TATA CONSULTANCY SERVICES



FAP R12 Upgrade project



FOOD CORPORATION OF INDIA

R12 Cash Management Training 19 August 2016

Experience certainty.

IT Services Business Solutions Outsourcing

Agenda

Processes From Cash Management

- Bank Creation
- Bank Branch Creation
- Bank Account Creation
- Managing Payment documents
- Bank Transaction codes
- Reconciliation
- Questions?

□Hands-On



Bank Related Forms

Internal Bank/Branch/Accounts creation would be a part of CM in Release R12, it will now have few cosmetic changes which are described below :

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- Banks are being created in AP on oracle forms and are shared by AP, AR, CE, Payroll and Treasury.
- Banks are defined at operating unit level.

R12

- Internal Banks are being created in CM on OAF(Oracle Application framework) page and are shared across application for bank related activities.
- Banks are defined at legal entity level.
 Legal entity would provide access to its associated operating unit.

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Internal Bank Creation

- Internal banks creation would be a part of Cash Management in Release 12.
- Access has been given to 'FCI Support User'.
- Supplier banks would still be created in Payables.

(I A Solutions Documents		
Banks:Banks Summary Interface Users Roles & Role Inheritance Taxes India - Threshold Setup Location Assets Calculate Gains and Losses Run Depreciation Banks Bank Statement Mappings Bank Transaction Codes		
Bank Account Signing Authority Banks Bank Accounts Bank Statement Cashflow Mapping:		
8/19/2016	^^^	

Internal Bank Creation (Continued..)

- Bank creation window to create new internal banks.
- Click on Create Button.

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Internal Bank Creation (Continued..)

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Internal Bank Creation (Continued..)

• Optionally Enter Bank Address and Contact information.

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Internal Bank Branch Creation

• Click on 'Create Branch' button to create bank branch.

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Internal Bank Branch Creation(Continued..)

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Internal Bank Branch Creation(Continued..)

• Optionally enter Bank branch address.

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Internal Bank Branch Creation(Continued..)

• Optionally enter Bank branch contact.

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Internal Bank Account Creation

• Click on 'Create Account' button link to create internal bank account.

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- Click on Continue to add details for account owner and account use.
- Choose legal entity owning this account and its use. Click 'Next'.

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- Enter account name and account number for specified internal bank account.
- Click 'Save and Next' button to proceed.

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- Click on 'Add Organization Access' to give access to the appropriate operating unit.
- Select account use for the operating unit and organization name. Click 'Continue'.

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• Click on 'Apply'. Optionally enter Bank account contact and click 'Finish'.

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RACLE' Cash N nage Bank Accounts	Management				⊙ ★	🍄 📫 Lagged in Ao HA11_1	иони 🕑 🔟
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RACLE: Cash mage Bank Accounts coount Owner and Use coount Owner and Use coount Controls coount Controls coount Contact	ManagerBank Account: Account Access > Update Bank Account: Account Contact Bank Name HA11_AXIS_BANK_TEST Branch Na Account Number Contact Contacts			Enal		Cancel Back ³¹⁴	VCHU P 19
RACLE: Cash I rage Bank Accounts count Owner and Use count Owner and Use count Controls count Controls count Control	ManagerBank Account: Account Access > Update Bank Account: Account Contact Bank Name HA11_AXIS_BANK_TEST Branch Na Account Number Contact Contacts			Enal		Carcel Back Str	VCHU P 19

Entering Payment Documents

Eil

- Navigate to Unit Specific cash management user responsibility in which payment document needs to be created.
- Click on 'Bank Accounts'

 Bank Statements View Bank Statements and Reconciliatio Available Transactions Payments Receipts Bank Account Signing Authority Bank Account Signing Authority Bank Accounts Cashflows Bank Account Transfers Cash Pools Bank Balances Interest Rate Schedules Other Bank Balances FCI XI S LIPL OAD 	

Entering Payment Documents(Continued..)

• Enter bank name for which payment document needs to be created in

search page Account name field. Click on 'Go' button.

