
Demand Management Engine User Guide

5.1
Rev 1

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Chapter 1 Introduction

This chapter includes:

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Section 1: Overview

1-1: Demand Mangement DME Highlights

- Support localization for currency and numeric values
- Improved Batch Scheduler
- Retagging

1-2: Logging In

You log into the DME through the Viewer. Usernames and passwords are case-sensitive and assigned by your System Administrator.

1-3: Logging Out

If you would like to log out of the application, in the DME Viewer, click on File > Exit.

Section 2: Documentation Conventions

2-1: Text

The following table lists text conventions in this user guide.

Table 1-1: Text Convention Descriptions

Convention	Description
Text represented as a screen display.	This typeface represents displays that appear on your terminal screen, for example: <code>lom></code>
Text represented as menu or sub-menu names.	This typeface represents all menu and sub-menu names within procedures, for example: On the File menu, click New .

2-2: Screen Captures

The example screens in this guide may not represent what you see on your monitor; use them only as guidelines.

Section 3: Acronyms and Abbreviations

Table 1-2: Acronyms and Abbreviations used in this Manual

Term	Definition
ANOVA	ANalysis of VAriance
ARIMA	Moving Average
BOM	Bill of Materials
DF	Degrees of Freedom
PO	Purchase Order
DME	Demand Management Engine
FG	Finished Goods
MAPE	Mean Absolute Percentage Error
MOU	Mass Observation Update
MSU	Mass Series Update

Section 4: Software License; Intellectual Property

4-1: Preamble

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Section 5: Intentionally Left Blank

Section 6: Revision History

Rev	Date	Author	Reason For Changes
0	11/2006	HDB	Release for Demand Management Engine 4.7
1	9/2007	HDB	Release for Demand Management Engine 5.0

Chapter 2 Viewer

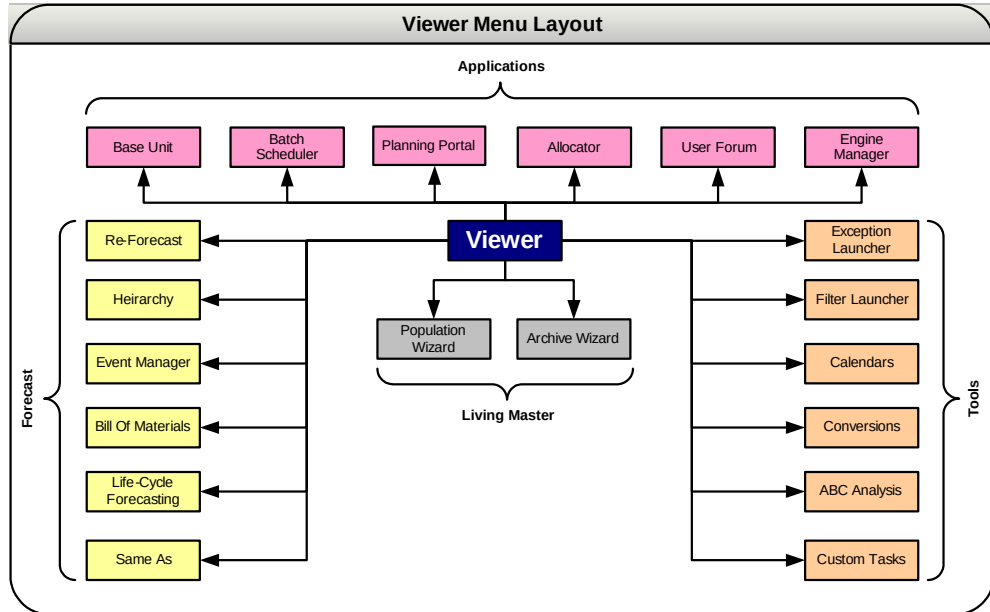
This chapter includes:

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Section 1: Overview

The Viewer controls and launches all the major features within the Demand Management Engine. The Viewer provides the central location to interact with the forecast.

The illustration below details the major features that are accessed from the Viewer..



