More4apps

Functional Impact Document

Sales Order Wizard

Created By: More4apps

Creation Date: 01 March 2019

Version: 5

Version Date: 7 July 2021

Contents

Release 4.4.33 – 07/07/2021

1.1. Updates

Version: 4.4.29	Date: 15 June 2021

These minor updates include:

- Order Entry Mode:
  - Added column Demand Class to header and line sections.
  - Added column Created By to header section. Also added to download criteria.

- Quoting Mode:
  - Unit Cost defaulting added.

Release 4.4.10 – 16/12/2020

1.1. Quoting Mode

Version: 4.4.06	Date: 02 December 2020

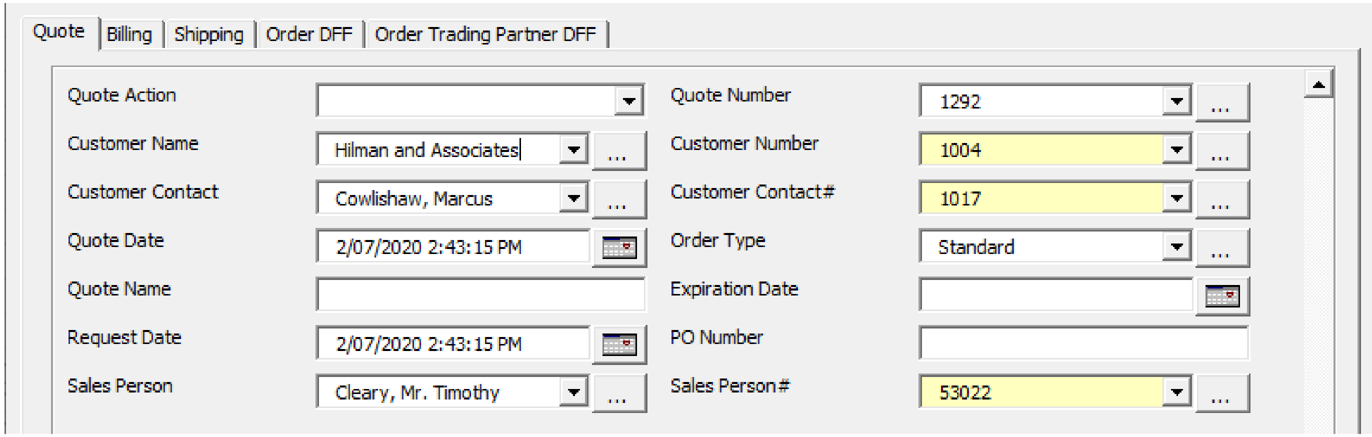
Quoting Mode has been added to the Wizard. Quotes are basically unapproved Sales Orders and as such many of the fields are the same in both modes. This mode replicates the create functionality and layout found in the Quote form (Navigation: Negotiation → Quote).

The 'Quote' form and worksheet is split into two sections of, Header and Lines tabs:

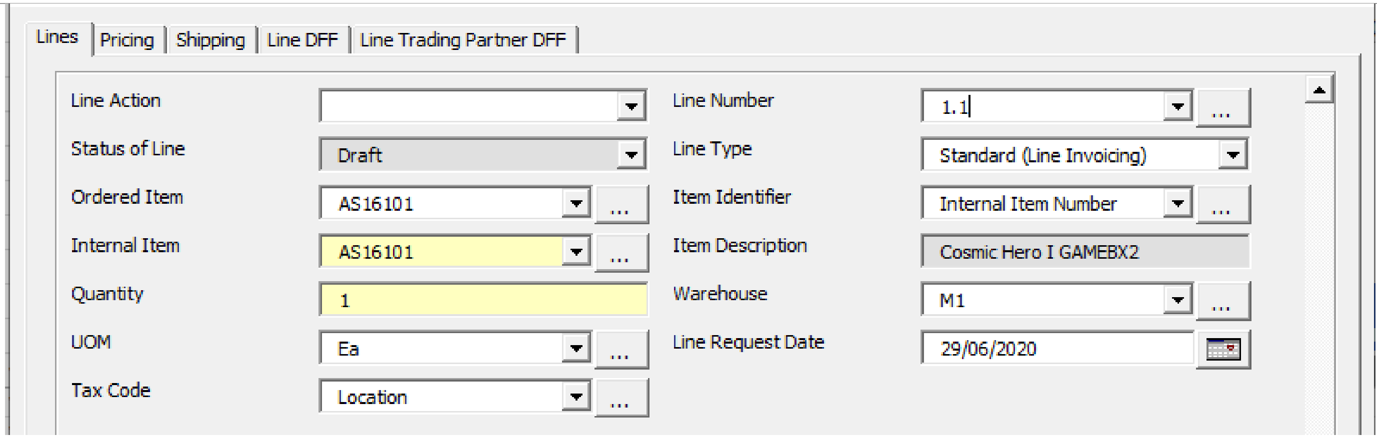
Header

When using the form, the Header information is displayed on the Quote tab and subsequent tabs depending on your template (Billing, Shipping, Order DFF, Order Trading Partner DFF).

Enter the required information using the LOVs where available.



<u>Lines</u>
The Line information is displayed on the Quoting Lines tab and subsequent tabs depending on your template (Pricing, Shipping, Line DFF, Line Trading DFF).



1.2. Updates

Version: 4.4.06	**Date: Dec 2020**

These minor updates include:

- Order Entry Mode:
  - Fixed Download by Sheet error when using Status as a filter.
  - Fixed bug with item validation of customer cross referenced items.
  - Addition of Quoting fields as read only.

- Performance improvements.

Release 4.3.08 – 25/05/2020

1.1. New Branding, Updates and Bug Fixes

Version: 4.3.08	**Date: 25 May 2020**

New More4apps brand applied. This will have no functional impact on users and is purely a cosmetic update. Existing templates with previous styles will work with this version, please note however the colors may change in these sheets when invoking Wizard functionality.

Minor updates include:

- Locator field added to Reservations mode
- Quantity Shipped added to Order Entry mode as a read only field
- Task validation improvements in Order Entry
- Various bug fixes and minor enhancements

Release 4.2.05 – 23/12/2019

This is a significant release of Sales Order Wizard with the addition of two new Modes:

- Sales Order Reservations
- Blanket Sales Agreements

You will need to plan, test and manage the use of this new functionality.