File Edit View Favorites Tools

ile Edit View Favorites Tools					-					
ORACLE' Cash Manag	jement				© ·	* 🌣		Logged In A	S HA11_VIDHU	🕐 🔛
Bank Accounts										
Bank Accounts										
	,									
Simple Search	/									
	V.									
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Account Name HA11	1_1234567890 🔍	Alternate Account I	Name	3 Q.					Advar	ced Search
Account Name HA11	1_1234567890Q	Alternate Account N Account No		2 Q.					Advar	ced Search
	1_1234567890 3 Q	Account No		2 A					Advar	ced Search
Legal Account Name	↓ 1_1234567890 × × ↓ ↓ ↓ ↓	Account No	umber mency	A A A					Advar	ced Search
Legal Account Name Account Owner Bank Name	, Q	Account No Cur	umber mency	3 Q					Advar	ced Search
Legal Account Name Account Owner Bank Name Go Clear All	, Q	Account No Cur Branch I	umber mency	Account Number	Bank Name	Bank Num	ber	Branch Name	Branch Numb	

Select the radio
 button for account
 and click on 'Manage
 Payment

Documents'.

Bank Accounts							
Bank Accounts							
Simple Search							
							Advance
Account Name	HA11_1234567890	Alternate Account Name	, Q				
Legal Account Name	2 Q	Account Number					
Account Owner	P	Currency	, Q				
Bank Name	9	Branch Name	9				
Go Clear All	V						
Select Account Manage Pr	ayment Documents 🔯 😂 🕻	ō 😳					
Select Account Name	Alternate Account Name	Legal Account Name	Account Number	Bank Name	Bank Number	Branch Name	Branch Num
HA11_1234567890			*****7890	HA11_AXIS_BANK_TEST		HA11_AXIS_BANK_TEST	
Я							

Entering Payment Documents(Continued..)

- Click on 'Create' button to enter Payment documents details. Enter details like Name, format, document category and Document numbers.
- Click Apply to save changes.

DRACLE'					0	*	¢ (<u> </u>	Logged In	As HA11_VIDHU	?	12
lank Accounts												
Bank Accounts >												
Payment Documents												
Bank	Name HA11_AXIS_BANK_TE	EST					ount Name					_
	Name HA11_AXIS_BANK_TE country India	EST					unt Number ency Name					
	Journay mona					Com	ency name	Invite Pre-	pee			_
Create 1 22 🗢 😳												
Name Paper Stock 1	lype F	Format	Status	Skippe	ed Documents		Unused (ocuments			Update	
No results found.												
sk Accounts and Accounts > Payment Documents >												1
and recording - I altered processing												
Second Decomposit												
Create Payment Document										225	event i fat	and.
Bank Branch	Name HA11_AXIS_BANK_TI Name HA11_AXIS_BANK_TI ountry India	EST EST				Accou Accou	ount Name Int Number Currency	HA11_12 12345671 Indian Ru	190	10	ncel A	goly
Bank Branch	Name HA11_AXIS_BANK_TI	EST				Accou Accou	ant Number	12345671	190	1	ncel A	2Pfy
Bank Branch C	Name HA11_AXIS_BANK_TI	EST	N			Accou Accou	ant Number	12345671	190		nce[A	25 ⁴ 7
Bank Branch Indicates required field Document Information	Name HA11_AXIS_BANK_TI ountry India = N	Lame HA11_TEE Type Prenumber Stub ernts FCI CHEC Restrict	red Stock ed Remittance Stub x 2 0			Accou Accou	ant Number	12345671	190	G	ncet A	esty]
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Bank Branch C Indicates required field Document Information	Name HATL_AXIS_BANK_TO foorthy india * N Paper Stock 1 Aumber of Lines per Rentlance Number of Sintup Docum * Fo Payment Document Cate * First Available Document Num	Lame HA11_TE: Type Presult Stub Attache matt FCI CHEC Restact gory HA11_PA	red Stock ed Remittance Stub x y y Q t Use To Manually b y 236569900	ssued Payments		Accou	ant Number	12345671	190	3	not	erty]
Bank Branch C Indicates required field Document Information	Name HATL_AXIS_BANK_TO foorthy india * N Paper Stock 1 Aumber of Lines per Rentlance Number of Sintup Docum * Fo Payment Document Cate * First Available Document Num	Lame HA11_TE: Type Presult Stub Attache matt FCI CHEC Restact gory HA11_PA	red Stock ed Remittance Stub x y y Q t Use To Manually b y 236569900	ssued Payments		Accou	ant Number	12345671	190	3	incet A	25 ^{ty}
Bands Branch C Document Information	Name HATL_AXIS_BANK_TO foorthy india * N Paper Stock 1 Aumber of Lines per Rentlance Number of Sintup Docum * Fo Payment Document Cate * First Available Document Num	Lame HA11_TE: Type Presult Stub Attache matt FCI CHEC Restact gory HA11_PA	red Stock ed Remittance Stub x y y Q t Use To Manually b y 236569900	ssued Payments		Accou	ant Number	12345671	190	6	incet A	20 ⁴ Y

Configuring Bank Transaction Codes

- Bank transaction codes are used to recognize the type of transaction in a bank statement which are usually AP Payments, AR Receipts, IORs in FCI.
- Configuration of Bank transaction codes can be done using 'Bank Transaction Codes' window.

