Oracle® Retail Trade Management
Actual Landed Cost User Guide

Release 23.1.201.0

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Oracle Retail Trade Management Actual Landed Cost User Guide, Release 23.1.201.0

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Oracle® Retail Trade Management Actual Landed Cost User Guide, Release 23.1.201.0

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Preface

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

Audience

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

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

Conventions

The following text conventions are used in this document:

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

1
Actual Landed Cost Overview

The actual landed cost module provides a view of the expenses and assessments that are accumulated as goods move from origin country, through customs, to their final destination. Estimated and actual landed costs are summarized for analysis. After analysis, you can choose to not finalize the actual landed costs, which means the estimated values are accepted, or to finalize the actual landed costs, accepting the adjustment between the estimated and actual values. Finalizing the actual landed costs results the updating of the stock ledger, open to buy, and weighted average costs with the difference between the estimated and actual costs.

2
Review Actual Landed Cost

The Review ALC option opens the ALC Search window. In the ALC Search window you can search for an order/item for which to view the ALC values.

You can access the ALC Search window from the Task menu, select **Trade Management > Import Financials > Review ALC**. The ALC Search window appears.

The ALC Search window contains the following sections.

*   Search

    For more information about how to search for order/items to view ALC values, see the Search for Order/Items section.

*   Results

Figure 2-1   ALC Search Window

Search for Order/Items

To search for order/items:

1.   From the Task menu, select **Trade Management > Import Financials > Review ALC**. The ALC Search window appears.

2. You can search for order/items by using basic or advanced search criteria, depending on the requirement. The basic mode is the default search mode.

   - Click **Advanced** to access the search section in advanced mode.

   - Click **Basic** to return to the basic mode.

Search for Order/Items Through the Basic Search Criteria

To search for order/items using basic search criteria:

1. Enter, select or search for one or all of the following basic search criteria.

Table 2-1   ALC Search - Basic Search Criteria and Description

Fields	Description
Match option	Check radio button All or Any.
	All - only orders matching all entered search criteria are shown.
	Any - orders matching any of the entered search criteria are shown.
Order No.	Enter, select or search for an order number.
Item	Enter the item number or use the Search icon to search for the particular item
Obligation	Enter, select or search for an obligation.
Entry No.	Enter, select or search for an entry number.
Status	Select the ALC status from the list. Possible status are:
	• Estimated
	• No Finalization
	• Pending
	• Processed
Vessel	Enter, select or search for the vessel number.
Voyage/Flight	Enter, select or search for the voyage/flight number.
Estimated Depart. Date	Enter or use the Calendar icon to select the estimated departure date of the transport.

2. Click **Search**. The order/items that match the search criteria are displayed in the Results section.

3. Click **Reset** to clear the search section and results.

4. Click **Done** to close the window.

Search for Order/Items Through Advanced Search Criteria

To search for order/items using advanced search criteria:

1. To search by using advanced search criteria, enter or select one or all of the advanced search criteria.

2. To narrow down the search, use the list next to the search fields. For example, determine if the entered value should equal or not equal the search result.

3. Click **Search**. The order/items that match the search criteria are displayed in the Results section.

4. Click **Reset** to clear the search section and results.

5. Click **Add Fields** to add more fields for the advanced search. To remove the field from the search, click the x right next to the field.

6. Click **Done** to close the window.

Results

The Results section lists the retrieved order/items. The Results table shows the following columns by default.

- Order Number
- Item and Item Description
- Obligation
- Entry Number
- Vessel
- Voyage/Flight
- Estimated Departure Date
- Quantity

Compare Estimates to Actuals

ALC Window

In the ALC window you can view the actual landed cost details of an item on a purchase order. The costs are limited to the expenses and assessments that are non-merchandise charges. The comparison between the estimated landed cost and the actual landed cost are listed in the primary currency of the company.

The estimate to actual comparisons can be viewed for each of the following unique combinations.

- Purchase order, item
- Purchase order, pack item, component item
- Purchase order, item, and transportation shipment (vessel/voyage/estimated departure date)
- Purchase order, pack item, component item, and transportation shipment (vessel/voyage/estimated departure date)
- Purchase order, item, and obligation
- Purchase order, pack item, component item, and obligation
- Purchase order, item, and customs entry
- Purchase order, pack item, component item, and customs entry

The ALC window contains the following sections.