You **can** use your previous Sales Order template/worksheets in this new version as the layout structure of the Wizard has remained unchanged
More information can be found in the user guide

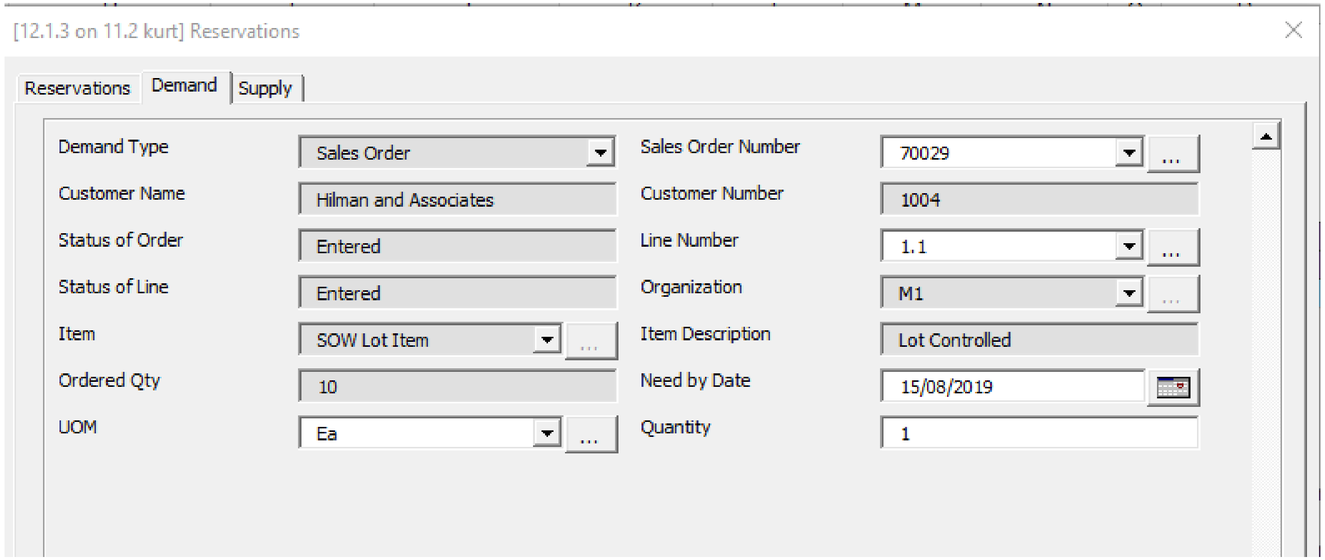
1.1. Sales Order Reservations

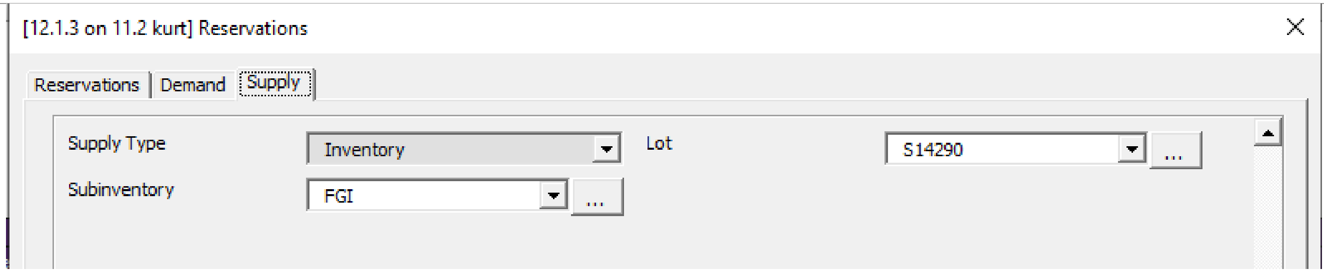
Version: 4.2.0	Date: 11 Dec 2019

You now have the ability to Create, Update and Delete Sales Order Reservations.

This mode replicates some of the functionality found in the Sales Order Line level forms (Navigation: Tools → Scheduling → Reservation Details). This mode is limited to Sales Order demand and Inventory Supply.

To create a reservation, you use the Create action and provide the Demand information (Sales Order Number, Line Number, Quantity, Need by date, optionally UOM) and the Supply information (optionally Lot and Subinventory).





To Update a reservation, you must first download the reservation, then using the action Update, make changes to the relevant fields (i.e. Need by Date, UOM, Quantity, Lot and Subinventory). These changes will be validated before upload.

To Delete a reservation, download the relevant Sales Order (and lines) and use the Delete action.

1.2. Blanket Sales Agreements

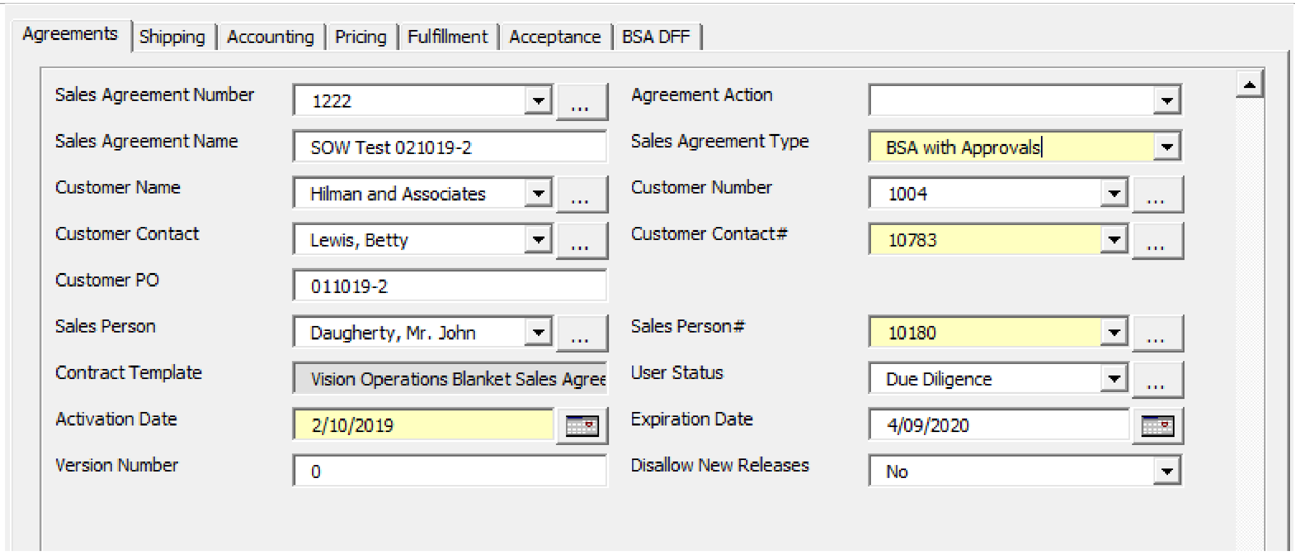
Version: 4.2.0	**Date: 11 Dec 2019**

The Sale Agreement Mode enables the user to create Blanket Sales Agreements.

This mode replicates the create functionality and layout found in the Sales Agreement form (Navigation: Sales Agreement → Sales Agreements). The 'Sales Agreement' form and worksheet is split into two sections of, Header and Line tabs.

