

Table of Contents

Oracle General Ledger Process	1-1
Oracle General Ledger Process.....	1-3
Objectives	1-4
Oracle General Ledger Overview	1-5
General Ledger Overview.....	1-6
Functions and Features	1-7
General Ledger Accounting Cycle	1-8
Critical Implementation Issues	1-9
Oracle General Ledger Integrates with	1-10
Also Integrates with.....	1-13
Integrating with Subledgers	1-14
Importing to General Ledger from Non-Oracle Applications.....	1-15
Overview of Accounting Setup Manager	1-16
Foreign Currency Concepts	1-17
Multiple Currency Support	1-18
Budgeting	1-20
Reporting and Analysis.....	1-21
Standard Reports and Listings	1-23
Financial Statement Generator Reports (FSG)	1-24
Summary.....	1-25
Quiz	1-26
Ledger.....	2-1
Ledger.....	2-3
Objectives	2-4
Ledgers Defined	2-5
Quiz	2-6
Secondary Ledgers	2-7
Secondary Ledger Conversion Levels	2-8
Reporting Currencies	2-10
Reporting Currency (RC) Conversion Levels.....	2-11
Accounting Setup Steps.....	2-12
Quiz	2-14
Accounting Setup Manager Create Accounting Setup	2-15
Unlimited Currencies.....	2-17
Sharing Ledgers Across Oracle Applications.....	2-18
Building the Chart of Accounts Structure.....	2-19
Identifying Business Requirements	2-20
Identifying Segment Requirements	2-21
Analyzing Reporting Requirements.....	2-23
Creating a Worldwide Chart of Accounts.....	2-24
Worldwide Chart of Accounts Example	2-25
Creating Vertical Structures	2-26
Validation and Value Sets	2-27
Using Independent and Dependent Segments.....	2-28
Designing Size and Numbering Systems.....	2-30
Creating Accounting Flexfields	2-32
Defining Value Sets.....	2-33
Defining the Accounting Flexfield Structure.....	2-35
Defining Segment Values	2-38
Populating Segment Value Attributes.....	2-39
Segment Qualifiers	2-40
Control Accounts.....	2-42

Control Accounts Setup and Process	2-43
Defining Hierarchies.....	2-44
Working with Ranges	2-46
Account Hierarchies	2-47
Quiz	2-48
Defining an Accounting Calendar	2-49
Defining Period Types.....	2-51
Defining Your First Accounting Period.....	2-52
Accounting Period Statuses	2-53
Accounting Calendar	2-54
Calendar Auditing.....	2-55
Enabling Currencies	2-56
Quiz	2-57
Enabling Account Combinations.....	2-58
Segment Value Inheritance.....	2-59
Chart of Accounts	2-61
Troubleshooting Segment Value Inheritance.....	2-62
Defining Flexfield Security Rules	2-64
Using Dynamic Insertion.....	2-66
Defining Cross-Validation Rules.....	2-67
Defining Shorthand Aliases	2-69
Overview of Account Hierarchy Manager.....	2-71
Integrating with Oracle General Ledger	2-73
Using the Account Hierarchy Toolbar	2-74
Account Hierarchy Manager Segment Symbols.....	2-75
Account Hierarchy Manager—Security	2-77
Parent Levels in an Account Hierarchy	2-79
Creating New Child Values	2-80
Ledger Sets	2-81
Data Access Sets.....	2-82
Quiz	2-83
Summary.....	2-84
Accounting Setup Manager	3-1
Using Accounting Setup Manager	3-3
Objectives	3-4
Accounting Setups.....	3-6
Accounting Setup Manager Overview	3-8
Creating Accounting Setups	3-10
Accounting Setup Prerequisites	3-11
Legal Entities Pages.....	3-12
Accounting Setups Pages.....	3-13
Quiz	3-14
Accounting Setup Manager Checklist	3-15
Accounting Setup Manager Checklist (continued)	3-16
Legal Entities Overview	3-17
Accounting Setup Considerations.....	3-18
Accounting Setups with One Legal Entity.....	3-19
Accounting Setups with Multiple Legal Entities	3-21
Accounting Setups with No Legal Entities	3-22
Balancing Segment Value Assignments	3-23
Using Balancing Segment Values for Transaction Processing.....	3-24
Completing Accounting Setups	3-25
Designating the Balancing Segment for a Chart of Accounts.....	3-26
Defining Legal Entities Using Accounting Setup Manager.....	3-27
Updating Balancing Segment Values	3-29
Creating Accounting Setup Structures.....	3-31