- [ALC Header](#)

- [Estimates with no Actuals](#)

- [Estimates Backed Out During ALC Finalization](#)

- [Values Included in ALC by Direct Nomination](#)

- [Transportation Shipments](#)

- [Transportation Related Obligations/Entries](#)

- [Non-Transportation Related Obligations](#)

Figure 2-2   ALC Window

View ALC Details of an Item

To view the ALC Details of an item on an order follow the steps below.

1. From the Tasks menu, select **Trade Management** > **Import Financials > Review ALC**. The ALC Search window appears.

2. Enter or select search criteria as desired to make the search more restrictive.

3. Click **Search**. The orders that match the search criteria are displayed in the Results section.

4. Select a record in the Results section.

5. In the Order No. column, click on the order number link, or mark a record and select **Actions > View** or use the View icon. The ALC window appears.

6. View the actual landed cost details of an item on an order.

7. Click **Done** to exit the ALC window.

ALC Header

The ALC Header displays the following information:

- Order No.

- Pack

  Pack is only displayed, if the item on the purchase order is a buyer pack with an order type of pack.

- Item

- Standard UOM

- Next and Previous button

  The Next and Previous buttons are only displayed, if a pack item exists.

Furthermore, the ALC header displays the unit cost, unit retail, markup, quantities such as ordered, shipped and received, the unit and total ELC, the currency, the unit and total ALC as well as the variance in percent.

Estimates with no Actuals

The Estimates with no Actuals section displays estimates that are available, but where the retailer has not yet been billed for the actuals, either via obligations or customs entries. When a PO is approved, a record is written to ALC for each estimated cost component. The total of each estimated cost component is shown in this section.

The following fields are displayed:

- **Unit**

  Displays the per unit value of all estimated expenses and assessments without an actual.

- **Total**

  Displays the total value of all estimated expenses and assessments without an actual.

> **Note:**
>
> If there are no estimated components for which actuals have not been entered, this section is not displayed.

Use **Component List** button to open the ALC Component window. The component list shows each component without an actual. For more information about the ALC Component window, see the ALC Components section.

Estimates Backed Out During ALC Finalization

The Estimates Backed Out During ALC Finalization section displays estimates for which the retailer has indicated they will not be charged. When a PO is received, the estimated landed cost is written to the transaction data table and the weighted average cost of the item/ locations on the order are updated. When an estimate is on a purchase order for a particular expense, but the retailer ultimately does not get charged, the retailer can choose to back out

any remaining estimates during the ALC finalization process. In this case the actual value will be set to 0.00 for any estimates for which actuals were not received. These zero value actuals will be finalized along with those that did receive actuals, allowing the estimated values to be backed out of the stock ledger and weighted average cost. This section will only display when after ALC finalization in which the Back out Estimates with no Actuals checkbox is checked. At this point there will no longer be any estimates waiting for actuals, therefore the Estimates with no Actuals section will be hidden

The following fields are displayed:

- **Unit**

  Displays the per unit value of all estimated expenses and assessments that were backed out because no actual value will be charged.

- **Total**

  Displays the total value of all estimated expenses and assessments that were backed out because no actual value will be charged.

> ✎ **Note:**
>
> If there are still estimates waiting for actuals and the estimates were not backed out during ALC finalization, this section is not displayed.

Use the **Component List** button to open the ALC Component window. The component list shows each component that was backed out. For more information about the ALC Component window, see the ALC Components section.

Values Included in ALC by Direct Nomination

This section displays the actual values directly nominated on the PO for inclusion in the ALC, for which the retailer does not expect to pay either via obligations or customs entries.

The following fields are displayed:

- **Unit**

  Displays the unit value. If this value is zero the section is not displayed.

- **Total**

  Displays the total value.

Use the **Component List** button to open the ALC Component window. The component list shows each component with an actual, where it is a direct nomination.

Transportation Shipments

The Transportation Shipments table displays the following columns by default:

- Vessel
- Voyage/ Flight

- Estimated Departure Date

- Quantity

- Unit and Total ELC

- Unit and Total ALC

- % Variance

Transportation Shipments - Actions Menu, Icons and Button

Use the Actions Menu, icons and button apply actions to the table. You can perform the actions listed below, as well as actions in "Action Menu and Icons" in the *Oracle Retail Trade Management Do the Basics User Guide*.

