected** icon.
    c. In the Available area, expand the **Account** member, and continue expanding until you find the expense parent accounts for the report.

d. Select the accounts and click the **Add to Selected** icon to move them to the Selected area.
e. Select the **Place selections into separate rows** option so each account appears in its own row on the report.
f. Click **OK**. The Select Members dialog box closes.

Save and Preview the Report

Save the report and leave it open for the next topic, which is adding a formula to a financial report.

1. Click the **Save** icon.
2. Select the folder with your name and enter the report name and description.
3. Click **Save**.
4. Optionally preview the report in HTML or PDF format using the **File** menu or toolbar.

Add Formulas to a Financial Reporting Report

This is the second of six topics on designing a financial report with Financial Reporting Web Studio.

Watch video

In this example, you define a formula to summarize the expense account balances on your financial report.

Before you start, do the steps described in the Define a Basic Financial Report Using the Reporting Web Studio topic, then follow these steps.

1. Right-click the last row header, select **Insert Row** and select **Formula**.
2. Click in the empty cell in the new row.
3. In the Heading Row Properties pane, select the **Custom Heading** option, enter **Total Expenses** and click the **Update** icon. The new heading appears in the report.
4. Select the row header for the formula row. The SUM function appears in the design canvas.
5. In the Formula bar, click the **Sum(0)** button and enter the formula and cell references in the formula text box. Because the expense rows appear one after the other, you can use the first row number and the last row number with a colon in between. For example, Sum([3:5]). If the rows weren't contiguous, you could put brackets around each row number and separate them with commas. For example, Sum([3], [5], [6]).
6. Validate the formula syntax by clicking the check mark icon in the toolbar. Validation checks the validity of the formula, not if the data is available.
7. Save the report and leave it open for the next topic, which is defining a range function. Optionally preview the report.

Define Range Functions for a Financial Reporting Report

This is the third of six topics on designing a financial report with Financial Reporting Web Studio.

Watch video

In this example, you define a range function to report across multiple accounting periods. You configure the range to present balances for the last 12 months from the period selected at runtime.

Before you start, do the steps described in these topics.

1. Define a Basic Financial Report Using the Reporting Web Studio
2. Add Formulas to a Financial Reporting Report

Now follow these steps.

1. Double-click the **Accounting Period** cell. The Select Members dialog box opens.
2. Remove the default accounting period from the Selected area by clicking it to select it and then clicking the **Remove from Selected** icon.
3. Click the Functions tab.
4. Select **Range** from the list.
5. Click the **Add to Selected** icon. The Range dialog box opens.
6. Define the starting member for the range.
    a. On the Start Member row, click the **Lookup Selection** icon in the **Value** column.
    b. Click the Functions tab.
    c. Select the **Relative Member** function to define the periods that display on the report relative to the period specified at runtime.
    d. Click **OK**. The Relative Member dialog box opens.
    e. On the Member row, click the **Lookup Selection** icon in the **Value** column.
    f. Select **Current Point of View for Accounting Period** so you can enter the starting period for the report.
    g. Click **OK**.
    h. On the Offset row, enter -11 in the **Value** field.

        The offset determines the first period of the range. The starting period in the range function is always the oldest period. Because this is a rolling 12 period report, enter -11 to include the 11 periods prior to the period you enter at runtime. The member selection for the End Member parameter determines period 12.
    i. Click **OK**.
7. Define the ending member for the range.
    a. On the End Member row, click the **Lookup Selection** icon in the **Value** column.
    b. Select **Current Point of View for Accounting Period**.
    c. Click **OK**.
    d. Click **OK** to close the Range dialog box.
    e. Click **OK** to close the Select Members dialog box.
8. Save the report and leave it open for the next topic, which is defining a grid point of view. Optionally preview the report.

Set User and Grid Points of View for a Financial Reporting Report

This is the fourth of six topics on designing a financial report with Financial Reporting Web Studio.

Watch video

In this example, you set a user point of view and a grid point of view for a financial report.

All financial reporting reports have a user point of view and a grid point of view. Best practice is to use a combination of both.

If you want users to select certain dimension members at runtime, then those dimensions should be set in the user point of view. Selections for user point of view members are global for a user and data source. This means the application saves and applies them to any other report that has the same dimensions set to the user point of view. By default, all dimensions are set to the user point of view and must be selected at runtime. If you want your report to always use certain dimension selections, then select the specific members in the grid point of view.

