

**LABUAN SHIPYARD &
ENGINEERING SDN BHD**

**Oracle Fusion Cloud
Supply Chain Management**

User Manual

Inventory Management

Prepared by:

Siti Fatimah Binti Mohamed Nasrokh

Oracle Functional Consultant
Olivestouch Technologies Sdn Bhd

olivestouch

Date:

06 Dec 2024

TABLE OF CONTENTS

1	GETTING STARTED.....	4
1.1	Sign-On to Cloud applications.....	4
1.2	Navigating from Personal Home Page to Applications.....	5
1.3	Creating Favorites and Setting Preferences.....	7
1.4	View of Using Work Areas to Streamline Business Processes.....	8
1.5	Scheduled Process.....	10
2	ITEM MAINTENANCE	15
2.1	Item creation.....	15
2.2	Item Maintenance.....	19
3	RECEIPT.....	21
3.1	Create Receipt.....	21
3.2	Return Receipt.....	23
4	MOVEMENT REQUEST ISSUE.....	25
4.1	Creating and Processing Movement Request Issue.....	25
4.1.1	Review Item On-Hand Quantity.....	25
4.1.2	Create Movement Request Issue.....	26
4.1.3	Print Slip Pick Report.....	28
4.1.4	Confirm Pick Slip.....	31
4.1.5	Review Item On-Hand Quantity.....	32
5	INTERORGANIZATION TRANSFER.....	34
5.1	Creating Interorganization Transfer.....	34
5.1.1	Review Item On-Hand Quantity from Source Organization.....	34
5.1.2	Create Interorganization Transfer from Source Organization.....	35
5.1.3	Review Item On-Hand Quantity in Destination Organization.....	37
6	SUBINVENTORY TRANSFER.....	38
6.1	Creating Subinventory Transfer.....	38
7	MISCELLANEOUS TRANSACTIONS	39
7.1	Creating Miscellaneous Transactions.....	40
8	PHYSICAL INVENTORY COUNT	41
8.1	Manage Physical Inventories.....	42
8.2	Generate Physical Inventory Snapshot.....	45
8.3	Generate Physical Inventory Tag.....	47
8.4	Record Physical Inventory Tag.....	49
8.5	Approve Physical Inventory Adjustment.....	50
8.6	Post Physical Inventory Adjustment.....	52
9	CYCLE COUNT	53
9.1	Generate Count Schedules.....	54
9.2	Generate Count Sequence.....	55
9.3	Record Count Sequence.....	56
9.4	Record Count Sequence.....	57
10	REVIEW COMPLETED TRANSACTION	60
10.1	Review Completed Transaction.....	60
10.2	Export Completed Transactions.....	61

11	PERIOD CLOSING	62
11.1	Transfer Transactions from Receiving to Costing.....	62
11.2	Transfer Transactions from Inventory to Costing.....	62
11.3	Transfer Costs to Cost Management.....	63
11.4	Create Receipt Accounting Distribution.....	65
11.5	Create Cost Accounting Distributions.....	66
11.6	Create Accounting Process.....	67
11.7	Open the Next Inventory Period.....	69
11.8	Cost Accounting Period Validations	70
11.9	Close the Current Inventory Period	73
11.9.1	Close Period.....	73

1 GETTING STARTED

This section provides start-up instructions for using the Oracle Cloud applications.

1.1 Sign-On to Cloud applications

To log into the application:

1. Open internet browser window. Any browser can be used to access Cloud Application.
2. Enter the URL below:

URL Type	URL Link
UAT	https://fa-etei-test-saasfaprod1.fa.ocs.oraclecloud.com/

Table 1: Direct Login URL 1

3. The Sign In page appears. Enter your **User ID** and **Password**.

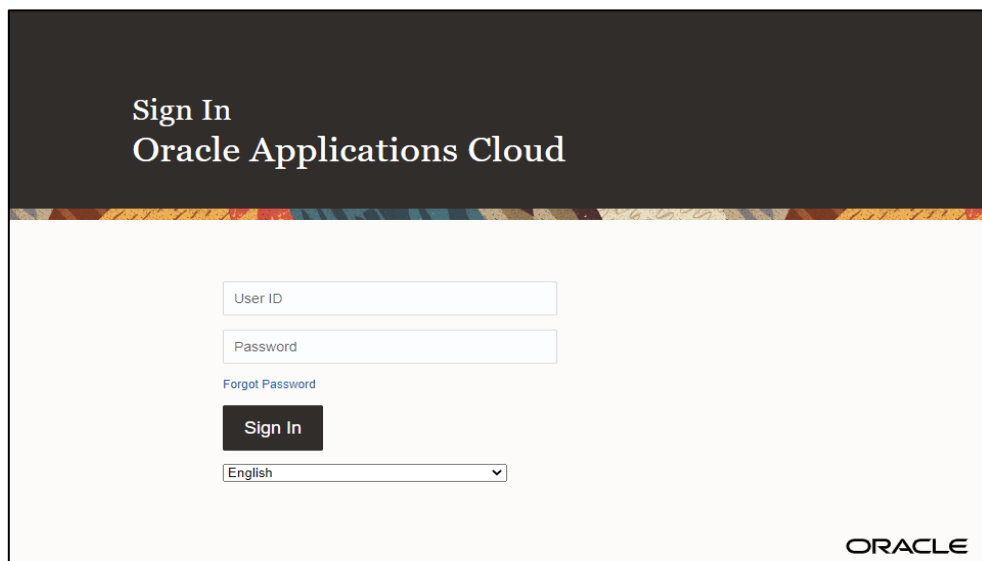


Figure 1: Oracle Cloud Sign-In Page 1

4. Your user ID and password are case sensitive. Passwords always appear as asterisks in the display as you enter them.
5. Tab to or click the **Sign In** button to sign in
6. Personal Homepage dashboard screen appears with CLOUD privilege access.

1.2 Navigating from Personal Home Page to Applications

After you log in to Oracle Applications, your Oracle SCM Cloud Home page is displayed. All the functionality within the Oracle Cloud applications revolves around homepage which you can personalize. From here you can:

1. Get a quick glance at your work-related conversations and announcements.
2. Use the Application Link icons to navigate to pages and dashboards to perform your day-to-day activities.
3. Access the Navigator to access any additional applications that are not available in the application section on the home page
4. Favourited list of quick actions to quickly perform some key tasks.

Note:

The exact appearance of your windows may vary depending on your personalization and roles that is assign to you.

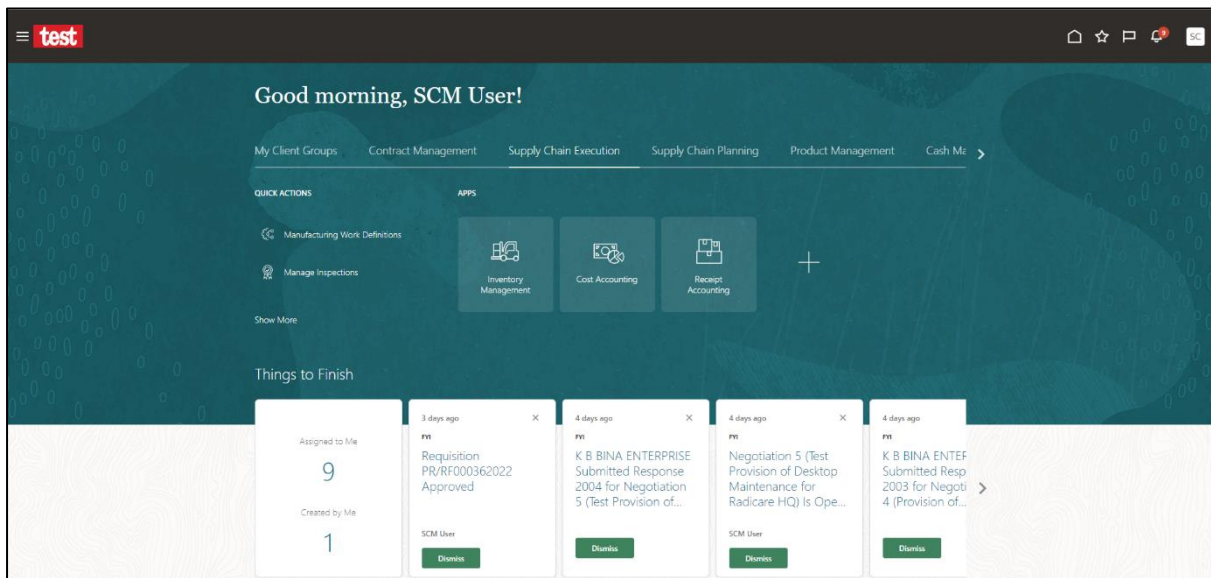


Figure 1: Personal Home Page



Figure 3: Navigation tools in the global area of the home page

Once you have set your homepage as the Newsfeed Home Page, then it will come with different sections.

1. Apps Section

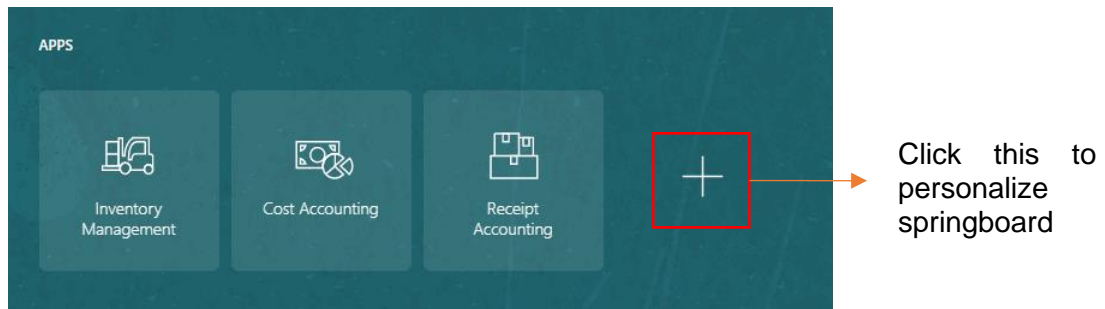


Figure 4: Apps section

Within the Apps section, you have various icons that can be used to start navigating into the different work areas of an application.

You can also access the apps via the Navigator.



Here, the access is granted to various work areas based on the roles that have been given to your user account. You have the flexibility to personalize the App section. You can decide what you want to show within these springboard icons and what you want to hide. If you are an order regular visitor to the Payment work area, you mostly work with Payable's dashboard invoices, you can hide the payments by clicking on this icon. So, it will not be shown in the apps icon but only accessible through the Navigator.

2. Things to Finish section

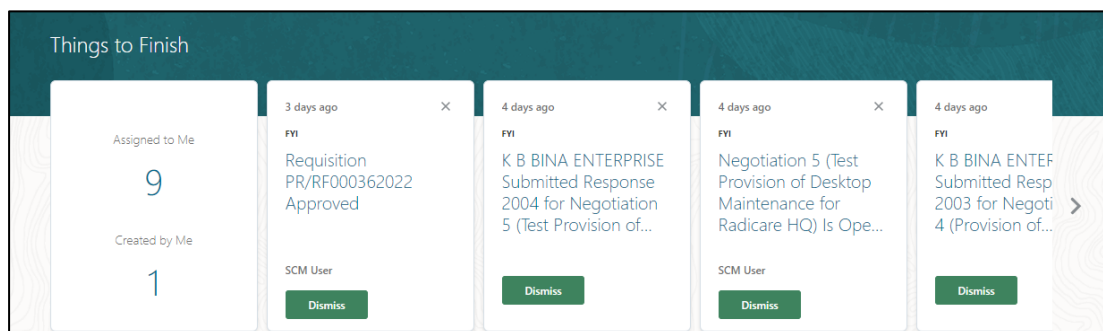


Figure 5: Things to Finish section

The Things to Finish section provides you with a count of any pending notifications that are assigned to you and may require an action from you. Account Link name created by me lists the approval requests that you have created. You can click the link to

navigate to a full list of notifications pertaining to that account. Then the items listed in the Things to Finish section are same as the notifications that are listed in the global header.

The same information is available when you click on notifications icon. You can access the same number of notifications from here, as well as from the Things to Finish section. The list displays the latest notification first and allows you to scroll horizontally to view more notifications.

You can clear a notification from the list by clicking the Close icon. When you clear a notification, the count does not change, since no action is taken on that notification. If you click on you will get a listing of all the notifications that are either FYI or the notifications that require an action from you. When you click on the link it opens the notification and you can get the details of the notification. If you are satisfied, you can either approve it or you can either reject it. Once the notification is read then the count will change.

1.3 Creating Favorites and Setting Preferences

Creating Favorites

Each user has their own favorites and adding favorites is easy in cloud: just go to your favorite work area or task page. Click on the favorite icon and click Add to Favorites. By this you get to your favorite pages directly and easily when you click the favorite icon. You can remove unwanted pages by clicking Manage Favorites.

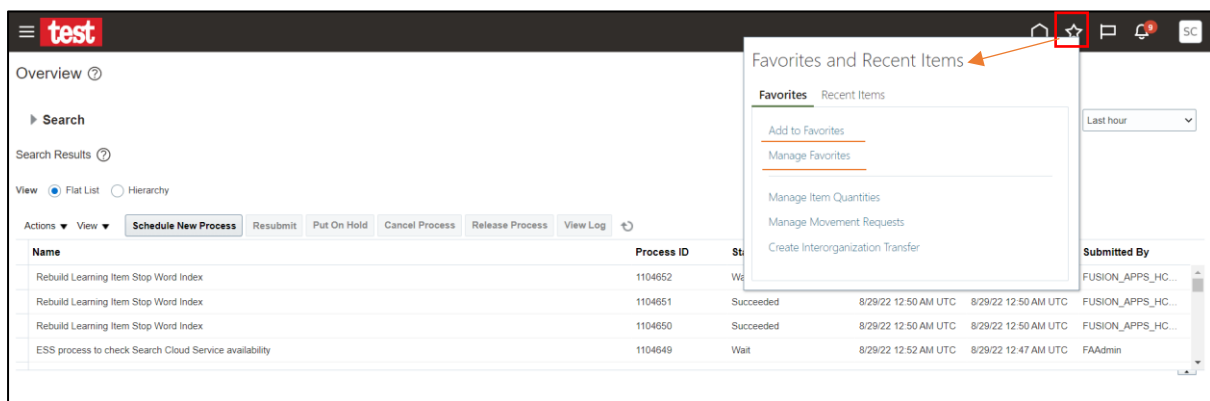


Figure 7: Creating and Managing Favorites

Set Preferences

Select Preferences to set personal options such as regional, language, accessibility setting, watchlist and etc as shown in the list in Figure 8. You can also reset your password from the Preferences page. To get into set preferences, click on setting and action dropdown menu click on Set Preferences.

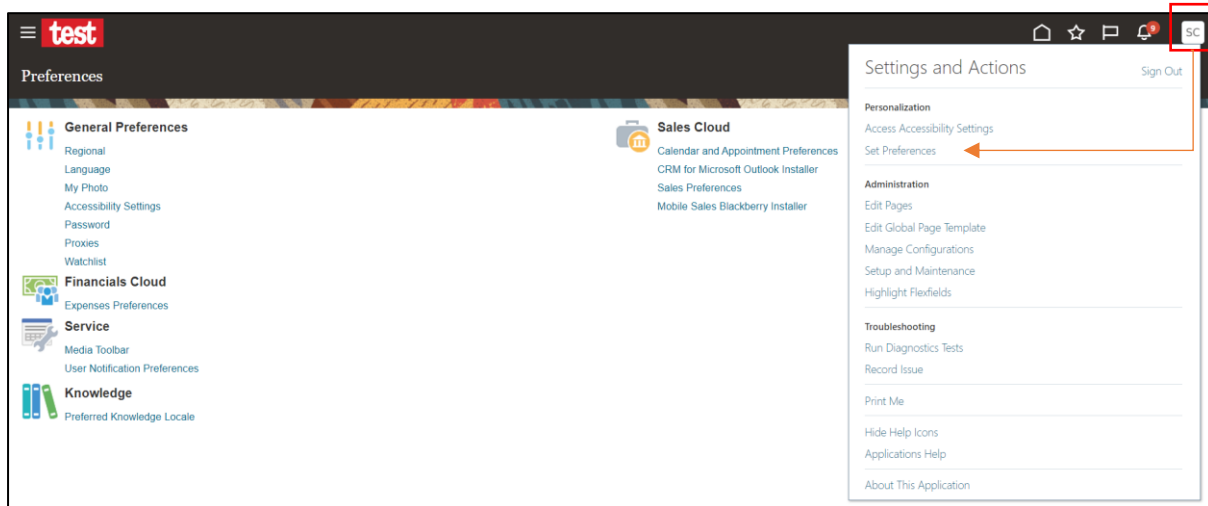


Figure 8: Setting Preferences

1.4 View of Using Work Areas to Streamline Business Processes

The Oracle Inventory Management Cloud Service offers a complete materials management solution that enables companies to manage the flow of inbound and outbound material within the warehouse and stocking locations.

The Oracle Inventory Management Cloud Service is comprised of products designed for specific warehouse management business processes and tasks throughout the Inventory, Shipping, and Receiving applications. The Inventory Management work area provides a landing pad for these applications.

You can use the Inventory Management work area to view high-level details of your warehouse operations through infolets. Also, access tasks and processes to perform from the Task panel of the Inventory Management work area.

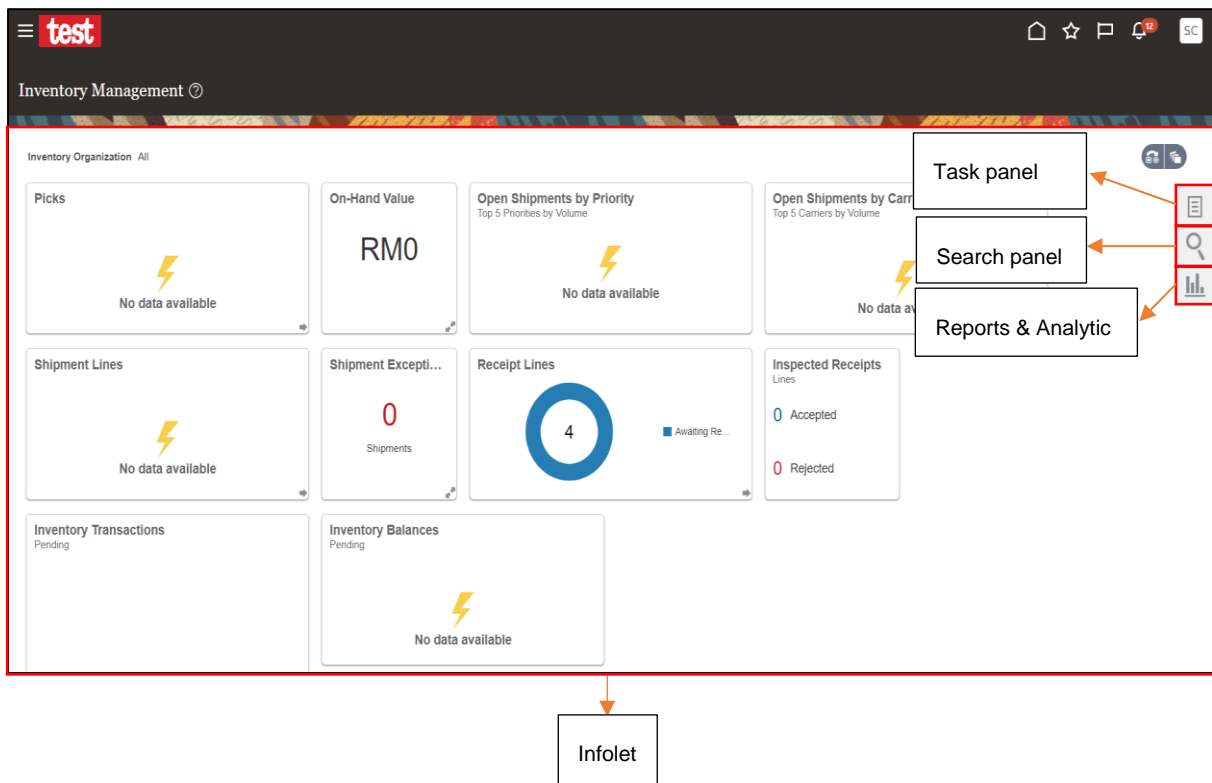


Figure 9: Inventory Management Work Area

Infolets

Infolets are visual, actionable, and personalized information cards summarizing critical data about specific objects. Infolet cards display in the Inventory Management work area to make key performance indicators easy to view, understand, and act upon. Use the infolets in the Inventory Management work area to quickly view details about picks, cycle counts, on-hand values, shipments, and receipts.

