



Caltech

Oracle Release 12

Purchasing and Accounts Payable
Procurement Services
February 1, 2011



Agenda

- Suppliers
 - Supplier creation
- Purchasing
 - Purchase Order Tax Changes
- Accounts Payable
 - Invoice Workbench
 - eBTax
 - Invoice Validation
 - Payment Workbench
- R12 New Processes
- Next Steps
- Q&A



R12 Suppliers

◎ Supplier Management

- Full Web-based Forms
- Additional fields to capture more information
- Supplier bank information moved to supplier form
- Enhanced privacy feature does not display employee supplier address
- Supplier management is now part of a new Oracle module: **Trading Community Architecture (TCA)**
 - Oracle Trading Community Architecture (TCA) is a module/ data model that allows you to centrally manage complex information about the parties, or customers, who belong to your commercial community, including organizations, locations, and the network of hierarchical relationships among them.



Caltech

R11 Supplier Creation

In R11i, standard forms were used to create a supplier header and sites.

Suppliers (Caltech)

Supplier Name **DELL MARKETING LP** Supplier Number **12603**

Alternate Name

Taxpayer ID Tax Registration Number

Inactive On [ht]

General Classification Accounting Control Payment Bank Accounts EDI Invoice Tax Withholding Tax

Parent Supplier Name Number

Supplier Header

Supplier Site

Supplier Sites (Caltech) - DELL MARKETING LP, 12603

Site Name **PAR-ROUND ROCK** Alternate Name

Country **United States**

Address **One Dell Way** Alternate Address

City **Round Rock** State **TX** Postal Code **78682**

Province County **Williamson**

Language Inactive On **23-MAR-2004**

General Contacts Accounting Control Payment Bank Accounts EDI Invoice Tax Withholding Tax

Site Uses

Pay Purchasing

Primary Pay RFQ Only

Procurement Card

Customer Number

Shipping Network Location

Supplier Notification Method



R11i Supplier Creation

Supplier Sites (Caltech) - DOLLAR, SUSAN D, 18381

Site Name: **DIRECT DEPOSIT**

Country: []

Address: []

City: [] State: []

Province: [] County: []

Language: [] Inactive On: []

General | **Contacts** | Accounting | Control | Payment | Bank Accounts

Site Uses

<input checked="" type="checkbox"/> Pay	<input checked="" type="checkbox"/> Purchasing
<input type="checkbox"/> Primary Pay	<input type="checkbox"/> RFQ Only
	<input type="checkbox"/> Procurement Card

- In R11i, high level regions were navigated from left to right
- In R11i, high level navigation region consisted of folders



R12 Supplier Creation

Suppliers

- Quick Update
- Company Profile
 - Organization
 - Tax Details
 - Address Book
 - Contact
- Directory
 - Business Classification
 - Products & Services
- Banking Details
- Surveys
- Terms and Control
 - Accounting
 - Tax and Reporting
 - Purchasing
 - Receiving
 - Payment Details
 - Relationship
 - Invoice Management

Supplier Sites

Site Status: Active | Site Name: []

Key Purchasing Setups | **Key Payment Setups**

Create

Site Name	Operating Unit	Ship-To Location
MAILING LABEL	Caltech	CALTECH
PO-FORT LAUDERD	Caltech	CALTECH
REMIT-FORT	Caltech	CALTECH

- In R12, high level navigation region will be on the left of the form.
- In R12, high level regions are navigated from top to bottom.
- In R12, there are lower level navigation regions that contain folders



R12 Supplier Creation

In R12, all web based forms and the navigation region is to the left.

ORACLE Payables Close Window Preferences Personalize Page

Suppliers

- Quick Update
- Company Profile
 - Organization
 - Tax Details
 - Address Book
 - Contact Directory
 - Business Classification
 - Products & Services
 - Banking Details
 - Surveys
- Terms and Control
 - Accounting
 - Tax and Reporting
 - Purchasing
 - Receiving
 - Payment Details
 - Relationship
 - Invoice Management

Suppliers >
Update DELL MARKETING LP - 12603: Quick Update
 * Indicates required field

* Supplier Name
 Supplier Number **12603**
 Alternate Supplier Name
 Registry ID **193766**
 Inactive Date
(example: 21-Dec-2010)
 Alias

Supplier Sites

Site Status Site Name Operating Unit

Key Purchasing Setups **Key Payment Setups**

Site Name	Operating Unit	Ship-To Location	Bill-To Location	Ship Via	Pay On	Alternate Pay Site	Invoice Summary Level	Create Debit Memo from RTS Transaction
MAILING LABEL	Caltech	CALTECH	FIN-PAY	UPS STANDARD				<input type="checkbox"/>
PO-PASADENA	Caltech	CALTECH	FIN-PAY	UPS STANDARD				<input type="checkbox"/>
PO-PITTSBURGH	Caltech	CALTECH	FIN-PAY	UPS STANDARD				<input type="checkbox"/>



R12 Supplier Creation

The supplier organization information is entered as displayed below. Additional information region is the DFF from 11i.