Calculate Gains and Losses Run Depreciation - Banks + System - Banks	Top Type Code	Bank Transaction Code	Bank Branch			
Bank Statement Mapping Bank Transaction Coos Bank Account Signing Autho Banks Bank Accounts Bank Statement Cashflow Ma + Miscellaneous		Bank Account Number Account Name Currency		- Effective Dat	Bank Branch HA11	1_Avis Bank_Barakhamba R 1_Avis Bank_Barakhamba R
India - Threshold Setup		Type Payment	Code Description	Start	End	Float Days Trans Source AP Payments
L	_					
				_		

Configuring Bank Transaction Codes(Continued..)

- Enter required bank transaction codes related to payment, receipts, journal entries etc.
- Click on 'Save' button to save the information.

Q		-	Bank Transadk	n Codes					
and the second s	Documents anks Bank Transaction Codes			HA11 TEST / HA11 TEST / HA11 TEST /				HA11_Axis Bank_Barakhamba Roa HA11_Axis Bank_Barakhamba Roa	
• -	Calculate Gains and Losses Run Depreciation Banks + System - Banks	Тор	Type Payment	Code * PAYT	Description	Effective Da Start	End	Float Days Trans Source AP Payments	
1.5	Bank Statement Mappings Bank Transaction Oxidos Bank Account Signing Autho Banks Bank Accounts Bank Statement Cashflow Ma + Miscellaneous	da.	Receipt	• RCPT				AR Receipts	
	India - Threshold Setup] []		1	•	

Agenda

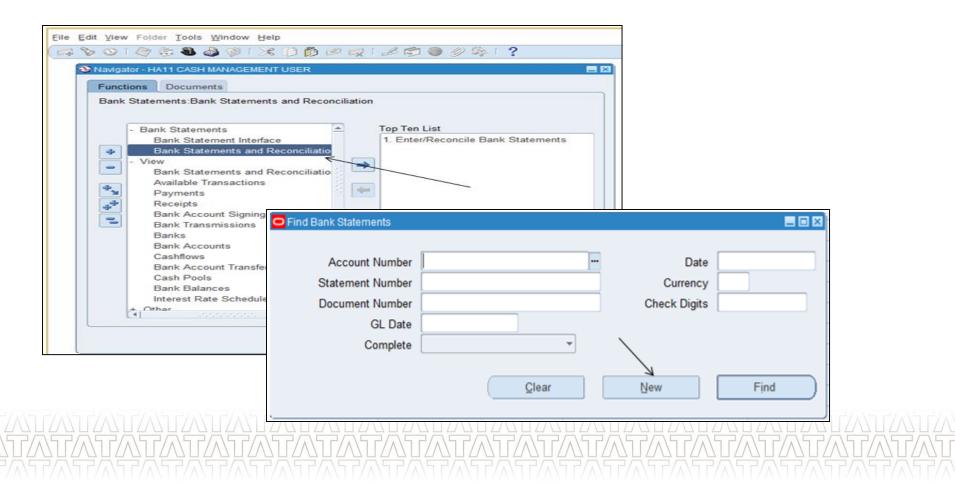
Processes From Cash Management

- Bank , Branch , Account Creation and Managing Payment documents
- Entering Bank Statement Manually and uploading through Excel
- <Process 3>
-
- <Process 10>
- Questions?
- Hands-On



Entering Bank Statement Manually

•Navigate to unit specific user responsibility and click on 'Bank Statements and Reconciliation function. Click on 'New'.



Entering Bank Statement Manually(Continued..)

•Enter Account number and other required details and click

on 'Lines'.

Account Number	30009447399		Account Name	HA11_30009447399	
Bank Name	HA11_State Bank of India_IF	B, N. De	Bank Branch	HA11_State Bank of India_IF	B, New I
Date	22-JUL-2016		Currency	INR	
Document Number	1		Statement Number	22-JUL-2016	0
GL Date	22-JUL-2016		Check Digits		
Control Totals			Line Totals		
	Amount	Lines		Amount	Lines
Opening Balance	-99800.00		Opening Balance	-99800.00	
Receipts	1		Receipts		
Payments			Payments		
Closing Balance	-99800.00		Closing Balance	-99800.00	
Available Balance	[]				
Value Dated Balance	1				
1 Day Float			Unreconciled		
2 Day Float					
				Complete	1 🗌 1
Engrs	Beversals	Reconcile	id Available	Lines	
1000	Distributes	Los Toração	waitagie	Lines	
	E JANE JANE JAN				

Entering Bank Statement Manually(Continued..)