You can do the following with infolet cards:

- Flip or expand the card to view additional details about the object featured in the infolet card.
- Drill down to more details by navigating to relevant manage pages from the infolet view.
- Hide infolet cards.
- Reorder infolet cards.

Use the My Infolets icon in the right corner of the Inventory Management work area to toggle your infolets on and off. Drag and drop infolets to rearrange them in the work area.

Tasks Panel Tab

Use the task panel of the Inventory Management work area to access tasks and processes related to these areas:

- Inventory
- Counts
- Shipments
- Picks
- Receipts

Switch between these main areas by selecting Show Tasks in the Task pane.

Search Panel Tab

Search enables you to find a specific transaction using search criteria related to the work area. Search enables offer short cut to access for search on an item quantity and receipt line.

Reports and Analytics Panel Tab

The Reports and Analytics panel tab contains predefined reports as well as a folder for you to set up your own reports.

For example, use the predefined reports to perform a deeper analysis on inventory and cost management. You can also access reports that you have copied and modified and stored in your own folder.

1.5 Scheduled Process

Scheduled processes do tasks that are too complex or time-consuming to do manually, for example importing data or updating many records. You can run scheduled processes on a recurring schedule and send notifications based on how the process ends. Some scheduled processes give you printable output. Those processes might have Report in their name.

Jobs

Each scheduled process that you run is based on a job. The job is the executable that controls what the process can do and what parameters and other options you have for the process. A job set contains multiple jobs.

Job definitions can be set on Oracle Business Intelligence Publisher reports so that people can run the reports as scheduled processes.

Process Sets

A process set is a scheduled process that is based on a job set. So, when you submit a process set, you are running more than one job.

Note: When you submit certain scheduled processes, the job logic causes other processes to automatically run. But in this case, you are not submitting a process set that includes those other processes.

Submission

When you submit a scheduled process, you can use its parameters to control which records are processed and how. Some scheduled processes do not have parameters.

As part of the submission, you can also set up a schedule for the process, for example to run once a week for two months. Every time a process runs, there is a unique process ID.

Output

Some scheduled processes provide output in PDF, HTML, and other formats. For example, a process can import records and produce output with details about those records. There are many types of output, for example a tax document or a list of transactions.

Process Sets

A process set is a type of scheduled process that is based on a job set and contains at least two processes. So, you can run many processes in one go, for a specific purpose. These processes run in a certain order, in serial or parallel, or by some other logic.

Process sets can have any number of individual scheduled processes and even other process sets.

To Submit Scheduled Processes

Click **Navigator > Tools > Scheduled Processes**.

Overview ?

Search Saved Search Last 24 hours

Search Results ?

View Flat List Hierarchy

Actions

Process ID	Name	Status	Scheduled Time	Submission Time
257043	Provide Online Transaction Engine Functionality	Running	21-Jul-2021 10:18 AM HKT	21-Jul-2021 10:18 AM HKT
257041	Provide Online Transaction Engine Functionality	Running	21-Jul-2021 10:18 AM HKT	21-Jul-2021 10:18 AM HKT
257038	Provide Online Transaction Engine Functionality	Running	21-Jul-2021 10:15 AM HKT	21-Jul-2021 10:15 AM HKT
257036	Advanced Invoicing	Wait	21-Jul-2021 11:13 AM HKT	21-Jul-2021 10:13 AM HKT

Figure 10: Scheduled Processes Overview Page

1. On the **Scheduled Processes Overview** page, click **Schedule New Process**.
2. Leave the type as **Job**, enter the process that you want to submit, and click **OK**.
3. In the **Process Details dialog box**, enter at least the required parameters, if any. ‘

Some processes have no parameters at all. Some parameters depend on other parameters. For example, date range parameters might appear only after you select By Date for another parameter.

4. Click the **Advanced** button if you want to define the schedule, notifications, or output. Continue to the next steps. Or just skip to the steps for
5. Click **Submit**, to run the process once as soon as possible with the default output.

Define the Schedule

Set up a schedule to run the process on a recurring basis or at a specific time. Use the Process Details dialog box in Advanced mode.

1. Open the Schedule tab and select Using a schedule for the Run option.
2. Select a frequency.
3. Select **User-Defined** if you want to enter the exact dates and times to run the process.
4. You can select **Use a Saved Schedule** to use an existing schedule if there are any.
5. Depending on the frequency, define when the process should run.

Define the Output

You can choose the layout, format, and destination for your output. Use the Process Details dialog box in Advanced mode.

1. Open the **Output** tab, if available.
2. Click **Add Output Document**.
3. Change the name if you want. The name identifies this output document when you go to view output later.
4. Select a layout if you have more than one to choose from.
5. Select a format, for example one of these:

PDF: Is the best option if you want to print the output.

Excel: Supports embedded images, such as charts and logos, but can be opened only in Excel 2003 or higher.

Data: Gives you report data in an XML file, which is used mainly for editing the report layout.

6. Click **Add Destination** to send the output somewhere, for example to a printer or email address. You can add many destinations and send the output to all of them at the same time.

Tip: You can also print the output as part of the steps for finishing the submission, instead of adding a printer destination here.

To add more output documents, repeat steps 2 to 6.

Set Up Notifications

You can have notifications sent out depending on how the process ends. Use the Process Details dialog box in Advanced mode to set that up.

1. Open the **Notification** tab.
2. Click **Create Notification**.
3. In the Recipient field, enter the **user ID** of the person you want to send the notification to.
4. In the Condition list, select when to send the notification, for example when the process ends in error.
5. Click **OK**.

To send notifications to more people, repeat steps 2 to 5.

Finish the Submission

Follow these steps in the Process Details dialog box:

1. Click the **Process Options** button if you want to define settings that affect the data to be processed.
2. If the process gives you output and you want to print it, select the **Print output** check box and a printer.
3. Select the **Notify me when this process ends** check box if you want to get an email notification.
4. Enter submission notes to capture any information you want to associate with this submission. You can use your notes to find this submission later.
5. Click **Submit**.
6. Click **OK** to confirm.

Tip: Note down the process ID for your submission so you can easily find it later. For example, let's say you set the process to run once a week. If you later want to cancel all runs on this schedule, you need to cancel this original submission with this process ID.

To Submit Process Sets

To submit a process set from the Scheduled Processes Overview page:

1. Proceed with the steps that you would follow to submit any scheduled process, but select **Job Set** for the Type option.
2. In the Process details dialog box, set parameters for individual processes in the set. A process set itself does not have parameters.
 - a. Select a process on the Processes tab.
 - b. Enter parameters for that process, if any.
 - c. Repeat for other processes in the set.
3. Define the schedule, output, and notifications for the process set, as you would do for any scheduled process.
4. Set any other options and click **Submit**.

To Check Status

1. Click **Navigator > Tools > Scheduled Processes**.
The Search Results table shows processes that match the default saved search, **Last 24 hours**.
 - The table might be blank if nothing was submitted.
 - If submission notes were entered when submitting the process, you can use the **Submission Notes** column to help identify the process.
2. If you don't see the process, click the **Refresh** icon or use the Search section.
3. Do any of these tasks to check on the progress of the process:
 - For more details about the status, click the status link. For example, if a process is in the Ready status, you can click the **Ready** link in the **Status** column to see where the process is in the submission queue.
 - Check the **Start Time** column to see if the process has started running yet.

- In the Search Results table, find the **This Job's Items Processed / Errors / Total** column. For some scheduled processes, this column shows what's getting processed and how things are going.
- Click the **View Log** button, especially if your process has a blank **This Job's Items Processed / Errors / Total** column. The type of information in the log varies, depending on the process. You can open the log from here only for if the process is currently running. When the process is done, you might want to also take a look at the final log, if any, from the Details section.

To view output from scheduled process

1. Click **Navigator > Tools > Scheduled Process**.
2. Find your scheduled process and, if you need to, refresh the search results to see the latest status.
3. Select the scheduled process.
4. Go to the Output subsection in the Details section.
5. Click the link in the Output Name column to view or download the output, which you can then print.
6. To view or export the output in a different format:
 - a. Click the **Republish** button.
 - b. Click the **Actions** icon.
 - c. Select **Export**, and then select a format.

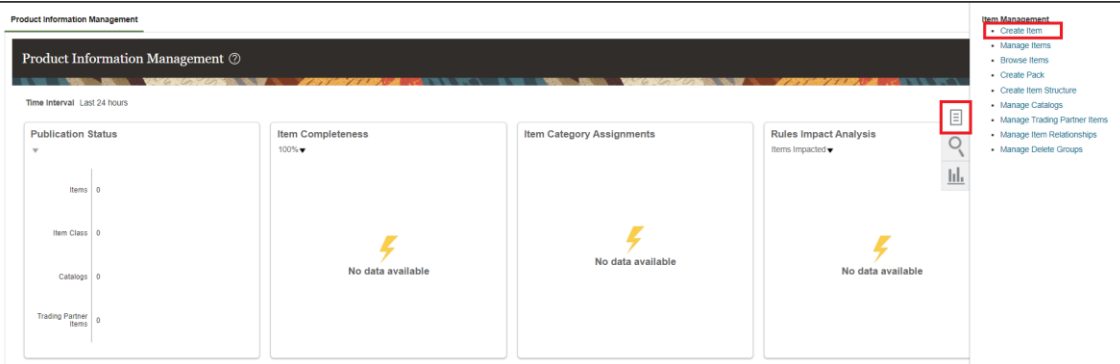
2 ITEM MAINTENANCE

Product Information Management Landing Page/ Overview page

The Product Information Management landing page contains infolets to manage product information. Apart from the infolets, you also receive notifications about events and workflow that need your attention. You can also search for items, catalogs, and so on from the Quick Search pane in Product Information Management work area. The Tasks pane has all the tasks that will help you manage your product data.

2.1 Item creation

No.	Work Area	Navigation
1.	Product Management	Product Information Management

No.	Steps												
1.	<p>Click the Task Panel Tab > Create Item. The Create Item dialog box appears.</p> 												
2.	<p>In Create Item dialog box, enter following details.</p> <table border="1"> <thead> <tr> <th>Field</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Organization</td> <td>Select organization code (IMO)</td> </tr> <tr> <td>Create New</td> <td>Select Create New</td> </tr> <tr> <td>Number of Items</td> <td>Enter a number between 1 until 10 (Max item 10).</td> </tr> <tr> <td>Item Class</td> <td>Select Root Item Class</td> </tr> <tr> <td>Templates</td> <td>Select the Inventory Asset Item/Expense template.</td> </tr> </tbody> </table>	Field	Description	Organization	Select organization code (IMO)	Create New	Select Create New	Number of Items	Enter a number between 1 until 10 (Max item 10).	Item Class	Select Root Item Class	Templates	Select the Inventory Asset Item/Expense template.
Field	Description												
Organization	Select organization code (IMO)												
Create New	Select Create New												
Number of Items	Enter a number between 1 until 10 (Max item 10).												
Item Class	Select Root Item Class												
Templates	Select the Inventory Asset Item/Expense template.												

Create Item

* Organization: IMO

Create New Create from Copy

* Number of Items: 1

* Item Class: Root Item Class
Item Class Description: Root Item Class

Templates

Available List: Expense Item

Selected List: Inventory Asset Item

OK Cancel

! Inventory Asset Item template - Is for Inventory Item

! Expense Item - Is for Expense Item

3. Click **OK** to close the **Create Item** dialog box. The **Create Item** page appears.

4. In **Create Item** page, enter following details.

Field	Description
Item Field	Enter item number code. (E.g. 01/01/00026)
Description	Enter name of item. (E.g. HYUNDAI WIRE SF71 1.2MM X 15KG)
Item Status	Select Active

Create Item

* Item: 01/01/00026

* Description: HYUNDAI WIRE SF71 1.2MM X 15KG

Item Status: Active

Lifecycle Phase: Production

User Item Type: Purchased Item

Pack Type: [Dropdown]

Revision: 0

Creation Date: 18/12/2024 3:21 AM

5. Click the **Overview** Tab. In the **Primary Unit of Measure** field, select 1 OUM option available (E.g. Unit, Set, KG).

The screenshot shows the 'Overview' tab selected. Under the 'Unit of Measure' section, the '* Primary Unit of Measure' dropdown is highlighted with a red box and contains the value 'UNIT'. Other fields include 'Tracking Unit of Measure' (Primary), 'Pricing' (Primary), 'Conversions' (Both), and 'Secondary Unit of Measure'.

6. Click the **Specification Tab > Purchasing > Pricing**. In the **List Price** and **Market Price** field, enter the amount of price.

The screenshot shows the 'Specifications' tab selected, with the 'Purchasing' sub-tab active. The 'Pricing' section at the bottom has a 'List Price' field highlighted with a red box, containing the value '110' and the currency 'MYR'. Other fields include 'Purchased' (Yes), 'Use Approved Supplier' (No), 'Negotiation Required', 'Input Tax Classification Code', 'Unit of Issue', 'Invoice Close Tolerance Percentage', 'Hazard Class', and 'Asset Category'.

7. Click the **Association** Tab. Click the **Select and Add** icon. The **Select and Add: organization** dialog box appears. Alternatively, click the Action menu and then select **Select and Add**.

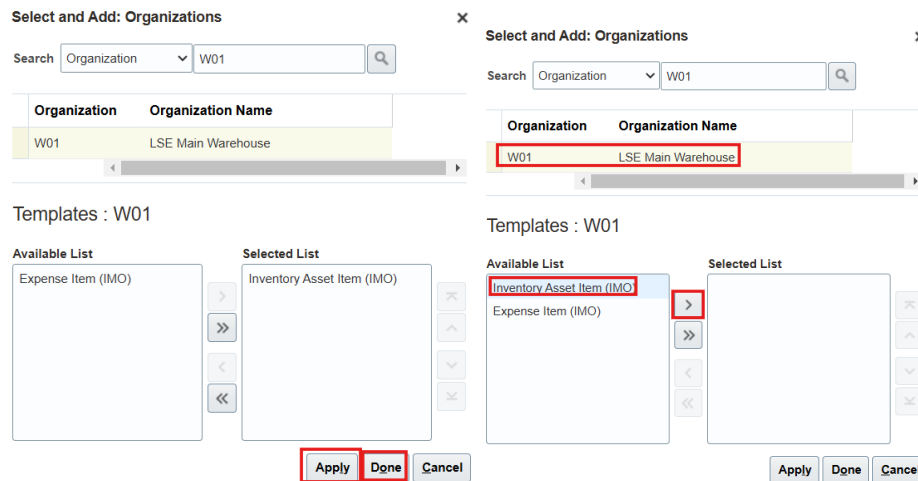
The screenshot shows the 'Associations' tab selected. An 'Actions' dropdown menu is open, with 'Select and Add' highlighted by a red box. Below the menu is a table with columns: Organization Name, Item Status, * Primary Unit of Measure, Tracking Unit of Measure, Pricing, Secondary Unit of Measure, and Defaulting Control. The table contains one row: RC Item Master, Active, UNIT, Primary, Primary, .

Organization Name	Item Status	* Primary Unit of Measure	Tracking Unit of Measure	Pricing	Secondary Unit of Measure	Defaulting Control
RC Item Master	Active	UNIT	Primary	Primary	.	.

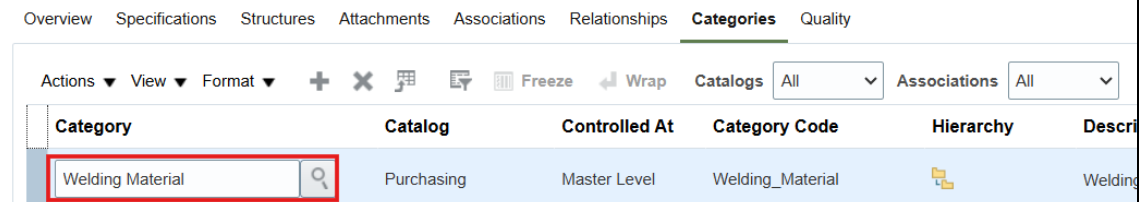
8. In the **Organization** field, enter **W01** and then click the **Search** icon. Select **Organization W01 LSE Main Warehouse**. You can put other organization as well.

In the **Templates** region, in the **Available List** column, select the **Inventory Asset Item/Expense Item** template and click the **Single Arrow** to move it to the **Selected List**. Click **Apply**.

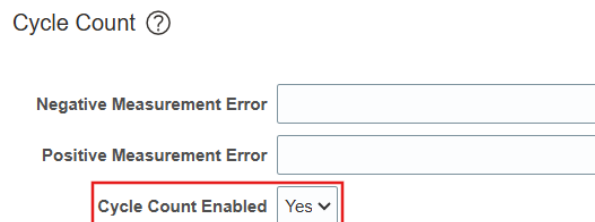
Click **Done** to Close the **Select and Add: Organization** dialog box.



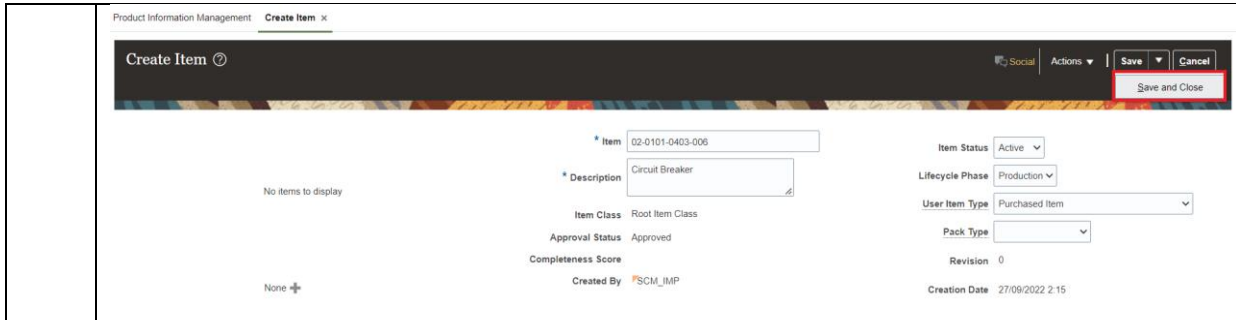
9. Click **Categories** Tab and enter category for the item.



10. **!** Click **Cycle Count Enabled = Yes** if the item is eligible for cycle count processes.
Navigation: Specification Tab > Inventory > Cycle Count



11. Click **Save and Close**.



2.2 Item Maintenance

Use the manage Item function if you want to search for specific item, inactive item or you want to assign the item to different inventory organization.