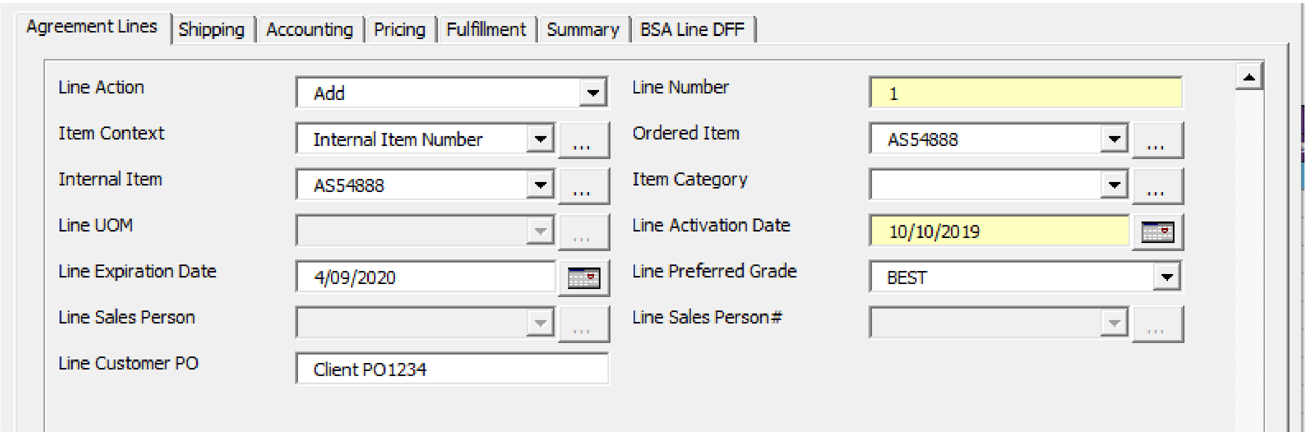
Header

When using the form, the Header information is displayed on the Agreement tab and subsequent tabs depending on your template (Shipping, Accounting, Pricing, Fulfilment, Acceptance, DFF). Enter the required information using the LOVs where available.



<u>Lines</u>

The Line information is displayed on the Agreement Lines tab and subsequent tabs depending on your template (Shipping, Accounting, Pricing, Fulfilment, Summary, Line DFF).



Note: Currently, the API and Wizard only support the ability to Create a sales agreement. Update and Delete actions have been added to the API in R12.2.8 and will likely be added to the Wizard in a future release.

1.3. Updates

Version: 4.1.00	Date: Nov 2019

These minor updates include:

- Order Type is no longer a required field.
- Improvement to the shipping method validation.
- Extended security to include Order Organizer.

1.4. API Error on Update

Version: 4.0.01	Date: 11 July 2019

Wizard was giving below API error when user was attempting to update any record. All updates were being prevented from update.
API Error: ORA-01403: no data found when updating lines.

Release 4.0.00 – 01/07/2019

This is a **major** release of Sales Order Wizard which has significant changes in Modes and performance updates.

You will need to plan, test and manage a **migration** to this release.

Whilst we at More4Apps have tried to maintain the same look and user interaction, some functionality has been modified. You **cannot** use your previous template/worksheets in this new version as the layout structure of the Wizard has changed with the addition of Upload Status columns and data layout changes.

This release enables templating to better control access to functions with the Wizard and the default behavior of columns. System Administrators may wish to take advantage of implementing this. More information can be found in the user guide

Summary of Changes

- Modernized ribbon and colors to improve usability.
- Expanded Template functionality.
- Separate Modes for Order Entry and Pricing Adjustments.
- New method of validate and upload improves performance and increases the 'actions' that can be performed.
- Additional columns improving functionality in areas of:
  - Holds header and lines, multiple.
  - Sales Agreements header and lines (a.k.a. BSA or Blanket Sales Agreements).
  - Support Release Management columns.
  - Pricing Adjustments header and lines.
- Redeveloped Forms layout for both upload and download.

Below is the list of major changes.

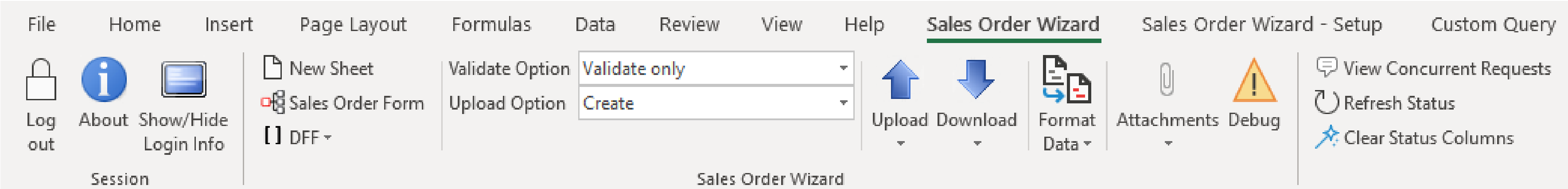
1.1. New Wizard Ribbon

Version: 4.0.00	**Date: Jun 2019**

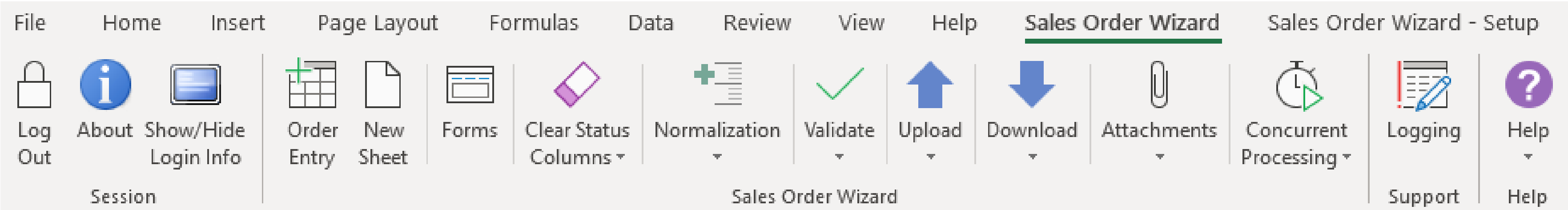
The ribbon has been updated to improve usability. Most of the changes are obvious but the more complex updates are explained in more detail later in this document. Note, the icons may vary with versions of excel.

