

FAP R12 Upgrade project



भारतीय खाद्य निगम
FOOD CORPORATION OF INDIA

R12 Accounts Payable Training
19 August 2016

Agenda

- ❑ Processes From AP
 - Supplier Creation
 - Invoice Workbench
 - Payment Batch Processing
- ❑ Key Changes in R12
- ❑ New/Changed Reports in R12 (if any)
- ❑ Frequently Asked Questions
- ❑ Questions?
- ❑ Hands-On



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- Processes From AP
- Supplier Workbench
 - Supplier Creation (Third Party)
 - Suppliers from Payroll
 - Supplier – Customer Automation
 - Additional Information of Supplier
- Invoice Workbench
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1. Supplier Workbench

Supplier creation in FCI is done for third parties only, it will now have few cosmetic changes which are described below

11i

- Supplier master and supplier site were the only two forms to deal with for the user.
- In 11i, both the internal and external banks were created via one form, in payables.
- Supplier and site were just an entity for the system to transact with.
- Creation of suppliers with type 'FCI EMPLOYEE' and 'FCI RETIRED EMPLOYEE', will be from payroll only, and no changes will be allowed in APPS.

R12

- In R12, supplier /site creation is a full –fledged web –based functionality, which includes micro level details also.
- In R12, external banks can now be created on the supplier form itself, while creating or updating the supplier. Internal Bank creation still remains with FCI Support.
- Supplier and its site are now covered under TCA (Trading Community Architecture), and are treated as party.
- Creation of suppliers with type 'FCI EMPLOYEE' and 'FCI RETIRED EMPLOYEE', remains the same along with all the existing checks.

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1. Supplier Creation

Following are the details which are introduced in the supplier creation process:

➤ **Quick Update**

➤ **Company Profile**

- Organization
- Address Book
- Banking Details

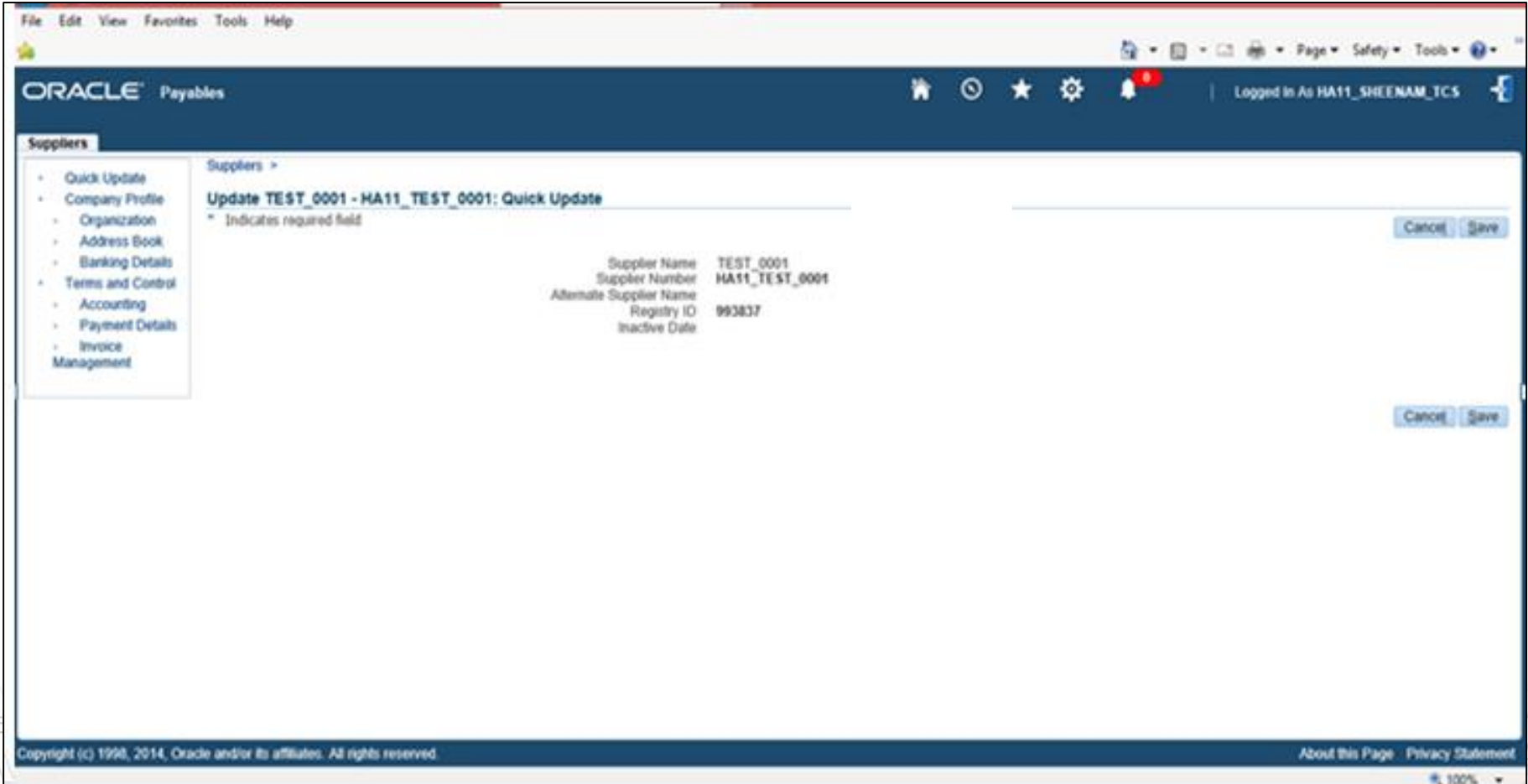
➤ **Terms and Control**

- Accounting
- Payment Details
- Invoice Management

Quick Update

This tab will display the master level details of a supplier. Supplier number remains non-editable, whereas name , alternate supplier name , inactive date can be changed.

[Please refer the below screenshot for a better understanding on this](#)



The screenshot shows the Oracle Payables interface. The main heading is "ORACLE Payables". The user is logged in as "HA11_SHEENAM_TC5". The "Suppliers" menu is open, and the "Quick Update" option is selected. The form title is "Update TEST_0001 - HA11_TEST_0001: Quick Update". A note indicates that an asterisk (*) denotes a required field. The form contains the following fields:

Supplier Name	TEST_0001
Supplier Number	HA11_TEST_0001
Alternate Supplier Name	
Registry ID	990837
Inactive Date	

There are "Cancel" and "Save" buttons at the top right and bottom right of the form area. The footer of the page includes "Copyright (c) 1998, 2014, Oracle and/or its affiliates. All rights reserved." and "About this Page - Privacy Statement".

Organization

Supplier name and supplier number is auto populated from quick update page.

User can also change the type i.e Supplier Classification here (It is a mandatory field).

[Please refer the below screenshot for a better understanding on this](#)

ORACLE Payables | Logged In As HA11_SHEENAM_TCS

Suppliers >

Update TEST_0001 - HA11_TEST_0001: Organization
* Indicates required field

Supplier Name	TEST_0001	Inactive Date
Supplier Number	HA11_TEST_0001	
Type	OTHER PARTIES	

Global Details

Cancel Save

Cancel Save

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Supplier Site Creation(Address Book)

The Site Tab of 11i has been transformed to “Address Book” in R12.Site can be created, updated and viewed from this tab.

Site’s address information is also recorded on the address book page.

[Please refer the below screenshot for a better understanding on this](#)

The screenshot displays the Oracle Payables 'Address Book' interface. The breadcrumb trail is 'Suppliers > Update TEST_0007 - HA11_TEST_0002: Address Book > Update Address >'. The 'Address Book' section includes search fields for 'Address Name', 'Address Details', and 'Site Name', with 'Go' and 'Clear' buttons. Below the search fields is a toolbar with 'Create' and various icons. A table lists the address details:

Details	Name ▲	Address	Country ▲	Communication	Purpose	Status ▲	Update	Manage Sites	Remove
	HA11_Delhi1	Delhi	India		Payment, Purchasing	Current			

Below the address table is a section titled 'Sites Using the Address' with a table:

Site Name ▲	Operating Unit ▲	Communication	Purpose
HA11_Delhi	FCI OPERATING UNIT		<input checked="" type="checkbox"/> Purchasing <input checked="" type="checkbox"/> Payment <input type="checkbox"/> RFQ Only

At the bottom, there is a link for 'Inactive Addresses'.

Supplier Site Creation(Contd..)

Fields like country, address line1, address name are mandatory fields for recording site address information and optionally contact details can also be recorded.

[Please refer the below screenshot for a better understanding on this](#)

The screenshot shows the Oracle Payables interface for creating a supplier address. The breadcrumb trail is 'Suppliers > Update HA11_TEST_AUTO1 - HA112345R: Address Book >'. The page title is 'Create Address: Confirm Details'. A legend indicates that an asterisk (*) denotes a required field. The form is divided into two main sections: 'Address Details' and 'Contact Details and Purpose'. In the 'Address Details' section, the 'Country' is set to 'India', 'Address Line 1' is 'Barakhamba Lane', and 'Address Name' is 'HA11_TEST_001'. Other fields like 'Address Line 2-4', 'City', 'County', 'State', 'Province', 'Postal Code', and 'Language' are empty. In the 'Contact Details and Purpose' section, there are fields for 'Phone Area Code', 'Phone Number', 'Fax Area Code', and 'Fax Number', all of which are empty. The 'Address Purpose' section has checkboxes for 'Purchasing' (checked), 'Payment' (checked), and 'RFQ Only' (unchecked). There is also an unchecked checkbox for 'Update to all new sites created for this address'. The form includes 'Cancel' and 'Continue' buttons at the top right and bottom right. The Oracle logo and 'Payables' text are in the top left corner. The top right corner shows the user is logged in as 'HA11_SHEENAM_TCS' and includes navigation icons.

ORACLE Payables

Suppliers > Update HA11_TEST_AUTO1 - HA112345R: Address Book >

Create Address: Confirm Details

* Indicates required field

Supplier Name HA11_TEST_AUTO1 Supplier Number HA112345R

Address Details **Contact Details and Purpose**

Country India

* Address Line 1 Barakhamba Lane

Address Line 2

Address Line 3

Address Line 4

City

County

State

Province

Postal Code

* Address Name HA11_TEST_001

Language

Communication Details

Update to all new sites created for this address

Phone Area Code

Phone Number

Fax Area Code

Fax Number

Email Address

Address Purpose

Purchasing

Payment

RFQ Only

Cancel Continue

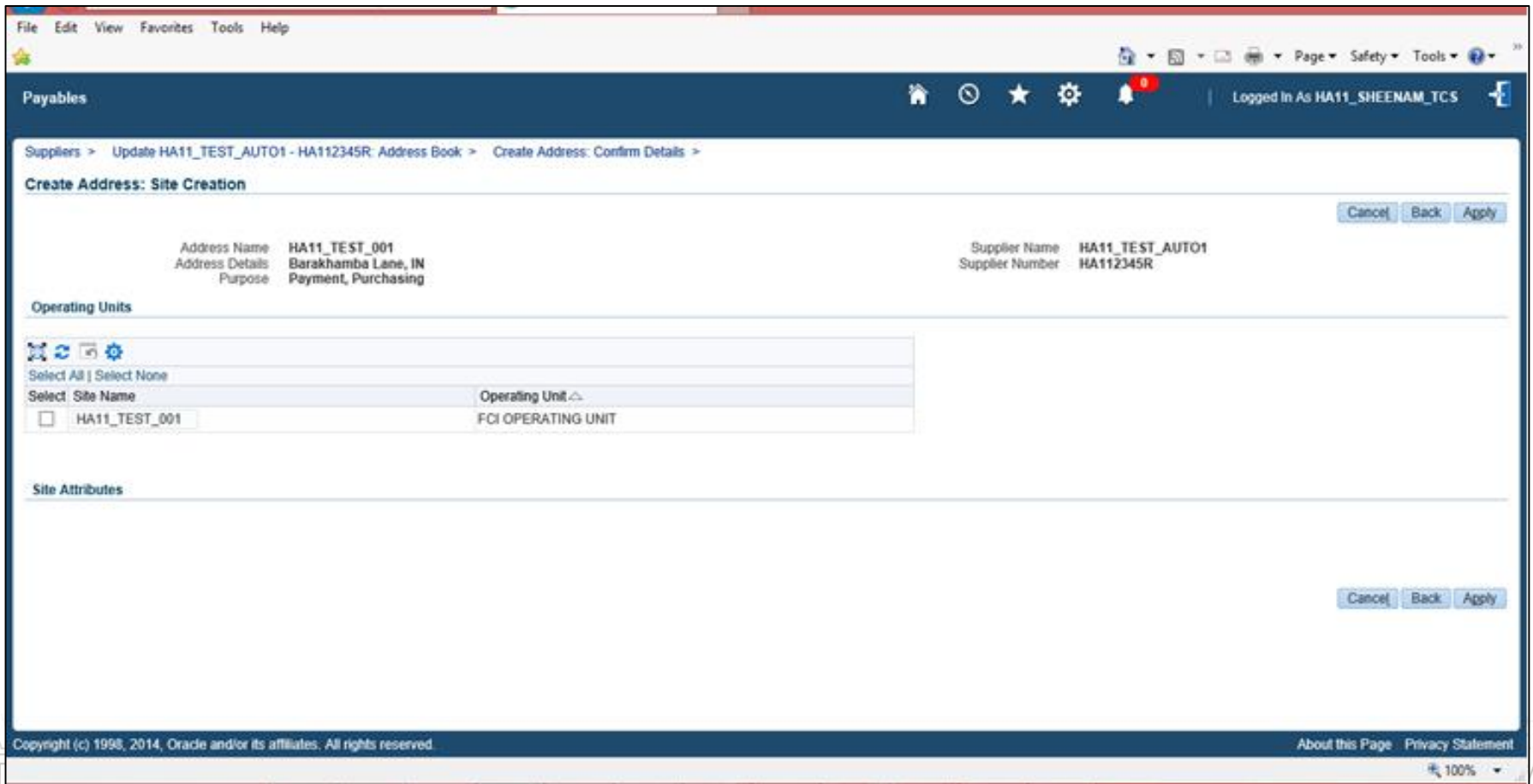
Cancel Continue

100%

Supplier Site Creation(Contd...)