No.	Work Area	Navigation
1.	Product Management	Product Information Management

No.	Steps
1.	<p>Click the Task Panel Tab > Manage Item. The Create Item dialog box appears.</p>
2.	<p>Enter Item code and click Search</p>
3.	<p>User can associate new inventory org to the item</p>

Overview Specifications

Organizations

Actions View Form

- Export to Excel
- Select and Add
- Delete

W01

User can Inactive the item

* Item 01/01/00026

Description HYUNDAI WIRE SF71 1.2MM X 15KG

Item Status Active

Lifecycle Phase Active

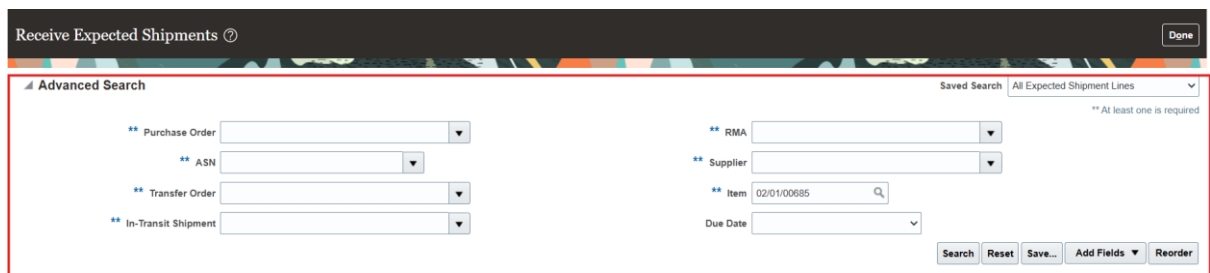
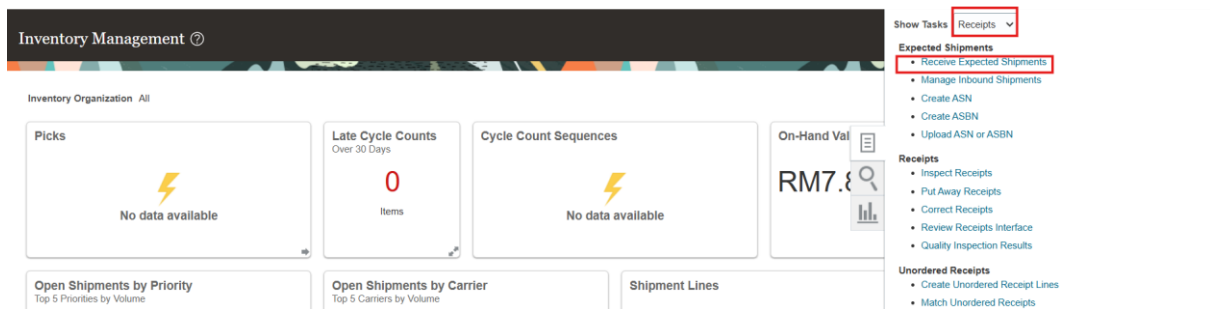
User Item Type Purchased Item

3 RECEIPT

3.1 Create Receipt

This function is use when user want to perform receiving inventory purchase order.

1. Navigate to: **Inventory Management > Show Task > Receipts > Receive Expected Shipments > Advance Search**



Search Results

2. Enter at least one of the details below:

Fields	Description
Purchase Order	Enter a unique alpha numerical to represent this purchase order
Supplier	Enter the supplier's name to whom you want to receive the item.

Item	Enter item number code
------	------------------------

3. Click **Search**
4. Choose the line item you want to receive and Click **Receive** button.

View ▾ **Receive**

Organization

Organization	Item	Item Description	Document Type	Document Number	Document Line	Document Schedule	Due Date	Quantity	UOM Name
W01	02/01/00685	BATTERY WATE...	Purchase order	PO/LSE0000051202	1	1	18/12/2024	1	BTL

5. Click **Show Receipt Quantity** to shows the quantity.

Receive Lines ?

Organization: W01

Actions ▾ View ▾ **Show Receipt Quantity** View Details

Item	Item Description	Document Number	* Quantity	* UOM Name	Destination Type	Subinventory	Locator	Deliver-to Location	* Receipt Date	* Received By
02/01/00685	BATTERY ...	POLSE000005	<input type="text"/>	BTL	Inventory	Stor W01	<input type="text"/>	Labuan SH	18/12/2024	JUDY TIN

6. Enter **Locator**

Locator ✕

▲ Hide Segments

LSE Area W01

LSE Zone A

LSE Bin 01

Search **Reset** | **OK** **Cancel**

7. Click **OK**

Receive Lines ?

Organization: W01

Actions ▾ View ▾ **Show Receipt Quantity** View Details

Item	Item Description	Document Number	* Quantity	* UOM Name	Destination Type	Subinventory	Locator	Deliver-to Location	* Receipt Date	* Received By
02/01/00685	BATTERY ...	POLSE000005	1	BTL	Inventory	Stor W01	W01-A-01	Labuan SH	18/12/2024	JUDY TIN

8. Click **Create receipt**
9. Click **Submit**

Create Receipt Organization: W01 Submit Cancel

Receipt

Supplier: Presmech Engineering Multiservices

Customer:

Shipment:

Packing Slip:

Shipping Method:

Number of Supplier Packing Units:

* Receipt Date: 18/12/2024 5:31 AM

GL Date: 18/12/2024 5:31 AM

Shipped Date: d/m/yyyy h:mm a

Waybill:

Bill of Lading:

* Received By: JUDY TINGGALAN

Notes:

Attachments: None

Additional Information

Receipt Lines

Item	Item Description	Revision	Document Number	Quantity	UOM Name	Subinventory	Locator	Receiving Location	Destination Type
02/01/00685	BATTERY WAT...		PO/LS000005...	1	BTL	Stor W01	W01-A-01		Inventory

3.2 Return Receipt

1. Navigate to: **Inventory Management > Show Task > Receipts > Return Receipts > Advance Search**



Inventory Management Show Tasks: Receipts

Inventory Organization: All

Picks

No data available

Late Cycle Counts

Over 30 Days

0 Items

Cycle Count Sequences

No data available

On-Hand Val

RM7.8

Open Shipments by Priority

Top 5 Priorities by Volume

No data available

Open Shipments by Carrier

Top 5 Carriers by Volume

No data available

Shipment Lines

No data available

Expected Shipments

- Receive Expected Shipments
- Manage Inbound Shipments
- Create ASN
- Upload ASN or ASBN

Receipts

- Inspect Receipts
- Put Away Receipts
- Correct Receipts
- Review Receipts Interface
- Quality Inspection Results

Unordered Receipts

- Create Unordered Receipt Lines
- Match Unordered Receipts

Returns

- Return Receipts** (highlighted with a red box)
- Manage Supplier Returns Without Receipt

Return Receipts Done

Advanced Search

Receipt:

Purchase Order:

Transfer Order:

RMA:

Supplier:

Customer:

Item: 02/01/00685

Line Status:

Search Reset Save... Add Fields Reorder

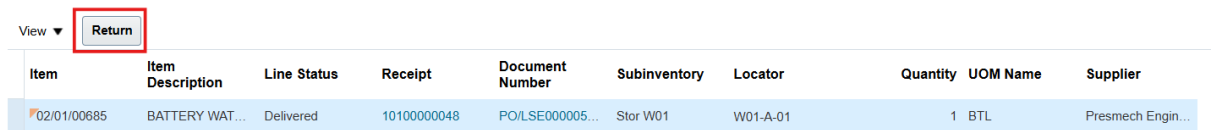
Saved Search: Received Lines:

** At least one is required

Enter at least one of the details below:

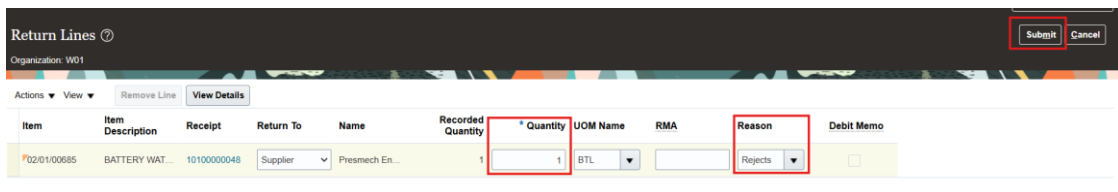
Fields	Description
Receipt	Enter a unique number to represent this receipt
Purchase Order	Enter a unique alpha numerical to represent this purchase order
Supplier	Enter the supplier's name to whom you want to return the item.
Item	Enter item number code

2. Click **Search**
3. Based on **Search Results**, choose which item to return and click button **Return**.



The screenshot shows a table with columns: Item, Item Description, Line Status, Receipt, Document Number, Subinventory, Locator, Quantity, UOM Name, and Supplier. A 'Return' button is highlighted in a red box above the table. The first row of data is: 02/01/00685, BATTERY WAT..., Delivered, 10100000048, PO/LSE000005..., Stor W01, W01-A-01, 1, BTL, Presmech Engin...

4. In the **Quantity** field, enter number of quantity item that you want to return.
5. In the **Reason** field, choose **Rejects**.



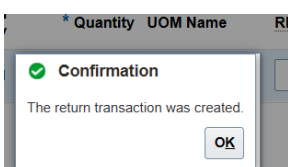
The screenshot shows the 'Return Lines' form. The 'Quantity' field is set to 1 and the 'Reason' dropdown is set to 'Rejects'. Both fields are highlighted with red boxes. There are 'Submit' and 'Cancel' buttons at the top right.

6. If you require to add further reasoning/explanation, click **View Details** button and write those remark in **Note** box.
7. Click **OK** button



The screenshot shows the 'Transaction Details' form. Fields include: Return Date (18/12/2024 5:48 AM), Returned By (JUDY TINGGALAN), RMA, and Reason (Rejects). A 'Note' field is highlighted with a red box. There are 'Routing' and 'Direct delivery' options, and an 'Attachments' section.

8. Click the **Submit** button.
9. Click the **OK** button to close the confirmation message to return to the Return Receipt page.



The screenshot shows a 'Confirmation' dialog box with a green checkmark icon. The text reads: 'The return transaction was created.' There is an 'OK' button at the bottom right.

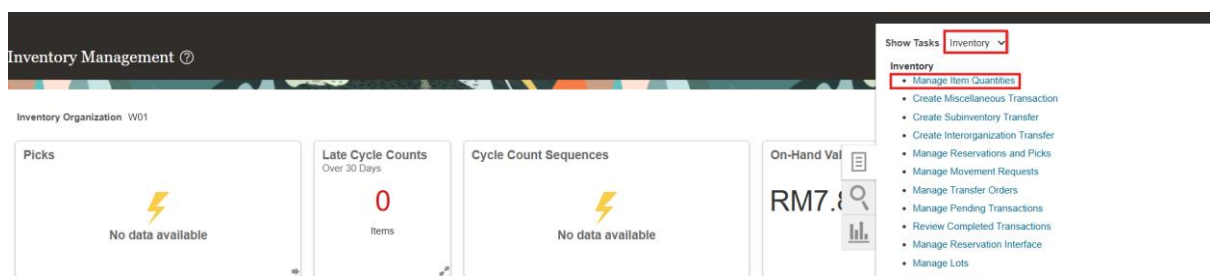
4 MOVEMENT REQUEST ISSUE

When you fully transact a movement request issue, you perform the complete process required to request movement of request issue, create pick and pick confirm a movement request issue.

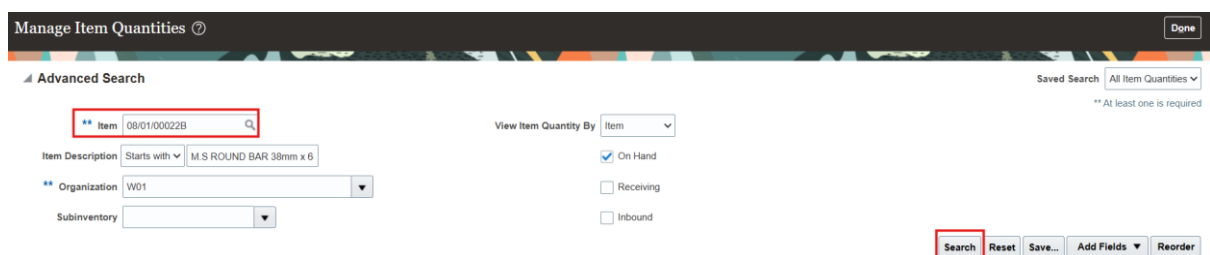
4.1 Creating and Processing Movement Request Issue

4.1.1 Review Item On-Hand Quantity

1. Navigate to **Inventory Management > Task > Show Task: Inventory > Manage Item Quantities.**



2. In the **Advanced Search** region, in the **Item** field, enter **Item Number code**.
3. Click **Search**



4. Click the **Expand** icon next to the **Item Number code** to view on-hand quantity in the **Inventory Organization**.
5. Click **Expand** icon next to Organization code to view on-hand quantity in the Subinventory.
6. Click **Done** to return to the **Inventory Management** page.

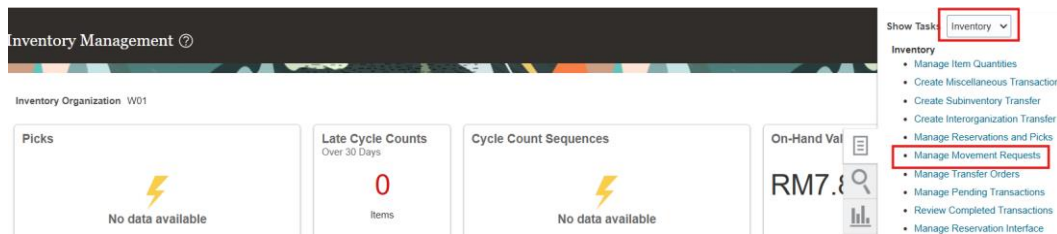
View Item Quantity By

Actions View

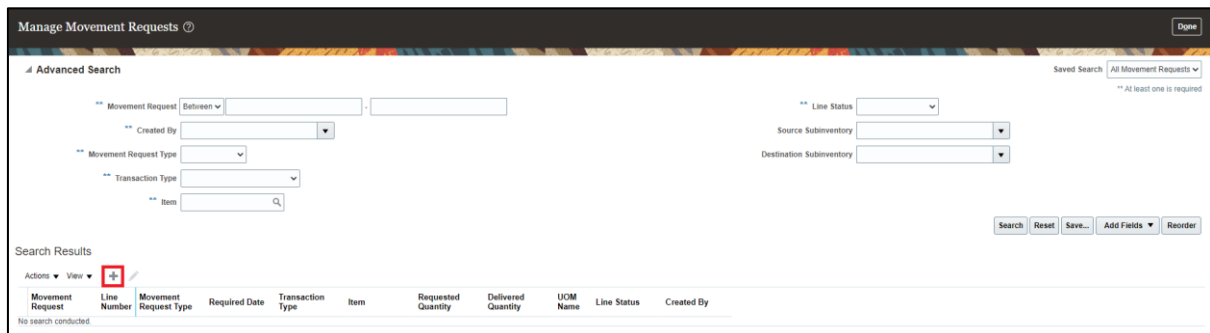
Item	Quantity			UOM Name
	On Hand	Receiving	Inbound	
Item 08/01/00022B	48			lg
Organization W01	48			lg
Subinventory Stor W01	48			lg
Locator W01-B-02	1			lg
Locator W01-A-01	3			lg
Locator W01-A-05	44			lg

4.1.2 Create Movement Request Issue

1. From **Inventory Management > Task > Show Task: Inventory > Manage Movement Request**.



2. In the **Search Results** region, click the **Create** icon. The **Create Movement Request** page opens with pre-numbered movement request. Note down your movement number for use later in the process.



3. In the **Movement Request** region, enter details below.

Fields	Description
Movement request	Running number was auto generated.
Description	Enter any description regarding Material Request Issue
Transaction Type	Select Movement Request Issue

Movement Request

Movement Request: 784902
 Description: Issuance of item
 Required Date: 18/12/2024 6:06 AM
 Transaction Type: Movement Request Issue

Movement Request Type: Requisition
 Status: Incomplete
 Source Subinventory: [Dropdown]
 Destination Subinventory: [Dropdown]
 Destination Account: [Text]

4. In the **Lines** region, click **Create** icon and enter detail below.

Fields	Description
Item	Enter item number code
Requested Quantity	Enter quantity of item to issue
Source Subinventory	Select Stores
Locator	Enter locator of the item
Destination Account	Enter alias account/ charge account

Lines

Line Number	* Item	* Transaction Type	* Required Date	* Requested Quantity	* UOM Name	Status	Source Subinventory	Source Locator	Destination Subinventory	Destination Locator	Destination Account
1	08/01/00022B	Movement Request Issue	18/12/2024 6:06 AM	2	lg	Incomplete	Stor W	W01-A-01			30.00.720100.

5. Click **Submit**.

* Movement Request: 784902
 Description: Issuance of item
 Required Date: 18/12/2024 6:06 AM
 Transaction Type: Movement Request Issue

Information

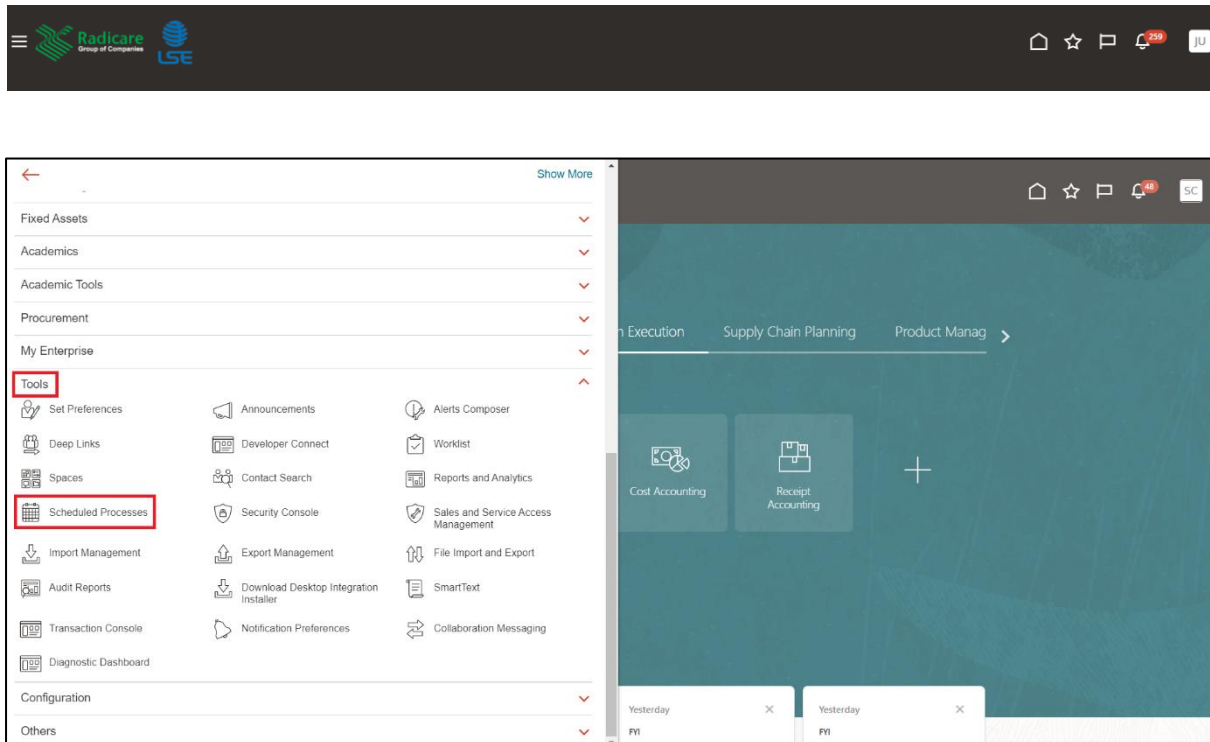
Movement request 784902 was submitted.