Sales Order Wizard

Previous Ribbon



New Ribbon

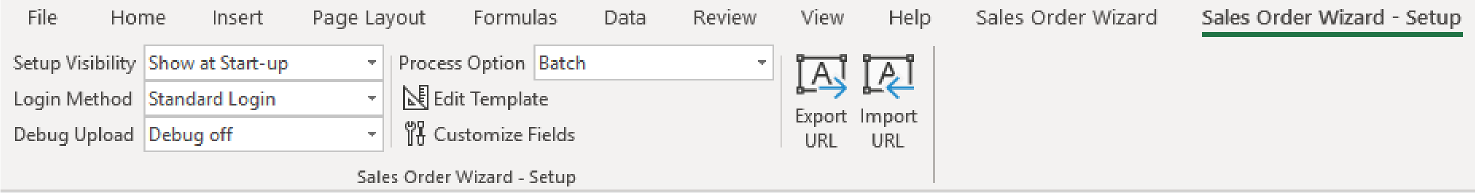


Note:

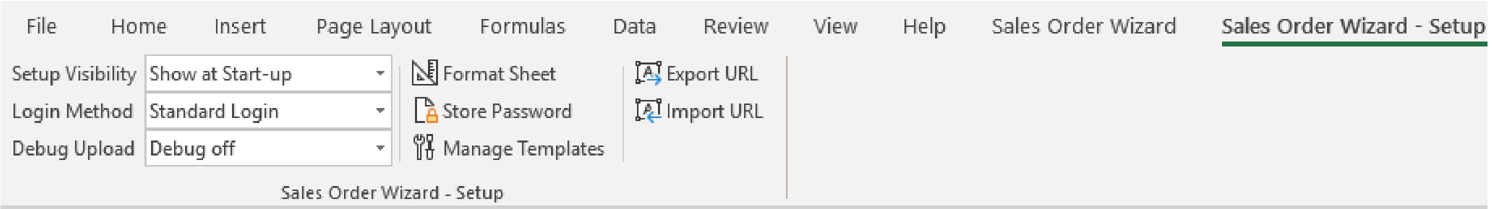
- DFF is included in Forms.
- Format Data become Normalization. Functionality unchanged.
- Debug becomes Logging.
- View Concurrent Requests and Refresh Status become Concurrent Processing.
- Validate Options, Upload Options, Upload are reworked into Validate and Upload (more detail below).
- Help is a new button which gives you quick access to User Instructions, Release Notes and Product Support.

Sales Order Wizard – Setup

Previous Ribbon



New Ribbon



Note:

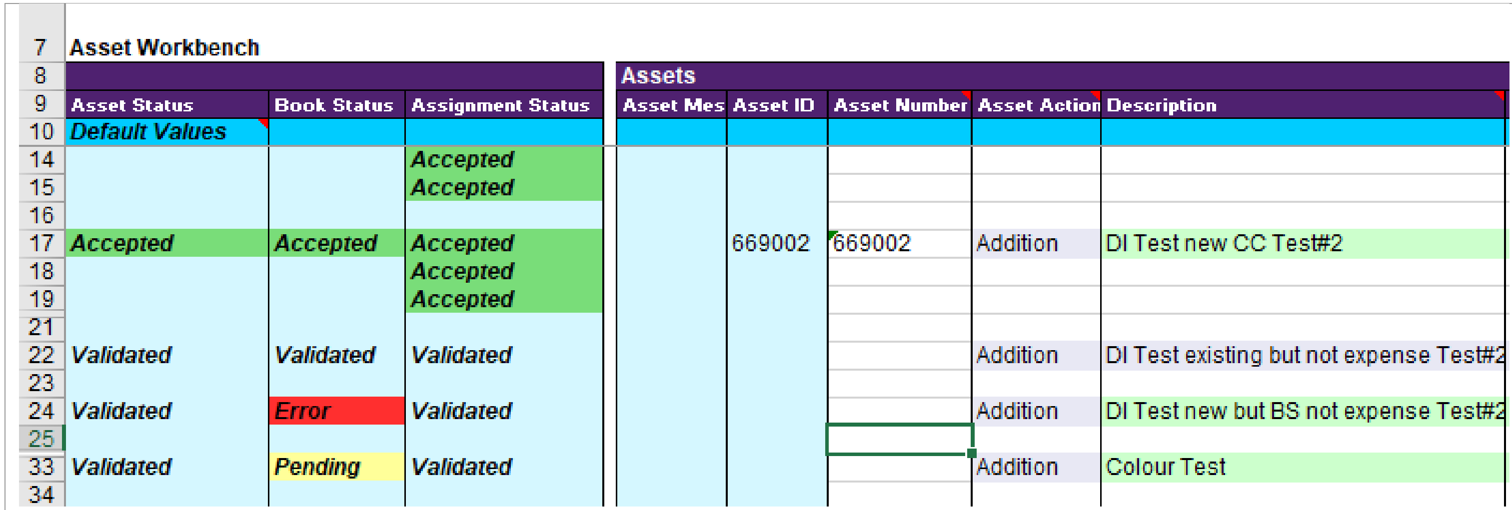
- Process Option, used on configurator type orders, is no longer required due to the improved architecture.
- Edit Template becomes Format Sheet and is only used to control the Logo.
- Customize Fields becomes Manage Templates.
- Store Password enables you to password protect the spreadsheet.

1.2. New Colors, Logo, and Setup Sheet

The Wizard colors have been lightened and the fill color removed from the body of the Wizard to improve clarity and readability.

Example

EBS Toolbox



Row	Asset Status	Book Status	Assignment Status	Asset Mes	Asset ID	Asset Number	Asset Action	Description
7	Asset Workbench							
8				Assets				
9	Asset Status	Book Status	Assignment Status	Asset Mes	Asset ID	Asset Number	Asset Action	Description
10	Default Values							
14			Accepted					
15			Accepted					
16								
17	Accepted	Accepted	Accepted		669002	669002	Addition	DI Test new CC Test#2
18			Accepted					
19			Accepted					
21								
22	Validated	Validated	Validated				Addition	DI Test existing but not expense Test#2
23								
24	Validated	Error	Validated				Addition	DI Test new but BS not expense Test#2
25								
33	Validated	Pending	Validated				Addition	Colour Test
34								

The new colors will be applied to any newly generated sheets.

Note: The existing sheets with the old color layout will not automatically be updated with the new colors. If you continue to use an old sheet, then you may get mix of old and new colors. This does not affect functionality. If you validate the rows, then the new colors will be applied.

The Logo and Setup sheet have also been refreshed.

1.3. Enhanced Template Functionality

Templating functionality has been expanded to enable you to create and customize multiple templates for each mode to better meet your business needs.

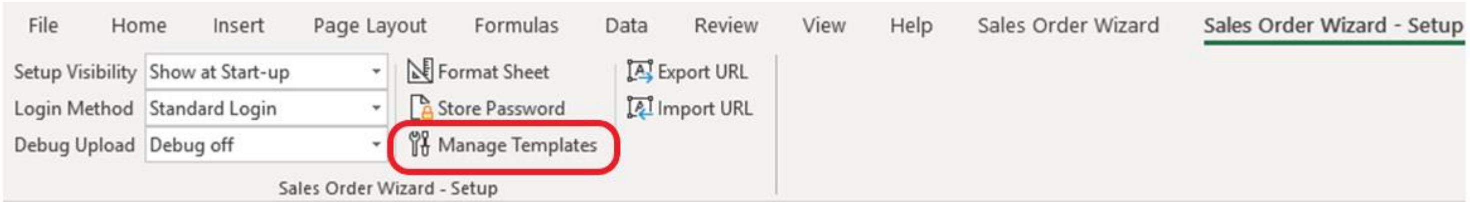
Benefits include:

- Ability to customize column names to suit your users i.e. Attribute1 can be renamed.
- Ability to make fields required and/or read only.
- Add custom notes to each column.
- Ability to have different templates for different activities e.g. Template for Standard Orders, Attachments or to manage Holds.
- Templates are stored on each instance and can simply be selected by the user in the main ribbon.