Note: Members of a grid point of view only display in HTML.

In this example you set the Ledger, Scenario, Balance Amount and Currency dimensions to use the grid point of view.

Before you start, do the steps described in these topics.

1. Define a Basic Financial Report Using the Reporting Web Studio
2. Add Formulas to a Financial Reporting Report
3. Define Range Functions for a Financial Reporting Report

Now follow these steps.

1. Select the cell in the grid that represents the intersection of the rows and columns. The Grid Properties pane opens.
2. In the Grid Properties pane, click the **Grid Point of View** check box.
3. In the design canvas, click the **Ledger**: **User Point of View for Ledger** button. The Select Members dialog box opens.
4. Expand the **Ledger** member and continue to expand until you find the ledger to include on the report. Select the ledger.
5. Click **Apply Selection**.
6. Select **Scenario** from the Dimension list to select the type of balance to use on the report.
7. Expand the **Scenario** member and select **Actual**.
8. Click **Apply Selection**.
9. Select **Balance Amount** from the Dimension list.
10. Expand the **Balance Amount** member and select **Period Activity**.
11. Click **Apply Selection**.
12. Select **Currency** from the Dimension list.
13. Search for **USD**.
14. Click **OK** to accept the search result.
15. Click **Apply Selection**.
16. Click **OK** to close the Select Members dialog box.
17. Save the report and leave it open for the next topic, which is setting page and grid properties. Optionally, preview the report.

Work with Grid Point of View Setup and Page Axis for a Financial Reporting Report

This is the fifth of six topics on designing a financial report with Financial Reporting Web Studio.

Watch video

In this example, you change the grid point of view setup and set the page member selection to a prompt on your financial report.

Before you start, do the tasks described in these topics.

1. Define a Basic Financial Report Using the Reporting Web Studio
2. Add Formulas to a Financial Reporting Report
3. Define Range Functions for a Financial Reporting Report
4. Set User and Grid Points of View for a Financial Reporting Report

Now follow these steps.

1. Click the first cell in the grid to select all of the rows and columns.
2. Right-click and select **Grid Point of View Setup** from the list. The Setup Grid Point of View dialog box opens.
    a. To prevent the **Balance Amount** dimension from being changed at runtime, select the **Lock Member Selection** option.
    b. Click **OK**. The Setup Grid Point of View window closes.
3. In the Grid Properties pane:
    a. Click the **Drill Through** option to allow drilling from the report to the General Ledger transaction data.
    b. Click the **Suppression** section to view the suppression settings.
    c. Enter 0 in the **Zero Values** field to set the text option for rows with zero values. If necessary, you could also suppress the display of rows with zero values, rows with missing data, and rows with errors.
4. Set a runtime prompt for the Company dimension so you have the flexibility of selecting any company or combination of companies at runtime. In this example, you want to restrict the valid list of companies that can be selected at runtime.
    a. On the grid, click the **Pages** label. The Company dimension appears in the design canvas.
    b. Click the **Company** button. The Select Members dialog box opens.
    c. Remove the default **Company** selection from the Selected area by clicking it to select it and then clicking the **Remove from Selected** icon.
    d. Select **Prompt for Company**.
    e. Click the **Add to Selected** icon to move the selection to the Selected area.
    f. Click **OK**. The Define Prompts dialog box opens.
    g. Click the **Lookup** icon in the **Choices List** field. The Select Members dialog box opens.
    h. Remove the default **Company** selection from the Selected area by clicking it to select it and then clicking the **Remove from Selected** icon.
    i. Expand the Company member, and continue expanding until you find and select the default companies you want to display in the prompt.
    j. Click the **Add to Selected** icon to move the companies to the Selected area.
    k. Click **OK**. The Select Members window closes.
    l. On the Define Prompts dialog box, click in the **Member Name** field and select **Alias**. The actual company label displays in the prompt list of values instead of a numeric company value, making the prompt more user-friendly.
    m. Click **OK**. The Define Prompts window closes.
5. Click the **Pages** label on the grid. The Page Properties pane opens.
    a. In the Page Properties pane, select the **Alias**: **Default** option so each page of the report shows the name of the company instead of the number.