The screenshot shows the 'Suppliers' application window with the 'Organization' section selected in the left-hand navigation menu. The main area displays the 'Update DELL MARKETING LP - 12603: Organization' form. The form is divided into several sections:

- Organization Section:** Includes fields for Supplier Name (DELL MARKETING LP), Supplier Number (12603), Parent Supplier Name, Parent Supplier Number, Alternate Supplier Name, SIC, National Insurance Number, Type (Supplier), Customer Number (1843305), and Inactive Date (One Time).
- Additional Information Section:** Includes Supplier URL (http://www.dell.com), Taxpayer ID, 1042S Supplier (No), 1042S Tax Exempt (NA), 592B Supplier (No), 594 Supplier (No), Sustainable Business (No), Multiple Business Concerns (No), Registered With CA State (Yes), Resale Permit Number, and NAICS Code (423430 - Computer and Computer Peripheral Equipment and Software Merchant Wholesalers).
- Organization Section (Bottom):** Includes D-U-N-S Number, Legal Structure, Principal Name, Year Established, Incorporation Year, Control Year, Chief Executive Name, Chief Executive Title, and Principal Title.



R12 Supplier Creation

The supplier tax details captures the default tax information and tax type for this supplier.

ORACLE Payables Close Window Preferences Personalize Page

Suppliers

- Quick Update
- Company Profile
 - Organization
 - Tax Details
 - Address Book
 - Contact Directory
 - Business Classification
 - Products & Services
 - Banking Details
 - Surveys
- Terms and Control
 - Accounting
 - Tax and Reporting
 - Purchasing
 - Receiving
 - Payment Details
 - Relationship
 - Invoice Management

Suppliers > Update DELL MARKETING LP - 12603: Tax Details Cancel Save

Income Tax

Taxpayer ID Allow Withholding Tax

Reportable Federal

Income Tax Type State

Transaction Tax

Default Controls

Update the values that default to all invoices and tax registration records of this party or party site.

Rounding Level Set Invoice Values as Tax Inclusive

Rounding Rule

Tax Registrations

Default Reporting Country Name

Default Reporting Tax Registration Type

Regime Code	Tax	Tax Jurisdiction Code	Registration Number	Issuing Tax Authority	Active	Update	Remove
No results found.							

Associated Fiscal Classifications

* Indicates required field
 TIP

Fiscal Classification Type Code	Fiscal Classification Code	Fiscal Classification Name	Effective From	Effective To	Remove
No results found.					



R12 Supplier Creation

The supplier banking details contains the supplier bank account information which is a change from R11i.

ORACLE Payables Close Window Preferences Help Personalize Page

Suppliers

- Quick Update
- Company Profile
 - Organization
 - Tax Details
 - Address Book
 - Contact Directory
 - Business Classification
 - Products & Services
 - **Banking** 
 - Details
 - Surveys
- Terms and Control
 - Accounting
 - Tax and Reporting
 - Purchasing
 - Receiving
 - Payment Details
 - Relationship
 - Invoice Management

Suppliers >

Update DELL MARKETING LP - 12603: Banking Details Cancel Save

Bank Account and Assignment Details

Select Account Assignment Level:

Payment Details

Bank Accounts

[Show All Details](#) | [Hide All Details](#)

Details	Number	IBAN	Currency	Bank Name	Start Date	End Date	Priority	Increase	Decrease	Update	Additional Details
<input type="checkbox"/> Show	XXXX1534		USD	PNC Bank	05-Jan-2010		1	▲	▼		

Cancel Save



R12 Supplier Inquiry

The supplier address book contains the locations/sites for the supplier.