The System Administrator is responsible for managing security to prevent users from accessing information or capabilities that they should not have access to. While all users have a similar interface, different aspects of the solution are activated depending on the role that they play within the forecasting process.

Users can performs the following tasks through the Viewer:

- View forecasts and associated data in several different forms.
- Transform or edit parts of the forecast using built-in tools.
- Launch the Engine Manager.
- Launch other applications from the Demand Management Suite including the Base Unit, Batch Scheduler, and Planning Portal.

Note: *Your System Administrator must grant you permissions to use these applications.*

The Viewer is the primary user interface for viewing a forecast's results. End users may provide input through adjustments and notes

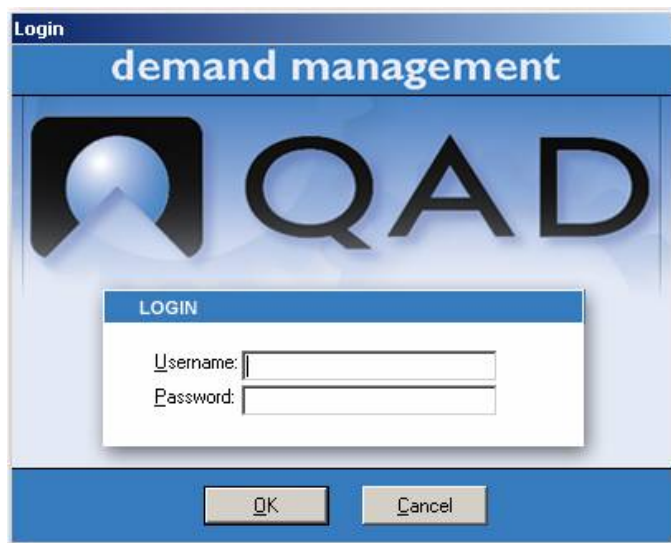
so that changes are tracked and the consensus forecast is visible to all users who have privileges.

Section 2: Viewer Management

2-1: Login to the Viewer

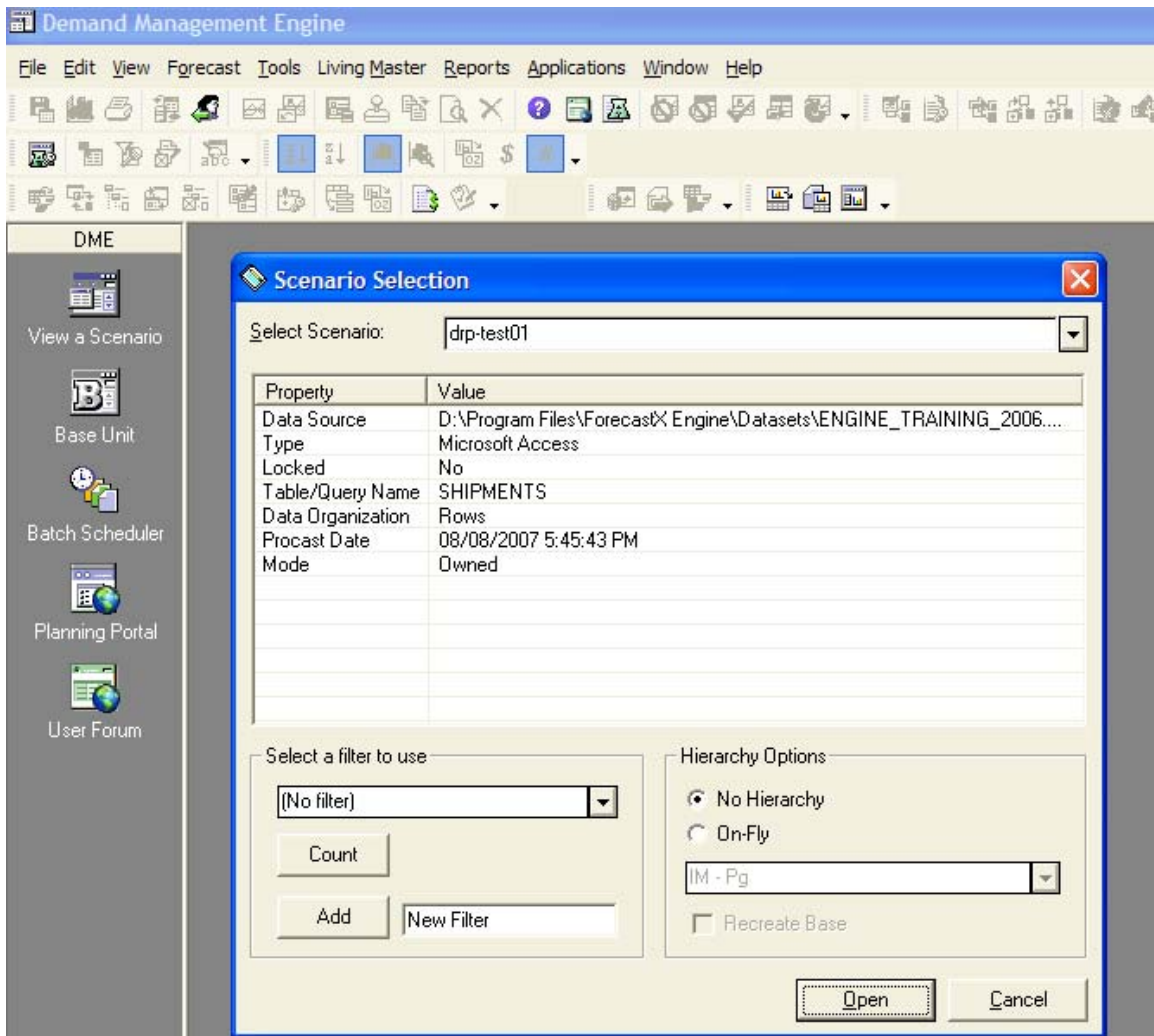
1. Go to Start > Demand Management Suite > Viewer.