- Templates are secure, preventing users from accessing data they do not have permission to view or change.
- Templates are easily copied from one instance to another.
- Templates are optional, pre-defined modes can instead be used where users create their own layouts as appropriate.

For information on the configuration and use of More4Apps Templating, refer to the user guide which can be found here or Training video
Note: Using Templates is useful but entirely optional.

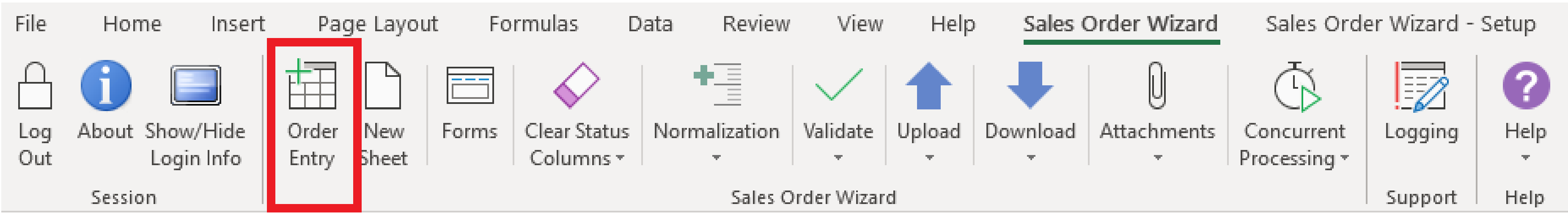
Templates are accessed from the Setup ribbon, Manage Templates.

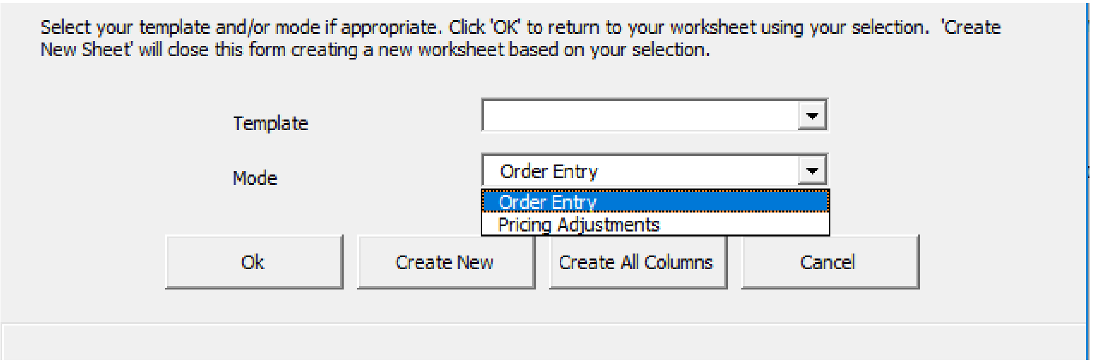


1.4. Introduction of new Mode Functionality

The Wizard has been separated into two operational 'Modes': Order Entry and Pricing Adjustments. This helps to keep like functionality in the same place. Thus, all sales order related functionality is included within the Order Entry mode (e.g. Create, Book, Update, Cancel, Release Holds etc.). The Pricing Adjustments mode enables pricing modifiers to be applied to existing sales orders and managed at either header or line levels.

These Modes can be accessed by selecting the mode 'Order Entry' from the ribbon.





For the selected Mode, you can either:

- Generate a default sheet (Select 'Create New' button). This will include the commonly used columns but not all.
- Use one of your defined templates (select the relevant template from the list) or
  Create a sheet with All Columns (Select 'Create All Columns'). This will be quite large, >450 columns.

1.5. Change to Validation and Upload Methods

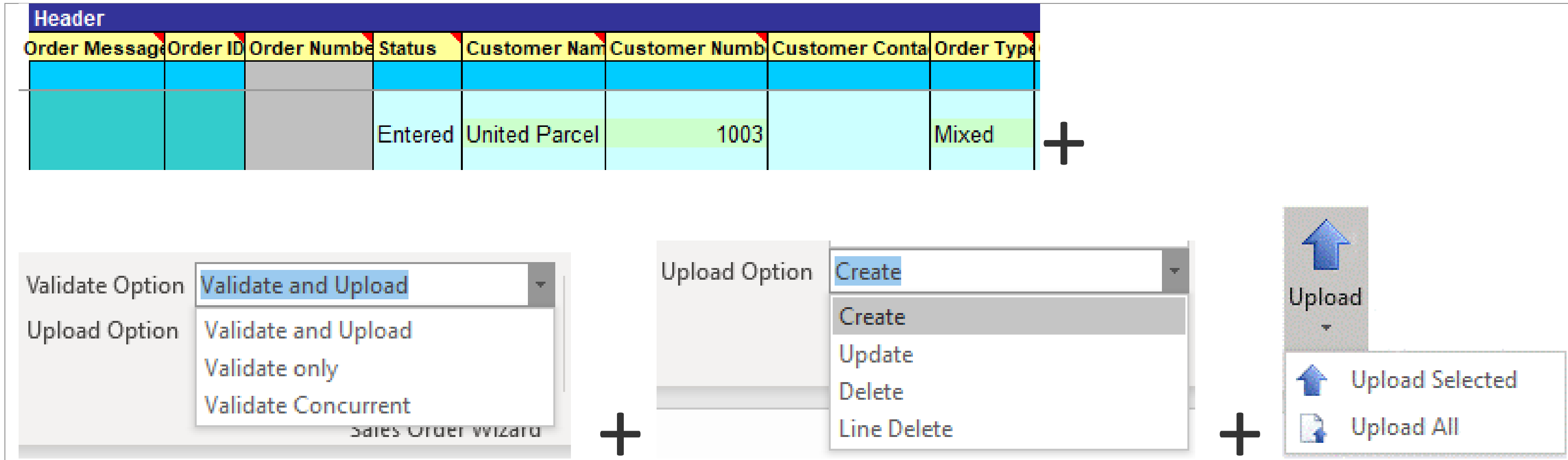
The way you validate and upload data has been modified and expanded. Validate and Upload have been separated into two individual buttons.

Previous Version

The method was a combination of Validate and Upload options.