ORACLE Payables Close Window Preferences Personalize Page

Suppliers

- Quick Update
- Company Profile
 - Organization
 - Tax Details
 - **Address Book**
 - Contact Directory
 - Business Classification
 - Products & Services
 - Banking Details
 - Surveys
- Terms and Control
 - Accounting
 - Tax and Reporting
 - Purchasing
 - Receiving
 - Payment Details
 - Relationship
 - Invoice Management

Suppliers > Update DELL MARKETING LP - 12603: Address Book

Search

Personalize "Search"

Address Name Site Name

Address Details

Create

Details	Name ▲	Address	Country	Communication	Purpose	Status	Update	Manage Sites	Remove
Show	MAILING LABEL	c/o Dell USA LP PO Box 676021 Dallas, TX 75267-6021	United States			Current			
Show	PAR-ROUND ROCK	One Dell Way Round Rock, TX 78682	United States		Purchasing	Current			
Show	PO-PASADENA	PO Box 910916 Pasadena, CA 91110-0916	United States	Email: us_wire/ach_remittance_advice@dell.com	Purchasing	Current			
Show	PO-PITTSBURGH	PO Box 371964 Pittsburgh, PA 15250-7964	United States	Email: us_wire/ach_remittance_advice@dell.com	Purchasing	Current			
Show	REMIT-DALLAS	PO Box 120001 Dept 0747 Dallas, TX 75312-0747	United States	Email: us_wire/ach_remittance_advice@dell.com	Payment	Current			
Show	REMIT-DALLAS1	PO Box 120001 Dept 0788 Dallas, TX 75312-0786	United States	Email: us_wire/ach_remittance_advice@dell.com	Payment	Current			



R12 Supplier Inquiry

The supplier payment details include default payment method for the supplier.

Close Window Preferences Help Personalize Page

Suppliers

- Quick Update
- Company Profile
 - Organization
 - Tax Details
 - Address Book
 - Contact
- Directory
 - Business Classification
 - Products & Services
 - Banking Details
 - Surveys
- Terms and Control
 - Accounting
 - Tax and Reporting
 - Purchasing
 - Receiving
 - **Payment**
- Details
 - Relationship Management
 - Invoice Management

Update DELL MARKETING LP - 12603: Payment Details

Cancel Save

Payment Details

Payment Methods

TIP You can choose one payment method to default on documents for the payee. A default payment method is optional.

Add

Previous 10 11-14 of 14 Next

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

Payment Attributes

Payment Delivery Attributes Payment Specifications Separate Remittance Advice Delivery

Delivery Channel

Bank Instruction 1

Bank Instruction 2

Bank Instruction Details

Settlement Priority

Payment Text Message 1

Payment Text Message 2

Payment Text Message 3



R12 Supplier Creation

The invoice management region contains the invoice payment terms and match options for the supplier. Here you can place a supplier on hold.

ORACLE Payables Close Window Preferences Personalize Page

Suppliers

- Quick Update
- Company Profile
 - Organization
 - Tax Details
 - Address Book
 - Contact Directory
 - Business Classification
 - Products & Services
 - Banking Details
 - Surveys
- Terms and Control
 - Accounting
 - Tax and Reporting
 - Purchasing
 - Receiving
 - Payment Details
 - Relationship
 - **Invoice Management**

Suppliers > **Update DELL MARKETING LP - 12603: Invoice Management** Cancel Save

Invoice Currency: US Dollar
 Invoice Amount Limit:
 Invoice Match Option: Purchase Order

Hold from Payment: All Invoices
 Unmatched Invoices
 Unvalidated Invoices

Invoice Payment Terms

Personalize "Invoice Payment Terms"

Payment Currency: US Dollar
 Payment Priority: 99
 Terms: IMMEDIATE
 Terms Date Basis: Invoice
 Pay Date Basis: Discount

Pay Group: EFT Suppliers
 Always Take Discount
 Exclude Freight From Discount
 Create Interest Invoice

Supplier Sites

Site Status: Active Site Name: Operating Unit: Go

Invoicing | Payment | Terms | Supplier Preferences

Create

Site Name	Operating Unit	Invoice Amount Limit	Invoice Tolerance	Invoice Match Option	Invoice Currency	Hold from Payment			Payment Hold Reason	Services Tolerance
						All Invoices	Unmatched Invoices	Unvalidated Invoices		
MAILING LABEL	Caltech	<input type="text"/>	Caltech - Tolerance	Purchase Order	US Dollar	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>
PO-PASADENA	Caltech	<input type="text"/>	Caltech - Tolerance	Purchase Order	US Dollar	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>



Caltech

R12 Supplier Creation

Supplier: Employee R11i

Suppliers (Caltech)

Supplier Name: **DOLLAR, SUSAN D**

Supplier Number: 18381

Alternate Name: []

Taxpayer ID: []

Tax Registration Number: []

Inactive On: []

[..]