On continuing from the address book, site name gets defaulted from the address name given earlier. User has the feasibility of changing the site name here but it has to start with the unit code of his/her unit.

[Please refer the below screenshot for a better understanding on this](#)



Accounting

Accounting information of site level is recorded at this tab which includes the information like liability account, prepayment account and bills payable account(which was future dated payment in 11i).

[Please refer the below screenshot for a better understanding on this](#)

The screenshot shows the Oracle Payables interface. The breadcrumb trail is: Suppliers > Update TEST_0001 - HA11_TEST_0001: Banking Details > Update TEST_0001 - HA11_TEST_0001: Accounting. The page title is 'ORACLE Payables'. The user is logged in as HA11_SHEENAM_TCS. The left sidebar shows a navigation menu with 'Accounting' selected. The main content area has tabs for 'Liability', 'Prepayment', 'Bills Payable', and 'Distribution Set', with 'Liability' currently active. Below the tabs, there is a table with the following data:

Site Name	Operating Unit	Liability Account	Legal Entity Name	Legal Entity Id
HA11_TEST_0001	FCI OPERATING UNIT	HA11.0000000.1401.0000.0000.00 UNIT DEPOT.ACCOUNT PRODUCT SCHEME INTERCOMPANY FUTURE	FOOD CORPORATION OF INDIA LEGAL ENTITY	101

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Banking Detail

Banking detail covers external bank account creation as well as attachment to the supplier and to the supplier site.

Please refer the below screenshot for a better understanding on this

The screenshot shows the Oracle Payables interface for updating banking details for supplier TEST_0007. The page is titled "Update TEST_0007 - HA11_TEST_0002: Banking Details" and includes a "Cancel" and "Save" button. The main content area is divided into sections: "Bank Account and Assignment Details" and "Payment Details". Under "Bank Account and Assignment Details", there is a "Select Account Assignment Level" dropdown menu with "Site" and "Supplier" options, and a "Go" button. Below this is a "Bank Accounts" section with a table. The table has columns for "Details", "Number", "IBAN", "Currency", "Bank Name", "Start Date", "End Date", "Priority", "Increase Priority", "Decrease Priority", "Update", and "Additional Details". The table currently displays "No results found." and has "Cancel" and "Save" buttons at the bottom right. The left sidebar contains a navigation menu with options like "Quick Update", "Company Profile", "Organization", "Address Book", "Banking Details", "Terms and Control", "Accounting", "Payment Details", "Invoice Management", and "Management". The top navigation bar shows the Oracle logo, "Payables", and user information "Logged In As HA11_SHEENAM_TCS".

ORACLE Payables | Logged In As HA11_SHEENAM_TCS

Suppliers >

Update TEST_0007 - HA11_TEST_0002: Banking Details

Cancel Save

Bank Account and Assignment Details

Select Account Assignment Level: Go

Payment Details

Bank Accounts

Add Create Refresh Settings

Details	Number	IBAN	Currency	Bank Name	Start Date	End Date	Priority	Increase Priority	Decrease Priority	Update	Additional Details
No results found.											

Cancel Save

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Banking Detail (Contd..)

User can create new external banks from this form by selecting the “Create New Bank” option., but this new bank should be there in the valid bank lookup list for External banks.

[Please refer the below screenshot for a better understanding on this](#)

ORACLE Payables | Home | Settings | Notifications (0) | Logged In As HA11_SHEENAM_TCS

Suppliers

- Quick Update
- Company Profile
 - Organization
 - Address Book
 - Banking Details**
- Terms and Control
 - Accounting
 - Payment Details
 - Invoice Management

Suppliers > Update TEST_0001 - HA11_TEST_0001: Banking Details >

Create Bank Account

* Indicates required field

Payee Name: TEST_0001 | Internal Organization: Supplier Site Name

Payee Site: | * Country: India

Bank | **Branch**

Select Existing Bank | Create New Bank

Bank Name: | Bank Number: | [Show Bank Details](#)

Select Existing Branch | Create New Branch

* Branch Name: | Branch Number: | * BIC: | Branch Type: ABA

[Show Branch Details](#)

Bank Account

Account Number: | * Account Name: | Currency: Indian Rupee

Check Digits: | IBAN: |

[Cancel](#) | [Apply](#)

Banking Detail (Contd..)

After selecting the bank account , and adding the bank details in above shown form, user will be directed to this page , where saving the details will complete the process of tagging. He can use the Add button , to add the same details to other site.

[Please refer the below screenshot for a better understanding on this](#)

The screenshot shows the Oracle Payables interface. The main page is titled "Suppliers > Update TEST_0007 - HA11_TEST_0002: Banking Details". It has sections for "Bank Account and Assignment Details" and "Payment Details". A "Bank Accounts" section is highlighted with a red circle. A search dialog box titled "Search and Select: Add" is open, showing a search field with "Account Name" selected and a "Go" button. The dialog also has "Cancel" and "Select" buttons. The background page has "Add" and "Create" buttons and a table with columns: Details, Number, IBAN, Currency, Bank Name, and Status. The table content is "No results found."

Payment Details

Payment related details including payment method can be added at supplier or supplier site level, via this tab.

Please refer the below screenshot for a better understanding on this

The screenshot displays the Oracle Payables interface for updating payment details for supplier TEST_0001. The page is titled 'Update TEST_0001 - HA11_TEST_0001: Payment Details'. It features a left-hand navigation menu with options like 'Quick Update', 'Company Profile', and 'Payment Details'. The main content area includes a 'Payment Methods Table' with the following data:

Payment Method	Default	End Date
Check	<input type="checkbox"/> Default	
Electronic	<input type="checkbox"/> Default	
Outsourced Check	<input type="checkbox"/> Default	
Wire	<input type="checkbox"/> Default	

Below the table is a 'Supplier Sites' section with a table showing the following information:

Site Name	Operating Unit	Update Payment Details
HA11_TEST_0001	FCI OPERATING UNIT	

Invoice Management-Invoicing

Invoice related information of a supplier or supplier site level, can be recorded via this tab. In case , invoice holds , invoice amount limit and payment terms , need to be declared at supplier or site level, user can use this option.

[Please refer the below screenshot for a better understanding on this](#)

The screenshot shows the Oracle Payables 'Suppliers' page for 'Update TEST_0001 - HA11_TEST_0001: Banking Details'. The 'Invoice Management' section is active, showing fields for Invoice Currency (INR), Invoice Amount Limit, Hold from Payment (All Invoices), and checkboxes for Unmatched and Unvalidated Invoices. The 'Invoice Payment Terms' section includes Payment Currency (INR), Payment Priority (99), Terms (Immediate), Terms Date Basis (Invoice), and Pay Date Basis (Due). The 'Supplier Sites' section shows Site Status (Active), Site Name, and Operating Unit (FCI OPERATING UNIT). At the bottom, a table displays the configuration for the site HA11_TEST_0001.

Site Name	Operating Unit	Invoice Amount Limit	Invoice Tolerance	Invoice Currency	Hold from Payment			Payment Hold Reason
					All Invoices	Unmatched Invoices	Unvalidated Invoices	
HA11_TEST_0001	FCI OPERATING UNIT		- Tolerance	INR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Invoice Management (Contd ..) - Payment

Oracle gives the feasibility of defining payment currency, priority of a payment (to be picked in Batch) and pay group for a particular supplier / site , via this tab.

[Please refer the below screenshot for a better understanding on this](#)

The screenshot displays the Oracle Payables 'Invoice Management' interface for supplier TEST_0001. The page is titled 'Update TEST_0001 - HA11_TEST_0001: Invoice Management'. It features a left-hand navigation menu with options like 'Quick Update', 'Company Profile', and 'Invoice Management'. The main content area is divided into several sections: 'Invoice Payment Terms' and 'Supplier Sites'. In the 'Invoice Payment Terms' section, fields for 'Invoice Currency' (set to INR), 'Invoice Amount Limit', 'Hold from Payment' (with an 'All Invoices' checkbox), 'Payment Currency' (set to INR), 'Payment Priority' (set to 99), 'Terms' (set to Immediate), 'Terms Date Basis' (set to Invoice), and 'Pay Date Basis' (set to Due) are visible. There are also checkboxes for 'Unmatched Invoices' and 'Unvalidated Invoices'. The 'Supplier Sites' section shows 'Site Status' as Active, 'Site Name' as HA11_TEST_0001, and 'Operating Unit' as FCI OPERATING UNIT. At the bottom, a table lists the site details with columns for Site Name, Operating Unit, Payment Currency, Payment Priority, and Pay Group. The 'Payment' tab is selected, and a 'Payment' button is visible in the top right corner of the table area.

Site Name	Operating Unit	Payment Currency	Payment Priority	Pay Group
HA11_TEST_0001	FCI OPERATING UNIT	INR	99	

Invoice Management (Contd ..) - Terms

The Pay Date Basis for a supplier determines the pay date for a supplier's invoices. Terms Date is date from which Payables calculates a scheduled payment for a supplier. The default for a supplier / site is one of the following date options you defined for Terms Date Basis in this tab.

[Please refer the below screenshot for a better understanding on this](#)

The screenshot shows the Oracle Payables interface for updating supplier details. The breadcrumb trail is: Suppliers > Update TEST_0001 - HA11_TEST_0001: Banking Details > Update TEST_0001 - HA11_TEST_0001: Invoice Management. The interface is divided into several sections:

- Suppliers:** A sidebar menu on the left lists options like Quick Update, Company Profile, Organization, Address Book, Banking Details, Terms and Control, Accounting, Payment Details, and Invoice Management (which is currently selected).
- Update TEST_0001 - HA11_TEST_0001: Invoice Management:** This section contains form fields for:
 - Invoice Currency: INR
 - Invoice Amount Limit: (empty text box)
 - Unmatched Invoices:
 - Unvalidated Invoices:
 - Hold from Payment: All Invoices
- Invoice Payment Terms:** This section contains form fields for:
 - Payment Currency: INR
 - Payment Priority: 99
 - Terms: Immediate
 - Terms Date Basis: Invoice
 - Pay Date Basis: Due
 - Pay Group: (dropdown menu)
- Supplier Sites:** This section includes:
 - Site Status: Active
 - Site Name: (empty text box)
 - Operating Unit: FCI OPERATING UNIT
 - A Go button.
- Supplier Preferences:** A table at the bottom shows the current configuration for the supplier site HA11_TEST_0001.

Site Name	Operating Unit	Terms	Terms Date Basis	Pay Date Basis
HA11_TEST_0001	FCI OPERATING UNIT	Immediate	Invoice	Due

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Suppliers from payroll

The process of creation of suppliers from payroll remains the same as in 11i . Few pointers may help you reminding the process again:

1. Supplier will be created automatically, whenever any active employee is created in Payroll.
2. Any changes done in active employees in Payroll , will automatically get reflected in Supplier also.
3. If any active employee is inactivated in payroll, the classification of corresponding supplier in APPS, will change to FCI Retired Employee, and if it is again activated in payroll, the classification in APPS will change to FCI Employee.
4. No manual creation of supplier with supplier number as staff code and classification as FCI Employee or FCI Retired Employee is permitted in APPS.
5. Supplier master form will remain freeze for suppliers created from payroll (with classification FCI Employee).

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Supplier Customer Automation

The supplier to customer customization that we had earlier done in 11i, remains as it is , in the new system also , details of which are illustrated below :

1. User will have to create a supplier in Payables (which will internally create a party as per TCA architecture).
2. He will have to execute “FCI Customer From Supplier” program as he does in 11i , which will create a customer with the same details (as in payables) in Receivables, along with site details.
3. This automation has been retro-fitted, so that it does not result in creating a duplicate party.
4. Any changes further done in Payables in supplier (name , number , inactive date), will be automatically moved to receivables.
5. The Customer form still is not available with the user.

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Additional Information - Supplier

Before you start using the Supplier / Supplier Site for a localization transaction, it would be a necessary for you to define India Localization related information for the Supplier / Supplier Site, as in 11i.

PAN Number has to be given at the time of creation only, as after that the field of PAN Number gets freeze (when the confirm flag is checked). If user has the need of changing it , use 'India PAN Number Update' program as in 11i.