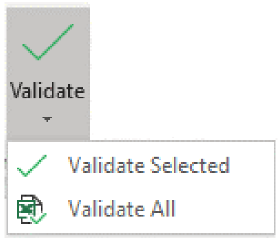
Spreadsheet Data

EBS Toolbox



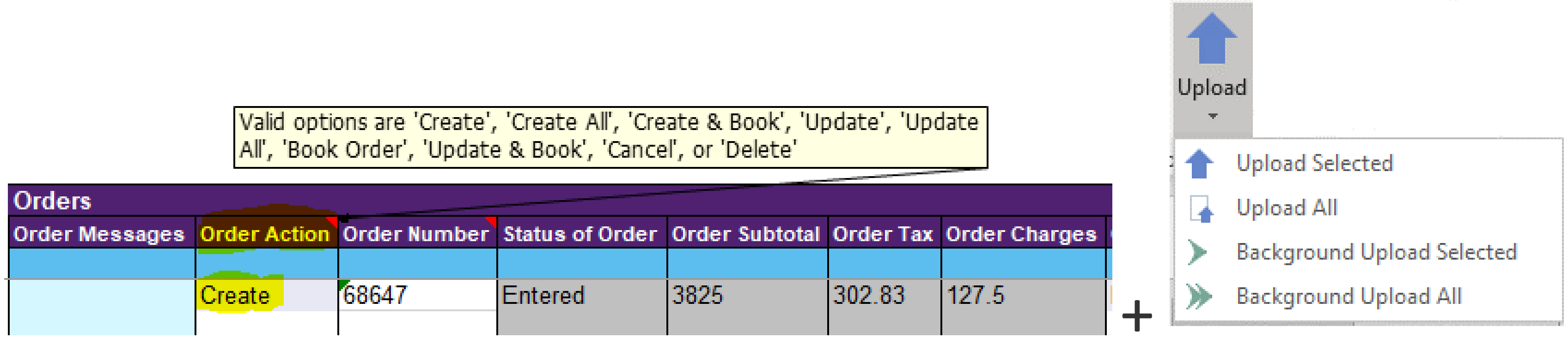
New Version

The **<u>Validate</u>** option has been replaced with a new validate button. Note if you upload it will automatically perform a validation first.



<u>Upload</u> is now a combination of a new ‘Action’ column in the sheet and the Upload button.

EBS Toolbox



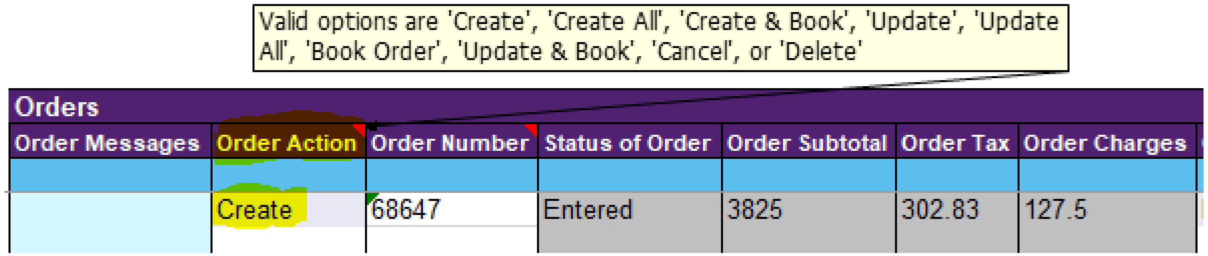
Details on Action Codes

The Action provides for a larger range of options that you can perform on your Sales Order. The Action column is not required but you need to select an option for the Wizard to process the data entered in that section. If the relevant 'Action' column is left blank the Wizard will ignore the entire section for upload, except when the mass 'All' actions are used (Create All and Update All). See the table below for Action effects.

Depending on the Template/Mode you can use the following:

Mode: Order Entry

Order Action:



The actions are self-explanatory but are detailed below:

Action	Action Effect

Create	Will create an entered sales order header and look to the line action column for instruction on the line creation.
Create All	Will create the sales order header and all lines with status entered. You are not required to enter a line action.
Create & Book	Will create sales order and if possible, book the order.
Update	Will update the order header, where possible.
Update All	Will update the order header and lines, where possible.
Book Order	Where possible, book an already created order.
Update & Book	Will update the order and then if possible, book the order.
Cancel	Where possible, will cancel the order at the header level.
Delete	Will delete the order; both header and lines.

<u>Other Sections</u>

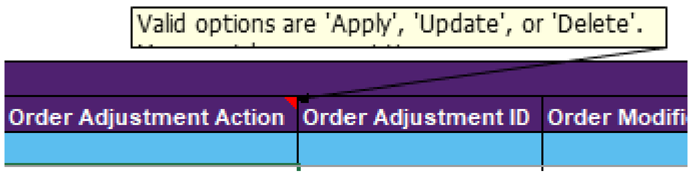
Line Action: Options are Add, Update, Cancel or Delete

Order and Line Hold Action: Options are Apply Hold or Release Hold

Service Contract Action: Options are Insert, Update or Remove

<u>Mode: Pricing Adjustment</u>

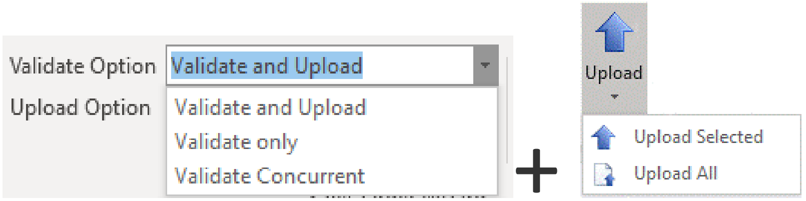
Order/Line Adjustment Action: Options are Apply, Update or Delete



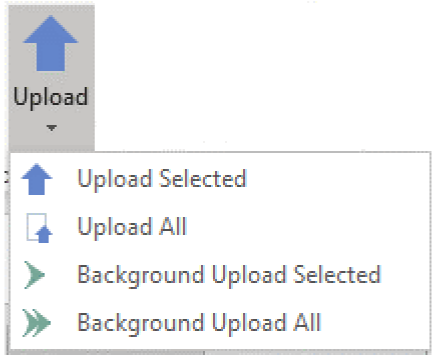
Upload

All upload options are now under the same button

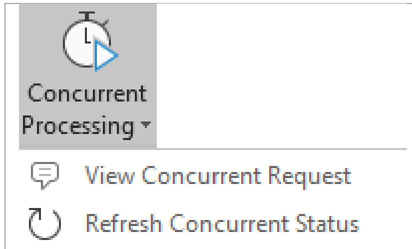
Previous Version



New Version



'Background' means that a process will be send to the 'Concurrent' manager for processing in the background. You can access the progress of this background process under View Concurrent Request.



1.6. New Functionality – Holds, Sales Agreements, and Pricing Adjustments

The Wizard columns and sections have been reviewed and enhanced as follows. A full list of the available columns can be found here or can be generated in the Wizard (see Modes above).

Mode: Order Entry

New Columns

- Status columns to support new sections (Four columns)
- Action columns to support and control upload e.g. Create, Update, Apply Hold (Six columns)
- Number columns to complement existing name columns e.g. Salesperson # (Eight columns)
- **Hold columns to support full management of holds at both header and lines levels (Ten columns)**
- **Sales agreement (Blanket/BSA) columns to support header and line control (Five columns)**
- **Additional columns requested by customers (11 columns):**
    - **Delivery lead time (read only)**
    - **Earliest and Latest Acceptable Date**
    - **Planning priority**
    - **End Customer Address (read only) and Usage**
    - **Intermediate ship to location and address**
    - **Service ref number**

- Cancelled Qty (ready only)
- Cust prod seq

- Pricing attribute columns to ensure complete list available (81 columns)

End of life Columns

The following columns have been removed:

Redundant ID and status columns (Order ID, Line ID, Line Link)

'Item Type' is not required by upload.