General | Classification | Accounting | Control | Payment | Bank Accounts | EDI | Invoice Tax | Withholding Tax

Type: **Employee**

Employee Name: **Dollar, Susan D**

Number: []

One Time



R12 Supplier Creation

Supplier: Employee R11i Site

Supplier Sites (Caltech) - DOLLAR, SUSAN D, 18381

Site Name **DIRECT DEPOSIT** Alternate Name

Country

Address

Alternate Address

City State Postal Code

Province County

Language Inactive On

General | Contacts | Accounting | Control | Payment | Bank Accounts | EDI | Invoice Tax | Withholding Tax

Site Uses

Pay Purchasing

Primary Pay RFQ Only

Procurement Card

Customer Number

Shipping Network Location

Supplier Notification Method



Caltech

R12 Supplier Creation

Supplier: Supplier R12

Suppliers

- Quick Update
- Company Profile
 - Organization
 - Tax Details
 - Address Book
 - Contact Directory
 - Business Classification
 - Products & Services
 - Banking Details
 - Surveys
- Terms and Control
 - Accounting
 - Tax and Reporting
 - Purchasing
 - Receiving
 - Payment Details
 - Relationship
 - Invoice

Suppliers >

Update DOLLAR, SUSAN D - 18381: Quick Update

* Indicates required field

Supplier Name DOLLAR, SUSAN D

Supplier Number **18381**

Alternate Supplier Name

Registry ID **15129**

Inactive Date

(example: 13-Jan-2011)

Alias

Supplier Sites

Site Status Site Name Operating Unit

Key Purchasing Setups

Key Payment Setups

Site Name	Operating Unit	Ship-To Location	Bill-To Location	Ship Via	Pay On	Alternate Pay Site
HOME	Caltech	<input type="text" value="CALTECH"/>	<input type="text" value="FIN-PAY"/>	<input type="text" value="UPS STANDARD"/>		<input type="text"/>
PROVISIONAL	Caltech	<input type="text" value="CALTECH"/>	<input type="text" value="FIN-PAY"/>	<input type="text" value="UPS STANDARD"/>		<input type="text"/>



Purchase Order Entry

○ Purchase Order Entry

- R11i
 - PO Header
 - PO Line with Distributions
- R12
 - PO Header
 - PO Line with Distributions
 - PO Manage Tax with Override



R11i PO Entry

R11i PO Line entry

Lines Price Reference Reference Documents More Agreement

Num	Type	Item	Rev	Category	Description	UOM	Quantity	Price	Promised
1	Goods-Amou			UNCATEGORIZE	INVOICE# W699 ATT.	US D	1816.32	1	

Distributions (Caltech) - 1088010

Destination More Project

Expenditure						
Num	Project	Task	Award	Type	Org	Da
1	PPL.OLIVEOIL	1	GB.000004	Supplies - Allocat	Caltech	23-

PO Account Descriptions

Charge UR Supplies.General Support Funds.Pl
 Accrual A/P Accrual.General Support Funds.Ph
 Budget UR Supplies.General Support Funds.Pl
 Variance UR Supplies.General Support Funds.Pl

Destination Account Descriptions

Charge
 Variance

Lines And Shipment Details

Line Num 1 Shipment Num 1 Org CHQ Ship-To CALTECH



R12 PO Entry

R12 PO Line entry

Purchase Order Summary to Purchase Orders - S095198

Operating Unit	Caltech	Created	29-JUN-2010 00:00:00	
PO, Rev	S095198 0	Type	Standard Purchase Order	
Supplier	TYPECRAFT INCORPORATED	Site	PO-PASADENA	Contact
Ship-To	CALTECH	Bill-To	FIN-PAY	Currency
Buyer	Zepeda, Rudy	Status	Approved, Closed, Reserved	Total
Description				502.42 [PG]

[Lines](#) | [Price Reference](#) | [Reference Documents](#) | [More](#) | [Agreement](#)

Num	Type	Item	Rev	Category	Description	UOM	Quantity	Price	Promised	[]
1	Goods			UNCATEGORIZE	INV. #23205--For Seni	EA	1	502.42		Nc



R12 PO Entry

R12 PO Shipment entry

Shipments - S095198

Shipment Status

Quantity						
Num	Status	Ordered	Received	Cancelled	Billed	[]
1	Closed	1	0	0	1	...