Oracle Applications - SIT1

Supplier TDS Information

Name: TEST_0001
Number: HA11_TEST_0001
Site:
Vendor Type:
Invoice Approval:
 Create Pre-Validated TDS Invoice and Credit Memo
 Create Pre-Approved TDS Invoice and Credit Memo
TDS Vendor Classification:
TDS Information:
TDS Vendor Type: FIRM-IND
PAN /PAN Ref No: ABCDE1231A
TAN No:
Ward No:
Confirm Pan:
TDS Details:
Default TDS Section:
Tax Name:
Section Type | Section Code | Threshold Setup Name | Exception Setup
TDS_SECTION | EC21 SEC. 194(H)-IND | EC21 SEC. 194(H)-IND |
TDS_SECTION | EC15 SEC. 194(H)-IND | EC15 SEC. 194(H)-IND |
TDS_SECTION | EC16 SEC. 194(A)-IND | EC16 SEC. 194(A)-IND |
TDS_SECTION | EC23 SEC. 194(C)-OTHER-I | EC23 SEC. 194(C)-OTHER-IND-HUF |
Tax Info

Agenda

- Processes From AP
- Supplier Workbench
- Invoice Workbench
 - Other Invoice Creation along with Tax application
 - Goods Purchase invoices creation
 - Automatic Invoice Creation (AP – AP, AP – AR)
 - Single payment workbench
 - Prepayment and its application
 - Credit Memo creation and application
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Invoice Creation - Others

Invoice workbench is one of the majorly used feature in Payables . The major data entry using this form remains the same , except few enhancements described below:

11i

- There was header level and distribution level information required to create an invoice.
- Supplier name was there on header level.
- Distribution set was applicable on Header level.
- TDS / WCT application was available in DFF in distribution level.

R12

- R12 includes Line level , before moving on to distribution level , as we had in Receivables. The major benefit of this is having amount to quantity relationship (covered in Goods purchase category further). Line can be discarded , after saving.
- Supplier name is been replaced by trading partner in r12.
- It is still there on header level, but line level distribution set over-rides it.
- The DFF of TDS and WCT taxes has been removed

Invoice Creation – Others (Invoice Creation)

Creating invoice , by entering the mandatory information , and then move to the line level , and select line type as Item / Miscellaneous. You can directly enter the amount here , and few additional fields (for moving to asset).

Invoice Workbench (HA11 PAYABLES SUPER USER)

Batch Control Total: Batch Actual Total:

FCI INVOICES

Operating Unit	Document Category Name	Voucher Number	Type	PO Number	Trading Pa	Supplier Num	Supplier Site	Invoice Da
FCI OPERATING UN	HA11_Others	200	Standard		JAGRITI VI	HA11-0679	NEW DELHI	22-JUL-20

1 General 2 Lines 3 Holds 4 View Payments 5 Scheduled Payments 6 View Prepayment Applications

FCI INVOICE LINES

Total: Gross 500.00 Retained Net 500.00

Num	Type	Amount	Quantity Invoiced	UOM	Unit Price	Description	GL Date	Distribution Set
1	Item	500.00					22-JUL-2016	

Discard Line 1 **Distributions** Allocations

Actions... 1 Calculate Tax Tax Details Corrections Quick Match Match All Distributions

Distributions (HA11 PAYABLES SUPER USER) - FCI OPERATING UNIT, test-1, JAGRITI VIRMANI

Line Number: 1 Line Total: 500.00
Line Description: Distribution Total: 500.00

FCI INVOICE DIST

Num	Type	Amount	GL Date	Account	Description	Incor
1	Item	500.00	22-JUL-2016	HA11.0000000.2161.0000.3456		

Status: Never Validated Distribution Class: Preview
Accounted: Unprocessed Associated Charges:
Account Description: Headquarters.Default.Furniture & Fittings.Default.Furniture and Fittings - .Default.Default

Reverse 1 Tax Distributions View PO View Receipt

Invoice Creation – Others (Validation & Approval)

Validating and approval process remains the same as in 11i

[Please refer the below screenshot for a better understanding on this](#)

The image displays two screenshots of the Oracle Invoice Workbench interface, illustrating the validation and approval process for an invoice.

Left Screenshot: Shows the 'Invoice Actions' dialog box with the 'Validate' option selected. The 'Summary' section displays the following details:

Item	Amount
Items	500.00
Retainage	
Prepayments Applied	
Withholding	
Subtotal	500.00
Tax	
Freight	
Miscellaneous	
Total	500.00

The 'Amount Paid' section shows INR 0.00. The 'Status' section shows 'Status New', 'Accounted No', and 'Approval Release'. The 'Invoice Actions' dialog box includes options for 'Validate', 'Validate Related Invoices', 'Cancel Invoices', 'Apply/Unapply Prepayment...', 'Pay in Full...', 'Create Accounting', 'Final', 'Final Post', 'Enforce Approval', 'Initiate Approval', 'Stop Approval', 'Release Holds', and 'Print Notice'. The 'Hold Name', 'Release Name', and 'Release Reason' fields are also visible.

Right Screenshot: Shows the 'Invoice Actions' dialog box with the 'Initiate Approval' option selected. The 'Summary' section displays the following details:

Item	Amount
Items	500.00
Retainage	
Prepayments Applied	
Withholding	
Subtotal	500.00
Tax	0.00
Freight	
Miscellaneous	
Total	500.00

The 'Amount Paid' section shows INR 0.00. The 'Status' section shows 'Status New', 'Accounted No', and 'Approval Release'. The 'Invoice Actions' dialog box includes options for 'Validate', 'Validate Related Invoices', 'Cancel Invoices', 'Apply/Unapply Prepayment...', 'Pay in Full...', 'Create Accounting', 'Final', 'Final Post', 'Enforce Approval', 'Initiate Approval', 'Stop Approval', 'Release Holds', and 'Print Notice'. The 'Hold Name', 'Release Name', and 'Release Reason' fields are also visible.

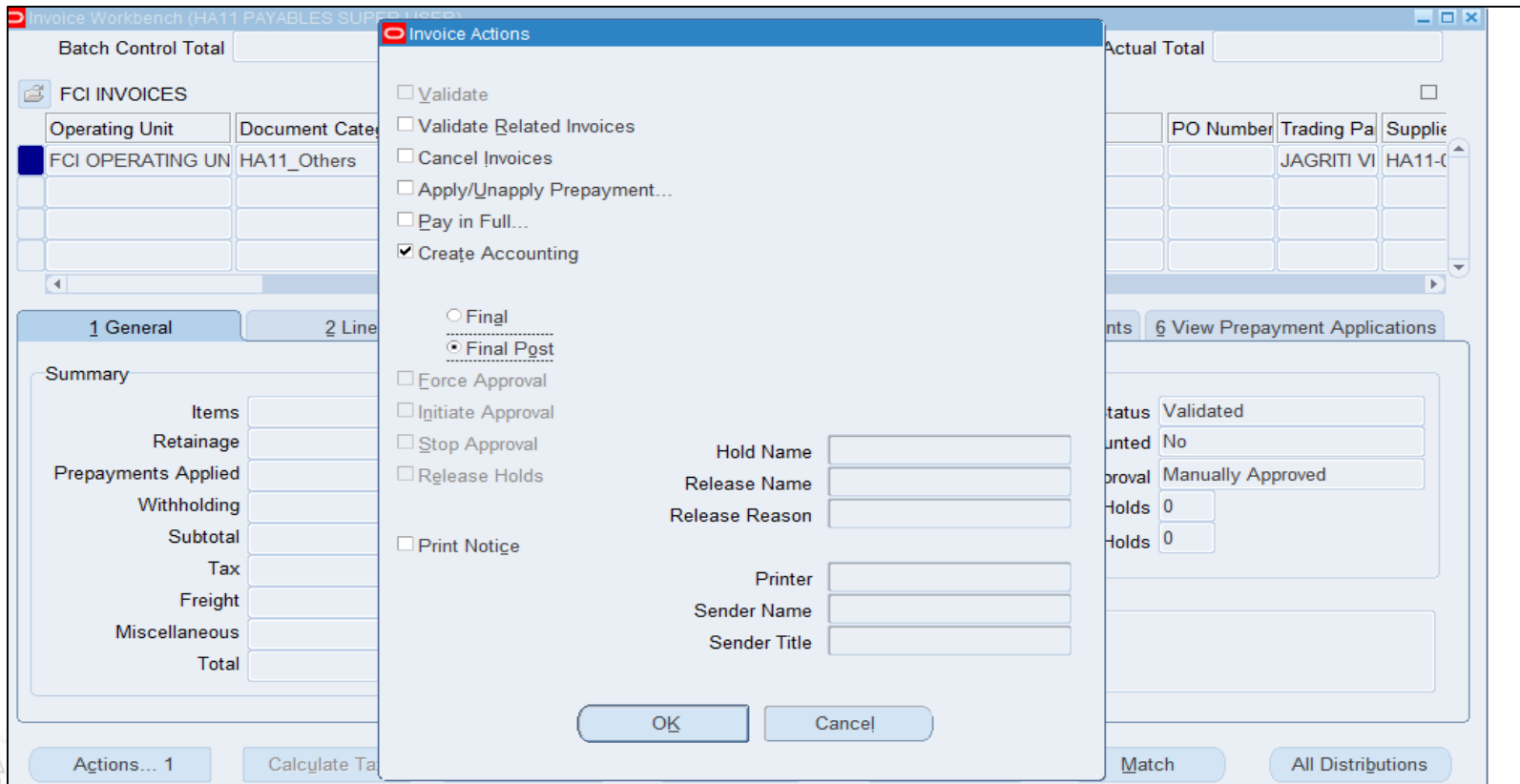
Invoice Creation – Others (Accounting)

Create Accounting option has been slightly changed. User has two options while doing Create Accounting

Final : Accounting will be moved to GL

Final post : Accounting entry will be moved to GL and posted.

[Please refer the below screenshot for a better understanding on this](#)



Invoice Creation – Others (Tax Invoice)

For applying TDS on invoices, user will have to create the invoice (with line and distribution level information fully completed), and then move to Tools >> Tax Details.

[Please refer the below screenshot for a better understanding on this](#)

The screenshot displays the Oracle Applications - BUILD interface. The 'Tools' menu is open, showing options like 'View Results', 'View EFT Details', 'View Invoice Overview', 'View Accounting Events', 'IL Tax Details', 'View Emissions', 'Matched Invoice Tax Details', and 'TDS Tax Details'. The 'TDS Tax Details' option is highlighted. The main window shows a table with columns: Invoice Number, Voucher Number, Liability Account, Type, PO Number, Trading Pa, and Supplier. The first row contains: 202, HA11.0000000.1401.0000.0000.0, Standard, HA11_TES, HA11. Below the table, there are tabs for '1 General', '2 Lines', '3 Holds', '4 View Payments', '5 Scheduled Payments', and '6 View Prepayment Applications'. The '1 General' tab is active, showing a 'Summary' section with fields for Items (100000.00), Retainage, Prepayments Applied, Withholding, Subtotal (100000.00), Tax, Freight, Miscellaneous, and Total (100000.00). There is also an 'Amount Paid' section with 'INR' and '0.00', and a 'Status' section with 'Status' (Never Validated), 'Accounted' (No), 'Approval' (Required), 'Holds' (0), and 'Scheduled Payment Holds' (0). At the bottom, there are buttons for 'Actions... 1', 'Calculate Tax', 'Tax Details', 'Corrections', 'Quick Match', 'Match', and 'All Distributions'.

Invoice Creation – Others (Tax invoice)

Select the applicable section code and category . TDS Tax Calculation is based on tax category in new TDS Architecture. User need to use a TDS tax category to replace legacy TDS tax code.

[Please refer the below screenshot for a better understanding on this](#)

The screenshot displays the 'India Localization Taxes' window. It features two main data tables and a control panel at the bottom.

Line Dist	Section Code / Tax Category Overridden
1 1	HA11 SEC. 194(J)-INDIVID 10% New TDS migrated from...