OK

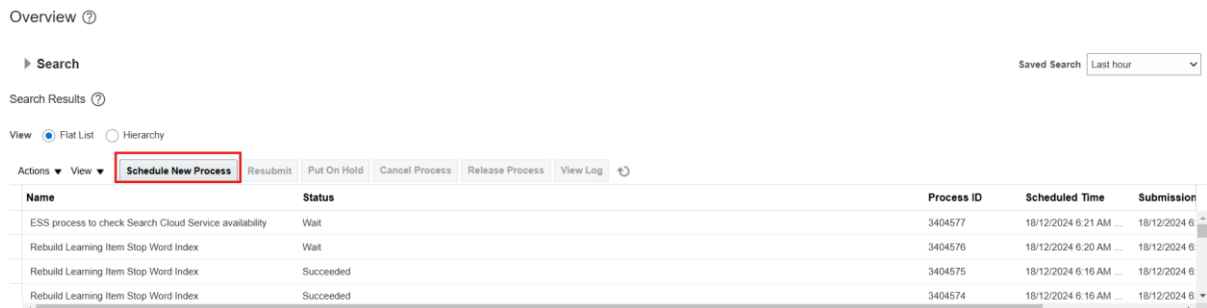
- Click **OK** to close the confirmation message.
- Click **Done** to return to the **Inventory Management** page.

4.1.3 Print Slip Pick Report

1. From the **Navigator > Tools > Scheduled Processes**.



2. Click **Schedule New Process**.



3. In the **Name** field, click **drill down** icon and click **Search**

Schedule New Process

Type Job Job Set

Name

Description

- Evaluate Certification Updates
- Evaluate Certification Updates: Subprocess
- Generate Daily Breakdown of Absence Details
- Generate Daily Breakdown of Absence Details: Subprocess
- Evaluate Absences
- Evaluate Absences: Subprocess
- Process Events
- Process Events: Subprocess
- Migrate Previous Versions of Absence Data
- Advanced Controls Notifications

Search...

- In the **Search and Select: Name** dialog box, enter **Print Movement** in **Name** field and click **Search**.
- Select **Print Movement Request Pick Slip Report** and then, click **OK**.

Search and Select: Name

Search

Name

Search Reset

Name	Description
Print Movement Request Pick Slip Report	Releases movement requ...

OK Cancel

- Click **OK** to close the **Schedule New Process** dialog box.

Schedule New Process

Type Job Job Set

Name

Description Releases movement request lines for picking and generates corresponding pick slip reports.

OK Cancel

7. In the **Process Details** dialog box, fill up the parameter below.

Fields	Description
Organization	Enter organization code number
From Movement Request	Enter the Movement Request number created in the previous section.
To Movement Request	Enter the Movement Request number created in the previous section.
Release Approved Lines	Select Yes

8. Click **Submit**
Process Details

This process will be queued up for submission at position 1

Process Options **Advanced** **Submit** **Cancel**

Name Print Movement Request Pick Slip Report

Print output

Description Releases movement request lines for picking and...

Notify me when this process ends

Schedule As soon as possible

Submission Notes

Basic Options

Parameters

* Organization W01

From Movement Request 784902

To Movement Request 784902

From Required Date d/m/yyyy

To Required Date d/m/yyyy

Line Status to Print Open picks

Movement Request Type All

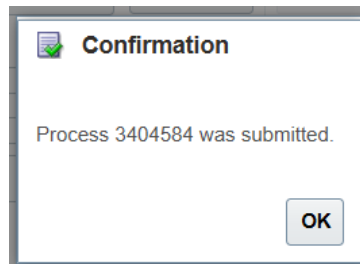
From Order

To Order

Carrier

Customer

Release Approved Lines Yes

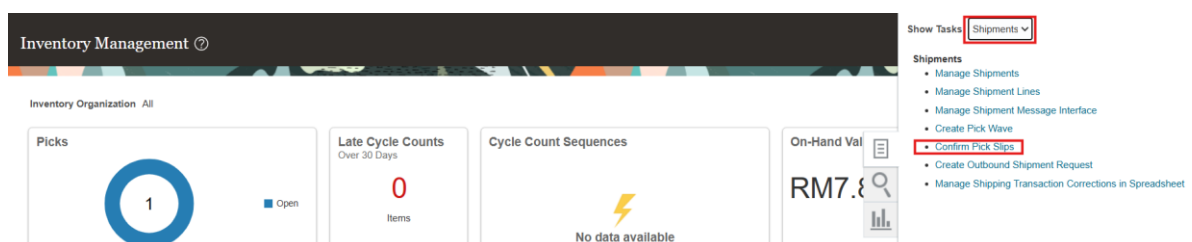


9. Click **OK**.
10. Click the **Refresh** icon until your process is Succeeded.

Name	Status	Process ID
Print Movement Request Pick Slip Report	Succeeded	3404584

4.1.4 Confirm Pick Slip

1. Navigate to **Supply Chain Execution > Inventory Management > Task > Show Task: Shipment > Confirm Pick Slips**



2. In the **Movement Request** field, enter the movement request number generated during **Create Movement Request Issue**.
3. Click the **Search** button
4. Click **Pick Slip** number for your movement request

Confirm Pick Slips: Search Done

Advanced Search Saved Search Pick Slips Due Today

** Pick Slip: Equals []

** Shipment: Equals []

** Order: Equals []

**** Movement Request: Equals [784902]**

** Pick Wave: Equals []

** Customer: Equals []

** Due Date: Equals [18/12/2024]

** Carrier: Equals []

Search Reset Save... Add Fields Reorder

Search Results

View Pick Status: Open Pick Slip Type: All Order Type: All Organization: []

Pick Slip	Organization	Due Date	Pick Status	Order	Order Type	Shipping Method	Customer	Picks		
								Open	Confirmed	Total
702952	W01	18/12/2024 6:07...	Open					1	0	1

5. Select the **Ready to Confirm** check box.
6. In the **Picked Quantity** field, enter number of items, if not defaulted already
7. Click **Confirm and Close**

Confirm Pick Slip: 702952 Confirm Cancel

Organization: W01

Summary Show More

Creation Date: 18/12/2024 6:24 AM

Pick Status: Open

Pick Slip Type: Requisitions

Number of Picks: 1

Movement Request: 784902

Picks Show More

Actions View Pick Status: Open Generate Serial Numbers

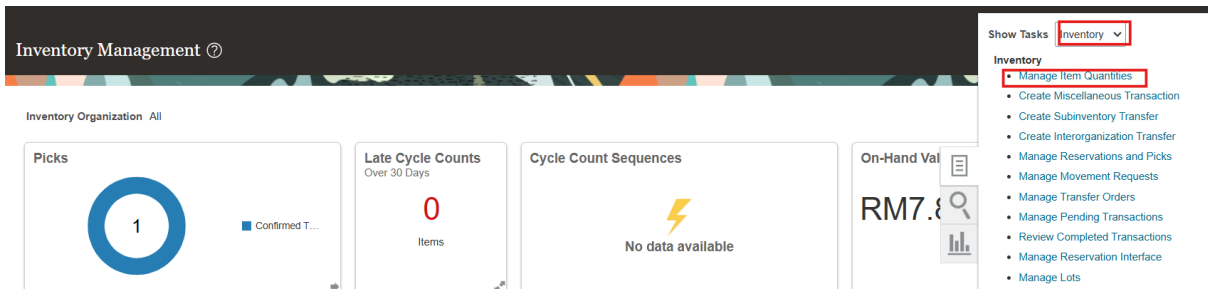
Ready to confirm	Line	Pick Status	Item	Item Description	UOM Name	Requested Quantity	Picked Quantity	Source Subinventory	Source Locator	Lot	From Serial Number	To Serial Number
<input checked="" type="checkbox"/>	1	Open	08/01/00022B	M.S ROUND BA...	lg	2	<input type="text" value="2"/>	Stor W01	W01-A-01			

8. Click **Done** to return to the Inventory Management page.

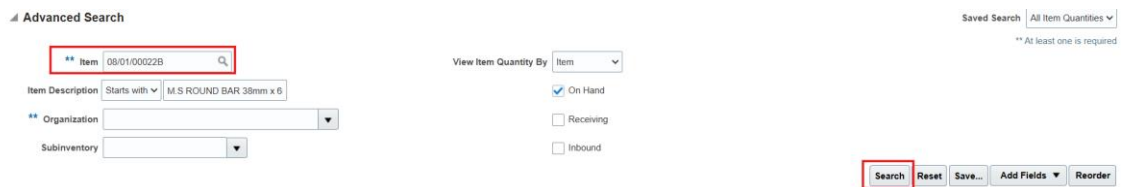
4.1.5 Review Item On-Hand Quantity

1. Navigate to **Inventory Management > Task > Show Task: Inventory > Manage Item Quantities.**





2. On the **Manage Item Quantities** page, in the **Advanced Search** region, in the **Item** field, enter **Item Number code**.
3. Click **Search**



4. Click the **Expand** icon next to the Item Number code to view on-hand quantity in the **Inventory Organization**.

Actions ▾ View ▾ View Item Availability

Item	Quantity			
	On Hand	Receiving	Inbound	UOM Name
⏏ Item 08/01/00022B ☆ ▾ Organization W01 ▾ Subinventory Stor W01 ▶ Locator W01-B-02 ▶ Locator W01-A-01 ▶ Locator W01-A-05				
	46			lg
	46			lg
	1			lg
	1			lg
	44			lg

5 INTERORGANIZATION TRANSFER

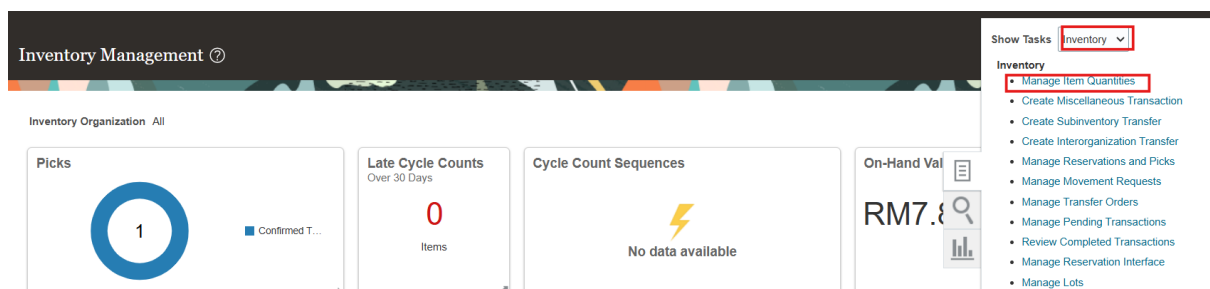
Interorganization transfers enable you to transfer material between inventory organizations, which can be necessary if you define multiple inventory organizations.

In addition to being able to transfer one or more items in a single transaction, you can transfer partial quantities of the same item to different subinventories and locators in a single transaction. The items that you transfer must exist in both the source and destination organizations.

5.1 Creating Interorganization Transfer

5.1.1 Review Item On-Hand Quantity from Source Organization

1. Navigate to **Inventory Management > Task > Show Task: Inventory > Manage Item Quantities**.



2. In the **Advanced Search** region, in the **Item** field, enter **Item Number code**.
3. Click **Search**

Advanced Search

Item: 08/01/00022B

View Item Quantity By: Item

Item Description: Starts with M.S ROUND BAR 38mm x 6

Organization: [Dropdown]

Subinventory: [Dropdown]

View Item Quantity By:

- On Hand
- Receiving
- Inbound

Buttons: Search, Reset, Save..., Add Fields, Reorder

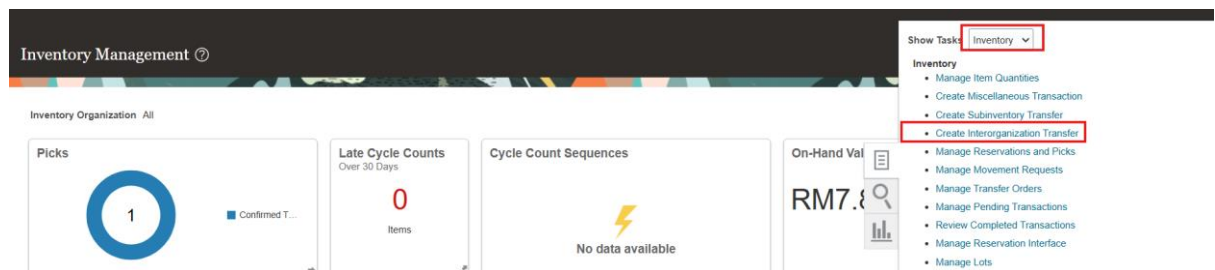
- Click the **Expand** icon next to the **Item Number code** to view on-hand quantity in the **Inventory Organization**.
- Click **Expand** icon next to Organization code to view on-hand quantity in the Subinventory.
- Click **Done** to return to the **Inventory Management** page.

Actions View View Item Availability

Item	Quantity			UOM Name
	On Hand	Receiving	Inbound	
Item 08/01/00022B				
Organization W01	46			lg
Subinventory Stor W01	46			lg
Locator W01-B-02	1			lg
Locator W01-A-01	1			lg
Locator W01-A-05	44			lg


5.1.2 Create Interorganization Transfer from Source Organization

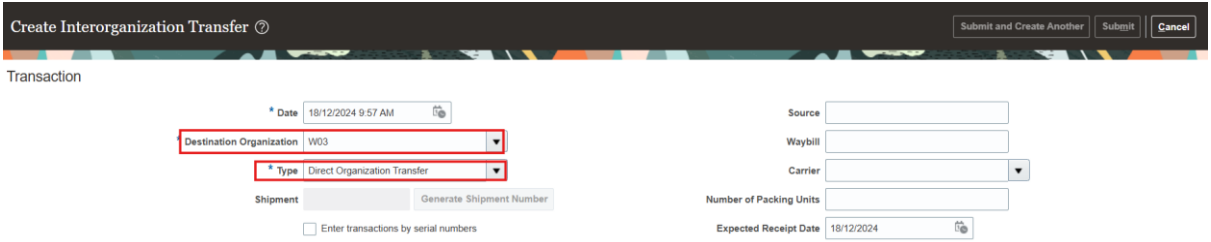
- Navigate **Inventory Management > Task > Show Task: Inventory > Create Interorganization Transfer**.



- In the **Transaction** region, enter following details.

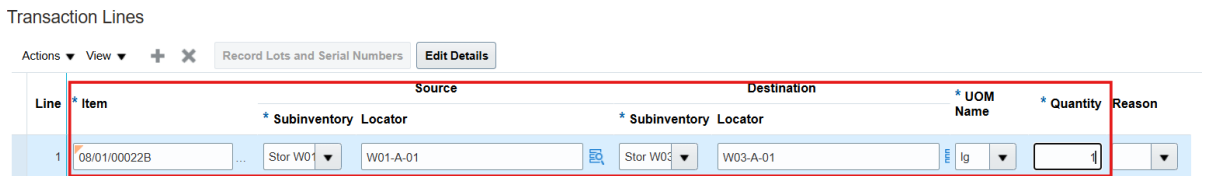
Fields	Description
Destination Organization	Select preferred organization code (Store) you want to transfer
Type	Select Direct Organization Transfer


 Please ensure item to transfer required to assign to the Destination Organization.



3. In **Transaction Lines** region, click **Add** icon and enter following details.

Fields	Description
Item	Enter item number code
Source Subinventory	Select Stores
Locator	Enter Source Locator
Destination Subinventory	Select Stores
Locator	Enter Destination Locator
Quantity	Enter number of items to be transfer to another store

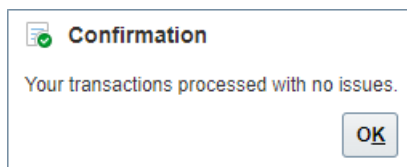


Line 1: Availability 

Available Quantity 1 lg
On-Hand Quantity 1 lg

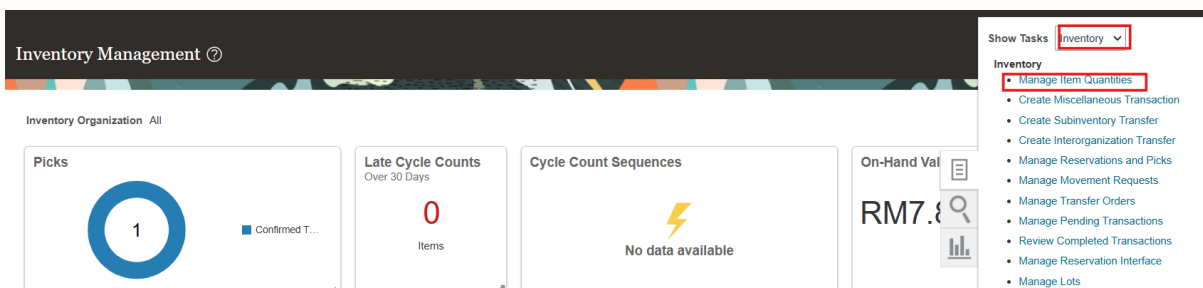
Secondary Available Quantity
Secondary On-Hand Quantity

4. Click the **Submit** button. A message that your transaction has been processed appears on the screen. Click **OK**.



5.1.3 Review Item On-Hand Quantity in Destination Organization

1. Navigate to **Inventory Management > Task > Show Task: Inventory > Manage Item Quantities**.



2. In the **Advanced Search** region, in the **Item** field, enter **Item Number code**.
3. Click **Search**
4. Click the **Expand** icon next to your organization to see on-hand in all subinventory.
5. Click the **Expand** icon next to subinventory that was received against.
6. Verify on-hand quantity is correct based upon the transactions you performed.

The screenshot shows the "Manage Item Quantities" search results. The "Advanced Search" section is active. The search results are displayed in a table with columns for "Item", "Quantity", "On Hand", "Receiving", "Inbound", and "UOM Name". The first row is highlighted with a red box.

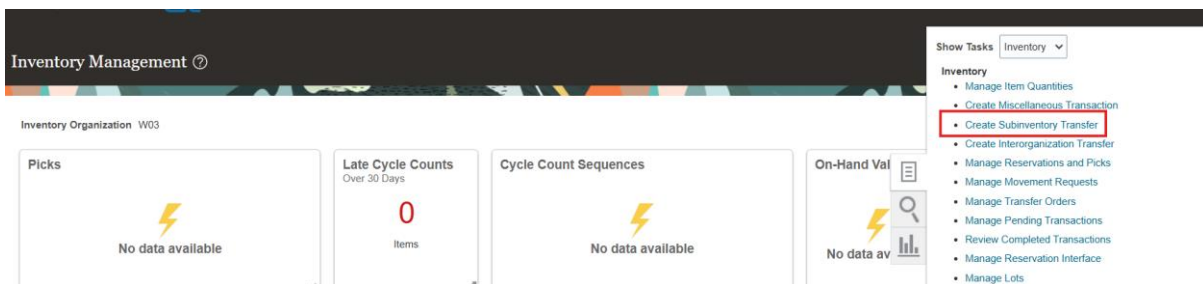
Item	Quantity				UOM Name
	On Hand	Receiving	Inbound		
Item 08/01/00022B	1			lg	
Organization W03	1			lg	
Subinventory Stor W03	1			lg	

6 SUBINVENTORY TRANSFER

Use a subinventory transfer to transfer material within your current organization between subinventories, or between two locators within the same subinventory.

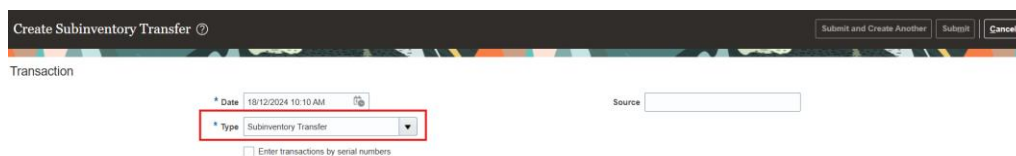
6.1 Creating Subinventory Transfer

1. Navigate to **Inventory Management > Task > Show Task: Inventory > Create Subinventory Transfer**



2. In the **Transaction** region, enter following details.

Fields	Description
Type	Select Subinventory Transfer



3. In **Transaction Lines** region, click **Add** icon and enter following details.

Fields	Description
Item	Enter item number code
Source Subinventory	Select Subinventory
Locator	Enter Source Locator
Destination Subinventory	Select Subinventory
Locator	Enter Destination Locator
Quantity	Enter number of items to be transfer to another locator

Transaction Lines ⓘ

Actions ▾ View ▾ + × Record Lots and Serial Numbers Edit Details

Line	* Item	Source		Destination		* UOM Name	* Quantity	Reason
		* Subinventory	Locator	* Subinventory	Locator			
1	08/01/00022B	Stor W03	W03-A-01	Stor W03	W03-A-00	lg	1	

Line 1: Availability ⓘ

Available Quantity 1 lg
On-Hand Quantity 1 lg

Secondary Available Quantity
Secondary On-Hand Quantity

4. Click the **Submit** button. A message that your transaction has been processed appears on the screen. Click **OK**.

 **Confirmation**

Your transactions processed with no issues.