•Enter bank statement lines as per received information. Refer screenshot for sample data. Click on 'Save' to save Bank statement lines details.

Amount	s Exchange	Ref	erence	Description	Accou	ant 30009447399			Da	te 22-JUL-2016	
					Transaction			Amount			
Line			Code	Number	Date	Value Date	Amount	Reconciled	Charges		
10	Payment		PAYT	412569	22-JUL-2016	22-JUL-2016	1569.00			Unreconciled	
20	Receipt	*	RCPT	RCPT_01	22-JUL-2016	22-JUL-2016	2500.00			Unreconciled	
30	Payment	*	JPAYT		22-JUL-2016	22-JUL-201(1900.00			Unreconciled	
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	Mark			Create		Errors	Re	conciled		Available	

Uploading Bank Statement using Excel

•Enter data in required format in excel sheet to upload the same in bank statement

window.

	A	В	С	D	E	F	G
1	Date :	14-Oct-11					
2	Account Number :	10640630597					
3	Account Description:	C C Food (C&I)					
4	Branch :	SA11_STATE BANK OF INDIA_THOUSAND LIGHTS					
5	Balance on 1 Apr 2011 :	-1220003764.05					
6	Start Date :	01-Apr-11					
7	End Date :	30-Apr-11					
8	Txn Date	Value Date	Description	CHEQUE	Debit	Credit	BRCD
9	02-Apr-11	02-Apr-11	TO TRANSFER-TR-TRANSFER TO 10605347602		440297.00		SB27000156F
10	05-Apr-11	05-Apr-11	BY TRANSFER-TR-TRANSFER FROM 10605347602			264760.00	SB27000156F
11	06-Apr-11	06-Apr-11	TO TRANSFER-TR-TRANSFER TO 10605347602		69584.00		SB27000156F
12	08-Apr-11	08-Apr-11	TO TRANSFER-TR-TRANSFER TO 10605347602		470480.00		SB27000156F
13	11-Apr-11	11-Apr-11	TO TRANSFER-TR-TRANSFER TO 10605347602		24615.00		SB27000156F
14	12-Apr-11	12-Apr-11	TO TRANSFER-TR-TRANSFER TO 10605347602		258803.00		SB27000156F
15	16-Apr-11	16-Apr-11	TO TRANSFER-TR-TRANSFER TO 10605347602		1300.00		SB27000156F
16	19-Apr-11	19-Apr-11	TO TRANSFER-TR-TRANSFER TO 10605347602		26282.00		SB27000156F
17	25-Apr-11	25-Apr-11	TO TRANSFER-TR-TRANSFER TO 10605347602		342096.00		SB27000156F
18	29-Apr-11	29-Apr-11	TO TRANSFER-TR-TRANSFER TO 10605347602		394169.00		SB27000156F
19	05-Apr-11	05-Apr-11	TO TRANSFER-DAY END BAL REVERSED AS PER SI-TRANSFER TO 10344647	124	5182048.00		SB14000578F
20	06-Apr-11	06-Apr-11	TO TRANSFER-DAY END BAL ON 6/4/2011-TRANSFER TO 10344647124		13278562.00		SB14000578F
21	07-Apr-11	07-Apr-11	TO TRANSFERTRANSFER TO 10344647124		1689149.00		SB14000578F
22	08-Apr-11	08-Apr-11	TO TRANSFER-DAY END BAL ON 8/4/11 AS PER SI-TRANSFER TO 10344647	124	9786458.00		SB14000578F
23	09-Apr-11	09-Apr-11	TO TRANSFER-DAY END BAL ON 9/4/11 AS PER SI-TRANSFER TO 10344647	124	1689096.00		SB14000578F
24	11-Apr-11	11-Apr-11	TO TRANSFER-DAY END BAL ON 11/4/11 AS PER SI-TRANSFER TO 1034464	7124	9773985.00		SB14000578F
25	12-Apr-11	12-Apr-11	TO TRANSFER-AS PER SI DT 12/4/11-TRANSFER TO 10344647124		3367154.00		SB14000578F

Uploading Bank Statement using Excel

- Click on FCI XLS UPLOAD function to upload the bank statement file.
- This click will redirect the screen to a web page where user would be asked to select

the file using Browse button.