Table 2-2   Transportation Shipments - Actions Menu/Icons/Button and Description

Actions Menu/Icons/Button	Description
View Shipment	Opens the Shipment Detail window to view the details of the selected shipment.
	For more information about this window, see Shipment Detail.
Component List and **Component List** button	Opens the ALC Component window.
	For more information about this window, see ALC Components.

Shipment Detail

The Shipment Detail window displays shipment information.

Figure 2-3   Shipment Detail Window
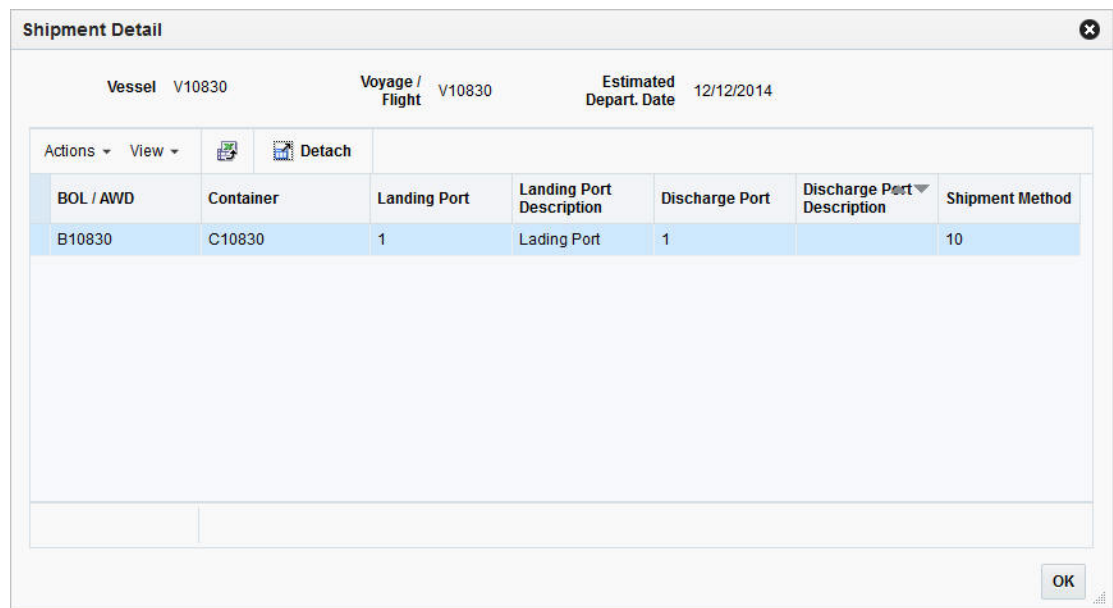
The Shipment Detail window contains the following sections.

- Shipment Detail Header

  The Shipment Details header displays shipping information such as vessel, voyage/flight as well as the estimated departure date.

- Shipment Detail Table

Shipment Detail Table

The Shipment Detail Table displays the following columns by default.

- BOL/AWB
- Container
- Landing Port and Landing Port Description
- Discharge Port and Discharge Port Description
- Shipment Method

View Shipment Details

To view shipment details follow the steps listed below.

1. From the Tasks menu, select **Trade Management > Import Financials > Review ALC**. The ALC Search window appears.

2. Enter or select search criteria as desired to make the search more restrictive.

3. Click **Search**. The orders that match the search criteria are displayed in the Results section.

4. Select a record in the Results section.

5. In the Order No. column, click on the order number link, or mark a record and select **Actions > View** or use the View icon. The ALC window appears.

6. In the Transportation Shipment section, select **Actions > Shipment Detail** or go to the vessel column and click on the vessel number link. The Shipment Detail window appears.

7. View the shipment details of an item on an order.

8. Click **OK** to exit the Shipment Detail window.

Transportation Related Obligations/Entries

The Transportation Related Obligations/Entries table contains the following columns:

- Obligation
- Entry Number
- Shipment
- Vendor Name
- Invoice
- Quantity
- Unit ELC and Total ELC
- Unit ALC and Total ALC

- %Variance

- Status

An Error icon will be shown for each row at the row header if there are errors. If you click on the Error icon, the Interface Errors window appears.

For more information about the Interface Errors window, see the Review ALC Allocation Errors section.