6. Select the four data rows in the grid so all of the rows have the same settings.
    a. In the Heading Row Properties pane, select the **Alias**: **Default** option in the Heading Row Properties pane to display the revenue and expense account names instead of the accounts.
    b. In the Heading Row Properties pane, select the **Allow Expansion** option so you can expand the parent account values to view the detail child values.
7. Save the report and leave it open for the next topic, which is formatting your financial report and adding a graph. Optionally, preview the report.

Add Formats and Graphs to a Financial Reporting Report

This is the sixth and final topic in a series of topics on designing a financial report with Financial Reporting Web Studio.

Watch video

In this example, you add formats and graphs to a financial report.

Before you start, do the steps described in these topics.

1. Define a Basic Financial Report Using the Reporting Web Studio
2. Add Formulas to a Financial Reporting Report
3. Define Range Functions for a Financial Reporting Report
4. Set User and Grid Points of View for a Financial Reporting Report
5. Work with Grid Point of View Setup and Page Axis for a Financial Reporting Report

Now follow these steps.

1. In the report object browser, select the name of the report, which is the first object.
2. Add a logo.
    a. In the report layout, drag the header line to make space for the logo and title.
    b. In the Header section, click the **Add Report Object** icon and select **Image**.
    c. In the Image Properties pane, click **Browse** and select your company logo.
3. Add a title.
    a. Select the name of the report in the report object browser.
    b. In the Header section, click the **Add Report Object** and select **Text**. As an alternative, you can click the **Text** icon in the toolbar and draw the text box. The text box opens.
    c. Enter the report title.
    d. Select the title text and use the format toolbar to adjust the font size, center the text, and change the font style to bold.
4. Change the page orientation.
    a. Select the name of the report in the report object browser.
    b. On the **File**, menu, select **Page Setup**.
    c. In the Page Setup dialog box, select the **Landscape** option.
    d. Click **OK**.
5. Add a chart.
    a. In the Body section, click the **Add Report Object** icon and select **Chart**.
    b. In the Chart Properties pane, select the **Line** chart type.

c. To show only the expense account rows, deselect row 1, and select rows 3, 4, and 5 in the Data Range section.
d. Click the **Format Chart** button. The Format Chart dialog box opens.
e. In the Appearance tab, enter the title for the chart. For example, **Expenses by Period**.
f. Click the Legend tab and enter a title for the legend. For example, **Type of Expenses**.
g. Click the Axes tab and enter a title for the Metadata axis. For example, **Period**. Enter a title for the Primary Axis. For example, **Dollars**.
h. Click the **Refresh Chart** button to preview the chart on the Format Chart dialog box.
i. Click **OK**. The Format Chart dialog box closes.

6. Save the report and optionally, preview it.

For more information about Financial Reporting Web Studio, select the Using EPM with Oracle Financials Cloud link from the All Books for Oracle Financials Cloud page of the Oracle Help Center at https://docs.oracle.com.

Configure an Account Group

Configuration of an account group enables you to create self-monitoring accounts that help you eliminate the surprise of account anomalies during your close process.

Scenario

You have been given the task to set up account groups. Follow these steps to define account groups that track key account balances by purpose, category, and comparison criteria.

1. Navigate to the General Accounting Dashboard page.
2. In the Account Monitor section, select **View** > **Account Group** > **Create**. Other Account Group options include:
    - **Manage** to create, edit, or delete account groups. You can also enable sharing of account groups with other users.
    - **Edit** to change an existing account group or to make a copy of an existing account group to which you have access, whether it's an account group that you own, that's shared with you, or that's public. You're marked as the owner of the copied account group, which is automatically set to private access, but can be changed to the access setting that you like.
3. Enter the account group name and description. The name is used by default on the infolet that the account group displays in, but can be changed using the infolet **Actions** menu.
4. Select a value for the **Display In** option to determine if the account group appears in one of the infolets (Allocations, Expenses, Revenues), the Account Monitor, or the Close Monitor. The display option that you select can affect the other account group settings. For example, account groups that display in the Close Monitor must have public access, and account groups that display in infolets must have the option to dynamically derive the ledger enabled.

> **Note:** Regardless of its display setting, any account group can be viewed from within the Account Monitor and Financial Reporting Center.

5. For each infolet and Account Monitor display setting, you can specify a default account group by selecting the **Set as default** option. The default account group setting is user-specific, determining which account groups appear to you when you view the infolets and the Account Monitor.

   > **Note:** The default setting doesn't affect account groups that are set to display in the Close Monitor. The account group that displays in the Close Monitor is determined by the ledger set definition.