	Functions Documents FCI XLS UPLOAD
	Cashflows Bank Account Transfers Cash Pools Bank Balances Interest Rate Schedules
¢ -	Other Bank Balances FCIXLS UPLOAD Interest Rate Schedules Update Schedule Rates Interest Calculation Cash Positioning Cash Forecasting Cashflows Bank Account Transfers Authorize Bank Account Transfers Lookups

Uploading Bank Statement using Excel

- Choose option for file upload. For bank statement upload, it would be 'Banks'
- Select 'Unit'.
- Browse the excel file name and click on Upload. Confirmation message would appear

on webpage providing the status of upload.

File Edit View Favorites Tools Help ORACLE E-Business Suite		
ile Upload Form	Logged In As HA11_VIDHU	
Choose a file for Upload: Banks V Unit: HA11 No of Columns: 0	RESULT	ad Staus:-DONE
Excel File Name : E-\Work FCT\Cash Ma Browse		Sheet Uploded
pyright 2000-2005 Oracle Corporation. All rights reserved.	File S	Size :-20480.0byte
ATATATATATATATATATA		

Uploading Bank Statement using Excel(Continued..)

• Submit Request set FCI Bank Statement master to upload the data from excel to oracle

application.

Submit Request Set			
Run this Request			Copy
Request Set FCI BANK S	TATEMENT MASTER		
Program	Operating Unit	Stage	Parameters
FCI EFT Bank Statement Update		FCI EFT Bank Statement	RECON_PAY_ELECT_25_07
FCI_BANK_STATEMENT_MASTER		FCI_BANK_STATEMENT	RECON_PAY_ELECT_25_07_
Bank Statement Import		Bank Statement Import (2	HA11_State Bank of India_IFB
FCI_LOG		FCI_LOG	RECON_PAY_ELECT_25_07_
		Options	. Delivery Opts
At these Times As Soon As	Possible		Schedule Notifications
Help (<u>A</u>)		Sub	mit Cancel

Agenda

Processes From Cash Management

- Bank , Branch , Account Creation and Managing payment documents
- Entering Bank Statement Manually and uploading through Excel
- Reconciliation
-
- <Process 10>
- Questions?
- Hands-On



Reconciling Statement lines(Manual)

- ✓ Navigate to Bank Statements >> Bank Statements and Reconciliation
- ✓ Search Statement number and click on Lines. Subsequently click on 'Available'

		nent Lines - 4		8 10 10 P	220							3
					Accou	nt 30009447399			Dat	te 14-JUL-2016	•	×
	Amounts	Exchange	Reference	Description								
	Line	Turne	Code	Number	Transaction Date	Value Date	Amount	Amount Reconciled C	harase	Ctatus		
		Type Payment	 PAYT 	451188	14-JUL-2016	14-JUL-2016	90000.00	Reconciled C			Br 🖹	
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///////////////////////////////////////		Mark		Create		Errors	B	econciled		Available		
		_		-								

Reconciling Statement lines(Manual)(Continued..)

✓ System would automatically populate the criteria to find the transaction

which is available for reconciliation. Click on 'Find' to reconcile it.

Amounts	Exchange	Reference	Description		Find Transactions - 4, 1, Payment Detail Detail Ag Receipt
Line	Туре	Code	Number	Transa Date	- macenaneega
1	Payment	▼ PAYT	451188	14-JUL-	Qournal Payroll Payroll EFT
		v v			
		* *			Transaction Agent Receipt Journal Ordering
		* *			Numbers 451188 - 451188 Dates - - -
		* *		-	Amounts - Maturity Dates -
		*			Batch Names
		¥ ¥		1	Cashflow Numbers Organization
	Mark		Create		Status Currency

Reconciling Statement lines(Manual)(Continued..)

✓ Select the transaction which needs to be reconciled and click on 'Reconcile'

button to reconcile the transaction and verify the status.