Line Num Item INV. #23205--For Senior Banquet Programs (see invoice for break



R12 PO Entry

R12 PO Distribution entry

Distributions - S095198

Destination More **Project**

							Expenditure	
Num	Project	Task	Award	Type	Org	Da	[]	
1	PRES.03010	17.1	GB.000300	Fees	Caltech	29-		

PO Account Descriptions

Charge UR Consulting & Other Fee.General Supp

Accrual A/P Accrual.General Support Funds.Presid

Budget UR Consulting & Other Fee.General Supp

Variance UR Consulting & Other Fee.General Supp

Destination Account Descriptions

Charge

Variance

Lines And Shipment Details

Line Num 1 Shipment Num 1 Org CHQ Ship-To CALTECH



R11i PO Entry

R11i PO Tax entry

Shipments (Caltech) - 1088010

Shipments More Status

Num	By	Original Promise	Note for Receiver	Country of Origin	Taxable	Tax Code	Cha[]
1					<input type="checkbox"/>		532!...
					<input type="checkbox"/>		
					<input type="checkbox"/>		
					<input type="checkbox"/>		

Line Num 1 Item INVOICE# W699 ATTACHED FOR OLIVE OIL BOTTLES

Receiving Controls Distributions



R12 PO Entry

R12 PO Tax Navigation

File Edit View Folder Tools Inquire **Actions** Window Help

Manage Tax

Purchase Orders - 1089115

Operating Unit	Caltech	Created	06-JAN-2011 14:21:55
PO, Rev	1089115 0	Type	Standard Purchase Order
Supplier	STANFORD UNIVERSITY	Site	PO-LOCKSS
Ship-To	CALTECH	Bill-To	FIN-PAY
Buyer	Borg, Nina	Status	Approved, Reserved
Description	P.O./Inv. - Inv. matched, Price Variance , PO line Cancelled, Invoice Reversed (cancel		

Contact	Reich, Victoria
Currency	USD
Total	132.00 [SL]



R12 PO Entry

R11i PO Manage Tax – PO must not be approved in order to update category.

Additional Tax Information: Standard Purchase Order 1089115

* Indicates required field

Legal Entity Name **Caltech**
Taxation Country United States

Tax Determining Factors for Document

[Personalize "Tax Determining Factors for Document"](#)

Document Subtype

Tax Determining Factors for Lines

Search

Line	Description	Schedule	Location	Transaction Business Category	Product Fiscal Classification	Product Type	Product Category
1	P.O./Inv. - Inv. matched, Price Variance , PO line Cancelled, Invoice Reversed (cancelled)	1	CALTECH	Purchase Transaction	<input type="text"/>	GOODS	NONTAXABLE_ITEM





Invoice Entry

- ◉ Invoice Entry
 - R11i and 12
 - Invoice Header
 - Invoice Lines
 - Invoice Distributions
 - eBTax
- ◉ Payment Workbench
 - Oracle Payments



R11i Invoice Entry

Invoice Batch entry in 11i

The screenshot shows a software window titled "Invoice Batches (Caltech)". It features a menu bar (File, Edit, View, Folder, Tools, Window, Help) and a toolbar with various icons. Below the toolbar is a table with the following data:

Batch Name	Date	Control Count	Control Amount	Act
100601HH1	01-JUN-2010	13	273794.48	

At the bottom of the window, there are three buttons: "Create Accounting", "Validate 1", and "Invoices".



R12 Invoice Entry

Invoice batch entry in R12 – no change from R11i

Batch Name	Date	Control Count	Control Amount	Act
110601 ENS1	06-JAN-2011	1	152	



R11i Invoice Entry

Invoice header entry with 'General tab' in 11i

Invoices (Caltech) - 100601HH1

Batch Control Total **273794.48** Actual Total **273794.48**

Type	Supplier	Supplier Num	Site	Invoice Date	Invoice Num	Invoice Curr	Invoice Amount	Withheld Amount	Prepaid Amount
Standard	SHERMAN,	16914	RESIDEN	25-MAY-2010	RM051810	USD	158.44		
Standard	ORTOLEVA	43939	RESIDEN	25-MAY-2010	RM051210	USD	231.94		
Standard	MURPHY, C	55085	DIRECT I	25-MAY-2010	RM052110	USD	276.18		
Standard	JOEL SCHE	67059	REMIT-P/	24-MAY-2010	HN052410	USD	100.00		

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

Amount Paid
 USD

Invoice Status
 Status
 Accounted

Approval Status
 Approval
 Pending Approver

Description

Summary
 Holds
 Distribution Total

Actions... 1 Overview **Distributions** Purchase Order Match



R12 Invoice Entry

Invoice header entry with 'General tab' in R12

Invoice Workbench (Payables Manager) - 110801 ENS1

Batch Control Total Batch Actual Total

R12

Operating Unit	Type	PO Number	Trading Pa	Supplier Num	Supplier Site	Invoice Date	Invoice Num	Invoice	Invoice Amount	Tax Am
Caltech	Standard	1089116	SAVIN CO	43900	REMIT-HUN	06-JAN-2011	06JAN2011	USD	52.68	