Creating Accounting Setup Structures (continued).....	3-32
Creating an Accounting Setup	3-34
Completing Accounting Options	3-36
Updating Legal Entities	3-37
Primary Ledger Setup Steps	3-39
Ledger Options	3-40
Reporting Currencies	3-41
Ledger Balancing Segment Value Assignments.....	3-42
Subledger Accounting Options.....	3-44
Operating Units.....	3-45
Quiz	3-47
Intracompany Balancing Rules.....	3-48
Sequencing	3-49
Secondary Ledgers	3-50
Using Secondary Ledgers for Consolidated Reporting.....	3-60
Using Ledgers for Consolidation.....	3-64
Quiz	3-66
Completing Accounting Setup.....	3-67
Adding, Deleting, Disabling Secondary Ledgers.....	3-69
Quiz	3-71
Basic Journal Entries	4-1
Basic Journal Entries	4-3
Objectives	4-4
Journal Entries and the Accounting Cycle.....	4-7
Integrating Journal Entries in Oracle eBusiness	4-8
Performing Journal Entry Functions.....	4-9
Journal Entry Types.....	4-10
Journal Creation Methods.....	4-11
Journal Components	4-13
Quiz	4-15
Grouping Journals into Batches.....	4-16
Manual Journal Entries	4-18
Performing Additional Journal Actions	4-20
Posting Journals.....	4-21
Data Access Set (DAS) Impact to Posting.....	4-23
Posting to a Prior Period.....	4-24
Quiz	4-26
Overview of AutoPost	4-27
Defining AutoPost Criteria Sets	4-28
Running AutoPost.....	4-30
Performing Online Inquiries for Accounts and Journal Entries	4-31
Performing Account Inquiry.....	4-32
Reviewing Balances with Account Inquiry	4-34
Reviewing Variances Between Account Balance Types	4-35
Drilling Down to Subledger Details	4-36
T Accounts and Drilldown.....	4-38
Display Options Available While Viewing	4-40
T Accounts.....	4-41
Activity Summary.....	4-43
Reversing Journal Entries	4-44
Creating Reversing Journals.....	4-45
Reversing Journals Automatically.....	4-46
Journal Reversal Prerequisites	4-48
Quiz	4-49
Running Journal Entries Report.....	4-50
Integrating with Oracle General Ledger	4-51

Web Applications Desktop Integrator Overview.....	4-52
Web ADI Core Functionality.....	4-54
Desktop Integration Via Web ADI	4-56
Administering Web ADI.....	4-58
Creating Web ADI Spreadsheets	4-59
Working With Web ADI Spreadsheets.....	4-60
Defining Web ADI Layouts.....	4-61
Defining Web ADI Mappings	4-62
Defining Web ADI Style Sheets.....	4-63
Defining Web ADI Setup Options for Key Flexfields.....	4-64
Uploading and Downloading Data from Web ADI Spreadsheets.....	4-65
Identifying Web ADI Profile Options.....	4-67
Identifying Form Functions, Menus, and Responsibilities in Web ADI.....	4-68
Quiz	4-69
Overview of Importing Journal Entries	4-70
Importing Descriptive Flexfields.....	4-72
Importing Journals.....	4-73
Multi-Table Journal Import	4-75
Journal Import Group By Effective Dates Description.....	4-77
Journal Import Group By Effective Dates Benefits	4-78
How to Set Up Journal Import Group By Effective Dates.....	4-79
Using Journal Import Group By Effective Dates.....	4-80
Importing Journal References.....	4-81
Reviewing Journal Import Data.....	4-83
Journal Import Verification Process	4-84
Quiz	4-86
Using Journal Entry Sources and Categories.....	4-87
Setting Profile Options	4-89
Summary.....	4-90
Summary Accounts.....	5-1
Summary Accounts.....	5-3
Objectives	5-4
Overview	5-5
Defining Summary Accounts	5-7
Summary Account Examples	5-8
Detail Versus Summary Accounts.....	5-10
Summary Accounts Versus Parent Values	5-11
Quiz	5-12
Parent Values and Rollup Groups.....	5-13
Rollup Groups	5-14
Summary Account Templates.....	5-15
Template Values	5-16
Defining Summary Accounts	5-17
Summary Account Creation Example	5-18
Quiz	5-19
Maintain Summary Accounts Overview.....	5-20
Maintaining Summary Templates.....	5-21
Setting Budgetary Control	5-23
Incremental Add/Delete Summary Templates Program	5-26
Planning Summary Accounts	5-28
Determine Summary Account Needs	5-29
Plan Summary Account Structure.....	5-31
Plan Values and Groups.....	5-37
Plan Summary Account Templates.....	5-39
Quiz	5-40
Summary.....	5-41