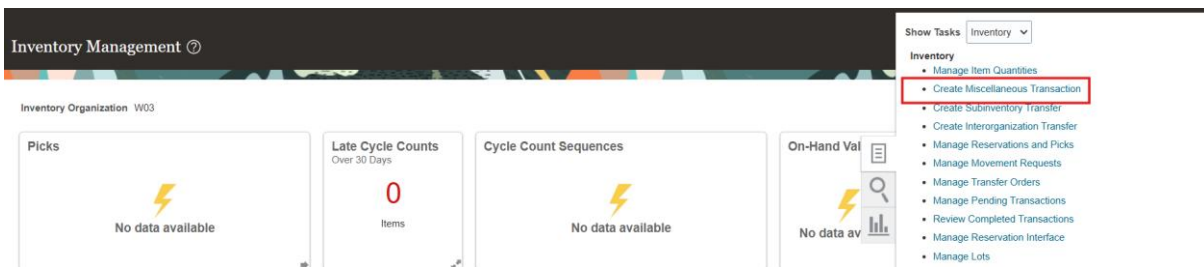
OK

7 MISCELLANEOUS TRANSACTIONS

A miscellaneous transaction is a transaction, such as a miscellaneous issue or miscellaneous receipt. For LSE user will use miscellaneous receipt to recognize item surplus.

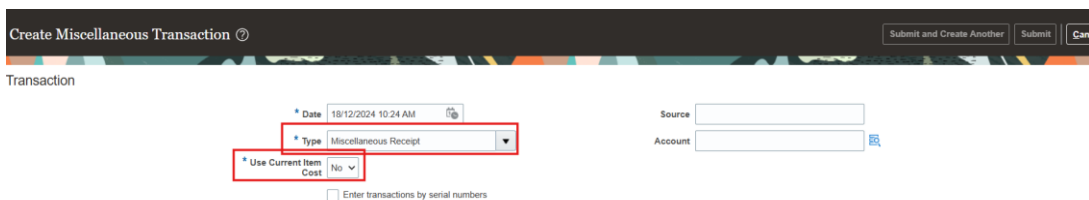
7.1 Creating Miscellaneous Transactions

1. Navigate to **Inventory Management > Task > Show Task: Inventory > Create Miscellaneous Transactions**



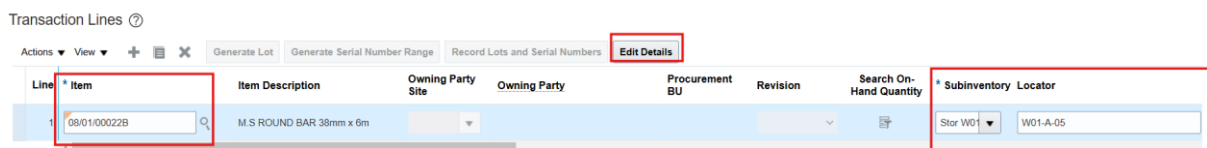
2. In the **Transaction** region, enter following details.

Fields	Description
Type	Select Miscellaneous Receipt
Use Current Item Cost	Select No



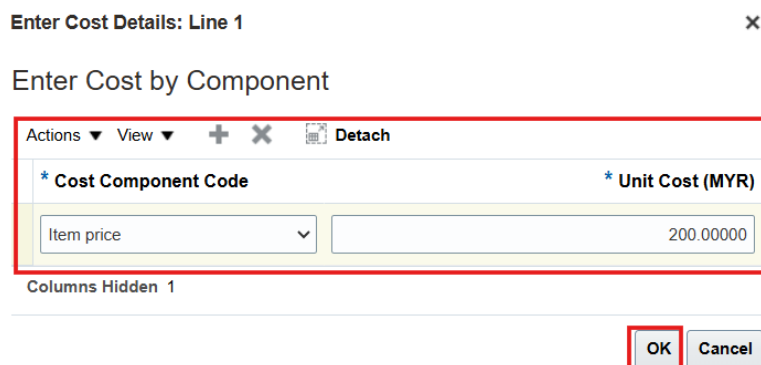
3. In **Transaction Lines** region, click **Add** icon and enter following details.

Fields	Description
Item	Enter item number code
Subinventory	Select Subinventory
Locator	Enter Locator
Unit Cost	Enter Cost Details
Account	Enter Account



4. In **Edit Details**, click **Add** icon and enter following details.

Fields	Description
Unit Cost	Enter Cost Details
Account	Enter Account



5. Click OK and Submit.

8 PHYSICAL INVENTORY COUNT

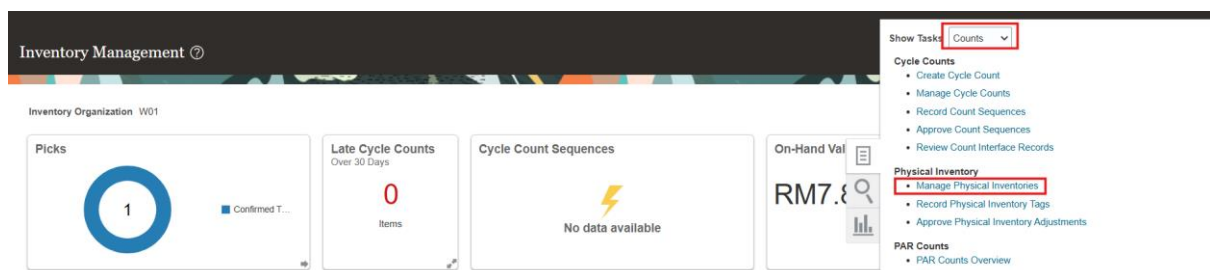
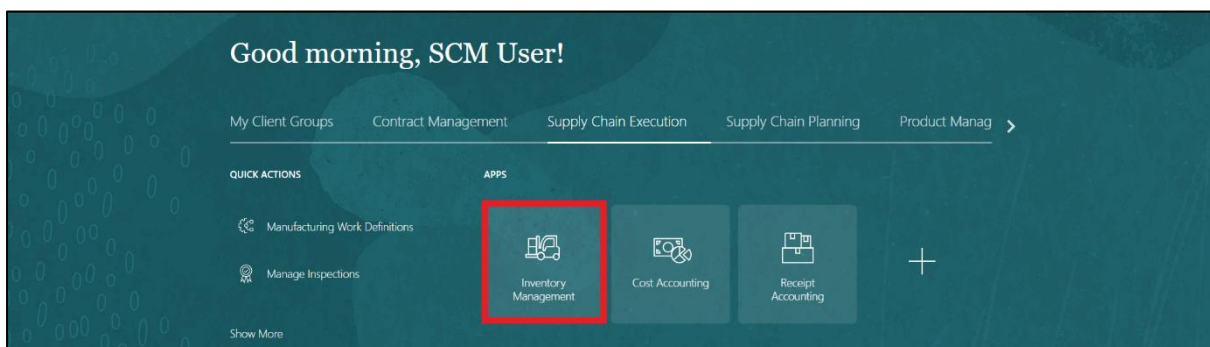
Physical inventory is a process where a business physically counts its entire inventory. A physical inventory is performed on a periodic basis to evaluate and reconcile inventory quantities and values. The physical inventory process requires the inventory organization to

suspend incoming and order fulfillment activities for the time it takes to conduct the physical inventory.

Because revenue-generating processes are halted for the duration of the physical inventory, it is important to perform the required process steps sequentially and efficiently to complete the process in a timely manner. As important as it is to complete the process quickly and efficiently, it is equally important to provide thorough and accurate counts so the company's financial picture is represented correctly.

8.1 Manage Physical Inventories

1. Navigate to: **Inventory Management > Show Task > Count > Manage Physical Inventories**



- In the **Search Results** region, click the **Create** icon. The **Create Physical Inventories** page appears.

Manage Physical Inventories Done

Search

Name Equals Approval Type Equals

Date Equals m/d/yyyy Dynamic tags allowed Equals

Snapshot Date Equals m/d/yyyy h:mm a Adjustments Posted Equals

Subinventory

Search Results

Actions

Name	Description	Date	Approval Type	Snapshot Date	Dynamic Tags Allowed	Adjustments Posted	Subinventories
No search conducted.							

Create Physical Inventory Inventory Orga

Primary Details ?

* Name

Description

Exclude negative balances

* Date

Exclude zero balances

Dynamic tags allowed

Additional Information ?

Context Value

Subinventories

* Subinventories to Count All Specific

Approvals ?

* Approval Type

Positive Quantity Tolerance Percentage

Negative Quantity Tolerance Percentage

Positive Adjustment Value Tolerance

Negative Adjustment Value Tolerance

Tags ?

* Tag Type

Show serial numbers on tags

Tag generation sequence

Sequence 1

Sequence 2

* Starting Default Tag

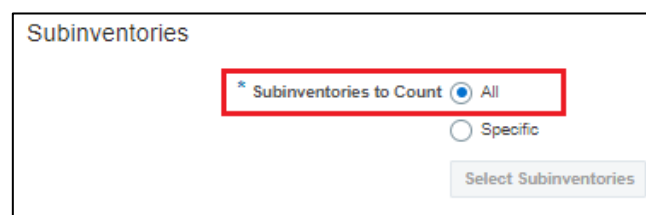
Starting blank tag

Number of Blank Tags

3. In the **Primary Details** region, enter details below.

Fields/Checkbox	Description
Name & Description	Enter name and description for the Physical Inventory. A Physical Inventory is identified by a unique, user-defined name and description.
Date	Enter the date the Physical Inventory is defined
Exclude negative balances	Tick or untick the checkbox. "Exclude negative balances" provides the option to exclude physical inventory tags for items that have a negative on hand balance.
Exclude zero balances	Tick or untick the checkbox. "Exclude zero balances" provides the option to exclude physical inventory tags for items that have a zero on hand balance.
Dynamic tags allowed	Tick the checkbox. "Dynamic tags allowed" provides the option to create new Physical Inventory Tags on the fly during the Physical Inventory count. This feature can be useful in the cases where items are found during the physical inventory in which default tags had not been generated. This flag enables or disables the ability dynamically create tags to accommodate this scenario.

4. In the **Subinventories** region, select **All**. However, you can define multiple physical inventories to count selected portions of your inventory, or you can count the total inventory for your organization.



The screenshot shows a form titled "Subinventories". Inside the form, there is a section labeled "* Subinventories to Count" with two radio button options: "All" (which is selected) and "Specific". Below these options is a button labeled "Select Subinventories". A red rectangular box highlights the "All" radio button and its label.

5. In the **Approval** region, select **Always**.

Approval type can be specified as Always, If Out of Tolerance, and Never.

- Select Always to require approval of all physical inventory adjustments.
- Select If out of tolerance to hold for approval those counts that are outside the limits of the positive and negative quantity tolerance percentages or value tolerances.
- Select Never to allow any adjustment to post without approval.

Approvals ⓘ

* Approval Type Always ▼

Positive Quantity Tolerance Percentage

Negative Quantity Tolerance Percentage

6. In the **Tags** region, fill up details below.

Fields/Checkbox	Description
Tag Type	Select Default . There is an option to generate default or blank tags for a physical inventory. If you choose to generate default tags for each item, specify the starting default tag number
Starting Default Tag	Enter the tag numbers. E.g. PIC0001. You may enter alphanumeric, but you can increment only the numeric portion. The alphabetic characters in the tag number stay constant.
Show serial numbers on tags	Tick the box.
Tag generation sequence	You can determine the sequence in which the tags are generated by assigning a priority to the above attributes. The suggested priority will be, <ol style="list-style-type: none"> 1. Item Name. 2. Subinventory Name, 3. Locator Name, 4. Revision

7. Click **Save and Close** and return to back to **Manage Physical Inventories** page.

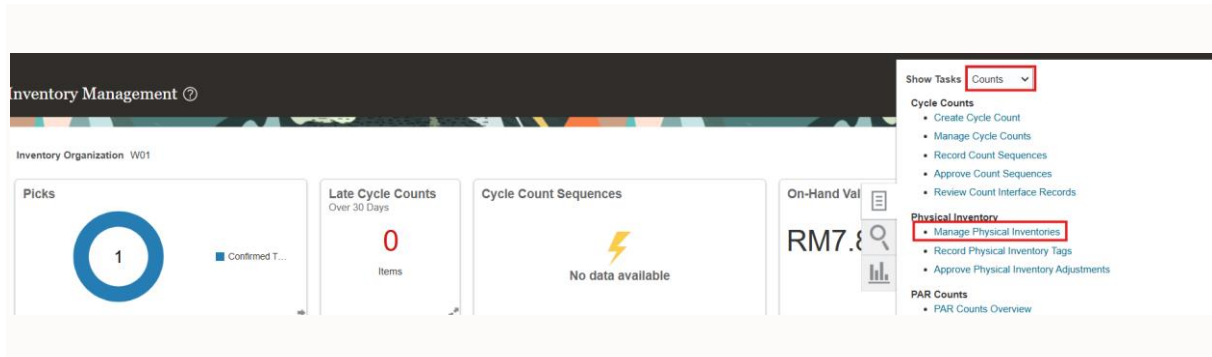
8.2 Generate Physical Inventory Snapshot

Before you can generate tags for a physical inventory, you must take a snapshot of all system on-hand quantities for your items. The snapshot is a concurrent program that saves all current item on-hand quantities and costs. This information is the basis for all physical inventory adjustments. All tag counts entered for this physical inventory are compared with the static quantities obtained from the snapshot.

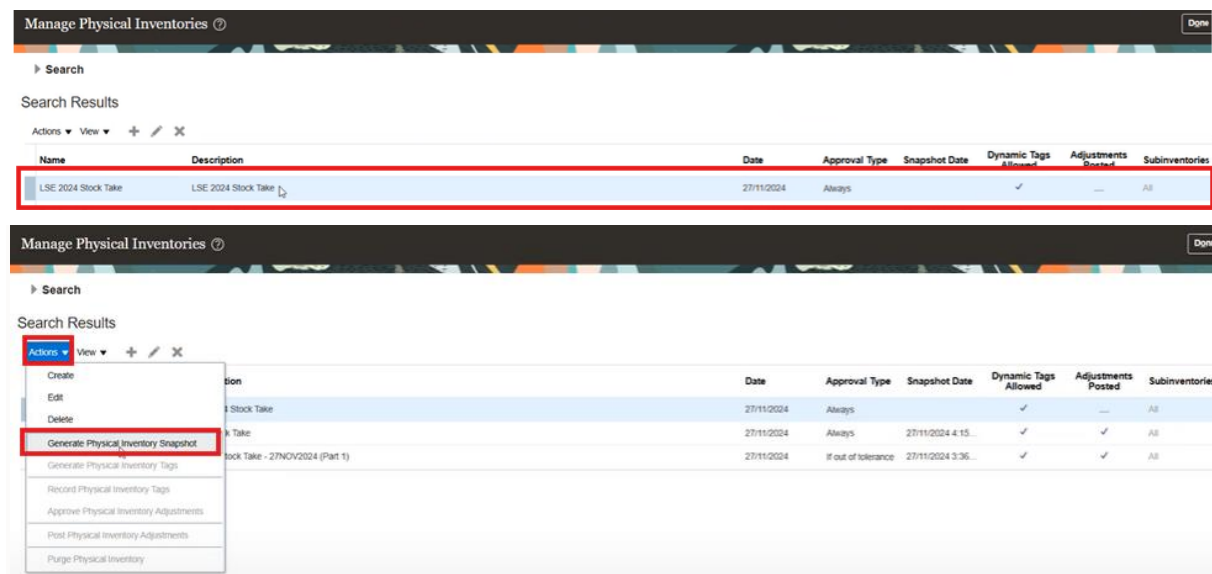
Inventory does not stop inventory processing during a physical inventory. Therefore, you must procedurally coordinate the snapshot of your physical inventory with your actual counting and ensure that no transaction activity occurs in a particular location until after you have performed your adjustments. It is recommended to clear the Pending Transactions and Transactions Open Interface, before taking a snapshot of inventory quantities.

To generate a physical inventory snapshot, complete these steps:

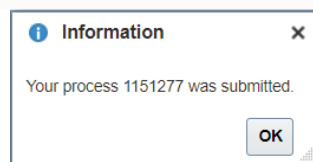
1. Click **Manage Physical Inventories** from the **Counts** task list in the Inventory Management work area.



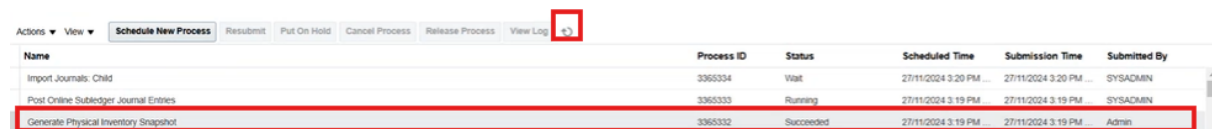
2. Search for and select an inventory and click **Actions** menu and select **Generate Physical Inventory Snapshot**.



3. Click **OK**



4. Navigate to **Tools > Scheduled Processes**. Search for the process ID and click the **Refresh** icon until your process is Succeeded.



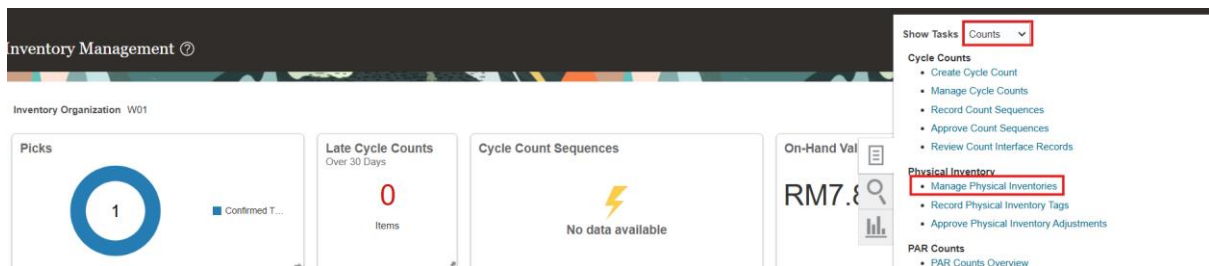
8.3 Generate Physical Inventory Tag

Physical inventory tags represent actual paper tags that some companies use to count inventory items. A tag contains the count for a group of a given item. This process generates one tag for every unique combination of item, subinventory, locator, lot, serial, and revision for which the application has on-hand quantity not equal to zero.