	Transactions - 4, 1,	Payment, 451188	5							3618
	Account 300	009447399	1			4	Amount Reconcile	d	90000	
							Amount Remainin	9	0	00
						e	revious		Next	
Transactio	Exchange	Reference	Organization							
		Original		Account Currency		Cleared	Value	-		
Type Payr		Currency INR	Amount 90000.00	Amount 90000.00	Cleared 90000.00	14-JUL-2016	Date 14-JUL-2016	GL Date 14-JUL-2016	Date 14-JUL-2016	
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					Matur	ity Date		Status Negot	iable	
					Matur		calculate		iable A econcile	
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		.			Matur				aconcile	
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nk Statern	ent Lines - 4				Matur				econcite	
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nk Statern	ent Lines - 4			Account 300094	-			B	econcile	
nk Statem		ference Descri	iption	Account 300094	-			B	econcile	
		ference Descri	iption	Account 300094	-			B	econcile	
		ference Descr	iption	Account 300094	-			B	econcile	
		ference Descr	Transa	action	47399		Amount	Date 14-J	UL-2016	
Line	Exchange Re	ference Descr Code Num	Transa ber Date	action Value D	47399 ate		palculate	Date 14-J	UL-2016	

Unreconciling Statement lines(Manual)

- ✓ Navigate to Bank Statements >> Bank Statements and Reconciliation
- ✓ Search Statement number and click on Lines.

	Account Number	30009447399			Account Name	HA11_300094473	199		
	Bank Name	HA11_State Bank of India_IFB, N. De			Bank Branch	HA11_State Bank	FB, New I		
	Date	14-JUL-2016			Currency	INR			
	ocument Number	60			Statement Number	4			
	GL Date	14-JUL-2016			Check Digits				
Control Totals					Line Totals				
			Amount 9800.00	Lines	0.000	í.	Amount -9800.00	Lines	
	Opening Balance Receipts	·	3000.00	-	Opening Balance Receipts		-9000.00		
	Payments		_	-	Payments		90000.00	1	
	Closing Balance	-	_		Closing Balance		-99800.00		
	Country Contractor	1.			crosing counce				
-	Available Balance	-	_						
10 A 40 A	ue Dated Balance		_						
	1 Day Float	-	_		Unreconciled	[
	2 Day Float	-	_		Shieldheid			· · · · ·	
		1						-	
						Complete		(])	
							N		~
Errors		Beversals		Reconcile	d Available		Line	s)	

Unreconciling Statement lines(Manual)(Continued..)

 \checkmark Select the transaction which needs to be unreconciled and click on

'Reconciled' button to view the transaction.

						Acco	unt 30009447399		D	ate 14-JUL-20	16			
Ar	nounts	Exchange	Ref	erence	Description									
	Line	Туре		Code	Number	Transaction Date	Value Date	Amount	Amount Reconciled Charge	e Statuel	п			
	0	Payment		PAYT	451188	14-JUL-2016	14-JUL-2016	90000.00	90000.00	Reconciled	Br	4		
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_									N		_			
6		Mark			Create		Errors		econciled	Availabl				

Unreconciling Statement lines(Manual)(Continued..)

✓ Select the transaction and click on 'Unreconcile' button. Verify the status.

_	i Lines - 4									
Reconcile	d Transactions - 4, 1	1, Payment								
	Account 300	09447399				A	mount Reconcil	ed.		
	Part land						mount Remainin		90000	.00
						(En	evious		Next	
Transactio	n Exchange	Reference	Organization							
		- Original -		Account Currence						
-					Amount		Value			
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Auto Reconciliation

Auto Reconciliation program is used to reconcile bank statement in Oracle Cash
 Management automatically. FCI uses request set 'FCI AutoReconciliation' for reconciling
 transactions.

✓ Use Navigation
 View >> Request >>
 Request set and select
 'FCI AutoReconciliation'
 and provide all the
 required parameters.

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Program	Operating Unit Stag		rameters		
FCI Bank Statement Line Update	UPD/			^	
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	Parameters	À			X
	Bank Branc	h HA11_State Bank of	India IFB. New Delhi		HA11_State Bank of India_IFB, N. C
(Bank Account No	_			HA11_30009447399
	Statement No. From				
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As Soon As	Possible				
				<u>Q</u> K	Clear (Help
Help (A)		Submit	Cancel		
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Auto Reconciliation

✓ Input all the required parameters for which statement needs to be reconciled. FCI uses mostly transactions to reconcile entries like : AP Payments , AR Receipts and IOR.

Run this Request			Cogy	
Request Set	FCI AutoReconciliatio	Parameters		
Stage	Parameters	Bank Branch Name Bank Account Number		HA11_State Bank of India_IFB, N. Delhi HA11_30009447399
UPDATE	HA11_State	Statement Number From		1011_0000111000
RECON	HA11_State	Statement Number To		
		Statement Date From		
	I.	Statement Date To GL Date	30 JUN-2016	
a		Organization		
			HA11 Miscellaneous Receipts	HA11 Miscellaneous Receipts
t these Times	(i	NSF Handling	Reverse	Reverse the statement line
	As Soon As Possible		•	•
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Creating Bank initiated Transaction in FAP

✓ As per process of Bank, sometimes banks create transaction related to bank charges or bank interest and these transactions cannot be captured in business financial system in advance as these entries are initiated by Bank.