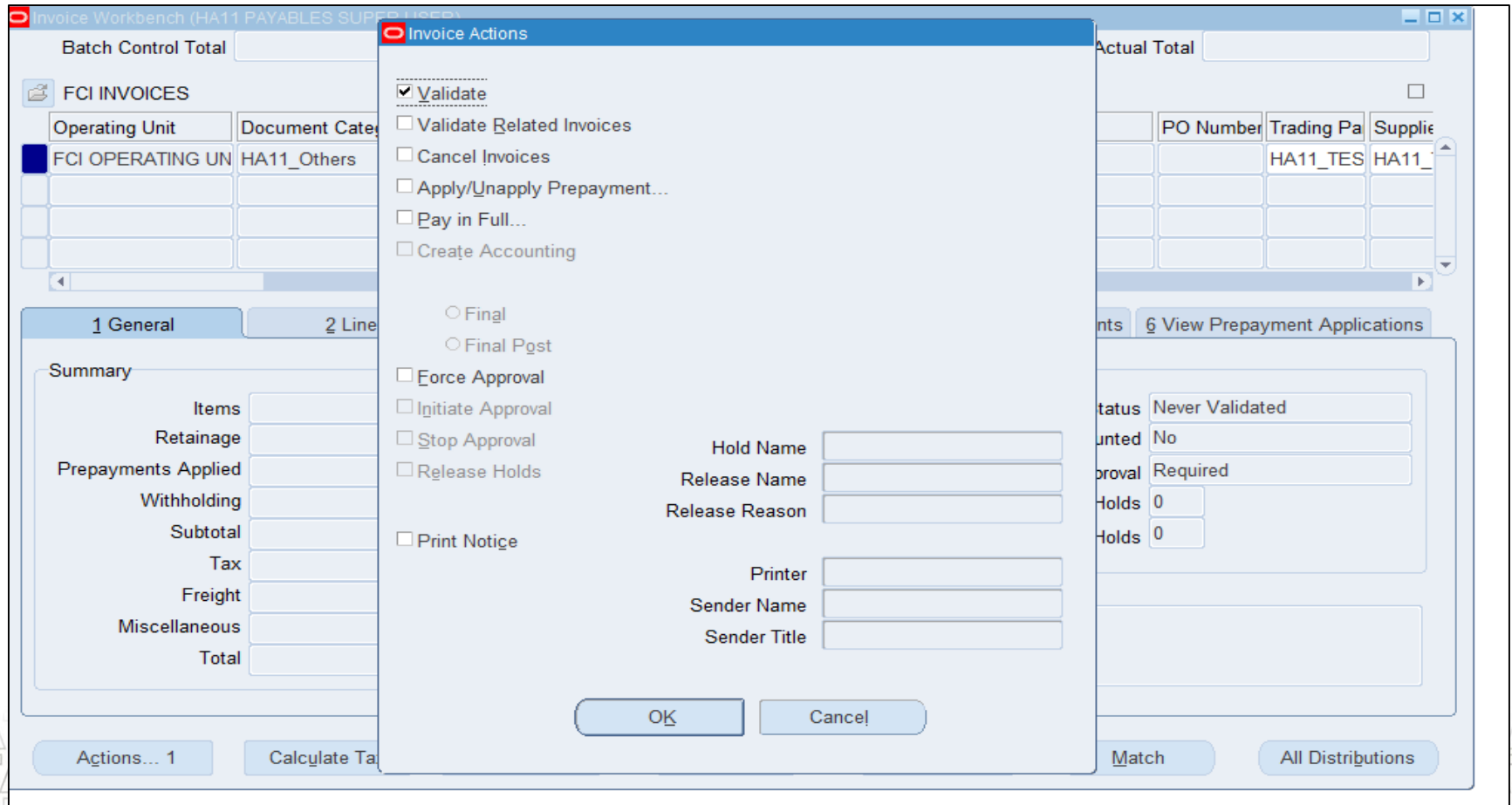
Line	Num Tax Name	Tax Type	Precedence										Tax Rate	Tax Amount
1	2	3	4	5	6	7	8	9	10	11	12			
1	10% TDS migrated from: 197-HA11 194J	TDS	0									10		

At the bottom of the window, there is a control panel with the following buttons: Actions... 1, Calculate Tax, Tax Details, Corrections, Quick Match, Match, and All Distributions.

Invoice Creation – Others (Tax invoice)

Validate the invoice as in 11i, and , new standard invoice for TDS authority ad Credit Memo for Supplier will be created , as per the tax category applied.

[Please refer the below screenshot for a better understanding on this](#)



Invoice Creation – Others (Tax Invoice)

After you validate the invoice , a request India TDS Processing will be fired which will create the tax invoices .

Search the invoice with invoice number and date , and you will be able to find the tax invoices

[Please refer the below screenshot for a better understanding on this](#)

The screenshot displays two SAP windows. The top window, titled 'Requests', shows a table of request entries. The bottom window, titled 'Invoice Workbench (HA11 PAYABLES SUPER USER)', shows a detailed view of an invoice with a summary and status information.

Request ID	Name	Parent	Phase	Status	Parameters
85459607	India TDS Processing (Indi		Running	Normal	200, 15681977, 200, STANDAI
85459598	India TDS Processing (Indi		Completed	Normal	200, 15681976, 200, STANDAI
85459595	TB Worker 1 (Open Accour		Completed	Normal	1002, 222881, , 85459594, Pa
85459594	Open Account Balances D:		Completed	Normal	, 1002, 2
85459593	Posting: Single Ledger		Completed	Normal	1002, 10
85459592	Journal Import		Completed	Normal	87818, 4
85459591	Create Accounting		Completed	Normal	200, , , 1
85459587	India TDS Processing (Indi		Completed	Normal	200, 156

Ability Account	Type	PO Number	Trading Pa	Supplier Num	Supplier Site	Invoice Date	Invoice Num	Invoice Ir
A11.0000000.1401.0000.0000.0	Credit Memo		HA11_TES	HA11_TEST1	HA11_TEST	18-JUL-2016	TEST_009-TDS-CM-57809	INR
A11.0000000.1401.0000.0000.0	Standard		HA11_TES	HA11_TEST1	HA11_TEST	18-JUL-2016	TEST_009	INR
A11.0000000.1401.0000.0000.0	Standard		HA11 TDS	HA11_TDS	HA11_TDS	18-JUL-2016	TEST_009-TDS-SI-57809	INR

Summary		Amount Paid	Status
Items	-10000.00	INR 0.00	Status Never Validated
Retainage			Accounted No
Prepayments Applied			Approval Required
Withholding			Holds 0
Subtotal	-10000.00		Scheduled Payment Holds 0
Tax	0.00		
Freight			Description TEST_009-TDS-CM-57809
Miscellaneous			
Total	-10000.00		

Agenda

- Processes From AP
- Supplier Workbench
- Invoice Workbench
 - Other Invoice Creation along with Tax application
 - **Goods Purchase invoices creation**
 - Automatic Invoice Creation (AP – AP, AP – AR)
 - Single payment workbench
 - Prepayment and its application
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- Key Changes in R12
- New/Changed Reports in R12 (if any)
- Frequently Asked Questions
- Questions?
- Hands-On



Goods Purchase Invoice Creation

FCI Uses “Goods Purchase category” of invoices to record the bills of purchase of food grains done . This process is having a slight change , due to the introduction of line level at invoice workbench. Major key points are highlighted below:

11i

- While creating invoice in 11i,invoice information was recorded at invoice header and invoice distributions.
- Information in DFF like crop year , paid quantity , rate ,no of bags , Delivered Qty , Lot No ,Qty No. was recorded at the invoice header level.
- Information like Paid Quantity and Rate was handled in the DFF.

R12

- In R12,while invoice creation information will be recorded at invoice header , invoice line and invoice distributions.
- In R12, DFF of goods purchased has been moved to invoice line level.
- Paid Quantity and Rate(i.e. Unit Price) will be entered on Invoice line level , which are not a part of DFF, but are mandatory fields. Moreover user will get the benefit of auto calculated unit price and quantity. This has also complemented to the need of recording one extra quantity and lot no. in DFF.

- The FCI Purchase Day Book Report fetched data from invoice header level DFF.

- The report will fetch data from line level DFF , for new invoices , and from header level for old invoices.

Goods Purchase Invoice Creation

1. Invoice Header :

All the details remains the same at header level, except the change that supplier name in 11i has been replaced by Trading partner here , and user will not be able to enter any data in the DFF (which was in use earlier).

Invoice Workbench (EC12 PAYABLES SUPER USER)

Batch Control Total Batch Actual Total

FCI INVOICES

Unit	Document Category Name	Voucher Number	Type	PO Number	Trading Partner	Supplier Name	Supplier Site	Invoice Date
TING UN	EC12_Goods Purchased		Standard		FARSAO E RAILWAY	EC12_201	EC12_KOLK	25-JUL-16

1 General 2 Lines 3 Holds 4 View Payments 5 Scheduled Payments 6 View Prepayment Applications

Summary

Items

Retainage

Prepayments Applied

Withholding

Subtotal

Tax

Freight

Miscellaneous

Total

Amount Paid

Status

Status

Accounted

Approval

Holds

Scheduled Payment Holds

Description

Actions... 1 Calculate Tax Tax Details Corrections Quick Match Match All Distributions

Invoice Workbench (EC12 PAYABLES SUPER USER)

Batch Control Total Batch Actual Total

FCI INVOICES

Invoice Num	Invoice	Invoice Amount	Liability Account	Tax Amount	Withheld Amount	Prepaid Amount	GL Date	Payment
test-ng-25-1	INR	500.00	EC12.0000000.1401.0000.000...				25-JUL-2016	INR

1 General 2 Lines 3 Holds 4 View Payments 5 Scheduled Payments 6 View Prepayment Applications

Summary

Items

Retainage

Prepayments Applied

Withholding

Subtotal

Tax

Freight

Miscellaneous

Total

Amount Paid

Status

Status

Accounted

Approval

Holds

Scheduled Payment Holds

Description

Actions... 1 Calculate Tax Tax Details Corrections Quick Match Match All Distributions

Goods Purchase Invoice Creation

2. Invoice Lines :

This section as explained in Invoice Workbench earlier , is a new level. User will have to enter Amount and quantity , and Effective Rate will be auto-calculated .This effective rate is inclusive of incidentals. Either of the three fields are auto calculated and the Goods Purchase DFF has been shifted to Line level. The Distribution sets will also be applied at line level now.

The left screenshot shows the 'FCI INVOICE LINES' table with the following data:

Num	Type	Amount	Paid Quantity	UOM	Unit Price	Description	GL Date	Distribution Set
1	Item	500.00	10		50		25-JUL-2016	EC12_CMR 2012-13 21

The right screenshot shows the 'FCI INVOICE LINES' table with the following data:

payment	Approval Status	Distribution Total	Validation Status	Discarded	Cancelled	Line Source
Required			Never Validated	<input type="checkbox"/>	<input type="checkbox"/>	Manual Invoice Line Ent

Goods Purchase Invoice Creation

2. Invoice Lines :

Enter the DFF , as shown below. The Year MSP is the MSP without incidentals

The screenshot displays the 'Invoice Workbench (SB16 PAYABLES SUPER USER)' interface. The main window shows a table of 'FCI INVOICES' with columns for Supplier Num, Trading Pa, and Supplier S. The first row is highlighted with a blue selection bar.

An 'Invoice Lines' dialog box is open, showing the following fields and values:

- Context Value: SB16_G_Item SB16_Goods Purchased
- Crop Year: 2015-16
- Year MSP: 12
- No. of Bags: 1
- Delivered Qty: 1.00000
- Lot no. 1: 1
- Qty no. 1: 1.00000
- Lot no. 2: (empty)
- Qty no. 2: (empty)
- Lot no. 3: (empty)
- Qty no. 3: (empty)
- Lot no. 4: (empty)
- Qty no. 4: (empty)

The dialog box also features 'OK', 'Cancel', 'Clear', and 'Help' buttons at the bottom right. The main window has 'Batch Control Total' and 'Batch Actual Total' fields at the top. The 'FCI INVOICE LINES' section in the main window shows a table with columns for 'Payment', 'Approval Status', and 'Dis'.

Goods Purchase Invoice Creation

3. Invoice Distributions :

The distributions will be fetched from the distribution set that user has applied on the line level. All the checks of goods purchase invoices remains the same in R12 also.

Distributions (EC12 PAYABLES SUPER USER) - FCI OPERATING UNIT, test-ng-25-1, FA&CAO E.RAILWAY

Line Number Line Total 500.00
 Line Description Distribution Total 500.00

FCI INVOICE DIST

Num	Type	Amount	GL Date	Account	Description
1	Item	440.25	25-JUL-2016	EC12.EC12003.5161.0202.602.0	
2	Item	4.50	25-JUL-2016	EC12.EC12003.5204.0202.602.0	
3	Item	1.30	25-JUL-2016	EC12.0000000.5209.0202.602.0	
4	Item	9.55	25-JUL-2016	EC12.0000000.5211.0202.602.0	
5	Item	6.60	25-JUL-2016	EC12.0000000.5221.0202.602.0	
6	Item	2.50	25-JUL-2016	EC12.0000000.5203.0202.602.0	
7	Item	4.40	25-JUL-2016	EC12.0000000.5222.0202.602.0	
8	Item	11.00	25-JUL-2016	EC12.0000000.5212.0202.602.0	
9	Item	16.40	25-JUL-2016	EC12.0000000.5224.0202.602.0	
10	Item	3.50	25-JUL-2016	EC12.0000000.5591.0202.602.0	

Status Distribution Class
 Accounted Associated Charges
 Account Description

Goods Purchase Invoice Creation

The invoice needs to be validated , approved and accounted in the same way as shown earlier in invoice workbench. Payment is shown in Single payment workbench in further slides

Invoice Workbench (EC12 PAYABLES SUPER USER)

Batch Control Total Batch Actual Total

FCI INVOICES

Operating Unit	Document Category Name	Voucher Number	Liability Account	Type	PO Number	Trading Pa	Supplie
FCI OPERATING UN	EC12_Goods Purchased	87	EC12.0000000.1401.0000.0000.	Standard		FA&CAO E	EC12_

1 General | 2 Lines | 3 Holds | 4 View Payments | 5 Scheduled Payments | 6 View Prepayment Applications

Summary

Items	500.00
Retainage	
Prepayments Applied	
Withholding	
Subtotal	500.00
Tax	
Freight	
Miscellaneous	
Total	500.00

Amount Paid

INR 0.00

Status

Status	Validated
Accounted	Yes
Approval	Manually Approved
Holds	0
Scheduled Payment Holds	0

Description

Actions... 1 | Calculate Tax | Tax Details | Corrections | Quick Match | Match | All Distributions

Agenda

- Processes From AP
- Supplier Workbench
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 - Other Invoice Creation along with Tax application
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 - **Automatic Invoice Creation (AP – AP, AP – AR)**
 - Single payment workbench
 - Prepayment and its application
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Automatic Invoice Creation (AP- AP)

Security deposits , Performance Guarantee Deposit from contractor and Service Tax invoices , which originates in Payables, and results a sub-invoice again, remains the same along with their natural account heads , except for small change while making the data entry at line level also.