Advanced Journal Entries	6-1
Advanced Journal Entries	6-3
Objectives	6-4
About Recurring Journals	6-5
Recurring Journal Types.....	6-6
Creating Recurring Journals	6-7
Recurring Journal Entry Lines.....	6-9
Automatic Offset Example	6-10
Formula Recurring Journals	6-11
Generating Recurring Journals	6-12
Quiz	6-13
MassAllocations Overview.....	6-14
MassAllocations versus Recurring Journals	6-15
Steps to Create MassAllocation Journals.....	6-16
Defining MassAllocation Journals.....	6-17
Defining MassAllocation Formulas.....	6-19
Account Segment Types	6-21
Target and Offset Accounts	6-22
MassAllocation Journal Example	6-23
Rent Expense Example	6-25
Generating Mass Allocation Journals	6-26
Quiz	6-27
AutoAllocations Overview	6-28
AutoAllocation Workbench.....	6-29
Business Benefits of AutoAllocation Workbench	6-30
AutoAllocation Set Types.....	6-31
Step-Down AutoAllocations.....	6-32
Parallel AutoAllocations.....	6-33
Additional Workbench Functionality	6-34
AutoAllocation Sets and Oracle Workflow	6-35
AutoAllocations and Oracle Workflow	6-36
AutoAllocations Constraints.....	6-37
Submitting AutoAllocation Set Requests	6-38
Reviewing the Status of AutoAllocations.....	6-39
Implementation Considerations for AutoAllocation Workbench	6-40
Quiz	6-41
AutoScheduling Overview.....	6-42
AutoScheduling Process	6-43
Financial Schedules	6-44
Scheduling Journals	6-46
Scheduling a Request Using a Financial Schedule	6-47
Periodic Submissions.....	6-48
Incremental Submissions.....	6-49
Implementation Considerations for Journal Entry Automations.....	6-50
Quiz	6-51
GL Journal Approval Process Overview	6-52
Journal Approval Features.....	6-53
Journal Approval Process	6-54
Approval Methods	6-59
Journal Approval Prerequisites.....	6-60
Setting Up Journal Approval	6-61
Quiz	6-63
Summary.....	6-64
Advanced Security.....	7-1
Advanced Security.....	7-3
Objectives	7-4

Security with Data Access Sets	7-5
Setup and Process	7-14
Data Access Sets - Setup and Process	7-15
Setup - Define Data Access Set	7-16
Management Reporting and Security	7-17
Management Reporting and Security Setup	7-21
Summary.....	7-22
Quiz	7-23
Financial Budgeting.....	8-1
Financial Budgeting.....	8-3
Objectives	8-4
What Is a Budget?.....	8-6
What Is an Oracle Budget?	8-7
Available Budget Methods	8-8
Anatomy of a Budget—Overview	8-9
Budget Accounting Cycle.....	8-10
Creating a Budget	8-12
Budget Definition Steps.....	8-13
Budget Hierarchies	8-14
Define a Budget.....	8-15
Open Budget Year	8-16
Master-Detail Budgets	8-17
Budgets Using FSG Reports.....	8-18
Multiple Versions of a Budget.....	8-19
Define Budget Organizations	8-20
Quiz	8-22
Features of Budget Organizations.....	8-23
Budget Organization Window	8-24
AutoCopy Budget Organizations.....	8-25
Assign Account Ranges.....	8-26
Add/Change Account Ranges.....	8-27
Removing Account Ranges	8-28
Delete a Budget Organization.....	8-29
Budget Entry Methods.....	8-30
Journals Created?.....	8-32
Budget Entry Modes.....	8-33
Entering Budget Amounts	8-34
Budget Rules	8-35
Budget Rules and Your Calendar	8-36
Budget Journals Process	8-37
Entering Budget Journals.....	8-38
Budget Journal Features	8-39
Quiz	8-40
Calculating and Translating Budget Amounts	8-41
Budget Translation Overview.....	8-42
Transfer Budget Overview	8-43
Transfer Budget Process	8-44
Transfer Budget Amounts Example	8-45
Transfer Budget Percentage Example.....	8-46
Transfer with Budgetary Control.....	8-47
Finalize Budgets	8-49
Quiz	8-50
Correcting Budgets	8-51
Budget Journal Entries?.....	8-52
No Budget Journal Entries?	8-53
Freeze Budgets	8-54