 \checkmark To reconcile these entries , we require the same transactions in our system against which bank statement lines can be reconciled.

Reconcile Bank Statements				
Bank Statement				
		-		
Account Number	30009447399 -	Account Name	_	
Bank Name	HA11_State Bank of India_IFB, N. De			B, New [
Date	30-JUN-2016	Currency		
Document Number		Statement Number		
GL Date	30-JUN-2016	Check Digits		
-				
Control Totals		Line Totals		
-	Amount Lines		Amount	Lines
Opening Balance		Opening Balance		
Receipts		Receipts	0.00	
Payments		Payments	0.00	
Closing Balance		Closing Balance	0.00	
Available Balance				
Value Dated Balance				
1 Day Float		Unreconciled	0.00	
2 Day Float		Chieconched		
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			Complete	[] I
			2	57/
Errors	Reversals Reco	Available	Lines	
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Creating Bank initiated Transaction in FAP(Continued..)

✓ As soon as statement is ready for reconciliation , you can create miscellaneous receipts (Positive amount) for activities like Bank Interest or miscellaneous receipts(negative amount) for payment activity like bank charges.

	🗢 Bank State	ment Lines - 12									_	
					Account	30009447399			Da	te 30-JUN-201	6	
	Amounts	Exchange	Reference	Description								
	Line	Туре	Code	Number	Transaction Date	Value Date	Amount	Amount Reconciled	Charges	Status	n	
	10	Misc Receipt		BANK_INT		30-JUN-2016	2560.00	reconcilea		Unreconciled	Ë.	4
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lick on Create button.		î 👘		í –	î 👘		i				ñ	
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Creating Bank initiated Transaction in FAP(Continued..)

Miscellaneous Receipts - 12, 10, Misc Receipt

- ✓ Select Miscellaneous.
- \checkmark Enter all the details required for entry and click on 'Create' button.

			Account Currency	30009447399 INR			Bank Name Statement Date		Bank of India_ S	IFB, N. Delhi	
ie X		insaction	Bank I	Reference Comment	Receipt						
%		0	A stilling	Desciet Number		0	Marked	A	OL Date	Tax Code	
eate		Organization		Receipt Number liscella BANK_INT	Date 30-JUN-2016	Currency INR	HA11_DEPOSITS		GL Date 30-JUN-2016		
Payments		CI OF ERMI	INGCINATIN	ISCEIR DAINC_INT	30-3014-2010	INK	INT_DEPOSITS	2000.00	30-3014-2010		-1
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Creating Bank initiated Transaction in FAP(Continued..)

 \checkmark Click on 'Yes' to reconcile the transaction spontaneously and verify the status.

Comment Comment Receipt Tax t Number Date Currency Method Amount GL Date Code			nization Activity Receip DPERATING L HA11 Miscella BANK_		ction Bank Reference (Currency INR	Account 30009447399
Statement Date 30-JUN-2016 Currency Method Amount GL Date Code Decision Do you want to reconcile the receipt(s) to current statement line?			INT 30-JUN-2016	Receipt	Comment		9
30-JUN-2016 Amount GL Date Code 21200107 20 JUN 2016	(mm	Po you want to reconcile t	HATT DEPOSITS			Statement Date	Bank Name
			2550 00 30 ILIN 2016	Tax		30-JUN-2016	HA11_State Bank of India_IFB, N. Delhi

	e 30-JUN-2016	Dat			30009447399	Account				
							Description	Reference	Exchange F	Amounts
	SHOT []	Charges	Amount Reconciled	Amount	Value Date	Transaction Date	Number	Code	Туре	Line
				2560.00	30-JUN-2016	30-JUN-2016	BANK_INT	· MRCPT	Misc Receipt	10

Reconciling Contra entries

✓ This reconciliation works in a situation where the Bank has given an entry in the Bank Statement and then reversed the entry. For these entries to be reconciled , make sure that the number field in both the transaction(Miscellaneous Payment and Miscellaneous Receipt) should be same.

				Account	30009447399			Date	14-JUL-2016		-		
Amounts	Exchange	Reference	Description										
Line	type	Code	Number	Transaction Date	Value Date	Amount	Amount Reconciled	Charges	Status	n			
10	Misc Payme		XYZ	1-JUL-2016	Value Date	1000.00	Reconciled		Inreconciled	Ľ.		5	
20	Misc Receip		XYZ	4-JUL-2016	- F	1000.00		i.	Inreconciled				
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	Mark		Create		Errors	B	conciled		Available				
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Reconciling Contra entries (Continued..)