The screenshot displays the SAP Invoice Workbench interface for 'EC12 PAYABLES SUPER USER'. It shows the 'FCI INVOICES' table with one entry and the 'FCI INVOICE LINES' table with one line item. A secondary window shows the 'FCI INVOICE DIST' table with two distribution items. The 'Distributions' button in the main window is circled in red.

Operating Unit	Document Category Name	Voucher Number	Type	PO Number	Trading Pa	Supplier Num	Supplier Site	Invoice Da
FCI OPERATING UN	EC12_Others	7	Standard		FA&CAO E	EC12_201	EC12_KOLK	25-JUL-20

Num	Type	Amount	Quantity Invoiced	UOM	Unit Price	Description	GL Date	Distribution Set
1	Item	10000.00					25-JUL-2016	

Num	Type	Amount	GL Date	Account	Description	Incor
1	Item	15000.00	25-JUL-2016	EC12.00000000.4731.0000.0000.0		
2	Item	-5000.00	25-JUL-2016	EC12.00000000.1802.0000.0000.0		

Automatic Invoice Creation (AP- AP)

Execute the ' FCI Create Auto Inv in AP – From AP ', as in 11i , which will create an invoice with naming convention 'SD- Invoice num in AP-sequence value- Parent Invoice distribution line number'

Submit Request

Run this Request...

Name: FCI Create Auto Inv in AP - From AP

Operating Unit:

Parameters:

Language: American English

Copy...

Language Settings... Debug Options

At these Times...

Run the Job: As Soon as Possible

Schedule...

Upon Completion...

Save all Output Files Byrst Output

Layout:

Notify:

Print to: noprint

Options... Delivery Opts

Help (C) Submit Cancel

After the successful completion of ' FCI Create Auto Inv in AP – From AP ', check the output for any exception, and search the newly created invoice with invoice number as 'SD%Old_invoice_num%' and invoice date of base invoice.

Automatic Invoice Creation (AP- AR)

The advance which are given for a specific purpose and the same are adjusted against the bills submitted by the employee are paid through Accounts payable module. The process remains same in 11i , where in user creates a prepayment for advance , and standard invoice .

In the distribution of this standard invoice, book the actual amount of expenditure in the expenditure head. The difference, that is the amount of refund to be taken from the supplier is to be taken in the same account head of advance that was taken in the prepayment invoice. Execute the process 'FCI Create Auto Inv in AR - From AP' which will create a receivable invoice in AR. Receive the refund in AR

The screenshot shows the SAP Request Detail window for request 83904615. The window is titled "Request Detail - 83904615" and contains the following information:

- Name: FCI Create Auto Inv in AP - From AP
- Operating Unit: [Empty]
- Parameters: 103, 1002
- Phase: Completed
- Status: Normal
- Date Submitted: 08-AUG-2016 16:00:58
- Requestor: NF23_SN085007C
- Date Started: 08-AUG-2016 16:04:24
- Date Completed: 08-AUG-2016 16:04:29
- Completion Text: Normal completion
- Language: American English

Below the main details, there are sections for "Schedule Options" and "Upon Completion...".

Schedule Options:

- Run the Job: As Soon As Possible
- Priority: 50
- Requested Start Date: 08-AUG-2016 16:00:58

Upon Completion...:

- Layout: [Empty]
- Notify: [Empty]
- Print To: [Empty]

The window also includes buttons for "Languages...", "Schedule...", "Options...", "Delivery Opts", "Help", "OK", and "Cancel".

Agenda

- Processes From AP
- Supplier Workbench
- Invoice Workbench
 - Other Invoice Creation along with Tax application
 - Goods Purchase invoices creation
 - Automatic Invoice Creation (AP – AP, AP – AR)
 - **Single payment workbench**
 - Prepayment and its application
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Single Payment Workbench

The single payment workbench remains the same as in 11i, with an introduction of a very useful option of payment Process profile.

A payment attribute assigned to documents payable, and therefore to payments, to specify their handling by Oracle Payments. Payment process profiles include several pieces of information, including specifications for formatting of payments. The selection of a payment profile is driven by the payment method assigned to a document. Remaining process of entering and adjusting invoices in payment workbench remains the same:

Note : You can directly fill in the payable document information and profile will come automatically.

Type	Bank Account	Payment Document	Document Num	Payment Date	Payment Amount	Payment Process Profile	Batch Name
Quick...	EC12_PETTY_CAS	EC12_PETTY CASH1	722	25-JUL-2016	500.00	FCI Payment Process F	

Number	Date	Amount	GL Date	Payment Amount

Description:

Accounting: Unprocessed

Buttons: Invoice Overview, Actions... 1, Enter/Adjust Invoices, Payment Overview

Single Payment Workbench

After recording the header information , select the invoices by clicking on “Enter And Adjust invoices” as in 11i ,and save your record.

Payments (EC12 PAYABLES SUPER USER)

Select Invoices (EC12 PAYABLES SUPER USER) - FCI OPERATING UNIT, 722, FA&CAO E.RAILWAY

Payment Amount: 500.00
Total: 500.00

Invoice Number	Payment Amount	Discount Amount	Unpaid Amount	Discount Available []
test-ng-25-1	500.00	0.00	500.00	0.00

Process Profile: []
Batch Name: []

Payment Amount []

Interest Invoice
Number: []
Amount: []

Invoice Overview

Accounting: Unprocessed

Actions... 1 Enter/Adjust Invoices Payment Overview

Single Payment Workbench

For accounting the payments , click on actions tab , and select Create Accounting , which will offer you two options as on Invoice Workbench :

Final : Sending the accounting to GL

Final Post : Sending the accounting of this record to GL and posting it in GL as well.

The screenshot displays the SAP Payments Workbench interface. At the top, a table lists payment details:

Type	Bank Account	Payment Document	Document Num	Payment Date	Payment Amount	Payment Process Profil	Batch Name
Quick	EC12_PETTY_CAS	EC12_PETTY CASH1	722	25-JUL-2016	500.00	FCI Payment Process F	Quick Payment

Below this, a detailed view of a payment record is shown:

Number	Date	Amount	GL Date
test-ng-25-1	25-JUL-2016	500.00	25-JUL-2016

The 'Payment Actions' dialog box is open, showing the following options:

- Create Accounting
- Final (circled in red)
- Final Post
- Print Remittance Advice (Program:)
- Reissue (Payment Date: , Payment Rate: , New Paper Document Num: , Voucher Num:)
- Initiate Stop (Date:)
- Void (Date:)

The process of voiding the payment from payment workbench remains the same as in 11i , using the void option shown above.

Single Payment Workbench

Accounting will be created successfully , and the Tools >> View Accounting Tab will offer you all the information of this transaction sent to GL

The screenshot displays the 'Single Payment Workbench' interface. The main window shows a table of payments with columns for Type, Bank Account, Payment Document, Document Number, Document Date, Document Amount, Payment Process Profile, and Batch Name. A payment entry is visible with Type 'Quick', Bank Account 'EC12_PETTY_CAS', and Payment Document 'EC12_PETTY CASH1'. Below the table, there are fields for Number ('test-ng-25-1') and Date ('25-JUL-2016').

Overlaid on the main window is a 'Payment Actions' dialog box. It contains the following options:

- Create Accounting
- Final
- Final Post
- Print Remittance Adv
- Reissue
- Initiate Stop
- Void

There are also input fields for 'New Paper Document Num', 'Voucher Num', 'Date', 'Date', 'GL Date', and a dropdown for 'Invoice Action' set to 'None'.

A 'Note' dialog box is also overlaid, displaying the message: 'Accounting has been successfully created for this transaction.' with an 'OK' button.

At the bottom of the main window, there are buttons for 'Invoice Overview', 'Accounting Unprocessed', and 'Payment Overview'. An 'Actions... 1' button is located at the bottom left of the main window.

Single Payment Workbench

The information will look like the below snap. You get the benefit of viewing the full GL journal entry sitting in Payables., which was not there in 11i.

Subledger Journal Entry Lines
 Personalize Query: (QueryRN)

Advanced Search

Personalize "Advanced Search"
 Personalize Advanced Search: (AdvancedSearchRN)
 Specify parameters and values to filter the data that is displayed in your results set.

Show table data when all conditions are met.
 Show table data when any condition is met.

Ledger is
 Balancing Segment is
 Natural Account Segment is
 GL Date is

Add Another

Personalize Flow Layout: (QueryResultRN)
 Personalize "Journal Entry Lines"

Select Subledger Journal Entry Line: |

Select	Ledger <input type="text"/>	Account <input type="text"/>	AccountDescription <input type="text"/>	GL Date <input type="text"/>	Accounting Class <input type="text"/>	Accounted DR <input type="text"/>	Accounted CR <input type="text"/>
<input checked="" type="radio"/>	FCL_SOB	EC12.0000000.4511.0000.0000.0000.0000	BHAGALPUR.Default.Cash in Hand.Default.Default.Default.Default	25-Jul-2016	Cash		500.00
<input type="radio"/>	FCL_SOB	EC12.0000000.1401.0000.0000.0000.0000	BHAGALPUR.Default.Sundry Creditors for Good.Default.Default.Default.Default	25-Jul-2016	Liability	500.00	

Single Payment Workbench

Your Journal in GL will have this much volume of information now, which will make identification of every single entry very convenient for you.

Subledger Journal Entry

Personalize Table Layout: (JeHeaderTableLayout) View T-Account View Supporting References

Ledger	FCI_SOB	Category	Payments
Journal Entry Status	Final	Completion Date	25-Jul-2016 12:58:21
Balance Type	Actual	Journal Entry Type	Standard
GL Date	25-Jul-2016	Description	Payment Created , Payment Document Sequence Name: EC12 PAY 1617 , Payment Document Sequence Number: 4 , Payment Number: 722 , Payment Date: 25-JUL-16 , Bank Name: EC12_PETTY_CASH , Payment Currency Code INR

Personalize "Transaction Information"

Transaction Information

Bank Name	EC12_PETTY_CASH	Bank Branch Name	EC12_PETTY_CASH
Bank Account Number	EC12_PETTY_CASH	Document Number	722
Payment Document Name	EC12_PETTY_CASH1	Currency	INR
Payment Method	CHECK	Void Date	
Payment Amount	500	Party Name	FA&CAO E.RAILWAY
Document Sequence Name	EC12 PAY 1617		
Document Sequence Number	4		

▶ Show Additional Information

Lines

Personalize "Lines"
Personalize "Journal Entry Lines"

Export

Details	Number	Account	Accounting Class	Entered Currency	Entered DR	Entered CR	Accounted DR (INR)	Accounted CR (INR)	Supporting References
▶	1	EC12.0000000.1401.0000.0000.0000.0000	Liability	INR	500.00		500.00		☞
▶	2	EC12.0000000.4511.0000.0000.0000.0000	Cash	INR		500.00		500.00	☞

Accounted Amounts

Personalize "Accounted Amounts"

Accounted DR (INR) 500.00	Accounted CR (INR) 500.00
---------------------------	---------------------------

Single Payment Workbench (Split Schedule Option)

Splitting payments of invoices works similar to 11i, and has no variation, you just need to create different schedules as required and pay accordingly.

Invoice Workbench (EC12 PAYABLES SUPER USER)

Batch Control Total Batch Actual Total

FCI INVOICES

	PO Number	Trading Pa	Supplier Num	Supplier Site	Invoice Date	Invoice Num	Invoice	Invoice Amount	Tax Amount	Withheld Amount
d		FA&CAO E	EC12_201	EC12_KOLK	25-JUL-2016	Test-np-251	INR	10000.00	0.00	

1 General 2 Lines 3 Holds 4 View Payments **5 Scheduled Payments** 6 View Prepayment Applications

Hold	Hold Reason	Due Date	Gross Amount	Currency	Priority	Method	Remit-To Supplier Name	Site	Remit-To B: Number
<input type="checkbox"/>		25-JUL-2016	5000.00	INR	99	Check			
<input checked="" type="checkbox"/>		26-JUL-2016	5000.00	INR	99	Check			
<input type="checkbox"/>									
<input type="checkbox"/>									

Payment Schedule

Amount Remaining	5000.00
Discount Amount Remaining	0.00
Gross Amount	INR 5000.00

Invoice

Amount Paid	0.00	Invoice Amount	INR 10000.00
		Gross Amount Total	10000.00

Split Schedule (G) Pay... 1

Actions... 1 Calculate Tax Tax Details Corrections Quick Match Match All Distributions

Single Payment Workbench (Pay in Full Option)

To instant pay the invoice fully, use the pay in full option of Action Tab , as in 11i.