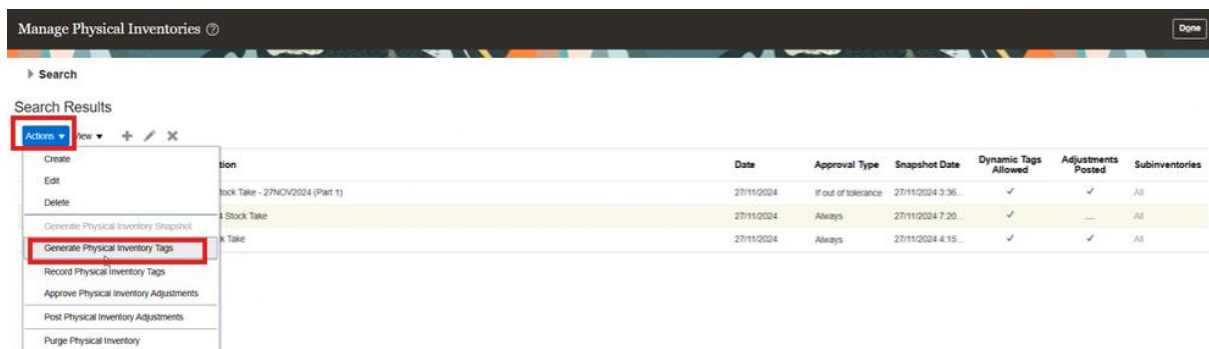
The tag generation process doesn't print physical tags. It generates electronic records of tags. You must run the Physical Inventory Tags report to print physical inventory tags.

To generate and print physical inventory tags, complete these steps:

1. Navigate to **Inventory Management > Show Task: Counts > Manage Physical Inventories**.



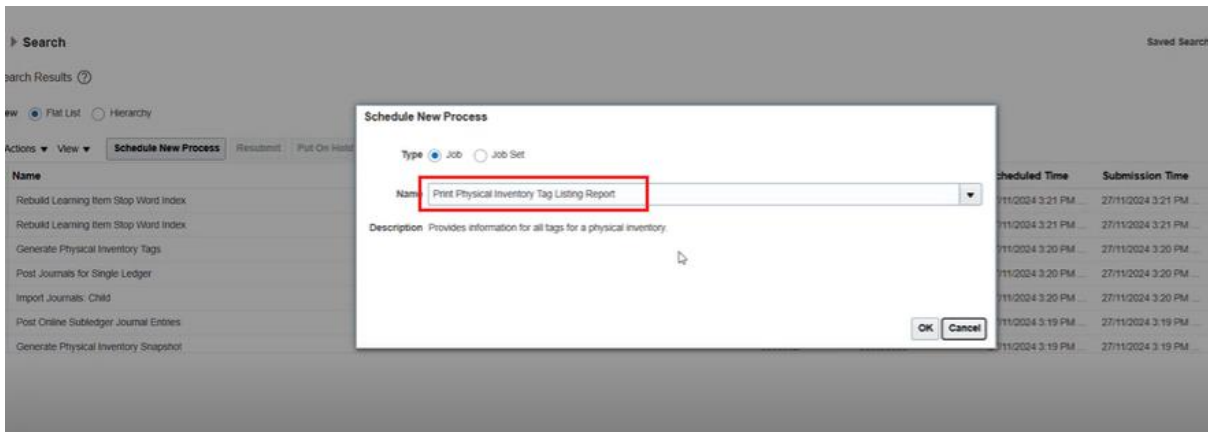
2. Search for and select a physical inventory and click **Actions > Generate Physical Inventory Tags**. Note the process ID and click **OK**.



3. Navigate to **Tools > Scheduled Processes**. Search for the process ID and click the **Refresh** icon until your process is Succeeded.

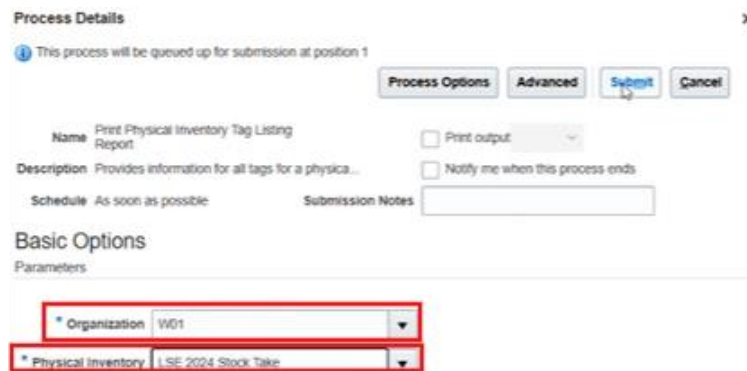


4. Navigate **Scheduled Processes > Schedule New Process**, search for **Print Physical Inventory Tag Listing Report**
5. Click **OK** to close the Schedule New Process dialog box.

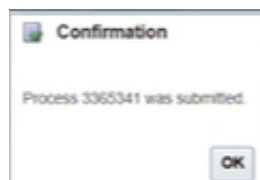


6. In the **Process Details** dialog box, fill up the parameter below.

Fields	Description
Organization	Enter organization code number
Physical Inventory	Enter name of defined Physical Inventory.



7. Click **Submit**.
8. Click **OK**



9. Click the **Refresh** icon until your process is Succeeded.

Name	Process ID	Status	Scheduled Time	Submission Time	Submitted By
Ingesting attachments to OSCS	3365344	Wait	27/11/2024 3:31 PM	27/11/2024 3:22 PM	FAAdmin
ESS process to check Search Cloud Service availability	3365343	Wait	27/11/2024 3:26 PM	27/11/2024 3:22 PM	FAAdmin
Resubmit Undelivered Signals	3365342	Wait	27/11/2024 3:31 PM	27/11/2024 3:22 PM	FUSION_APPS_CRM
Print Physical Inventory Tag Listing Report	3365341	Succeeded	27/11/2024 3:21 PM	27/11/2024 3:21 PM	Admin

10. Search for the process ID and download the **Print Physical Inventory Tags Report** in pdf format from Output section. This report is used as the document that is given to the employees performing the counts.

The screenshot shows the 'Print Physical Inventory Tags Report' process details. The process ID is 3365341, and the status is 'Succeeded'. The 'Output & Delivery' section shows the report name 'Print Physical Inventory Tags Report, 1151347' and the status 'Succeeded'. The 'Export' menu is open, and the 'PDF' option is selected. The 'Republish' button is also visible in the 'Output & Delivery' section.

8.4 Record Physical Inventory Tag

This process consists of a person entering the information from inventory tags into the system. Storekeeper or other person physically counts the inventory and record the counts on the inventory tags.

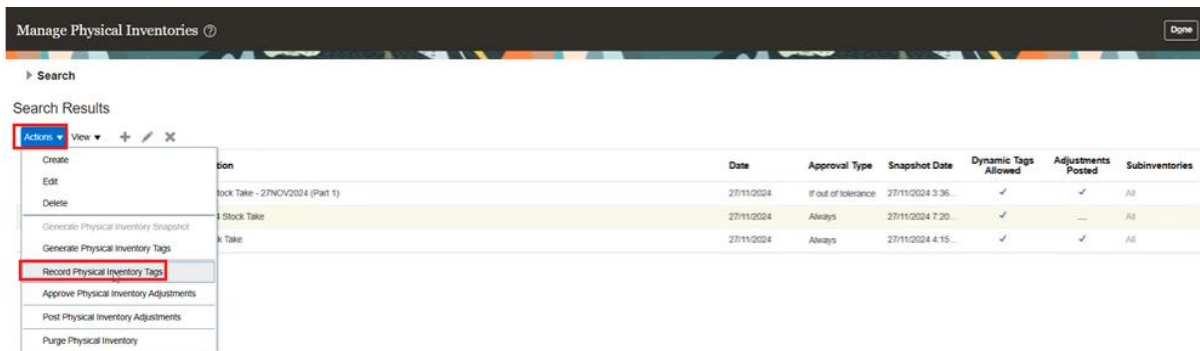
To record physical inventory tags, complete these steps:

1. Navigate to **Inventory Management > Show Task > Count > Manage Physical Inventories**

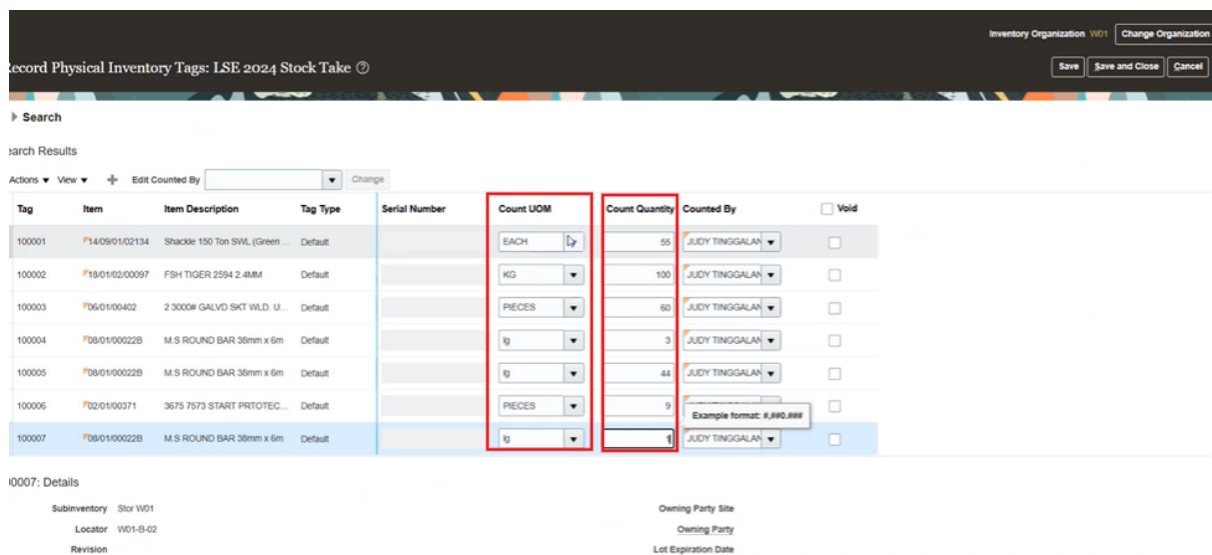
The screenshot shows the 'Inventory Management' dashboard. The 'Show Tasks' dropdown is set to 'Counts'. The 'Physical Inventory' section is expanded, and the 'Manage Physical Inventories' option is highlighted. The dashboard also displays various metrics like 'Picks', 'Late Cycle Counts', and 'Cycle Count Sequences'.

2. In **Search** region, enter full name of defined Physical Inventory in **Physical Inventory** field.

3. Click **Search** and select a physical inventory.
4. Click **Actions > Record Physical Inventory Tags**



5. In the **Count Quantity** field, enter the amount counted.
6. In the **Counted By** field, select Counted By.
7. Click **Save and Close** and return to back to **Inventory Management** page.



8.5 Approve Physical Inventory Adjustment

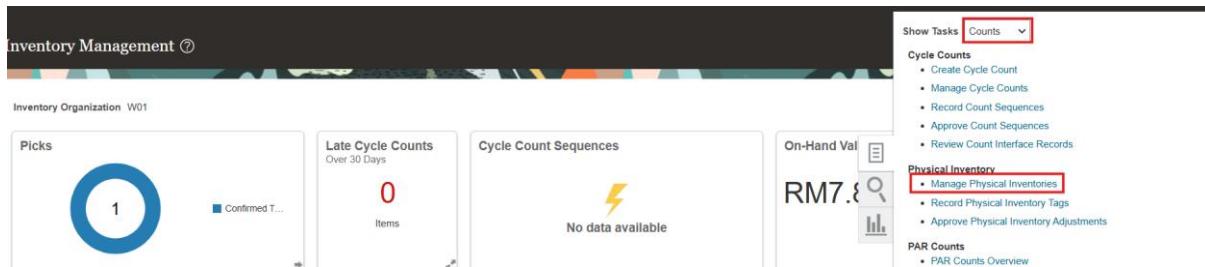
The Warehouse or Inventory Manager usually approves all adjustments. This process consists of finding the out of tolerance adjustments, and either approving them or rejecting them. This step is not mandatory and is dependent on the approval option in the physical inventory definition.

You can view, reject, or, approve physical inventory adjustments pending approval. The adjustments you can view from this window are determined by the approval option you defined for your physical inventory. If you set the approval type for adjustments to “Never” for the physical inventory, you are ready to process your adjustments.

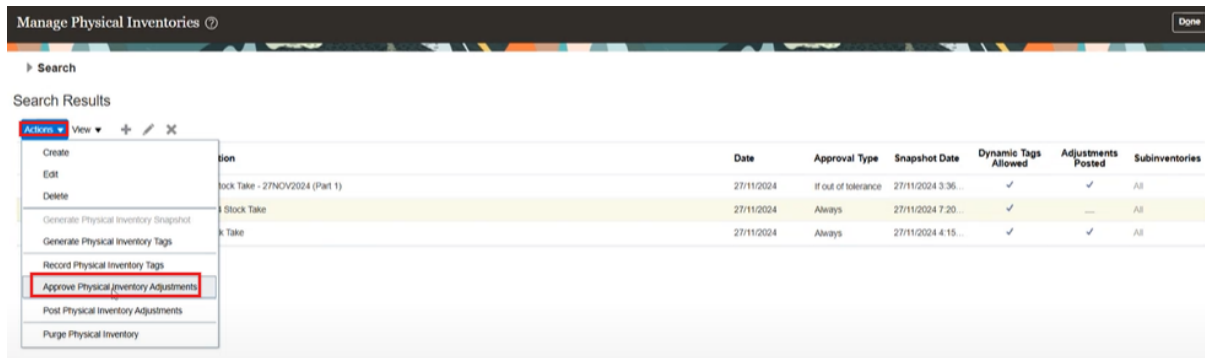
If you set your approval option to “Required” for adjustments out of tolerance, inventory holds all tags for approval with counts that are outside the limits of the quantity variance or adjustment value tolerances. Since you set your approval option to “Required” for all adjustments, inventory holds all counts for approval.

To Manage Physical Inventory Adjustment, complete these steps:

1. Navigate to **Inventory Management > Show Task > Count > Manage Physical Inventories**

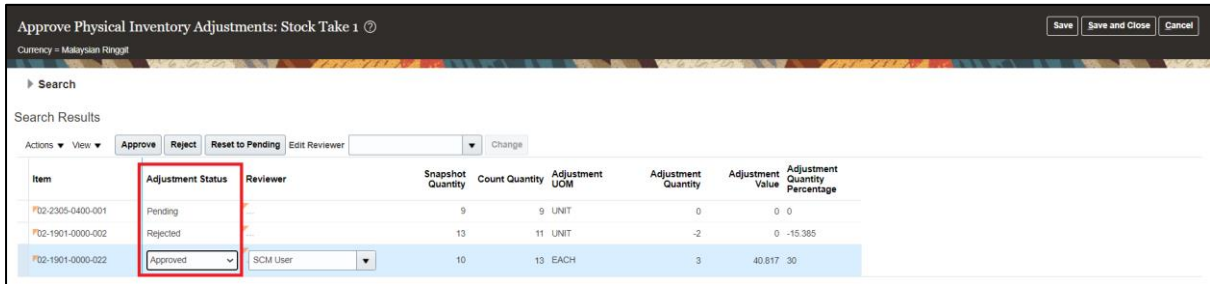


1. In **Search** region, enter full name of defined Physical Inventory in **Physical Inventory** field.
2. Click **Search** and select a physical inventory.
3. Click **Actions > Approve Physical Inventory Adjustment**

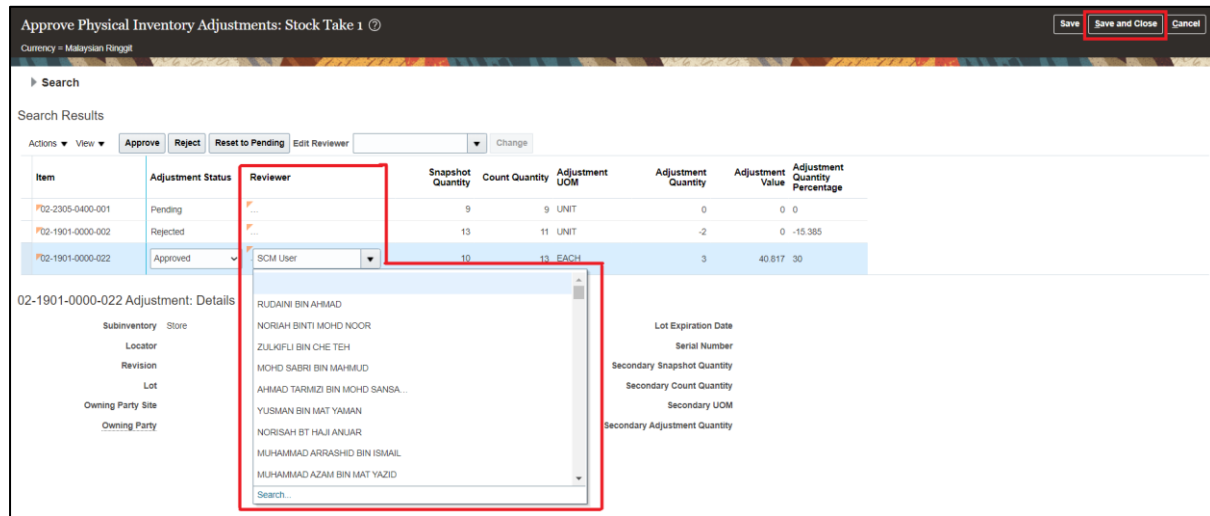


1. Select 1 line of item. Then, in the **Adjustment Status** field, select **Approve** or **Reject**. You must either reject or approve all adjustments for a physical inventory before you can start processing your adjustments.

Adjustment Status	Description
Approve	If you approve an adjustment, Oracle Fusion Cloud Inventory Management adjusts your inventory balance by that quantity.
Reject	If you reject an adjustment, Inventory Management doesn't change the on-hand quantity.



2. In the **Reviewer** field, select the Warehouse or Inventory Manager's name.
3. Click **Save and Close** and return to back to **Inventory Management** page.



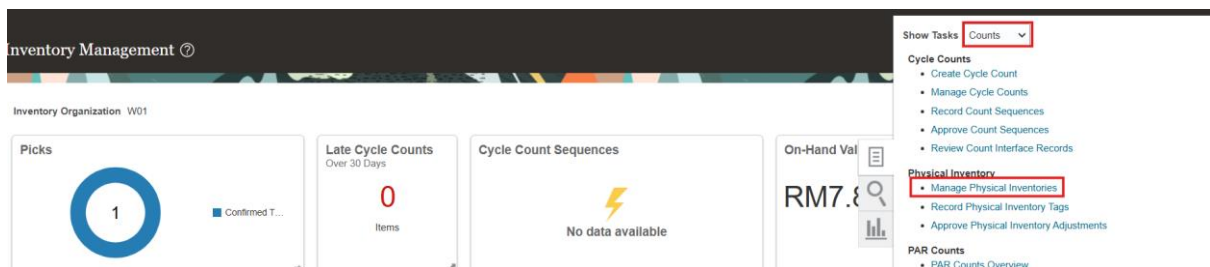
8.6 Post Physical Inventory Adjustment

After entering all tag counts and approving adjustments that need approval, you can submit the process that automatically posts physical inventory adjustments.

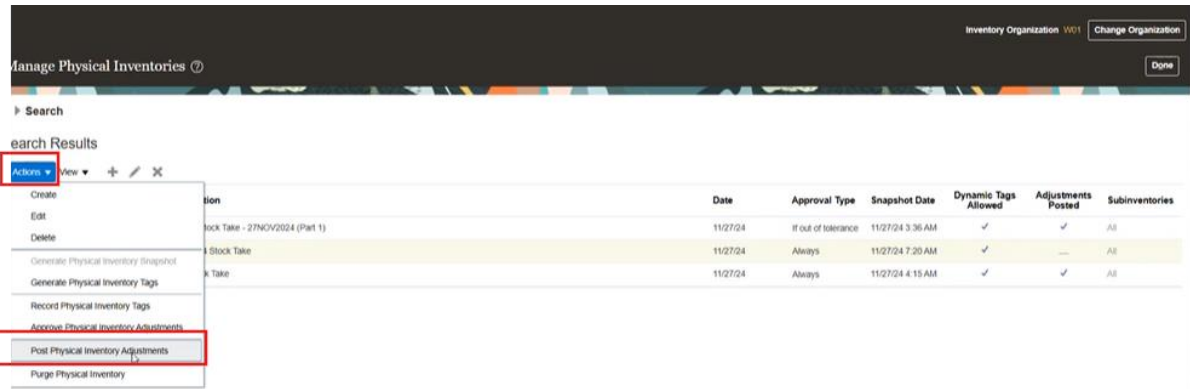
The post physical inventory adjustments process can be submitted from the UI or ESS, Inventory automatically creates a material transaction adjusting the item quantity and debiting or crediting the adjustment account. If you reject an adjustment, Inventory does not change the system on-hand quantity. If the count of an item matches the snapshot system on-hand quantity, there is no adjustment transaction posted.