Budget Inquiry Overview	8-55
Performing Account Inquiry	8-56
Reviewing Variances Between Account Balance Types	8-57
Budget Inquiry Window	8-58
Drilldown This Budget	8-59
Query Detail Budgets and Violations Only	8-60
Two Wizards - Overview.....	8-61
Budget Wizard: Overview	8-62
Budget Wizard Key Benefits	8-63
Quiz	8-64
Summary.....	8-65
Multi-Currency.....	9-1
Multi-Currency	9-3
Objectives	9-4
Overview of Multi-Currency	9-5
Foreign Currency Concepts	9-6
Integrating with Subledgers	9-7
Reporting Currencies	9-8
Quiz	9-10
Defining Currencies.....	9-11
Conversion Overview	9-13
Conversion Example.....	9-14
Defining Conversion Rate Types.....	9-15
Entering Daily Rates.....	9-17
Quiz	9-18
Revaluation Overview	9-19
Revaluation Process.....	9-20
Running Revaluation	9-21
Revaluation Example.....	9-23
Currency Rates Manager Description.....	9-24
Currency Rates Manager Description (continued).....	9-25
Currency Rates Manager Benefits	9-26
Using Cross Rate Rules	9-27
Quiz	9-28
Translation Overview	9-29
Translation.....	9-30
Balances and Rates Used for Translation	9-31
Cumulative Translation Adjustment Account.....	9-32
Historical Rates.....	9-33
Translation with Historical Rates and Amounts	9-34
Translating Owners' Equity Accounts	9-36
Secondary Tracking Segment Description.....	9-38
Secondary Tracking Segment Description (continued)	9-39
Secondary Tracking Segment Benefits.....	9-40
How to Activate Tracking by Secondary Segment	9-41
Using Secondary Tracking Segment.....	9-43
Secondary Tracking Segment Closing and Translation Example	9-44
Secondary Tracking Segment Revaluation Example	9-45
Quiz	9-46
Automatically Assigned Rate Types.....	9-47
Foreign Currency Listings	9-49
Multi-Currency Profile Options.....	9-50
Quiz	9-52
Summary.....	9-53
Consolidations.....	10-1
Consolidations	10-3

Objectives	10-4
Overview of Consolidations	10-5
Consolidation Tools.....	10-6
Consolidating Multiple Companies Sharing a Single Ledger.....	10-7
Consolidating Multiple Companies with Multiple Ledgers.....	10-8
Global Consolidation System (GCS) Features and Benefits.....	10-9
Global Consolidation System (GCS) Features and Benefits (continued)	10-10
Consolidating Data in Multiple Instances.....	10-12
Interface Data Transformer (IDT) Description.....	10-14
Interface Data Transformer (IDT) Benefits	10-15
Interface Data Transformer (IDT) Rule Set Description	10-16
Interface Data Transformer String Function Example	10-17
Interface Data Transformer PL/SQL Function Example	10-18
Interface Data Transformer Lookup Table Example	10-19
Interface Data Transformer Steps	10-20
Other Uses for Global Consolidation System.....	10-21
Consolidation Workbench	10-23
Consolidation Workbench (continued).....	10-24
Quiz	10-26
Using the State Controller	10-27
State Controller Button Colors	10-29
Defining a Consolidation Mapping.....	10-30
Mapping Rules.....	10-32
Using Account Mapping Rules.....	10-33
Using Segment Mapping Rules	10-34
Using Segment Rollup Rules.....	10-35
Defining a Consolidation Mapping Set	10-37
Consolidation Hierarchy Viewer	10-38
Preparing Subsidiary Data	10-40
Revaluation Process.....	10-42
Translation.....	10-43
Transferring Subsidiary Data to Parent Ledger	10-44
Consolidation Tracking and Reversals	10-46
Posting Consolidation Journal Entries	10-47
Global Consolidation System Cross Instance Data Transfer	10-48
Cross Instance Data Transfer Security.....	10-50
Global Consolidation System Parallel Consolidation.....	10-51
Creating Eliminating Entries	10-52
Formula-Based Eliminations	10-54
Automatic Intercompany Eliminations Program	10-55
Quiz	10-56
Defining an Elimination Set	10-57
Source and Target Account Examples	10-59
Balancing Options for Eliminations	10-60
Allow Out of Balance Journal	10-62
Balance with Net Difference	10-63
Consolidated Balances Inquiry	10-64
Performing Consolidated Balances Inquiry	10-66
Running Consolidation Reports.....	10-67
Creating Custom Consolidation Reports	10-69
Quiz	10-70
Summary.....	10-71
Period Close	11-1
Period Close.....	11-3
Objectives	11-4
The Accounting Cycle	11-5