The screenshot displays the 'Single Payment Workbench' interface. The main window is titled 'Invoice Workbench (EC11 PAYABLES SUPPLIER)'. It features a 'Batch Control Total' field at the top left. Below it, there's a section for 'FCI INVOICES' with a table containing 'Operating Unit' and 'Document Category'. The first row is highlighted, showing 'FCI OPERATING UN' and 'EC11_Others'. A 'Summary' section is visible on the left, listing various financial items like 'Items', 'Retainage', 'Prepayments Applied', 'Withholding', 'Subtotal', 'Tax', 'Freight', 'Miscellaneous', and 'Total'. The 'Invoice Actions' dialog box is open in the center, listing several actions with checkboxes: 'Validate', 'Validate Related Invoices', 'Cancel Invoices', 'Apply/Unapply Prepayment...', 'Pay in Full...' (which is checked), and 'Create Accounting'. Below these are radio buttons for 'Final' and 'Final Post', and checkboxes for 'Force Approval', 'Initiate Approval', 'Stop Approval', and 'Release Holds'. There are also input fields for 'Hold Name', 'Release Name', 'Release Reason', 'Printer', 'Sender Name', and 'Sender Title'. At the bottom of the dialog are 'OK' and 'Cancel' buttons. The background interface shows an 'Actual Total' field, a 'Liability Account' dropdown, and a 'View Prepayment Applications' button. The status bar at the bottom includes 'Actions... 1', 'Calculate Tax', 'Match', and 'All Distributions'.

Single Payment Workbench (Pay in Full Option)

Payment will be created the same ways as in 11i.

Payments (EC11 PAYABLES SUPER USER) - Pay in Full

Payments

Type	Bank Account	Payment Document	Document Num	Payment Date	Payment Amount	[]	Payment Process Profile	Batch Name
Quick	EC11_1090118687	EC11_SBIEX_RD3	632658	25-JUL-2016	500.00		FCI Payment Process F	Quick Payment

Number	Date	Amount	GL Date	Payment Amount	[]
test-np-3	25-JUL-2016	500.00	25-JUL-2016	500.00	

Description

Invoice Overview

Accounting Unprocessed

Actions... 1 Enter/Adjust Invoices Payment Overview

Agenda

- Processes From AP
- Supplier Workbench
- Invoice Workbench
 - Other Invoice Creation along with Tax application
 - Goods Purchase invoices creation
 - Automatic Invoice Creation (AP – AP, AP – AR)
 - Single payment workbench
 - **Prepayment and its application**
 - Credit Memo creation and application
- Payment Batch Processing
- Key Changes in R12
- New/Changed Reports in R12 (if any)
- Frequently Asked Questions
- Questions?
- Hands-On



Prepayment Invoice and its application

Enter the mandatory fields at invoice header, invoice line. In invoice distribution window, amount ,GL Date and account would be auto populated from the invoice header and invoice line level.

Save the form

Validate and get the invoice approved.

Once invoice is approved, make the payment of the invoice.

After prepayment invoice is paid , prepayment invoice is applied to the standard invoice ,by clicking on actions tab apply/unapply prepayment

Prepayment Invoice and its application

Invoice created with type as Prepayment .

Invoice Workbench (HA11 PAYABLES SUPER USER)

Batch Control Total Batch Actual Total

FCI INVOICES

Operating Unit	Document Category Name	Type	Voucher Number	Trading Pa	Supplier Num	Supplier Site	Invoice Date	Invoice
FCI OPERATING UN	HA11_Others	Prepayment	206	HA11_TES	HA112345R	HA11_SHEE	21-JUL-2016	TEST_

1 General 2 Lines 3 Holds 4 View Payments 5 Scheduled Payments 6 View Prepayment Applications

FCI INVOICE LINES

Total
Gross Retained Net

Num	Type	Amount	Quantity Invoiced	UOM	Unit Price	Description	GL Date	Distribution Set
1	Item	1000.00					21-JUL-2016	

Discard Line 1 Distributions Allocations

Actions... 1 Calculate Tax Tax Details Corrections Quick Match Match All Distributions

Prepayment Invoice and its application

Validation and approval done from Super user responsibility .

The screenshot displays the SAP Invoice Workbench interface. A modal dialog titled "Invoice Actions" is open, allowing a user to perform various actions on an invoice. The dialog includes the following options:

- Validate**
- Validate Related Invoices
- Cancel Invoices
- Apply/Unapply Prepayment...
- Pay in Full...
- Create Accounting
- Final
- Final Post
- Force Approval**
- Initiate Approval
- Stop Approval
- Release Holds
- Print Notice

Below these options are input fields for:

- Hold Name
- Release Name
- Release Reason
- Printer
- Sender Name
- Sender Title

At the bottom of the dialog are "OK" and "Cancel" buttons.

The background interface shows the "FCI INVOICES" table with the following data:

Operating Unit	Document Category
FCI OPERATING UN	HA11_Others
FCI OPERATING UN	HA11_Others
FCI OPERATING UN	HA11_Others

The "FCI INVOICE LINES" table shows one line:

Num	Type	Amount	Quantity
1	Item	1000.00	

Other visible elements include the "Actual Total" field, a table with columns "Supplier Site", "Invoice Date", and "Invoice", and buttons for "View Prepayment Applications", "Net 1000.00", "Distributions", "Allocations", "Match", and "All Distributions".

Prepayment Invoice and its application

Payment done normally , via internal bank account , so that the prepayment becomes available for application.

Payments (HA11 PAYABLES SUPER USER) - Pay in Full

Payments

Type	Bank Account	Payment Document	Document Num	Payment Date	Payment Amount	[]	Payment Process Profile	Batch Name
Quick	HA11_3000944739	HA11_RTGS	10000020	21-JUL-2016	1000.00		FCI Payment Process F	

Number	Date	Amount	GL Date	Payment Amount	[]

Description

Invoice Overview

Accounting Unprocessed

Actions... 1 Enter/Adjust Invoices Payment Overview

Prepayment Invoice and its application

Click on the actions tab , and check the Apply/Unapply Prepayment option to apply it to any invoice. Same as in 11i, it will show you the list of invoices , on which this prepayment application can be done.

The screenshot displays the 'Apply/Unapply Prepayments' window in Oracle Financials. The window title is 'Apply/Unapply Prepayments (HA11 PAYABLES SUPER USER) - FCI OPERATING UNIT, TEST_0010, HA11_TEST_AUTO1'. The interface is divided into several sections:

- Batch Control Total:** A field for entering the total amount.
- FCI INVOICES:** A table with columns for 'Operating Unit' and 'Document Category Name'. The first row shows 'FCI OPERATING UN' and 'HA11_Others'.
- FCI INVOICE LINES:** A table with columns for 'Num', 'Type', 'Amount', and 'Quantity Invoice'. The first row shows '1', 'Item', '1000.00', and an empty cell.
- Summary:** 'Prepayment Amount' is 1000.00 and 'Prepayment Amount Remaining' is 0.00.
- Apply Table:** A table with columns: 'Apply', 'Amount To Apply', 'GL Date', 'Invoice Number', 'Amount Unpaid', 'Amount of Included Tax', 'Site', and 'Print'. It lists several invoices with their respective amounts and sites.
- Existing Prepayment Applications:** A table with columns: 'Unapply', 'Item Amount Applied', 'Tax Amount Applied', 'GL Date', 'Invoice Number', 'Prepayment Line Num', and 'Site'. It shows two existing applications.
- Buttons:** 'Invoice Overview' and 'Apply/Unapply' buttons are located at the bottom right.

Operating Unit	Document Category Name
FCI OPERATING UN	HA11_Others

Num	Type	Amount	Quantity Invoice
1	Item	1000.00	

Apply	Amount To Apply	GL Date	Invoice Number	Amount Unpaid	Amount of Included Tax	Site	Print
<input type="checkbox"/>			1234432	1000.00		HA11_SHEENAM	<input type="checkbox"/>
<input type="checkbox"/>			1234512	300.00		Test Name	<input type="checkbox"/>
<input type="checkbox"/>			201478	5000.00		HA11_SHEENAM	<input type="checkbox"/>
<input type="checkbox"/>			2344	750.00		Test Name	<input type="checkbox"/>
<input type="checkbox"/>			32442	550.00		HA11_34	<input type="checkbox"/>
<input type="checkbox"/>			3344	350.00		HA11_SHEENAM	<input type="checkbox"/>

Unapply	Item Amount Applied	Tax Amount Applied	GL Date	Invoice Number	Prepayment Line Num	Site
<input type="checkbox"/>	750.00		21-JUL-2016	123	1	HA11_SHEENAM
<input type="checkbox"/>	250.00		21-JUL-2016	1234512	1	Test Name

Agenda

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Credit Memo creation and its application

Supplier representing a credit for goods or services purchased, creates credit memo type of invoices in payables, with negative balance. The process remains the same, creating invoice with type as “Credit Memo” and invoice amount as negative balance.

Just a slight change of recording the same information at line level also.

The screenshot displays the SAP Invoice Workbench interface for creating a Credit Memo. The main window shows the 'FCI INVOICES' table with the following data:

Operating Unit	Document Category Name	Type	Voucher Number	Trading Pa	Supplier Num	Supplier Site	Invoice Date	Invoice
FCI OPERATING UN	HA11_Others	Credit Memo	211	JAGRITI VI	HA11-0679	NEW DELHI	25-JUL-2016	TEST-

Below this, the 'FCI INVOICE LINES' table is shown with a total Gross of -5000.00 and Net of -5000.00. A single line is visible:

Num	Type	Amount	Quantity Invoiced	UOM	Unit Price	Description	GL Date	Distribution
1	Item	-5000.00					25-JUL-2016	

A 'Distributions' window is open, showing the distribution details for Line Number 1:

Num	Type	Amount	GL Date	Account	Description	Incor
1	Item	-5000.00	25-JUL-2016	HA11.0000000.2161.0000.3456		

A red speech bubble points to the distribution window with the text: "Distribution remains the same as in 11i".

Credit Memo creation and its application

Validate and approve the invoice and for application, move to payment workbench , on which you will have to adjust the credit memo with any standing invoice by using the Enter/Adjust Invoices Option , and save your work.

The screenshot displays the SAP Payments workbench interface. The main window is titled "Payments (HA11 PAYABLES SUPER USER)". It features a table with columns for Status, Status Date, Supplier, Supplier Num, and Supplier Site. The first row shows a negotiable invoice from JAGRITI VIRMANI, dated 25-JUL-2016, with supplier number HA11-0679 and site NEW DELHI.

An overlay dialog box titled "Select Invoices (HA11 PAYABLES SUPER USER) - FCI OPERATING UNIT, 1, JAGRITI VIRMANI" is open. It contains a table with the following data:

Invoice Number	Payment Amount	Discount Amount	Unpaid Amount	Discount Available []
TEST-CM_1	-5000.00	0.00	-5000.00	0.00
test-si-1	5000.00	0.00	5000.00	0.00

The dialog also includes fields for "Payment Amount" (0.00) and "Total" (0.00), and a checked checkbox. At the bottom of the dialog, there are fields for "Interest Invoice Number" and "Amount", and an "Invoice Overview" button.

At the bottom of the main window, there are three buttons: "Actions... 1", "Enter/Adjust Invoices" (circled in red), and "Payment Overview".

Agenda

- Processes From AP
 - Supplier Workbench
 - Invoice Workbench
 - Payment Batch Processing
 - Payment batch
 - Payment Manger Home
 - Payment Template
 - PPR creation
- Key Changes in R12
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1.Payment Batch

In R12, process of the payment batch is changed and moved on to a very user friendly interface and below are the few listed features which are added in R12

11i

- There was no provision for the template creation for the payment batch.
- No information could be imparted as how much cash would be required for the payment of the invoices.
- There was no provision of how the validation failures would be handled in the payment batch

R12

- Template can be created once which will record all the necessary information required for payment batch creation and template can be used repeatedly for creation of the payment batches thus saving the time in re-keying the frequently used information
- There is a report “Cash Requirement Report” which can forecast immediate cash needs for invoice payments and which can be further submitted before submitting “payment process request” to determine cash requirement of that request.
- If any invoice or payment fails the document validation then how the payment batch will be dealt i.e the entire payment batch is reject or the invoices which have failed the validation are removed from the request.

Agenda

- Processes From AP
 - Supplier Workbench
 - Invoice Workbench
 - Payment Batch Processing
 - Payment batch
 - Payment Manger Home
 - Payment Template
 - PPR creation
- Key Changes in R12
 - In Invoice Workbench
 - In Payment Workbench
 - In Supplier & Site
- New/Changed Reports in R12 (if any)
- Frequently Asked Questions
- Questions?