The Viewer Login window displays..



2. Enter your username and password.
3. Click OK.

The Scenario Selection window displays.



4. Select a Scenario from the **Scenario Selection** drop-down list.

Note: To view the content of a Scenario you first define it using the Base Unit. To learn more about defining a Scenario using the Base Unit, see [Chapter 4 Creating and Managing Scenarios](#).

5. Select a filter from the Select a filter to use drop-down. To learn more about adding a filter, see [2-2: Add a New Filter in Scenario Selection](#).

6. Press the Count button to show how many Series are returned by applying the selected filter to the selected scenario.
7. Press the Add button to add a filter. Type in a name for the new filter in the textbox. For additional information about adding a new filter, please [See “Create a Filter” on page 95.](#)

Note: *In order for a filter to be used to open a Scenario the filter must be created first.*

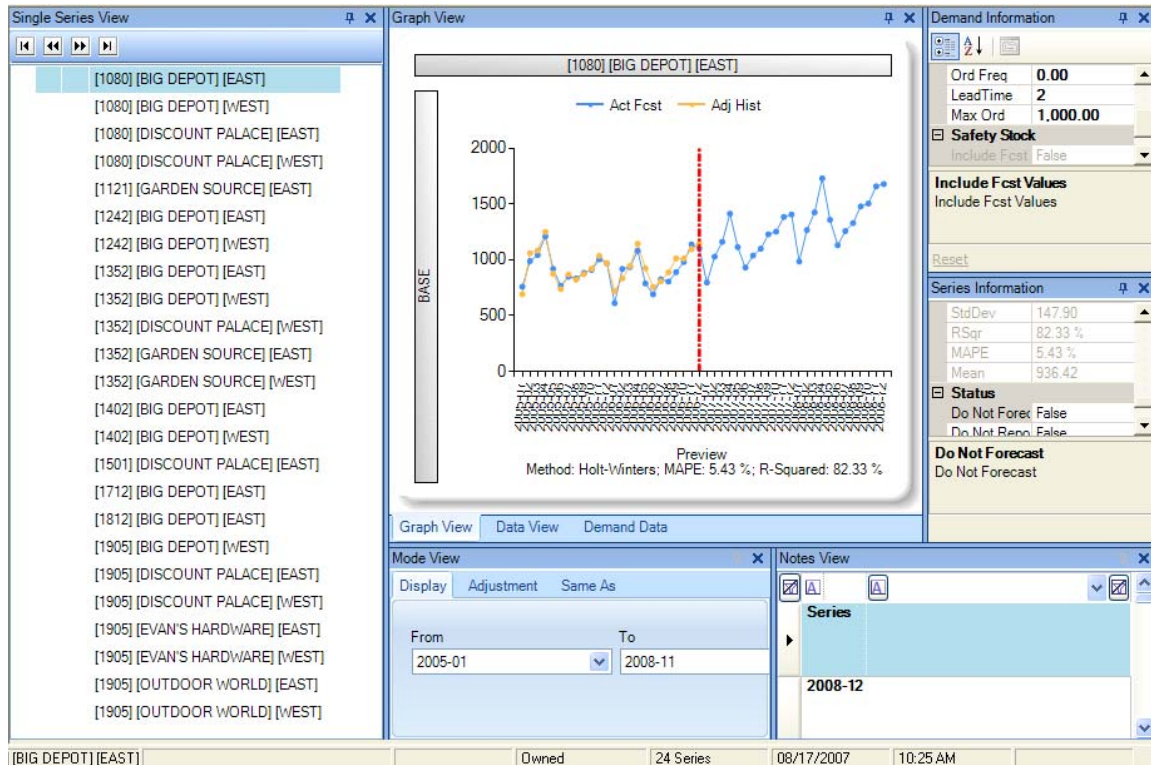
8. In the Hierarchy Options area, select either:
 - No Hierarchy - open a scenario using the current state of the scenario.
 - On-Fly - open the Scenario using a On-Fly Hierarchy. For additional information on On-Fly Hierarchy, please [See “Rebalance Tab” on page 207.](#)

Note: *If a Static Hierarchy has been applied to the Scenario the first option in this section displays the name of the Static Hierarchy that is currently applied to the Scenario. To remove a Static Hierarchy from a Scenario, you must open the Scenario and remove it. For additional information, please [See “Static Hierarchy Management” on page 203.](#)*

9. Click Open.

Note: *You can access other applications, including the Base Unit, Batch Scheduler, and Planning Portal by clicking on the appropriate icon on the toolbar or left panel.*

The Scenario you had selected is then displayed along with the various views available. You will learn more about each of the windows later in this chapter.