Service and Line total removed to improve performance. Extended Price can be used as a substitute for Line total.

Service ref ship number and option number can also be found in 'Service ref line number'.

Fulfilment Set was removed because it was found to be working incorrectly.

Please contact us if you require additional fields.

Renamed

To assist users and ensure consistency within the Wizard and EBS form naming, we have renamed 80 columns. Some of these are minor and obvious (Bill Location becomes Bill to Location) while others are not (e.g. Blanket is now Sales Agreement Number to refer to the functionality)

Note: The new template functionality allows you to customize the column names.

A mapping tool old to new and a full list of columns can be found here

Mode: Pricing Adjustments

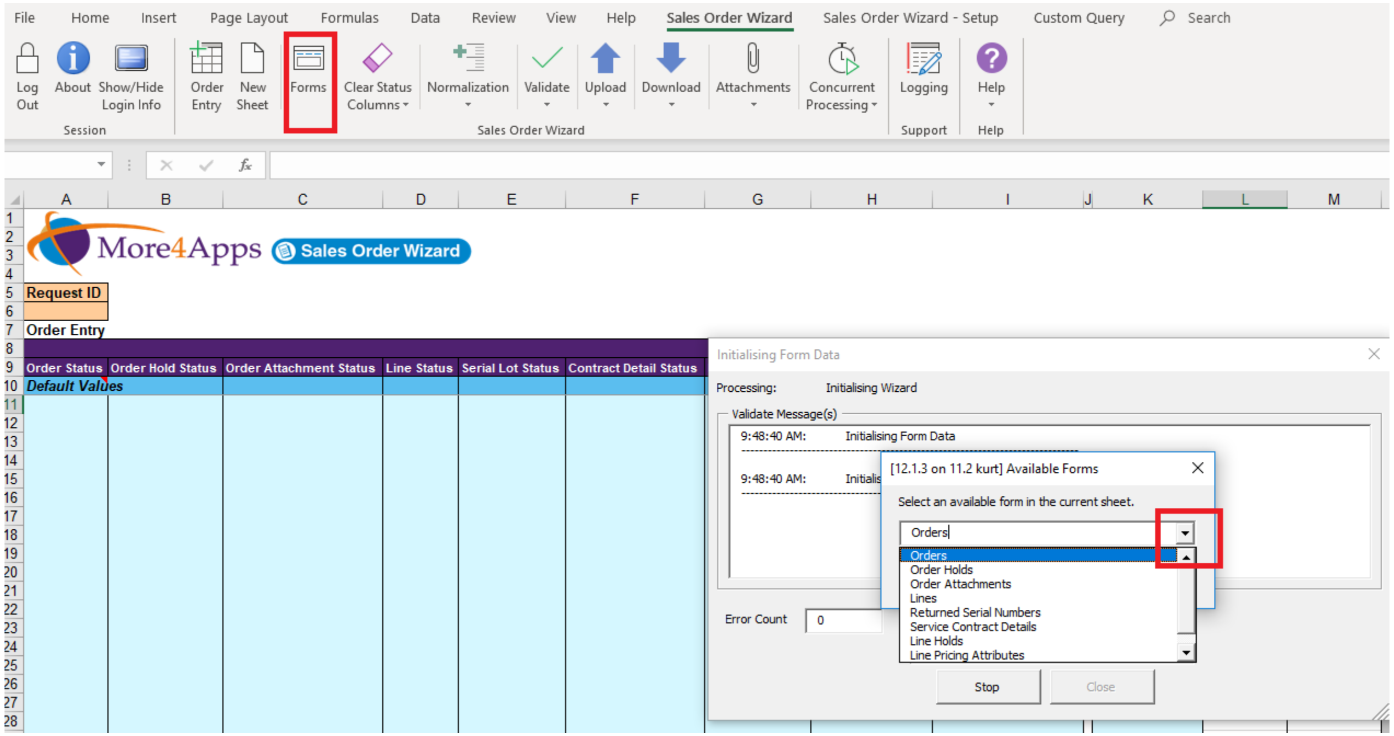
The Pricing Adjustment mode includes 38 columns to enable full management of pricing modifiers at both header and line level.

A full list of the available columns can be found here or can be generated in the Wizard (see Modes above).

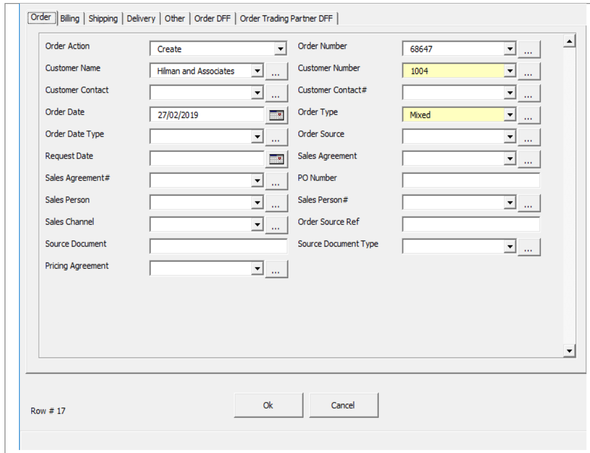
1.7. New Forms Layout

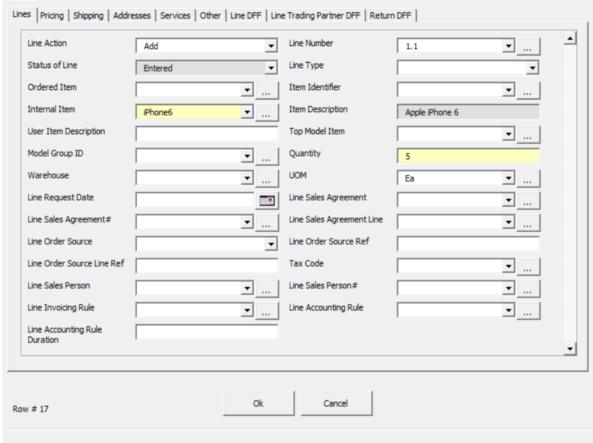
The Sales Order forms have been redeveloped to work more effectively and logically. Child data in other related sections now have their own forms. The use of multiple row forms has been discontinued in order to improve Wizard performance.