✓ Run request set 'FCI AutoReconciliation' to reconcile these entries automatically and

verify the statement lin

ent li	ines statu	JS. 📴 Submit R	equest Set					
			Request				Cog	y)
			Request Set FC	AutoReconciliation				
		Distant	Operating Unit	Stage	Parameter		Language	
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				RECON	HATT_Stat	e bank of India_in	B American English	
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						,		
		Account	30009447399			Date	14-JUL-2016	
ference	Description							
		T			A			
Code	Number	Transaction Date	Value Date	Amount	Amount	Charges Sta	tue []	
MPAYT			14-JUL-2016	1000.00	1000.00		conciled .	
		14-JUL-2016	14-JUL-201(1000.00	1000.00	Rec	conciled .	1/1
/.\5.						152/15	2/192/10	/. 5

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Bank Statement Lines - 6

Exchange

Misc Payment

Misc Receipt

Type

Reference

Amounts

Line

10

20

Reconciling electronic payments and batches

 \checkmark FCI uses electronic as well as check payment to pay suppliers.

Account Number	30009447399		Account Name	HA11_3000944739	9	1
Bank Name	HA11_State Bank of India_I	FB, N. De	Bank Branch	HA11_State Bank	of India_IF	B, New I
Date	25-JUL-2016		Currency	INR		
Document Number	69		Statement Number	13		
GL Date	25-JUL-2016		Check Digits			
ntrol Totals			Line Totals			
	Amount	Lines			Amount	Lines
Opening Balance	-99800.00	Lines	Opening Balance	1	9800.00	Lines
Receipts			Receipts		0.00	
Payments			Payments	-	4000.00	1
Closing Balance	-99800.00		Closing Balance	-10	3800.00	
Available Balance						
Value Dated Balance						
1 Day Float			Unreconciled		4000.00	1
2 Day Float						
				Complete	1	(D)
					1	

				Account	t 30009447399)		Date	e 25-JUL-2016	
ounts	Exchange	Reference	e Description							
Line	Туре			Transaction Date	Value Date	Amount	Amount Reconciled		Status	ц
1	Payment	▼ PAY	/T 451192	25-JUL-2016	25-JUL-2016	4000.00			Unreconciled	Br A
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		Line Type	Line Type Cod 1 Payment PA	Line Type Code Number	Line Type Code Number Transaction 1 Payment PAYT 451192 25-JUL-2016	Line Type Code Number Date Value Date 1 Payment PAYT 451192 25-JUL-2016 25-JUL-2016	Line Type Code Number Transaction 1 Payment PAYT 451192 25-JUL-2016 25-JUL-2016 4000.00	Line Type Code Number Transaction Date Value Date Amount Reconciled	Line Type Code Number Transaction Date Value Date Amount Reconciled Charges	Line Type Code Number Transaction Date Value Date Amount Reconciled Charges Status I Payment PAYT 451192 25-JUL-2016 25-JUL-2016 4000.00 Unreconciled

Reconciling electronic payments and batches(Continued..)

✓ Electronic type payment or batch can be reconciled as a part of FCI AutoReconciliation

request set.

	s Request				Copy						
	Request Set FCLA	utoReconciliation									
	Operating Unit	Stage	Parameters	Langua							
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He	elp (Å)	Bank Sta	tement Lines - 13	Submit	Çancel						
He	elp (A)	🕒 Bank Sta		Submit		unt 3000944	17399		Date 25		
He	elp (<u>A</u>)	Bank Sta Amount	tement Lines - 13	1 10 10	Acco	unt 3000944	17399		Date 25		
He	elp (<u>A</u>)		itement Lines - 13	1 10 10	Acco	unt 3000944	17399	Amount	Date 25		
He	elp (<u>A</u>)		s Exchange Reference	Description Number	Acco Transaction Date	Value Da	te Amou		Charges State	-JUL-2016	
H.		Amount	tement Lines - 13 s Exchange Reference	Description Number	Acco		te Amou	nt Reconciled	Charges State	JUL-2016	

Reports in R12

 \checkmark All the Standard and custom reports are available for reconciliation purpose to ensure business needs.

✓ Major Standard reports which are being used by FCI are as follows :

✓ GL Reconciliation Report

✓ Major Custom reports which are being used by FCI are as follows :

✓ FCI Transactions Available for Reconciliation

✓FCI Bank Reconciliation Statement

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