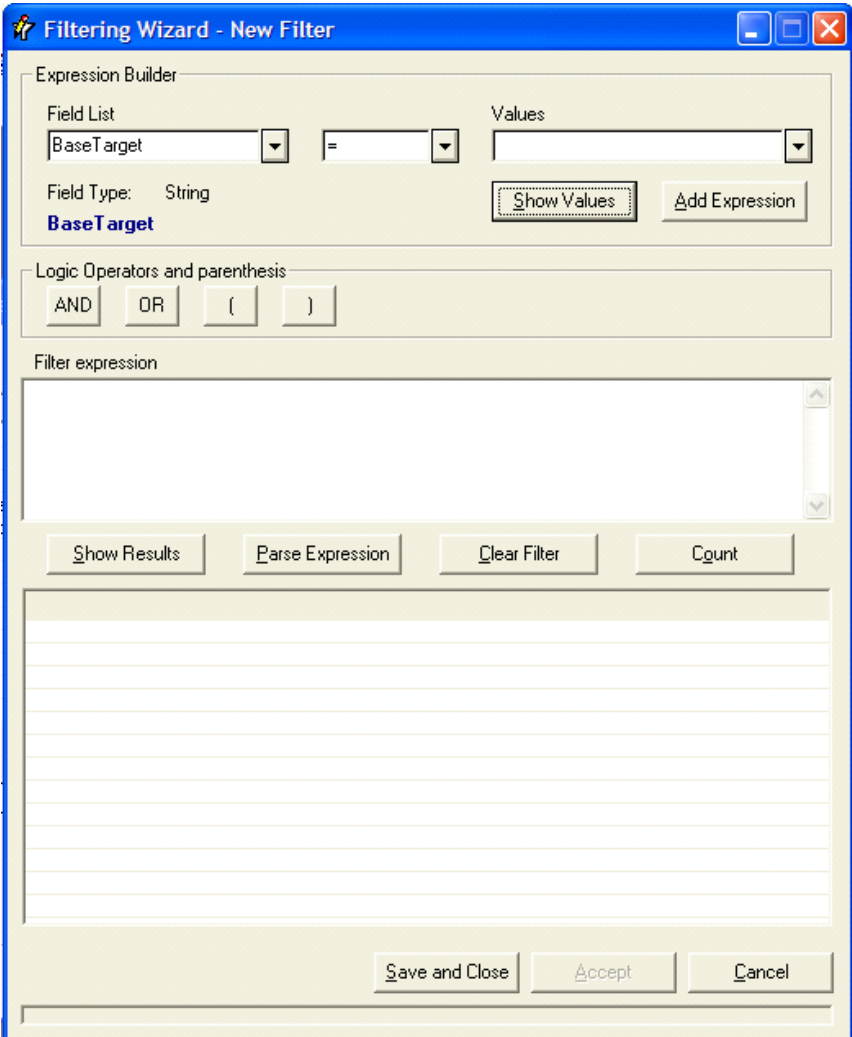


2-2: Add a New Filter in Scenario Selection

You can add a new filter to the Scenario you select.

1. From the Scenario Selection window, click on the Add button in the "Select a filter to use" area.

The New Filter window displays.



The following table details what each options means.

Option	Description
Field List	
Values	
Show Values	

Option	Description
Add Expression	
Logic Operators and Parenthesis	
Filter Expression	
Show Results	
Parse Expression	
Clear Filter	
Count	

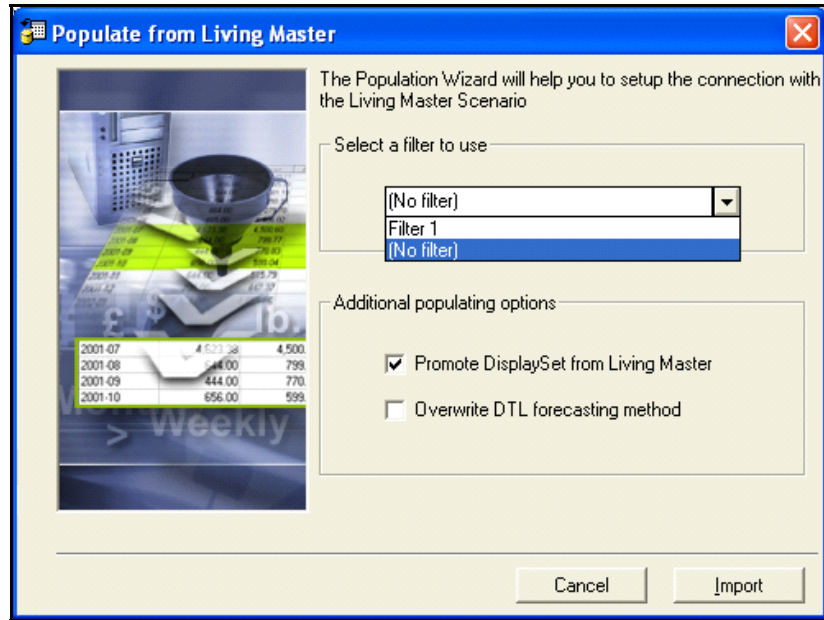
- 2. Click Accept to accept the values.
- 3. Click Save and Close when finished.

Your new filter is then created.

2-3: Populate a DTL Scenario

A DTL Scenario is created when a new user is added in the Base Unit. To retrieve data from a Living Master Scenario, a user must first open the DTL Scenario in the Viewer. When opening the DTL Scenario for the first time, the user is asked if they want to populate the DTL Scenario.

When the user selects Yes, the Population Wizard walks the user through the population process. You can also access the Population Wizard from the Living Master menu.