Transportation Related Obligations/Entries - Actions Menu, Icons and Button

Use the Actions Menu, icons and button to apply actions to the table. You can perform the actions listed below.

Table 2-3   Transportation Related Obligations/Entries - Actions Menu/Icons/Button and Description

Actions Menu/Icons/Button	Description
View Obligation	Opens the Obligation window to view the obligation.
	For more information about this window, see the *Oracle Retail Trade Management Obligation User Guide*.
View Customs Entry	Opens the Customs Entry window to view the customs entry.
	For more information about this window, see the *Oracle Retail Trade Management Customs Entry User Guide*.
Component List and **Component List** button	Opens the ALC Component window.
	For more information about this window, see the ALC Components section.
Export to Excel and Export to Excel icon	You can copy the records in the table to a Microsoft Excel spreadsheet by selecting **Actions > Export to Excel** or by using the Export to Excel icon.

Non-Transportation Related Obligations

Non-Transportation Related Obligations include those at the Purchase Order Header, Purchase Order/Item, ASN Shipment and ASN Container levels. The Non-Transportation Related Obligations table displays the following columns by default:

- Obligation

- Shipment

- Vendor Name

- Invoice and Invoice Date

- Quantity

- Unit ELC and Total ELC

- Unit ALC and Total ALC

- % Variance

- Status

An Error icon will be shown for each row at the row header if there are errors. If you click on the Error icon, the Interface Errors window appears.

For more information about the Interface Errors window, see the Review ALC Allocation Errors section.

Non-Transportation Related Obligations - Actions Menu, Icons and Button

Use the Actions Menu, icons and button apply actions to the table. You can perform the actions listed below, as well as actions in "Action Menu and Icons" in the *Oracle Retail Trade Management Do the Basics User Guide*.

Table 2-4   Non-Transportation Related Obligations - Actions Menu/Icons/Button and Description

Actions Menu/Icons/ Button	Description
View Obligation	Opens the Obligations window.
	For more information about this window, see the *Oracle Retail Trade Management Obligation User Guide*.
Component List and **Component List** button	Opens the ALC Component window.
	For more information about this window, see the ALC Components section.

ALC Components

In ALC Component window you can view the cost components of an item on a purchase order. The cost components are limited to the expenses and assessments that are non-merchandise charges. The comparison between the estimated and the actual landed cost components are listed in the primary currency of the company.

The cost components can be viewed for each of the following unique combinations.

- Purchase order, item, and transportation shipment (vessel/voyage/estimated departure date)
- Purchase order, pack item, component item, and transportation shipment (vessel/ voyage/estimated departure date)
- Purchase order, item, and obligation
- Purchase order, pack item, component item, and obligation
- Purchase order, item, and customs entry
- Purchase order, pack item, component item, and customs entry

The ALC Components window contains the following sections.

- ALC Components Header
- Components Table
- Locations Table

Figure 2-4   ALC Components

ALC Components Header

The ALC Components Header varies depending on from which table you select the Component List function. The pack information is only displayed when the item on the order is a buyer pack with the order type Pack.

Components Table

The Components table contains the following columns by default.

- Component and Description
- Last Calculated
- Quantity (UOM)
- Estimated and Actual Unit Value
- Estimated and Actual Total Value
- % Variance

The first record in the table is selected by default and the respective cost component by location is displayed in the Locations table.

Locations Table

This table lists the cost by locations, based on the cost component selected in the Components table. The Location table displays the following columns by default.

- Location Type, Location and Location Name

- Last Calculated

- Quantity (UOM)

- Estimated and Actual Unit Value

- Estimated and Actual Total Value

- % Variance

View ALC Components

To view ALC components follow the steps listed below.

1. From the Tasks menu, select **Trade Management > Import Financials > Review ALC**. The ALC Search window appears.

2. Enter or select search criteria as desired to make the search more restrictive.

3. Click **Search**. The orders that match the search criteria are displayed in the Results section.

4. Select a record in the Results section.

5. In the Order No. column, click on the order number link, or mark a record and select **Actions > View** or use the View icon. The ALC window appears.

6. In the ALC window choose one of the following options.

    - In the Transportation Shipments section, select **Actions > Component List**. The ALC Components window appears.

    - In the Transportation Related Obligations/Entries section, select **Actions > Component List**. The ALC Components window appears.