To post an inventory adjustment, complete these steps:

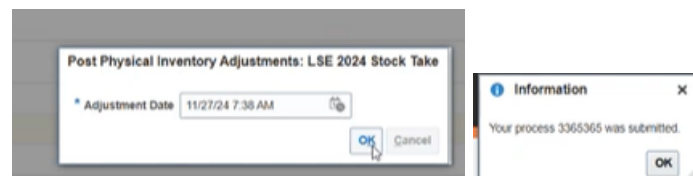
1. Navigate to **Inventory Management > Show Task > Count > Manage Physical Inventories**



4. In **Search** region, enter full name of defined Physical Inventory in **Physical Inventory** field.
5. Click **Search** and select a physical inventory.
6. Click **Actions** > **Post Physical Inventory Adjustment**



7. Enter the Adjustment Date and click **OK**. Note the process ID and click **OK**.



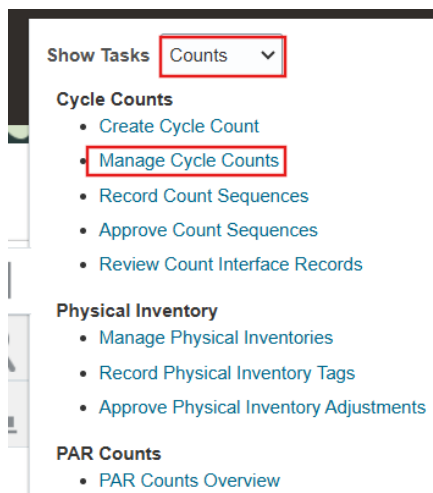
9 CYCLE COUNT

Cycle counting is an inventory accuracy analysis technique where inventory is counted on a cyclic schedule rather than once a year to ensure the accuracy of inventory quantities and values.

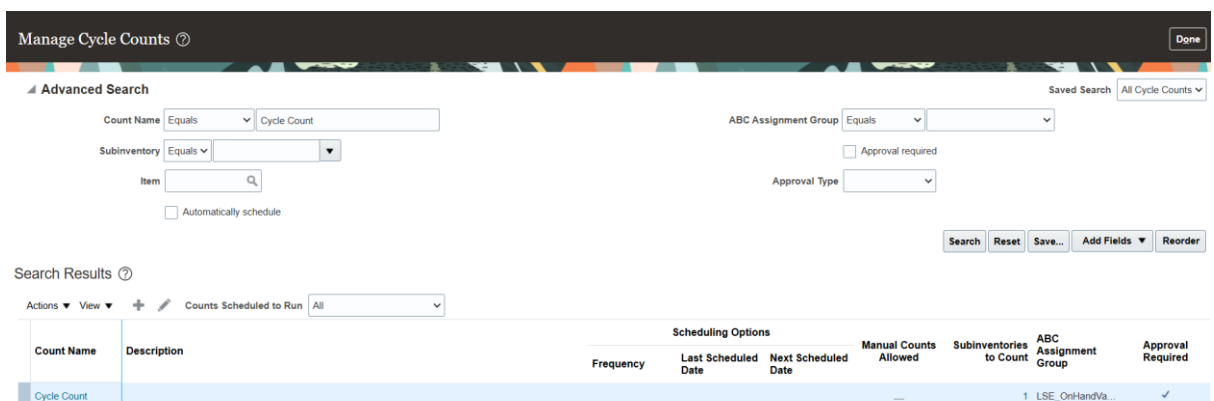
Cycle counting enables you to keep inventory records accurate by correcting errors between the on-hand (system) and actual on-hand (physical) quantities.

9.1 Generate Count Schedules

1. Navigate to: **Inventory Management > Show Task > Count > Manage Cycle Count**



2. In **Search** region, enter full name of defined Cycle Count in **Count Name** field.
3. Click **Search** and select a Count Name.



4. Click **Actions > Generate Count Schedule**
5. Click the **Refresh** icon until process is Succeeded

Manage Cycle Counts Done

Advanced Search Saved Search All Cycle Counts

Search Results Counts Scheduled to Run All

Actions View + Counts Scheduled to Run All

- Create Cycle Count
- Edit Cycle Count
- Purge Cycle Count
- Manage Manual Count Schedules
- Generate Count Schedules**
- Generate Count Sequences
- Record Count Sequences
- Record Preapproved Count Sequences
- Approve Count Sequences

Scheduling Options						
Frequency	Last Scheduled Date	Next Scheduled Date	Manual Counts Allowed	Subinventories to Count	ABC Assignment Group	Approval Required
			—	1	LSE_OnHandVa...	✓

9.2 Generate Count Sequence

1. Navigate to: **Inventory Management > Show Task > Count > Manage Cycle Count**

Good morning, SCM User!

My Client Groups Contract Management Supply Chain Execution Supply Chain Planning Product Manag >

QUICK ACTIONS

- Manufacturing Work Definitions
- Manage Inspections

APPS

- Inventory Management**
- Cost Accounting
- Receipt Accounting

Show More

Show Tasks Counts

Cycle Counts

- Create Cycle Count
- Manage Cycle Counts**
- Record Count Sequences
- Approve Count Sequences
- Review Count Interface Records

Physical Inventory

- Manage Physical Inventories
- Record Physical Inventory Tags
- Approve Physical Inventory Adjustments

PAR Counts

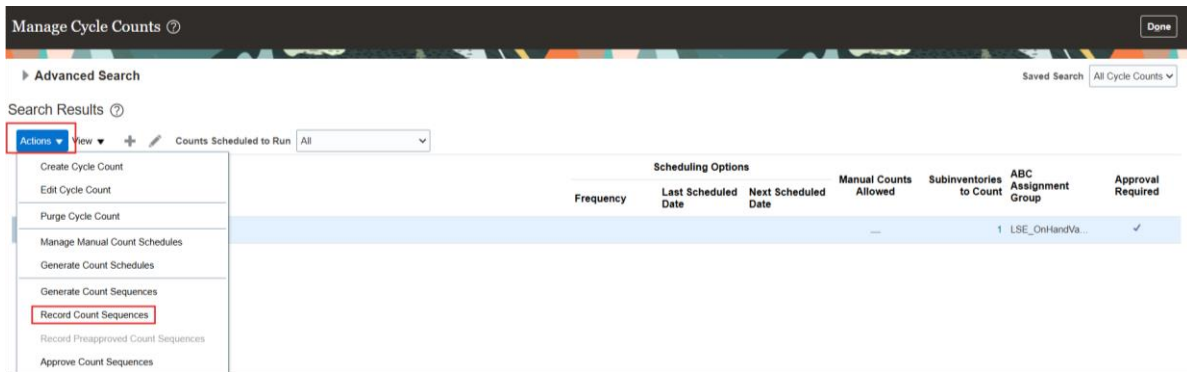
- PAR Counts Overview

2. In **Search** region, enter full name of defined Cycle Count in **Count Name** field.
3. Click **Search** and select a Count Name.
4. Click **Actions > Generate Count Sequence**
5. Click the **Refresh** icon until your process is Succeeded

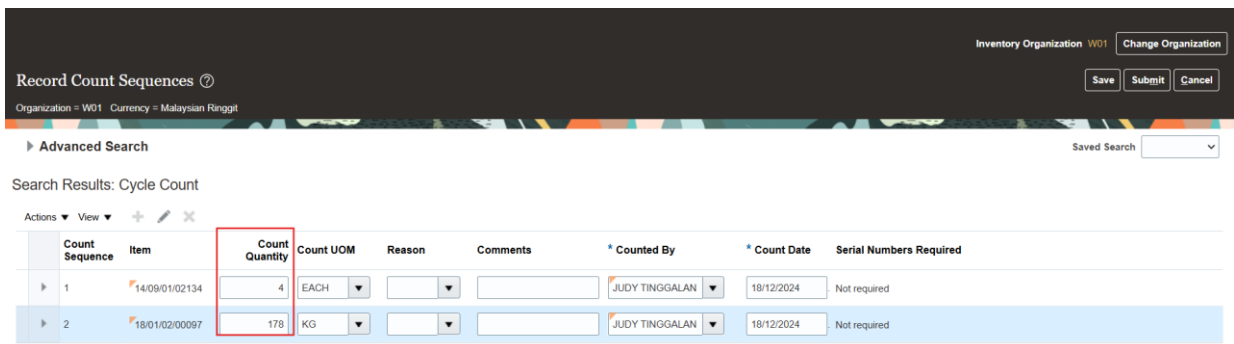
9.3 Record Count Sequence

1. Navigate to: **Inventory Management > Show Task > Count > Manage Cycle Count**

2. In **Search** region, enter full name of defined Cycle Count in **Count Name** field.
3. Click **Search** and select a Count Name.
4. Click **Actions > Record Count Sequence**



5. In the **Count Quantity** field, enter the amount counted.
6. In the **Counted By** field, select Counted By.
7. Click **Save and Submit**.
8. System will prompt notifications. Click OK



Confirmation

1 count sequences were submitted for approval.

OK

9.4 Record Count Sequence

1. Navigate to: **Inventory Management > Show Task > Count > Manage Cycle Count**



2. In **Search** region, enter full name of defined Cycle Count in **Count Name** field.
3. Click **Search** and select a Count Name.
4. Click **Actions > Approve Count Sequences**

Manage Cycle Counts ?

▶ Advanced Search

Search Results ?

Actions
View
+
✎
Counts Schedules

- Create Cycle Count
- Edit Cycle Count
- Purge Cycle Count
- Manage Manual Count Schedules
- Generate Count Schedules
- Generate Count Sequences
- Record Count Sequences
- Record Preapproved Count Sequences
- Approve Count Sequences

5. Click **Actions > Approve Count Sequences**
6. Click line Count Sequences

Inventory Organization W01
Change Organization

Approve Count Sequences ?
Save Submit Cancel

Organization = W01 Currency = Malaysian Ringgit

▶ Advanced Search
Saved Search

Search Results: Cycle Count

Actions
View
✎
Reject
Recount
Approve

Count Sequence	Item	Count Sequence Status	Deviation Percentage	Adjustment Value	Reason	* Reviewed By	* Review Date	Serial Numbers Recorded
▶ 2	18/01/02/00097	Pending approval	-0.55866	-40,515	<input type="text"/>	JUDY TINGGALAN	18/12/2024	Not required

7. Click Approve
8. Click Submit
9. Click OK

Inventory Organization W01 Change Organization

Approve Count Sequences ? Save Submit Cancel

Organization = W01 Currency = Malaysian Ringgit

Advanced Search Saved Search

Search Results: Cycle Count

Actions View Reject Recount Approve

Count Sequence	Item	Count Sequence Status	Deviat Percer	Adjustment Value	Reason	* Reviewed By	* Review Date	Serial Numbers Recorded
2	P18/01/02/00097	Approved, not submitted	-0.5...	-40,515		JUDY TINGGALAN	18/12/2024	Not required

Confirmation

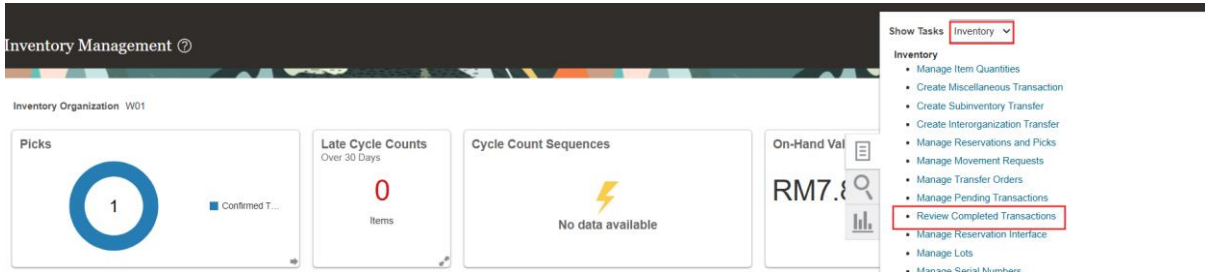
The approval process completed and the adjustments were processed. 1 count sequences were approved.

OK

10 REVIEW COMPLETED TRANSACTION

10.1 Review Completed Transaction

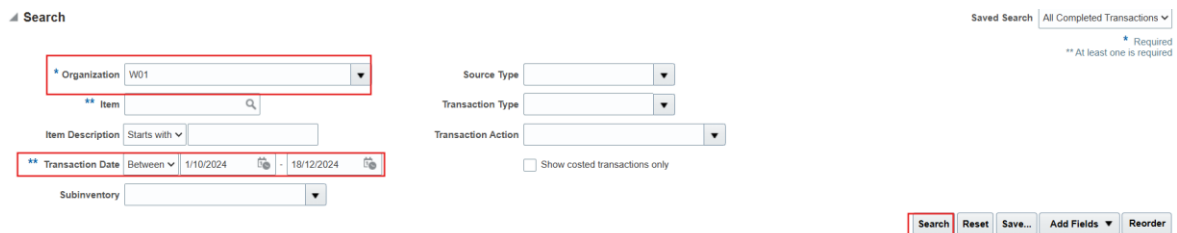
1. Navigate to **Inventory Management > Show Task: Inventory > Review Completed Transaction**



2. In the **Advanced Search** region, enter the details below:

Fields	Description
Organization	Enter organization code number
Item	Enter item number code. Can search by specific item or leave it blank
Transaction Date	Enter duration date preferred

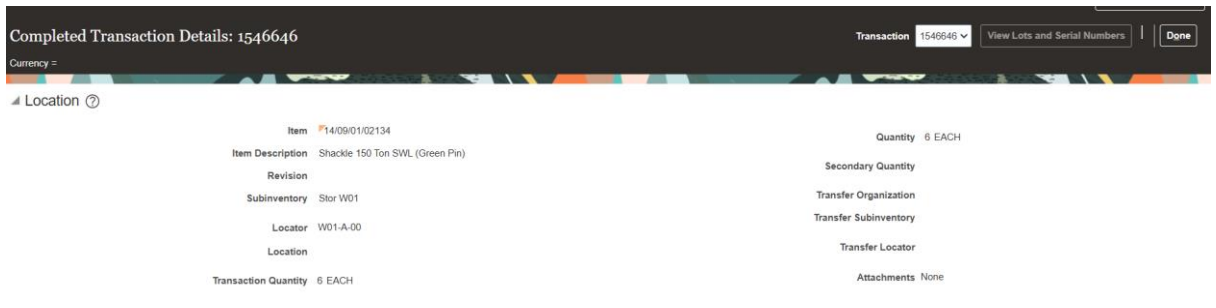
3. Click the **Search** button



4. Click the **Transaction number** to view Completed Transaction Details.

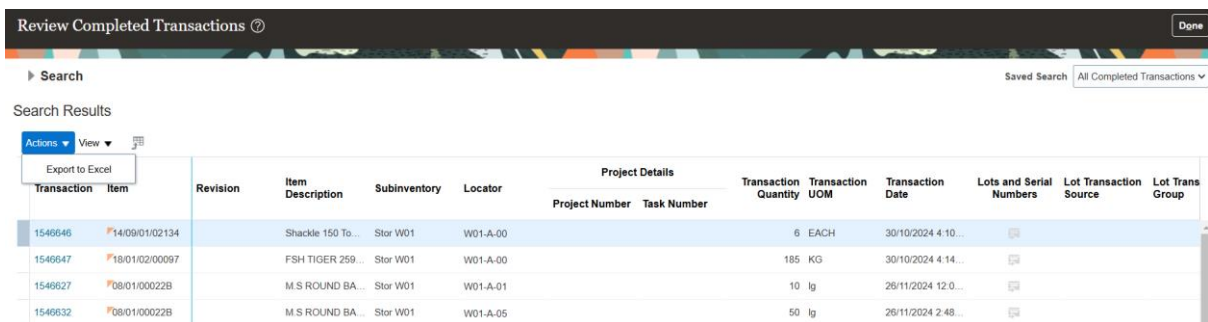
Transaction	Item	Revision	Item Description	Subinventory	Locator	Project Details		Transaction Quantity	Transaction UOM	Transaction Date	Lots and Serial Numbers	Lot Transaction Source	Lot Trans Group
						Project Number	Task Number						
1546646	F14/09/01/02134		Shackle 150 To...	Stor W01	W01-A-00			6	EACH	30/10/2024 4.10...			
1546647	F18/01/02/00097		FSH TIGER 259...	Stor W01	W01-A-00			185	KG	30/10/2024 4.14...			
1546627	F08/01/00022B		M.S ROUND BA...	Stor W01	W01-A-01			10	lg	26/11/2024 12.0...			
1546632	F08/01/00022B		M.S ROUND BA...	Stor W01	W01-A-05			50	lg	26/11/2024 2.48...			

- Click **Done** and return to Review Completed Transactions overview page.



10.2 Export Completed Transactions

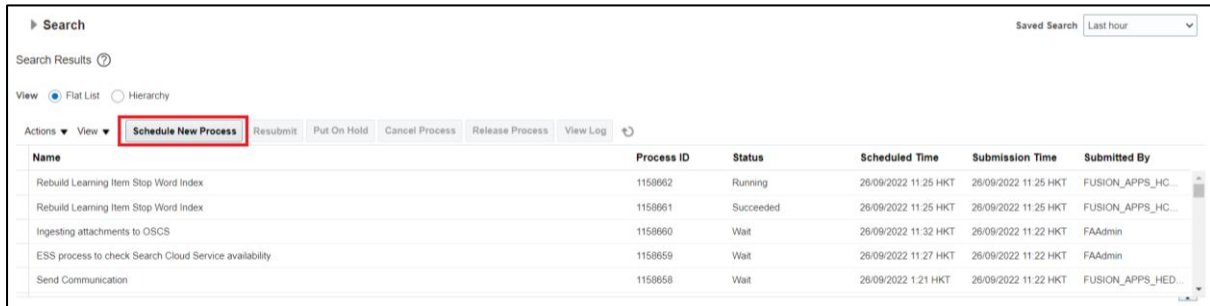
- From Review Completed Transactions overview page, click **Actions** button
- Then click **Export to Excel** and wait for file to download.
- View Completed Transactions in excel file form.



11 PERIOD CLOSING

11.1 Transfer Transactions from Receiving to Costing

1. Navigate to **Tools > Scheduled Processes > Schedule New Process.**



Name	Process ID	Status	Scheduled Time	Submission Time	Submitted By
Rebuild Learning Item Stop Word Index	1158662	Running	26/09/2022 11:25 HKT	26/09/2022 11:25 HKT	FUSION_APPS_HC...
Rebuild Learning Item Stop Word Index	1158661	Succeeded	26/09/2022 11:25 HKT	26/09/2022 11:25 HKT	FUSION_APPS_HC...
Ingesting attachments to OSCS	1158660	Wait	26/09/2022 11:32 HKT	26/09/2022 11:22 HKT	FAAdmin
ESS process to check Search Cloud Service availability	1158659	Wait	26/09/2022 11:27 HKT	26/09/2022 11:22 HKT	FAAdmin
Send Communication	1158658	Wait	26/09/2022 1:21 HKT	26/09/2022 11:22 HKT	FUSION_APPS_HED...