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

Summary **New Region**

Items

Retainage

Prepayments Applied

Withholding

Subtotal

Tax

Freight

Miscellaneous

Total

Amount Paid

USD

Status **Combined Region**

Status

Accounted

Approval

Holds

Scheduled Payment Holds

Description

New Button **New Buttons**

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



R12 Invoice Entry

Invoice header with 'Lines tab' in R12

Invoice Workbench (Payables Manager) - 110601 ENS1

Batch Control Total Batch Actual Total

R12

Operating Unit	Type	PO Number	Trading Pa	Supplier Num	Supplier Site	Invoice Date	Invoice Num	Invoice	Invoice Amount	Tax Amount	Tax Control Amount
Caltech	Standard	1089116	SAVIN CO	43900	REMIT-HUN	06-JAN-2011	06JAN2011	USD	0.00		

New Tab (arrow pointing to the '2 Lines' tab)

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

R12

Total
 Gross Retained Net **New Region** (arrow pointing to the 'Net' field)

Num	Type	Amount	Ship to	Project	Task	Award Number	Expenditure Type	Product Category	Exp Item Date	[]	GL Date	Expe
1	Item	48.00	CALTECH	IMSS.BSA	1.2	GB.IMSS	Computing Services		06-JAN-2011	06-JAN-2011	Calte

New Button (arrow pointing to the 'Distributions' button)

Digcard Line 1 | **Distributions** | Allocations

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



R12 Invoice Entry

Invoice taxes in R12 are still charged to the PTA as in R11i.

Distributions (Payables Manager) - Caltech, 06JAN2011, SAVIN CORPORATION dba RICOH BUSINESS SYSTEMS INC

Line Number: 1 Invoice Total: 52.68

Line Description: P.O./Inv. - Inv. matched, Price V Distribution Total: 52.68

R12

Num	Type	Amount	Project	Task	Award Number	Expenditure Type	Description	Account	GL Date
1	Item	48.00	IMSS.BSA	1.2	GB.IMSS	Computing Services	P.O./Inv. - Inv. matched, Price Vari	6348.11010001.21001.141.111.IMSS*BSA	06-JAN-20
1	Nonrecoverable Tax	0.24	IMSS.BSA	1.2	GB.IMSS	Computing Services	US_SALES_USE_TAXES - CITY	6348.11010001.21001.141.111.IMSS*BSA	06-JAN-20
1	Nonrecoverable Tax	0.96	IMSS.BSA	1.2	GB.IMSS	Computing Services	US_SALES_USE_TAXES - COUNT	6348.11010001.21001.141.111.IMSS*BSA	06-JAN-20
1	Nonrecoverable Tax	3.48	IMSS.BSA	1.2	GB.IMSS	Computing Services	US_SALES_USE_TAXES - STATE	6348.11010001.21001.141.111.IMSS*BSA	06-JAN-20