Hands-On

Payment Manager Home

- Payment Process Request
 - **Template Creation**
 - Scheduled payment Selection Criteria
 - Payment Attribute
 - Process Automation
 - Validation Failure Results
 - **PPR Creation**
 - Scheduled Payment Selection Criteria
 - Payment Attribute
 - Process Automation
 - Validation Failure Results
 - Additional Information

Payment Manager Home

Following are the tabs introduced on payment batch page

➤ Shortcuts

- Submit Cash Requirement Report
- Create Template
- Submit Payment Process Request
- Create Printed Payment Instructions
- Review Completed Payments
- Stop or Void Payments

➤ Concurrent Requests

- Submit a request

➤ Payables Dashboard

ORACLE Payables

Home Templates Payment Process Requests Payment Instructions Payments

Payments Dashboard

Today's Payment Process Requests

Need Action	Program Errors	Processing	User Terminated	Completed	Total
7	0	22	0	0	29

Refresh Status

Search

Template

Go

Shortcuts

- Submit Cash Requirements Report
- Create Template
- Submit Single Payment Process Request
- Create Printed Payment Instructions
- Review Completed Payments
- Stop or Void Payments

Concurrent Requests

- Submit a Request

Logged In As HA11_SHEENAM_TCS

Agenda

- Processes From AP
 - Supplier Workbench
 - Invoice Workbench
 - Payment Batch Processing
 - Payment batch
 - Payment Manger Home
 - **Payment Template**
 - PPR creation
- Key Changes in R12
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Template Creation(Header Information)

- Template creation in payment batch eases the batch creation as this minimizes the re-keying frequently used values.
- Template Name is the mandatory field on template header information and first four characters of the template must begin with user's unit.

[Please refer the below screenshot for a better understanding on this](#)

Create Payment Process Request Template

* Indicates required field

Name: HA11_TEST_0076
Description:
User: HA11_SHEENAM_TCS
End Date:
(example: 23-Jul-2016)

Scheduled Payment Selection Criteria | Payment Attributes | Process Automation | Validation Failure Results

Number of Pay From Days:
* Additional Pay Through Days: 0
Payment Priority High: 1
Payment Priority Low: 99
(1 is highest priority, and 99 is lowest)
Supplier Type:
Payment Method:
 Include Zero Amount

Pay Groups | Legal Entities

Values: All Specify

Pay Group	Remove
HA11_SALARY	
HA11_PAYROLL	
HA11_EMP_SAL	

Legal Entity Name	Remove
FOOD CORPORATION OF INDIA LEGAL ENTITY	

Payment Currencies | Operating Units

Values: All Specify

Code	Currency Name	Remove
INR	Indian Rupee	

Operating Unit	Remove
FCI OPERATING UNIT	

Template Creation(Scheduled Payment Selection Criteria)


- Information recorded on this tab provides the basis for selection of the invoices for the payments which includes additional pay through days , pay group(which will always be of logged in user's unit),legal entity, currency, operating unit.

Please refer the below screenshot for a better understanding on this

Create Payment Process Request Template



* Indicates required field

Cancel Apply




* Name: HA11_TEST_0076 End Date: 
 Description: (example: 23-Jul-2016)
 User: HA11_SHEENAM_TCS

Scheduled Payment Selection Criteria **Payment Attributes** **Process Automation** **Validation Failure Results**


Number of Pay From Days:

* Additional Pay Through Days: Payment Method: 
 Payment Priority High: Include Zero Amount
 Payment Priority Low: (1 is highest priority, and 99 is lowest)
 Supplier Type: 


Pay Groups Values: All Specify

Pay Group	Remove
HA11_SALARY	
HA11_PAYROLL	
HA11_EMP_SAL	


Legal Entities Values: All Specify

Legal Entity Name	Remove
FOOD CORPORATION OF INDIA LEGAL ENTITY	

Payment Currencies Values: All Specify

Code	Currency Name	Remove
INR	Indian Rupee	

Operating Units Values: All Specify

Operating Unit	Remove
FCI OPERATING UNIT	

Template (Payment Attributes)

This tab contains all the relevant information of the disbursement bank accounts like disbursement bank account, payable document, payment process profile along with the payment date.

Please refer the below screenshot for a better understanding on this

The screenshot shows the Oracle Payables interface for creating a payment process request template. The top navigation bar includes 'ORACLE Payables', a user profile 'Logged In As HA11_SHEENAM_TCS', and various utility icons. The main menu has tabs for 'Home', 'Templates', 'Payment Process Requests', 'Payment Instructions', and 'Payments'. The current page is titled 'Create Payment Process Request Template' and includes a 'Cancel' and 'Apply' button at the top right. A note indicates that an asterisk (*) denotes a required field. The form fields are as follows:

- Name: HA11_TEST_0076
- Description: (empty)
- User: HA11_SHEENAM_TCS
- End Date: (empty) with a calendar icon and example text '(example: 23-Jul-2016)'. A 'Cancel' and 'Apply' button are located to the right of this field.

The 'Payment Attributes' tab is selected, showing the following fields:

- Payment Date: Same as Request Date, Extra Days (with a numeric input field)
- Disbursement Bank Account: (dropdown menu)
- Payment Document: (dropdown menu)
- Payment Process Profile: (dropdown menu)
- Payment Exchange Rate Type: \$spot (dropdown menu)

'Cancel' and 'Apply' buttons are located at the bottom right of the form area.

Template(Process Automation)

On this tab how the payment instruction is processed is specified which also includes

Immediate Payment Instruction Creation: Payment instruction will be created immediately after the payment process request is complete

Scheduled Payment Instruction Creation: In this scenario, Payment Instructions will be created after request is submitted for the “Create Printed Payment Instructions”.

[Please refer the below screenshot for a better understanding on this](#)

The screenshot displays the Oracle Payables interface for creating a payment process request template. The top navigation bar includes 'ORACLE Payables', a home icon, a clock, a star, a gear, a notification bell with a red '0', and the user 'Logged In As HA11_SHEENAM_TCS'. The main menu has tabs for 'Home', 'Templates', 'Payment Process Requests', 'Payment Instructions', and 'Payments'. The current page is titled 'Create Payment Process Request Template' and includes a note: '* Indicates required field'. The form fields are: Name (HA11_TEST_0076), End Date (empty), Description (empty), and User (HA11_SHEENAM_TCS). Below these are tabs for 'Scheduled Payment Selection Criteria', 'Payment Attributes', 'Process Automation', and 'Validation Failure Results'. The 'Process Automation' tab is active, showing two checked options: 'Stop Process for Review After Scheduled Payment Selection' and 'Stop Process for Review After Creation of Proposed Payments'. The 'Create Payment Instructions' dropdown is set to 'Initiate When Payment Process Request is Complete'. 'Cancel' and 'Apply' buttons are present at the top right and bottom right of the form area.

Template(Validation Failure results)

Validations are performed on the payment documents . In this sub tab, you specify the processing instructions for handling failures during validations further how the documents removed from the payment process request i.e.

- Just the document that are failed
- All the documents for the payee
- All the documents are rejected in the payment process request.

[Please refer the below screenshot for a better understanding on this](#)

The screenshot shows the Oracle Payables interface for creating a payment process request template. The user is logged in as HA11_SHEENAM_TCS. The 'Validation Failure Results' tab is selected, showing instructions and dropdown menus for handling validation failures.

ORACLE Payables | Home | **Templates** | Payment Process Requests | Payment Instructions | Payments | Logged In As HA11_SHEENAM_TCS

Create Payment Process Request Template

* Indicates required field

* Name
 Description
 User
End Date (example: 23-Jul-2016)

Scheduled Payment Selection Criteria | **Payment Attributes** | **Process Automation** | **Validation Failure Results**

When withholding at payment time is on, the system rejects all the invoices for a payee in the request or rejects the entire request if there is any validation failure based on payment option.

Document
Payment

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Agenda

- Processes From AP
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 - Payment batch
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 - Payment Template
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- New/Changed Reports in R12 (if any)
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PPR (Payment Process Request) Creation

- Once template, is created the same template can be used while creating the payment attributes .All the attributes will be defaulted from the template created
- Additionally while creating the payment batches under additional information tab context information whether a check or electronic which was added in DFF in 11i will have to be added in the tab(Additional information)

[Please refer the below screenshot for a better understanding on this](#)

The screenshot displays the Oracle Payables interface for creating a Payment Process Request (PPR). The page title is "Submit Payment Process Request". The breadcrumb navigation includes "Home", "Templates", "Payment Process Requests", "Payment Instructions", and "Payments". The user is logged in as "HA11_SHEENAM_TCS".

Key fields and options visible in the form:

- Payment Process Request Name:** Ha11_TEST_0098
- Use Template:** HA11 TEMP 8055 (with a search icon)
- Scheduled Payment Selection Criteria:** Includes tabs for "Payment Attributes", "Processing", "Validation Failure Results", and "Additional Information".
- Additional Information Tab:** Contains a "Context" dropdown menu with "Check" and "Electronic" options, and a "Reference" text field.

Buttons for "Cancel" and "Submit" are present at the top right and bottom right of the form area.

PPR Creation (Contd..)

- Once the payment process request is submitted, the status of the payment process request can be reviewed from the payment process request page.
- After the request is submitted status of the request is Invoice Pending Review wherein the invoices can be reviewed which are selected for the payment further invoices can be added or removed from the request

ORACLE Payables | Home | Logout | Star | Settings | Notifications (0) | Logged In As HA11_SHEENAM_TCS

Payment Process Requests

Save Search

Search

Note that the search is case insensitive

Payment Process Request: Status:

Payment Date: Created Date: 25-Jul-2016
(example: 25-Jul-2016)

Go Clear Advanced Search Views

Submit Single Request

Details	Payment Process Request <input type="text"/>	Created Date <input type="text"/>	Payment Date <input type="text"/>	Selected Scheduled Payments <input type="text"/>	Rejected Scheduled Payments <input type="text"/>	Payments Recorded <input type="text"/>	Payment Process Request Status <input type="text"/>	Start Action	Terminate
>	HA11_TEST_0026	25-Jul-2016	25-Jul-2016	3		No	Invoices Pending Review		

Refresh Status

Save Search

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PPR Creation(Contd..)

On clicking on the start action when the status of the invoice is Invoice Pending Review, invoices which are selected for the payment will appear and further invoices can be added or removed from the payment process request. After invoices are reviewed , payment process request is submitted .

Please refer the below screenshot for a better understanding on this

Payment Process Request: Selected Scheduled Payments

Click the Calculate button to see new calculations and totals.

Cancel Terminate Request Calculate Save Submit Save Search

Payment Process Request: HA11_TEST_0026

Payment Date: 25-Jul-2016

User: HA11_SHEENAM_TCS

Selected Scheduled Payments: 3

Scheduled Payments Missing Rates: 0

View Unselected
Update Rates

Current Estimated Currency Totals

Payment Currency	Selected Scheduled Payments	Amounts Remaining	Withheld Amounts	Discounts	Payment Amounts	Interest Due	Total Amounts Payable
INR	3	87247.00	0.00	0.00	87247.00		87247.00

Search Selected Scheduled Payments

Note that the search is case insensitive Advanced Search

Payee

Pay Curr

Document Number

Amount Remaining

Go Clear

Select Scheduled Payments: Remove from Request Add Scheduled Payments | Refresh

Select All | Select None

Select	Details	Trading Partner	Payee	Document Number	Due Date	Payment Currency	Amount Remaining	Withheld Amount	Discount Taken	Payment Amount	Interest Due	Total Amount Payable
<input type="checkbox"/>	>	MAHESH CHAND (SN080370C)	MAHESH CHAND (SN080370C)	201410883265	30-Oct-2014	INR	17138.00		0.00	17138.00		17138.00
<input type="checkbox"/>	>	T R BANDYOPADHYAY (SH069400C)	T R BANDYOPADHYAY (SH069400C)	201406199167	02-Jul-2014	INR	31074.00		0.00	31074.00		31074.00
<input type="checkbox"/>	>	SHANTI LAL (SN012465C)	SHANTI LAL (SN012465C)	201311912320	27-Nov-2013	INR	39035.00		0.00	39035.00		39035.00

PPR Creation(Contd..)

After invoices are reviewed and further payment process request is submitted status of the payment process request will change to “Pending Proposed Payment Review” wherein proposed payments can be reviewed and payments can also be removed from the request.

[Please refer the below screenshot for a better understanding on this](#)

ORACLE Payables | Home | Clock | Star | Gear | Bell (0) | Logged In As HA11_SHEENAM_TCS

Payment Process Requests

Save Search

Search

Note that the search is case insensitive

Payment Process Request Status

Payment Date Created Date

(example: 25-Jul-2016)

Go Clear

Advanced Search Views

Submit Single Request | . . . ⚙️

Details	Payment Process Request	Created Date	Payment Date	Selected Scheduled Payments	Rejected Scheduled Payments	Payments Recorded	Payment Process Request Status	Start Action	Terminate
>	HA11_TEST_0026	25-Jul-2016	25-Jul-2016	3		No	Pending Proposed Payment Review		

Refresh Status

Save Search

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PPR Creation(Contd..)

After proposed payments are reviewed and payment process request is submitted . Status of the payment process request is changed to “Formatting” and this particular status generates the payment instruction file which can be viewed by clicking on payment process request.

[Please refer the below screenshot for a better understanding on this](#)

The screenshot displays the Oracle Payables interface for 'Payment Process Requests'. The search criteria are as follows:

Field	Value
Payment Process Request	HA11_TEST_0026
Status	Formatting
Created Date	25-Jul-2016

Details	Payment Process Request	Created Date	Payment Date	Selected Scheduled Payments	Rejected Scheduled Payments	Payments Recorded	Payment Process Request Status	Start Action	Terminate
>	HA11_TEST_0026	25-Jul-2016	25-Jul-2016	3		No	Formatting		

PPR Creation(Contd..)

After clicking on the payment process request following page will appear wherein related payment instructions and rejected and removed items can also be checked.