2. Search for Transfer Transaction from Receiving to Costing
3. Click OK and Submit

Schedule New Process

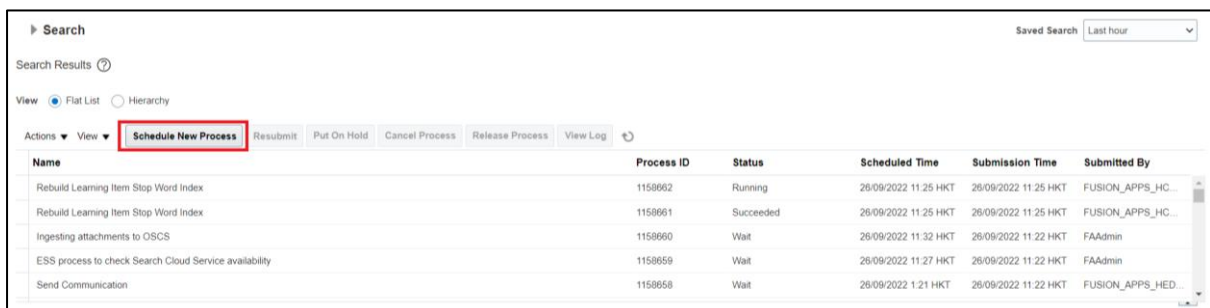
Type Job Job Set

Name

Description Posts transaction details from receiving to costing.

11.2 Transfer Transactions from Inventory to Costing

1. Navigate to **Tools > Scheduled Processes > Schedule New Process.**



Name	Process ID	Status	Scheduled Time	Submission Time	Submitted By
Rebuild Learning Item Stop Word Index	1158662	Running	26/09/2022 11:25 HKT	26/09/2022 11:25 HKT	FUSION_APPS_HC...
Rebuild Learning Item Stop Word Index	1158661	Succeeded	26/09/2022 11:25 HKT	26/09/2022 11:25 HKT	FUSION_APPS_HC...
Ingesting attachments to OSCS	1158660	Wait	26/09/2022 11:32 HKT	26/09/2022 11:22 HKT	FAAdmin
ESS process to check Search Cloud Service availability	1158659	Wait	26/09/2022 11:27 HKT	26/09/2022 11:22 HKT	FAAdmin
Send Communication	1158658	Wait	26/09/2022 1:21 HKT	26/09/2022 11:22 HKT	FUSION_APPS_HED...

2. Search for Transfer Transaction from Inventory to Costing
3. Click OK
4. Enter Cost Organization
5. Click Submit

Schedule New Process

Type Job Job Set

Name

Description Transfers inventory transactions from inventory to costing for processing.

Process Details

✕

This process will be queued up for submission at position 1

Name Transfer Transactions from Inventory to Costing

Description Transfers inventory transactions from inventory... Notify me when this process ends

Schedule As soon as possible Submission Notes

Basic Options

Parameters

Cost Organization

Commit Limit

11.3 Transfer Costs to Cost Management

1. Navigate to **Tools > Scheduled Processes > Schedule New Process**.

Search Results Search Last hour

View Flat List Hierarchy

Actions

Name	Process ID	Status	Scheduled Time	Submission Time	Submitted By
Rebuild Learning Item Stop Word Index	1158862	Running	26/09/2022 11:25 HKT	26/09/2022 11:25 HKT	FUSION_APPS_HC...
Rebuild Learning Item Stop Word Index	1158861	Succeeded	26/09/2022 11:25 HKT	26/09/2022 11:25 HKT	FUSION_APPS_HC...
Ingesting attachments to OSCS	1158860	Wait	26/09/2022 11:32 HKT	26/09/2022 11:22 HKT	FAAdmin
ESS process to check Search Cloud Service availability	1158859	Wait	26/09/2022 11:27 HKT	26/09/2022 11:22 HKT	FAAdmin
Send Communication	1158858	Wait	26/09/2022 1:21 HKT	26/09/2022 11:22 HKT	FUSION_APPS_HED...

2. Search for **Transfer Costs to Cost Management** and click **OK**.

Schedule New Process

Type Job Job Set

Name

Description Transfers cost information from Oracle Fusion Payables to Oracle Fusion Cost Management.

3. In the Process Details dialog box, select following field:

Field	Description
Business Unit	Select LSE_BU
Cutoff Date	Select current date.

Process Details



This process will be queued up for submission at position 1

Name Transfer Costs to Cost Management

Description Transfers cost information from Oracle Fusion P...

Notify me when this process ends

Schedule As soon as possible

Submission Notes

Basic Options

Parameters

* Business Unit

* Cutoff Date

4. Click **Submit**.
5. Note the process number and click **OK**.

11.4 Create Receipt Accounting Distribution

1. Navigate to **Tools > Scheduled Processes > Schedule New Process.**

Search Results

View: Flat List Hierarchy

Actions: View **Schedule New Process** Resubmit Put On Hold Cancel Process Release Process View Log

Name	Process ID	Status	Scheduled Time	Submission Time	Submitted By
Rebuild Learning Item Stop Word Index	1158862	Running	26/09/2022 11:25 HKT	26/09/2022 11:25 HKT	FUSION_APPS_HC...
Rebuild Learning Item Stop Word Index	1158861	Succeeded	26/09/2022 11:25 HKT	26/09/2022 11:25 HKT	FUSION_APPS_HC...
Ingesting attachments to OSCS	1158860	Wait	26/09/2022 11:32 HKT	26/09/2022 11:22 HKT	FAAdmin
ESS process to check Search Cloud Service availability	1158859	Wait	26/09/2022 11:27 HKT	26/09/2022 11:22 HKT	FAAdmin
Send Communication	1158858	Wait	26/09/2022 1:21 HKT	26/09/2022 11:22 HKT	FUSION_APPS_HED...

2. Search for Create Receipt Accounting Distributions and click OK.

Schedule New Process

Type Job Job Set

Name

Description Creates distribution lines for purchase order receipt transactions.

OK **Cancel**

Process Details

i This process will be queued up for submission at position 1

Process Options **Advanced** **Submit** **Cancel**

Name Create Receipt Accounting Distributions

Description Creates distribution lines for purchase order r...

Notify me when this process ends

Schedule As soon as possible

Submission Notes

Basic Options

Parameters

Bill to Business Unit

Bill to Business Unit

Commit Limit

Number of Worker Processes

3. Enter Bill to Business Unit.
4. Click **Submit** button.

11.5 Create Cost Accounting Distributions

1. From the **Navigator**, under **Supply Chain Execution**, click **Cost Accounting**.
2. Click the **Task** panel tab and select **Create Cost Accounting Distributions** link.



Figure 55: Create Cost Accounting Distributions link

3. In the **Run Control** search field, enter *LSE BU*.
4. Click Search.
5. In the **Run Control** column, select the *LSE Main Warehouse CO* row.

Create Cost Accounting Distributions

Save Save and Close Cancel

Search: Run Controls Advanced Saved Search All Run Controls

Search Results: Run Controls

Actions View Format + X Freeze Detach Wrap Schedule Process View Status

* Run Control	Processors					Maximum Number of Workers	Last Run Date	Last Process ID	Status	Comment
	Preprocessor	Cost Processor	COGS Recognition	Cost Distribution	Cost Reports Processor					
LSE BU	✓	✓	✓	✓	✓	1	27/11/2024 9:27 AM	3364777	✓	
Radifems BU	✓	✓	✓	✓	✓				■	

Columns Hidden 2 ■ Not started ■ On hold ■ Canceled ■ Processing ■ Completed successfully ■ Completed with errors ■ Completed with warnings ■ Expired

LSE BU: Details

Actions View Format + X Freeze Detach Wrap

* Cost Organization	* Cost Book	Ledger	Cutoff Date Option	Cutoff Date
LSE Main Warehouse CO	W01 Cost Book	LSE MY	User defined	30/10/2024 4:00

6. Click the **Schedule Process** button.
7. In the **Schedule Process** dialog box, click **Submit** to create a cost accounting process.

Schedule Process ✕

i This process will be queued up for submission at position 1

Name Create Cost Accounting Distributions

Description Computes item costs and creates accounting dist... Notify me when this process ends

Schedule As soon as possible **Submission Notes**

Basic Options

8. Make a note of the process ID in the Confirmation message. Click **OK** to close the Confirmation message.

11.6 Create Accounting Process

11.6.1 Create Accounting for Receipt Accounting

1. From the **Navigator**, under **Tools**, click **Schedule Processes**.
2. Click **Schedule New Process**.
3. Search for **Create Accounting** and click **OK**.

Schedule New Process

Type Job Job Set

Name ▼

Description Creates subledger journal entries.

4. In the **Process Details** dialog box, fill up the parameter below.

Fields	Description
Subledger Application	Select Receipt Accounting
Ledger	Select LSE MY
End Date	Select current date
Accounting Mode	Select Final

Process Event	Select All
Report Style	Select Detail
Transfer to General Ledger	Select Yes
Post in General Ledger	Select Yes
Include User Transaction Identifier	Select No

Overview **Create Accounting** x

i This process will be queued up for submission at position 1

Name Create Accounting

Description Creates subledger journal entries

Schedule As soon as possible

Notify me when this process ends

Submission Notes

Basic Options

Parameters

* Subledger Application

* Ledger

Process Category

* End Date

* Accounting Mode

* Process Events

* Report Style

* Transfer to General Ledger

* Post in General Ledger

Journal Batch

* Include User Transaction Identifiers

5. Click **Submit**.
6. Click **OK** to close the Confirmation message.
7. In Search Results, search **Create Accounting Execution Report** and download the **Accounting Execution Report Report** in pdf format from Output section. Please ensure the process is succeeded.

11.6.2 Create Accounting for Cost Management

Fields	Description
Subledger Application	Select Cost Management
Ledger	Select LSE MY
End Date	Select current date
Accounting Mode	Select Final
Process Event	Select All
Report Style	Select Detail

Transfer to General Ledger	Select Yes
Post in General Ledger	Select Yes
Include User Transaction Identifier	Select No

This process will be queued up for submission at position 1

[Process Options](#) [Advanced](#) [Submit](#) [Cancel](#)

Name Create Accounting

Description Creates subledger journal entries.

Schedule As soon as possible

Notify me when this process ends

Submission Notes

Basic Options

Parameters

* Subledger Application

* Ledger

Process Category

* End Date

* Accounting Mode

* Process Events

* Report Style

* Transfer to General Ledger

* Post in General Ledger

Journal Batch

* Include User Transaction Identifiers

- Click **Submit**.
- Click **OK** to close the Confirmation message.
- In Search Results, search **Create Accounting Execution Report** and download the **Accounting Execution Report Report** in pdf format from Output section. Please ensure the process is succeeded.

11.7 Open the Next Inventory Period

- Navigate to **Supply Chain Execution > Cost Accounting > Task > Manage Accounting Periods**

Overview

Cost Accounting

Cost Organization All

Asset Inventory Valuation
By Cost Organization and Primary Cost Book
LSE Main Warehouse CO | RM7.85M
Cost Book: W01 Cost Book | Period: Oct-24

Consigned Inventory Valuation
By Cost Organization and Primary Cost Book
No data available

Gross Margin
Last 7 Days
No data available

Purchase Price Variance
Last 7 Days
No data available

Work in Process Balances
Last 30 Days
No data available

Work Order Costs
Last 7 Days
Scrap Amount: RM0, Scrap Percentage: 0%, Total Variance: RM0

Last Cost Rollup
Last 7 Days
0 Rolled Up

Cost and Profit Planning

- Manage Cost Scenarios
- Manage Standard Costs
- Manage Standard Cost Import Exceptions
- Manage Resource Rates
- Manage Overhead Rates
- View Rolled-up Costs
- View Scenario Exceptions
- Compare Standard Costs

Item Costs

- Review Item Costs
- Analyze Standard Purchase Cost Variances
- Manage Accounting Overhead Rules
- Manage Cost Adjustment

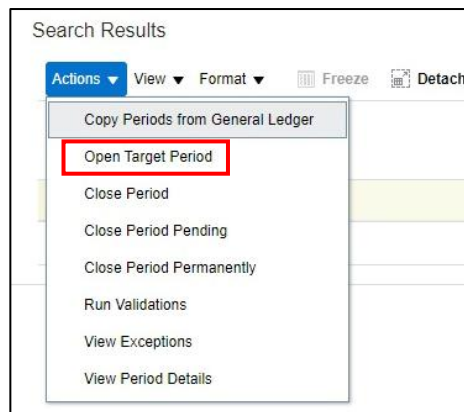
Cost Processing

- Create Cost Accounting Distributions
- Manage Cost Accounting Periods**
- Review and Approve Item Cost Profiles
- Review Cost Accounting Processes
- Review Work Order Costs

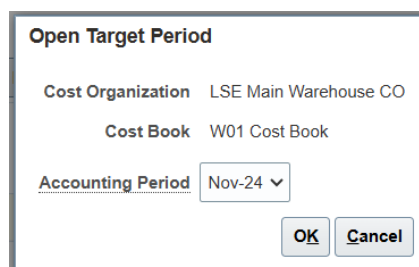
- On the **Manage Cost Accounting Periods** page, search for cost organization you need to validate. Select:

Fields	Description
Cost Organization	Select <i>LSE Main Warehouse CO</i>
Cost Book	Select <i>W01 Cost Book</i>
Ledger	Select LSE MY

- Click **Search**
- Select the *LSE Main Warehouse CO*
- Click **Action** button and select **Open Target Period**.



- In **Accounting Period** field, select preferred month to open period.
- Click **OK**.



11.8 Cost Accounting Period Validations

You can use the Manage Cost Accounting Periods task in the Cost Accounting work area to perform validations to ensure that all transactions are complete and accounted for on an ongoing basis and before closing the accounting period.

You can execute the validations one at a time, or all at once. Correct any resulting transaction errors, and rerun validations as needed.

Run Validation

1. From the **Navigator**, under **Supply Chain Execution**, select **Cost Accounting**.
2. Click the **Tasks** panel tab and select **Manage Cost Accounting Periods**.
3. On the **Manage Cost Accounting Periods** page, search for cost ledger you need to validate Select:

Fields	Description
Cost Organization	Select <i>LSE Main Warehouse CO</i>
Cost Book	Select <i>W01 Cost Book</i>
Ledger	Select <i>LSE MY</i>

4. Click **Search**
5. Select the *LSE Main Warehouse CO*
6. Click the **View Period Detail** button.

Actions ▾ View ▾ Format ▾ Freeze Detach Wrap Run Validations View Exceptions Open Target Period **View Period Details**

Cost Organization	Cost Book	Ledger
LSE Main Warehouse CO	W01 Cost Book	LSE MY

7. Select the period for which you want to run the validations.

Period Details

Actions ▾ View ▾ Format ▾ Freeze Detach Wrap Run Validations View Exceptions Open Target Period Search by Year

Accounting Period	Period Number	Year	From Date	To Date	Period Status
Jan-24	1	2024	1/1/2024	31/1/2024	■
Feb-24	2	2024	1/2/2024	29/2/2024	■
Mar-24	3	2024	1/3/2024	31/3/2024	■
Apr-24	4	2024	1/4/2024	30/4/2024	■
May-24	5	2024	1/5/2024	31/5/2024	■
Jun-24	6	2024	1/6/2024	30/6/2024	■
Jul-24	7	2024	1/7/2024	31/7/2024	■
Aug-24	8	2024	1/8/2024	31/8/2024	■
Sep-24	9	2024	1/9/2024	30/9/2024	■
Oct-24	10	2024	1/10/2024	31/10/2024	■

8. Click the **Run Validations** button.

Actions ▾ View ▾ Format ▾

- Open Target Period
- Close Period
- Close Period Pending
- Close Period Permanently
- Run Validations**
- View Exceptions

- Review the validation that are selected to run for this cost organization – cost book – period combination. Then click **OK**.

Run Validations

Cost Organization	LSE Main Warehouse CO	Accounting Period	Sep-24
Cost Book	W01 Cost Book	Period Status	Open
Year	2024		

Validations

- | | |
|---|---|
| <input checked="" type="checkbox"/> Pending Interface | <input checked="" type="checkbox"/> Pending Create Accounting in Final Mode |
| <input checked="" type="checkbox"/> Pending Preprocessing | <input checked="" type="checkbox"/> Pending Revenue Recognition Events Import |
| <input checked="" type="checkbox"/> Pending Cost Processing | <input checked="" type="checkbox"/> Completed Work Orders Not Closed |

OK **Cancel**

- In the **Information** message, note the process ID.
- Click the process ID link to open the **Process Monitor** tab.
- Review any error for your process. Click the reported error to review the details of each. (if you want to review error details but no error appears, then select another period and rerun the validation). Note: You can review error and fix them by correcting setup issues or running the cost processor again. You can run the validation as many times as necessary.

Overview 🔗

Search

Name

Process ID

Status

Submission Time (UTC-00:00) Coordinated Universal Time (UTC)

Submission Notes

Submitted By

Saved Search

Search **Reset** **Download Results**

Search Results 🔗

View Flat List Hierarchy

Actions ↻

Name	Process ID	Status	Scheduled Time	Submission Time	Submitted By
Process Cost Accounting Period End Validations: Subprocess	1121280	Succeeded	9/6/22 11:35 AM UTC	9/6/22 11:35 AM UTC	SCM_BMP

Process Details Status Details

Process Cost Accounting Period End Validations: Subprocess, 1121280

Status Succeeded Schedule Start 9/6/22 11:35 AM UTC Parent ID

Completion Text The process completed successfully.

Log and Output

Attachment [ESS_L_1121280 \(1 more...\)](#)

[Parameters](#)

13. On the **Manage Cost Accounting Periods** page, click the period you validated. **Actions** dropdown list, **View Exceptions**. Review the Exceptions. This shows the number of records which have failed the validation. The numbers under Count have hyperlinks that can be used to drill down to the transactions.

Validation Exceptions

Source	Type	Count
Costing	Pending Interface	18
Inventory	Pending preprocessing	26
Work in Process	Pending preprocessing of manufacturing transactions	0
Costing	Pending preprocessing of trade events	0
Costing	Pending processing of trade events	0
Costing	Pending cost processing	0
Costing	Pending create accounting in final mode	10
AR	Pending revenue recognition events import	0

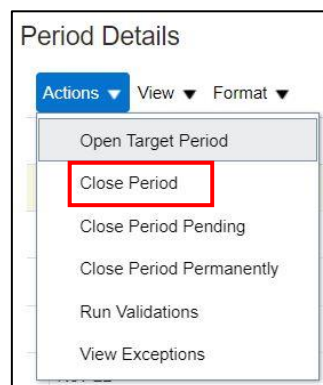
Done

11.9 Close the Current Inventory Period

Once the exceptions are resolved user can proceed to close the period. There are 3 possible Close statuses: Pending Close, Closed and Permanently Closed.

11.9.1 Close Period

1. Navigate to **Cost Accounting > Manage Cost Accounting Periods**
2. In **Cost Organization** field, search for *LSE Main Warehouse CO*, click the **View Period Detail** button.
3. Select the period for which you want to close.
4. Click **Action** button and select **Closed Period**.



5. Review the validation that are selected to run for this cost organization – cost book – period combination. Then click **OK**.

Close Period

Cost Organization	LSE Main Warehouse CO	Accounting Period	Sep-24
Cost Book	W01 Cost Book	Period Status	Open
Year	2024	New Status	Closed

Validations

- | | |
|---|---|
| <input checked="" type="checkbox"/> Pending Interface | <input checked="" type="checkbox"/> Pending Create Accounting in Final Mode |
| <input checked="" type="checkbox"/> Pending Preprocessing | <input checked="" type="checkbox"/> Pending Revenue Recognition Events Import |
| <input checked="" type="checkbox"/> Pending Cost Processing | <input checked="" type="checkbox"/> Completed Work Orders Not Closed |

OK **Cancel**

End of Document