    - In the Non-Transportation Related Obligations section, select **Actions > Component List**. The ALC Components window appears.

    > ✎ **Note:**
    >
    > Depending on from which section you entered the Component List, the information in the header of the ALC Components window varies.

7. In the Components table the first record is selected by default and the respective cost component by location is displayed in the Locations table below.

8. Click **Done** to close the ALC Components window.

Review ALC Allocation Errors

The Interface Error window allows you to view the details of any errors that occurred during the allocating of obligations and customs entries to actual landed cost.

The table displays the program name, date, unit of work and the error.

3

Finalize Actual Landed Cost

The Finalize ALC option opens the ALC Finalization window. In the ALC Finalization window you can search for an order or order/shipments to review the variance between the estimated landed cost and actual landed cost and determine whether or not to finalize the ALC resulting in the update of the stock ledger and weighted average cost of all item/locations on the associated order/shipment.

You can access the ALC Finalization window from the Task menu, select **Trade Management > Import Financials > Finalize ALC**. The ALC Finalization window appears.

The ALC Finalization window contains the following sections.

- Search

  For more information about how to search for orders or order/shipments, see the Search for Orders or Order/Shipments section.

- Results

Figure 3-1 ALC Finalization Window

Search for Orders or Order/Shipments

To search for orders or order/shipments:

1. From the Task menu, select **Trade Management > Import Financials > Finalize ALC**. The ALC Finalization window appears.

2. Enter, select or search for one or all of the following search criteria.

Table 3-1   ALC Finalization Search - Search Criteria and Description

Fields	Description
Order No.	Enter, select or search for the order number.
Order Status	Select the order status from the list. Possible statuses are: • Worksheet • Submitted • Approved • Closed
Item	Enter the item number or use the Search icon to search for the particular item.
Pack	Enter the pack item or use the Search icon to search for the pack item.
Obligation	Enter, select or search for an obligation.
Entry No.	Enter, select or search for an entry number.
ALC Status	Select the ALC status from the list. Possible statuses are: • Estimated • No Finalization • Pending • Processed • Processed - Records Pending
Vessel	Enter, select or search for the vessel number.
Voyage/Flight	Enter, select or search for the voyage/flight number.
Estimated Departure Date	Enter, select or search for the estimated departure date.
ASN	Enter, select or search for the Advanced Shipping Notice (ASN).
Variance %	In this field you can search on a range of % variance values. Enter the first and second Variance % value in the corresponding field.

3. Click **Search**. The orders or order/shipments that match the search criteria are displayed in the Results section.

4. Click **Reset** to clear the search section and results.

Results

The Results section lists the retrieved orders. The Results table shows the following columns by default.

• Order Number and Order Status

• Shipment

• ASN

- Total ELC
- Total ALC
- % Variance
- ALC Status
- Comments

Results - Actions Menu and Icons

Use the Actions Menu and icons to apply actions to the Results table. You can perform the actions listed below, as well as actions in "Action Menu and Icons" in the *Oracle Retail Trade Management Do the Basics User Guide*.

Table 3-2   Results - Actions Menu/Icons and Description

Actions Menu/Icons	Description
Finalize button	Opens the Finalize ALC window.
	For more information about how to finalize the actual landed costs, see the Finalize the Actual Landed Costs section.
ALC Detail button	Opens the ALC Search window.
	• Select a record in the Results section.
	• Click **ALC Detail**.
	• The ALC Search window appears with the values from the highlighted record populated as search criteria.
	• You can search and review the detailed ALC information.
	For more information about how to review detailed ALC information, see Review Actual Landed Cost.

Finalize the Actual Landed Costs

To finalize the actual landed costs, follow the steps below:

1. In the Results section, select one or more records.
2. Then press the **Finalize** button. The Finalize ALC window appears.

Figure 3-2   Finalize ALC Window

3. In the **Method of Finalization** field, select the method from the list.

4. In the **Comments** field, edit or enter comments as necessary.

5. If there are estimates for which no actuals will be received select to back out the estimates by checking the **Back out Estimates with no Actuals** checkbox. This will assign an actual value of zero for any estimates where no actual has been entered.

6. Then choose one of the following options.

    • Click **OK** to finalize the ALC and close the window.

    • Click **Cancel** to reject all entries and close the window.