They can be accessed from the ribbon:



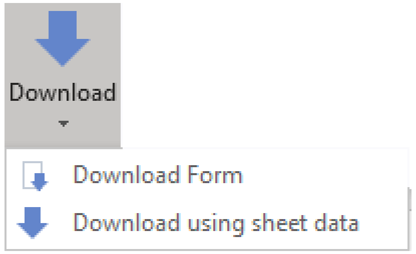
Examples



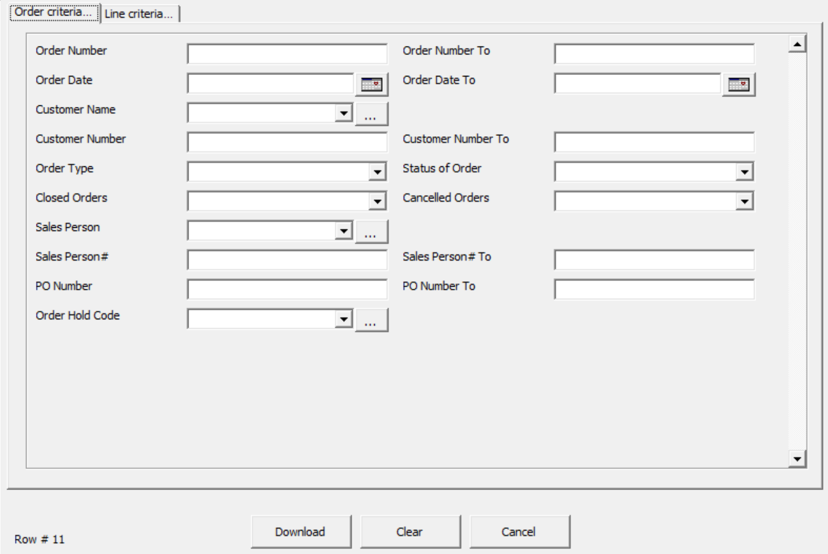


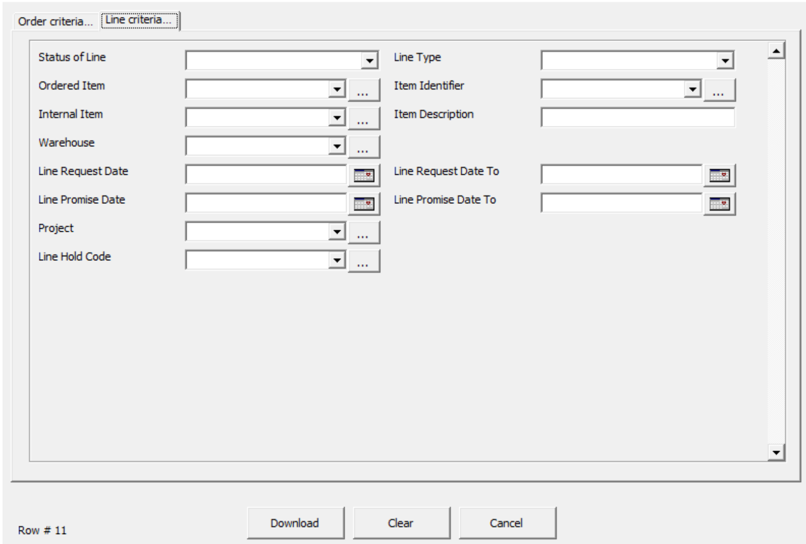
1.8. Enhanced Download

The Download Form option has been enhanced to include the ability to suppress closed or cancelled orders and filter by Holds. It has also been separated into a more logical Header and Line sections.



Fields that can be used





Download using sheet data is based on the following columns: Order Number, Customer Name, Customer Number and Order Date.
After download you will be prompted "Do you wish to clear download criteria?".   If you do, then the download will occur below your criteria line otherwise the criteria line will be removed.

1.9. Miscellaneous Changes

There have been a few other changes worth noting:

- Attachments can now be loaded at the time of sales order creation.
- Performance has been improved.
- Validation has been expanded.
- The addition of new columns to the Wizard has been streamlined to improve speed of response to customer requests.
- The ability to now clear status and ID columns or just status columns.
- The ability to Cancel a Sales Order

Appendix i Migration Options and Considerations (v4.0.0)

Download and install the new Wizard. A DBA will be required to install some updated packages.

Review new features include this document, Functional Impact.

- Sales Agreements
- Holds functionality
- Pricing Adjustments
- Attachments
- New columns

Decide if you are going to use new templating features?

There are basically three options for a 'template'.

For each Mode (Order Entry, Pricing Adjustments) you can either:

- Generate a default sheet (Select 'Create New' button). This will include the commonly used columns but not all. Note, you can modify this workbook, but any changes will not be included in the default template.
- Use one of your defined templates (select the relevant template from list) or
  Create a sheet with All Columns (Select 'Create All' Columns). This will be quite large, >450 columns

We have provided a simple lookup spreadsheet to help you map old column names to new (see below).

Generally, if you remove the columns that you are not using then performance should improve. Do not hide columns, since the Wizard still detects them and will process accordingly. The column List Price has a large performance impact on the Wizard.

Appendix ii Column Mapping Tool (v4.0.0)

You can find a simple mapping tool to help you migrate your old templates to the new format of template. It maps Old Column Name (A) to New Column Name (B) and describes the change (C), including a reference to the row number (D) of the column in the Wizard template.

It includes step by step instructions and can be found **here**

Mapping Tool

	A	B	C	D	E
1	Paste OLD in this column	New Column	Notes	Row in Template	Template Sectio
2	Upload Status	Order Status	Renamed	3	Orders
3	Order Message	Order Messages	Renamed	4	Orders
4	Order Number	Order Number	No Change	6	Orders
5	Status	Status of Order	Renamed	7	Orders
6	Customer Name	Customer Name	No Change	11	Orders
7	Customer Number	Customer Number	No Change	12	Orders
11	Blanket Number	Sales Agreement	Renamed and should include Sales Agreement# field as well	20	Orders
12	PO Number	PO Number	No Change	22	Orders
13	Sales Person	Sales Person	No Change but should include new Sales Person# field as well	23	Orders
14	Order Source Ref	Order Source Ref	No Change	26	Orders

	A	B	C	D	E	F	G	H	I	J
1	Load		Template:	Test						
2		Name	Select	Mandatory	Order By	Custom View Label	Comment	Read Only	Section Name	Add Section
3		Order Status	Yes	Yes	10			No	Orders	Yes
4		Order Messages	Yes	Yes	20			No	Orders	Yes
5		Order Action	Yes	Yes	30		Valid options are 'Create', 'Create All', 'Create & Book', 'Update', 'Update All', 'Book Order', 'Update & Book', 'Cancel', or 'Delete'	No	Orders	Yes
6		Order Number	Yes	Yes	40		Order number uniquely identifies an order.	No	Orders	Yes
7		Status of Order	Yes	No	50			Yes	Orders	Yes
8		Order Subtotal	No	No	60			Yes	Orders	Yes
9		Order Tax	No	No	70			Yes	Orders	Yes
10		Order Charges	No	No	80			Yes	Orders	Yes
11		Customer Name	Yes	No	90			No	Orders	Yes
12		Customer Number	Yes	Yes	100		Account number for the sold to customer account. This is a required field that will be	No	Orders	Yes
13		Customer Contact	No	No	110			No	Orders	Yes

Wizard Template