[Please refer the below screenshot for a better understanding on this](#)

ORACLE Payments | Home | Templates | **Payment Process Requests** | Payment Instructions | Payments

Payment Process Requests >

Payment Process Request: HA11_TEST_0026

Source Product Reference: HA11_TEST_0026
 Related Payment Instructions: 1

Status: Payments Initiated: 0
 Failed Payments: 0

Submission Details

Product: Payables
 Date: 25-Jul-2016
 User: HA11_SHEENAM_TCS

Payment Process Profile: FCI Payment Process Profile
 Internal Bank Account: HA11_30009447399
 Process Type: Standard

Additional Information

Payment and Document Summary

Currency Code	Currency Name	Payments	Documents	Total Amount
INR	Indian Rupee	3	3	87247.00
Total		3	3	

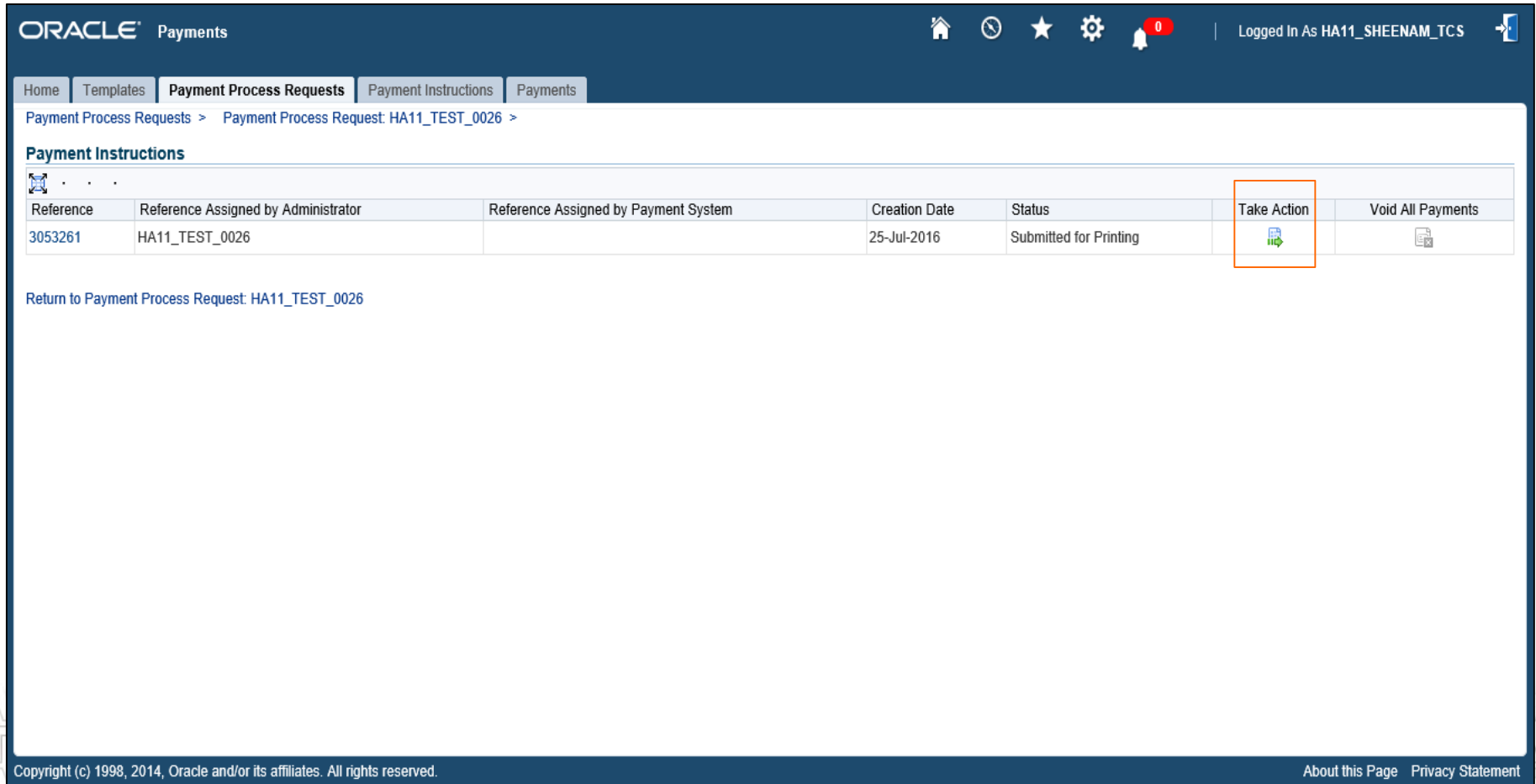
Payments

Select	Organization	Type	Trading Partner	Payee	Payment Reference Number	Paper Document Number	Amount	Curr	Date
<input type="radio"/>	FCI OPERATING UNIT	Operating Unit	SHANTI LAL (SN012465C)	SHANTI LAL (SN012465C)	116	10000029	39035.00	INR	25-Jul-2016
<input type="radio"/>	FCI OPERATING UNIT	Operating Unit	T R BANDYOPADHYAY (SH069400C)	T R BANDYOPADHYAY (SH069400C)	115	10000028	31074.00	INR	25-Jul-2016
<input type="radio"/>	FCI OPERATING UNIT	Operating Unit	MAHESH CHAND (SN080370C)	MAHESH CHAND (SN080370C)	114	10000027	17138.00	INR	25-Jul-2016



PPR Creation(Contd..)

On the payment instruction page all the related information of the payments is compiled . Further from payment instruction page, checks are submitted for printing.

[Please refer the below screenshot for a better understanding on this](#)



The screenshot displays the Oracle Payments interface. At the top, the header includes the Oracle logo, the word 'Payments', and navigation icons (home, refresh, star, settings, notifications). The user is logged in as 'HA11_SHEENAM_TCS'. Below the header, there are tabs for 'Home', 'Templates', 'Payment Process Requests', 'Payment Instructions', and 'Payments'. The 'Payment Process Requests' tab is active, showing a breadcrumb trail: 'Payment Process Requests > Payment Process Request: HA11_TEST_0026 >'. Underneath, the 'Payment Instructions' section is titled. A table lists payment instructions with columns: Reference, Reference Assigned by Administrator, Reference Assigned by Payment System, Creation Date, Status, Take Action, and Void All Payments. A single row is visible with Reference '3053261', Reference Assigned by Administrator 'HA11_TEST_0026', Creation Date '25-Jul-2016', and Status 'Submitted for Printing'. The 'Take Action' column for this row contains a printer icon, which is highlighted by an orange rectangular box. Below the table, there is a link: 'Return to Payment Process Request: HA11_TEST_0026'. The footer of the page contains the copyright notice 'Copyright (c) 1998, 2014, Oracle and/or its affiliates. All rights reserved.' and links for 'About this Page' and 'Privacy Statement'.

Reference	Reference Assigned by Administrator	Reference Assigned by Payment System	Creation Date	Status	Take Action	Void All Payments
3053261	HA11_TEST_0026		25-Jul-2016	Submitted for Printing		

PPR Creation(Contd..)

- After the payment instructions are submitted for printing, record print status is the final step for the completion of the payment process request.
- On clicking on the record print status the further page will appear for confirmation of the payment documents for the payment batch.

The screenshot displays the Oracle Payments interface for a specific Payment Instruction (3053261). The interface includes a navigation bar with tabs for Home, Templates, Payment Process Requests, Payment Instructions, and Payments. The 'Payment Instructions' tab is active, showing details for the instruction 3053261. Two buttons, 'Reprint' and 'Record Print Status', are highlighted with a red box. Below the instruction details, there are sections for 'Payment Summary', 'Process Information', 'Reporting', and 'Creation Details', each containing various data points and tables.

Payment Instruction: 3053261

Reference Assigned by Administrator: 3053261
 Reference: HA11_TEST_0026
 Creation Date: 25-Jul-2016

Processing Type: Printed
 Status: Submitted for Printing
 Comments:

Payment Summary

Currency Code	Currency Name	Payments	Total Amount
INR	Indian Rupee	3	87247.00
Total		3	

Process Information

Process Type: Standard
 Payments Complete: No

Reporting

Separate Remittance Advice Created: No
 Regulatory Report Created: No
 Positive Pay File Created: No

Creation Details

Payment Process Profile	FCI Payment Process Profile	Payment Currency	HA11_30009447399
Processing Type	Printed	Internal Bank Account	
Payment Instruction Format	Standard Check Format	Payment Process Request	
Payment System		Source Product	
Transmission Protocol		Payment Function	Payables Disbursements
Legal Entity	FOOD CORPORATION OF INDIA LEGAL ENTITY	Payment Reason	
Organization	FCI OPERATING UNIT	Maximum Payment Instruction Amount	
Creation Type	Operating Unit	Maximum Number of Payments	

PPR Creation(Contd..)

Payment Status request status “confirmed payment” will appear on the payment process requests page.

Relevant payment information can be reviewed by clicking on the Payment Process request

Payment Process Request: HA11_TEST_0026

[Rejected and Removed Items](#)

Source Product Reference: HA11_TEST_0026
 Related Payment Instructions: 1

Status: Completed
 Failed Payments: 0

Submission Details

Product: Payables
 Date: 25-Jul-2016
 User: HA11_SHEENAM_TCS

Payment Process Profile: FCI Payment Process Profile
 Internal Bank Account: HA11_30009447399
 Process Type: Standard

Additional Information

Payment and Document Summary

Currency Code	Currency Name	Payments	Documents	Total Amount
INR	Indian Rupee	3	3	87247.00
Total		3	3	

Payments

Select	Name	Type	Trading Partner	Payee	Payment Reference Number	Paper Document Number	Amount	Curr	Date
<input checked="" type="radio"/>	FCI OPERATING UNIT	Operating Unit	SHANTI LAL (SN012465C)	SHANTI LAL (SN012465C)	116	10000029	39035.00	INR	25-Jul-2016
<input type="radio"/>	FCI OPERATING UNIT	Operating Unit	T R BANDYOPADHYAY (SH069400C)	T R BANDYOPADHYAY (SH069400C)	115	10000028	31074.00	INR	25-Jul-2016
<input type="radio"/>	FCI OPERATING UNIT	Operating Unit	MAHESH CHAND (SN080370C)	MAHESH CHAND (SN080370C)	114	10000027	17138.00	INR	25-Jul-2016

SHANTI LAL (SN012465C) Payment: Documents

Reference Number	Document Date	Payment Amount	Payment Currency	Document Amount	Document Currency	Type

Agenda

- Processes From AP
 - Supplier Workbench
 - Invoice Workbench
 - Payment Batch Processing
- Key Changes in R12
 - In Invoice Workbench
 - In Payment Workbench
 - In Supplier & Site
- New/Changed Reports in R12 (if any)
- Frequently Asked Questions
- Questions?
- Hands-On



Benefits Summarised (Invoice Workbench)

- Adding Invoice Lines is key architectural changes, which enables Oracle Payables to better model the paper or electronic business document yet maintain key features that exist at the invoice distributions level.
- Additional fields' record attributes such as serial numbers and item descriptions.
- Accounting is simpler and posting in GL can be controlled by you hand in hand.
- Tax application is simple, as any error will be traced at the time of application of tax before hand , unlike 11i, where in user was able to apply tax via DFF , but validation went in error due to any issues.
- Any system holds will be applied at line level first and then at distribution level, leading to least changes in distribution.
- Discard line feature is a very handy feature off-loading you from the pain of cancelling the invoice.

Benefits Summarised (Payment Workbench)

- Functionality of Template has reduced the overhead of filling the selection criteria repeatedly.
- User can view the un-selected payments also. This allows you to quickly identify key invoices that you might want to resolve so they can be included in the pay run.
- User has the feasibility to view rejected and removed invoices also.
- Home page provides you with a dashboard of payment batches standing at different statuses. It will display the PPRs requiring immediate attention of the user, with its current status.
- In Process Automation tab, the user can specify up-front whether the pay-run process should pause for review or if it is fully automated.
- Cash requirement report gives an estimation of funds that will be required to process the payments

Benefits Summarised (Supplier & Sites)

- This new user interface presents a clear distinction between the supplier's company details and terms and controls for the trading relationship.
- The external bank accounts can be directly created and attached at supplier level, unlike 11i, which required extra overhead of creating banks separately and then tagging to suppliers.
- Holds on invoices can be governed from supplier and its site level.
- Invoice amount limit can be restricted for a supplier, from invoice management tab of supplier workbench.

Agenda

- Processes From AP
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New / Changed Reports

- ✓ All the major reports used by FCI remains the same.

- ✓ Below custom reports used by FCI remains intact
 - ❖ FCI India Cash Bank Book
 - ❖ FCI Purchase Day Book
 - ❖ FCI India Creditors Trial Balance
 - ❖ FCI India Creditor Ledger
 - ❖ FCI Debtor / Creditor Age Wise Balance
 - ❖ FCI Prepayment Status Schedule report

Below are the new reports provided by Oracle:

- Payables Invoice Register has been replaced with **Payables Posted Invoice Register**.

- Payables Payment register has been replaced with **Payables Posted Payment Register**.

- Stopped Payments report have been replaced with **Stop Payments Report**.



Questions?



Hands-On

Thank-You!