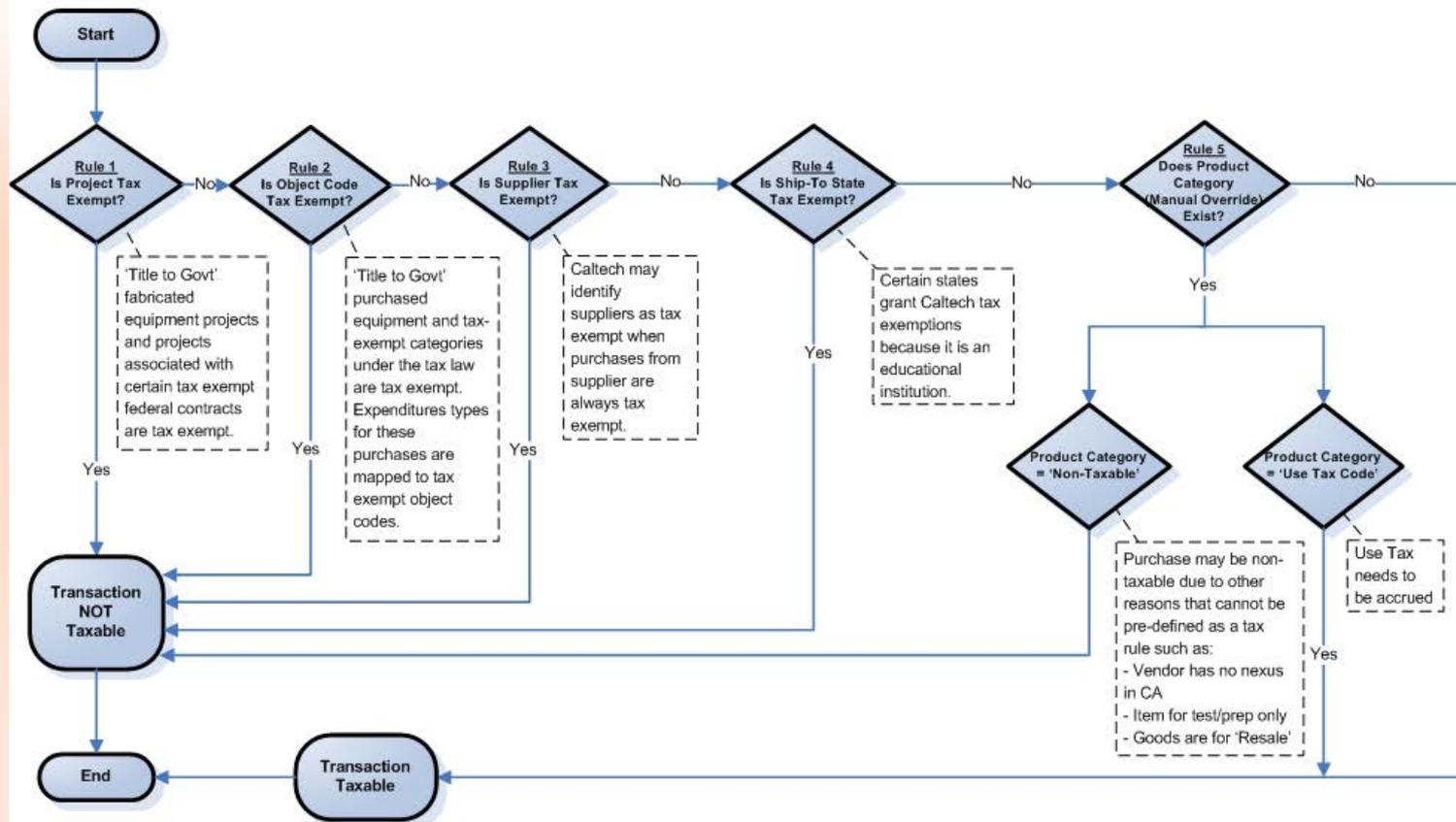


- eB Tax is a new module in R12 and it must be set up in order to process sales and use tax in Payables.

- Changes to sales and use tax process
 - In 11i, buyers and/or AP processors enter tax codes on PO's and invoices; tax calculated based on tax codes.
 - In R12, **Caltech defined** business rules will determine the taxability of a transaction; tax rate applied based on ship-to location.
 - Override is allowed at the transaction level (from taxable to tax exempt). Tax department will set out business guidelines on when override is appropriate.



Tax Determination in e-B Tax





Caltech

R12 Invoice Validation

Payable Approval renamed to **Invoice validation** in R12

Invoice Actions

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

Hold Name

Release Name

Release Reason

Printer

Sender Name

Sender Title

OK Cancel



R12 New Processes

○ Tax Override

- Refer to guidelines set by Tax Department and Procurement Department if there is a request to override default taxability determined by eTax Rules

○ Tax Exempt Suppliers

- Since one of the R12 eB Tax rules is based on the tax exempt status of suppliers, Supplier Management will need to track the tax status when setting up new suppliers.

○ Employee Supplier Address

- Employee Supplier Address will not be maintained by Supplier Management separately from HR. One of the HR addresses will be used for expense reimbursement.

○ Cost Transfer

- Custom Process (details on following slides).



R12 Cost Transfer

- ⦿ In R11i, Supplier Cost Transfers are initiated from Grants (OGM) by Project Accounting and Oracle's automated process makes corresponding adjustments in the **original AP Invoice**
- ⦿ In R12, Oracle no longer supports initiating Supplier Cost Transfer from Grants



R12 Cost Transfers

- ◎ In R12, IMSS partnered with Oracle to create a **Caltech Custom, Automated Supplier Cost Transfer** solution.

- ◎ This process will:
 - Allow Supplier Cost Transfers to be initiated from Grants by Project Accounting like in 11i
 - Create a **‘zero-dollar invoice’** for import to AP. New Source = **“Cost Transfer”**
 - Auto number Zero-Dollar Invoices, EX:
 - ORIGINAL Invoice #: **1929**
 - C/T Zero Dollar Invoice #: **1929-XFR1**



R12 Cost Transfers

- ◎ If invoice **nets to zero** (majority of the cases)
 - No intervention required by Payment Services.
 - Nightly processing will handle Invoice Approval, interface to Grants, etc.