6. Select the **Dynamically derive ledger** option to apply the account group to any ledger in the same balances cube. The ledger derived is based on your given data access set selection. You must enable this option for account groups that display in the Revenues, Expenses, and Allocations infolets.

   > **Note:** If you don't select this option, enter a ledger on each account row.

7. Select a **Time Option** and **Comparison Option** as shown in the following table.

Time Option	Comparison Option
Accounting Period	○ Budget PTD ○ Budget QTD ○ Budget YTD ○ Prior period PTD ○ Prior year PTD ○ Prior year QTD ○ Prior year YTD
Quarter	○ Budget QTD ○ Budget YTD ○ Prior quarter QTD ○ Prior year QTD ○ Prior year YTD
Year	○ Budget YTD ○ Prior year YTD

   > **Tip:** If you're using a budget comparison option, select the budget name in the **Scenario** field.

8. Set the access.

> **Note:** Regardless of the access setting, only the person who owns the account group can modify it. However, for account groups that you have access to, you can share with others even if you're not the owner.

   - **Private**: For your use only.
   - **Public**: For use by all users who have access to the same balance cube of that account group. Account groups that display in the Close Monitor must be set to **Public**.
   - **Shared**: For use by users you specify and who have access to the same balance cube of that account group.

> **Note:** To set shared access, navigate to the **Manage Account Group** page.

9. In the Accounts section, enter the accounts to monitor. The accounts must be defined to be consistent with the particular infolets targeted to track revenues, expenses, or allocations pools.

   - Accounts included in an account group for display in the Expenses infolet must be of the account type Expense.
   - Accounts included in an account group for display in the Revenues infolet must be of the account type Revenue.
   - Close Monitor account groups must only have two account rows. The first row must represent total revenues and the second row must represent total expenses.

   a. Give each account a short name that's easily recognizable. The name displays in infolets and in the **Name** column of the Account Monitor. For account groups that display in infolets, you must provide a name for each account.
   b. If the **Dynamically Derive Ledger** option isn't enabled, you must enter a ledger.
   c. Enter either parent or child values for each segment of the account.
   d. Select when to display the account in the **Change** field.

      - Always Display
      - Decrease by Less than Amount
      - Decrease by Less than Percentage
      - Decrease by More than Amount
      - Increase by More than Amount
      - Increase by Less than Amount
      - Increase by Less than Percentage
      - Increase by More than Percentage
      - Decrease by More than Percentage
      - Not Equal
      - Equal

   e. Enter a value in the **Threshold** field, which is the criteria that's being measured against. The threshold is used in conjunction with the **Change** field selection.

10. Click **Save and Close** or **Save and Create Another**.

Related Topics

- Account Groups

FAQs

How can I apply permissions to objects from Financial Reporting in Workspace?

Open the Permission dialog box from the Tasks list to set permissions for a catalog object.

Permissions determine which user, group, or role can view, open, or modify the object. If you display this dialog box while working in the catalog in Workspace, any permission changes that you specify are applied immediately. If you display this dialog box as part of the Batch Scheduler wizard, then the permission changes aren't applied until you run the batch.

How can I store and edit Financial Reporting objects?

First install Oracle Transactional Business Intelligence as part of Oracle Fusion Cloud Applications. Then store and edit new objects that you create for Oracle Hyperion Financial Reporting in Workspace in the Oracle BI Presentation Catalog.

Perform operations on those objects in the catalog similarly to how you work with other objects, such as copying and modifying properties. See the documentation for Hyperion Financial Reporting for complete information on working with objects. Financial Reporting report designers can also access the Financial Reporting objects in the Financial Reporting Web Studio.

How can I migrate Financial Reports from one environment to another?

You can export your financial reports from a source environment and import them to a target environment using implementation projects.

Only the financial reports in the /shared/Custom/Financials folder are exported, so make sure to copy all the financial reports, or the folders containing them, to this folder. In the Setup and Maintenance work area, create an implementation project that includes only the **Create Financial Statements** task. Then use the **Manage Configuration Packages** task to export and import the reports.

> **Note:** For the Financial Reporting report definition migration service, from a source to a target environment, references to version IDs of dimension members hierarchies are synced to their version IDs in the target environment.

Related Topics

- How You Use Implementation Projects to Manage Setup
- Setup Data Export and Import Using Implementation Project
- Export Setup Data Using Implementation Project
- Import Setup Data Using Implementation Project