- ◎ If invoice **does not net to zero**
 - Penny rounding difference
 - Rare cases for transfers between taxable \leftrightarrow non-taxable PTAs)
 - AP Processor will need to accrue use tax or write off overpaid tax. This will be a new process.



R12 Cost Transfers

- ⦿ Subsequent manual adjustments to invoices that have been cost transferred should be made to the zero dollar invoices.
- ⦿ ‘Zero-dollar’ invoices will be ‘paid’ out of a separate bank account that will be used just for cost transfer zero dollar invoices.

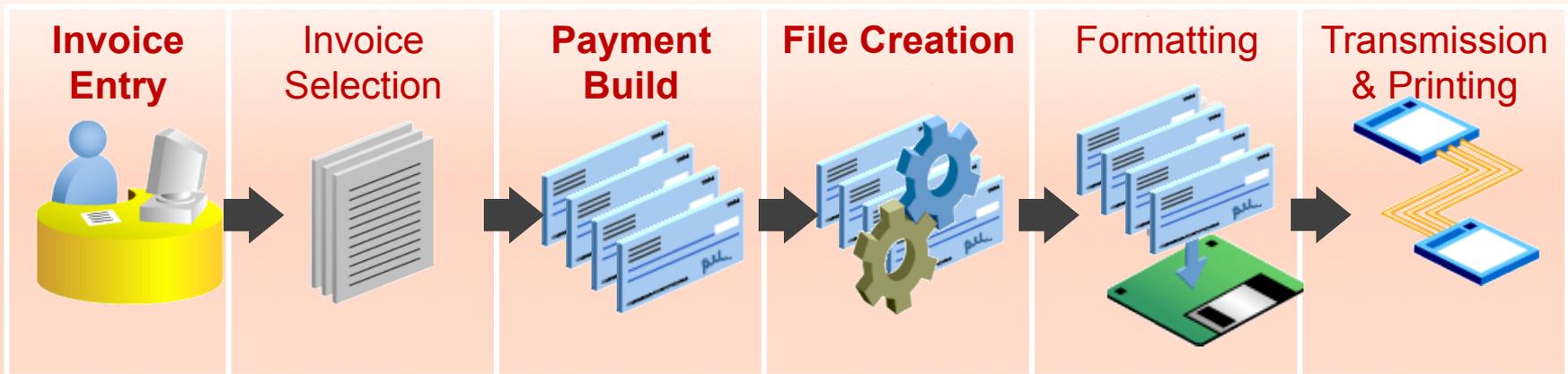


R12 Payment Workbench

- Replaced with Oracle Payments module
 - Oracle Payments is a central engine to disburse and capture payments. For electronic payments, it connects Oracle EBS products like Receivables and Payables to financial institutions like banks and credit card processors.
 - Utilizes a dashboard to guide users to take actions on payments.
 - Utilizes payment templates that have the ability to fully automate the payment process from selection of invoices, to printing or electronic transmission



R12 Payment Process





Caltech

R11 Payment Workbench

New: Payment Navigation

Navigator - Payables Manager

Functions Documents Processes

Payments:Entry:Payments Manager

Payables Payment manager Self Service Home

- + Invoices
- Payments
 - Entry
 - Payments
 - Payments Manager**
 - + Netting
 - + Inquiry
 - + Accounting
 - + Suppliers
 - + Employees
 - + Credit Cards
 - + Setup
 - + Workflow
 - + Other

Top Ten List

1. Requests: Submit

Open



Caltech

R12 Payment Workbench

Payment Dashboard

ORACLE Payables Close Window Preferences Personalize Page

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

Search
 Template
 Go Shortcuts on left

Shortcuts

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

Concurrent Requests

- Submit a Request
- Monitor Requests

Payments Dashboard Personalize "Payments Dashboard"

Personalize Stack Layout: (GraphRN)

Legend: Processing, Program Errors, Need Action, Completed, User Terminated

Today's Payment Process Requests

Need Action	Program Errors	Processing	User Terminated	Completed	Total
1	0	0	3	3	7

Refresh Status

Today's Payment Process Requests

Data



R12 Demo

- Create Supplier
- Create Purchase Order
 - One with Tax Lines
 - One with an override
- Create Invoice and match to PO
 - Review Taxes



Next Steps

- Training
- Testing
 - SIT
 - UAT
- Go Live



Caltech

Q&A