The Population Wizard provides three options when downloading data from the Living Master Scenario:

1. Select a filter from the **Select a filter to use** drop-down list. Filters limit which series are downloaded from the Living Master Scenario to the DTL Scenario. The available filters are either created by or shared. For additional information, see the DME User Guide for how to create filters.
2. Select the option **Promote DisplaySet from LivingMaster** checkbox. With this option, the populated DTL Scenario is given the same DisplaySet that is applied to the Living Master Scenario. When this option is not used, the DTL Scenario is either not given a DisplaySet or uses a DisplaySet applied to the DTL Scenario by the user.
3. Select the option **Overwrite DTL forecasting method** checkbox. Checking the option replaces the forecasting method defined for the DTL Scenario using the settings under the Forecast Method tab in the ForecastX DME.

Note: *The third option may be disabled because settings from some forecast methods cannot be copied from the Living Master Scenario.*

2-4: Commit Changes Back to the Living Master Scenario

To commit changes made to a DTL Scenario back to a Living Master Scenario, the user must use the Commit feature located in the Living Master menu. The Commit feature applies the changes from all the series with the series status of Forecast Complete to the Living Master Scenario.

Note: *Only the items that have been marked **Forecast Complete** will be moved back to the Living Master. If no items are marked Forecast Complete the user is prompted and notified.*

Section 3: Viewer Home Page

The main Viewer window has six smaller windows that display different types of views. Each View represents the forecast data in a different manner. If data on any tab is inaccurate or outdated, you can manually change the data. The following sections describe each tab in additional detail.

Window	Description
Single Series View	Lists all the series in the Scenario.
Graph View	Displays information in a graphical way. By default, the Actual Forecast and Adjusted History values. However, this can be configured.
Data View	Displays information in a tabular way. By default, the Actual Forecast and Adjusted History values. However, this can be configured.
Demand Data	Displays information in a tabular way, and includes information pertinent to Inventory Management.

Window	Description
Mode View	Three tabs make up Mode View, which provide configurations. ■ Display - select the date range that is displayed in the Graph View. ■ Adjustment - select the Date Range for the series. You can also select the Keep Range checkbox. In the Adjustment area, select which Opinion Line you would like to adjust, as well as how to adjust it. ■ Same As - select the Method used, as well as which series to use.
Notes View	Provides information for the Demand Data and Safety Stock.
Series Information	Displays different fields that contain information on each Series such as Customer, General, Line, Metric, Product, Statistics, and Status.
Notes View	Enables you to add notes to a specific series.

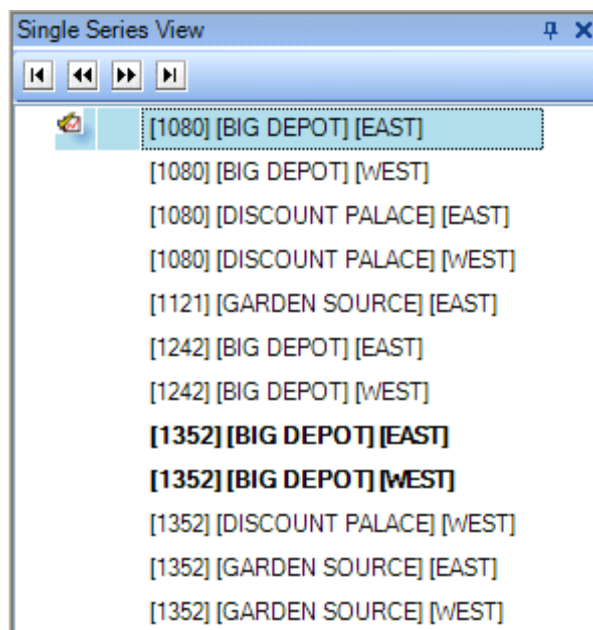
Section 4: Single Series View

The Single Series View lists all series in the Scenario. You can click on the series in the left-hand pane to see its information. You can change the series' status by clicking on one of the icons in the toolbar. Hover your mouse over the toolbar icons to view the feature for series.

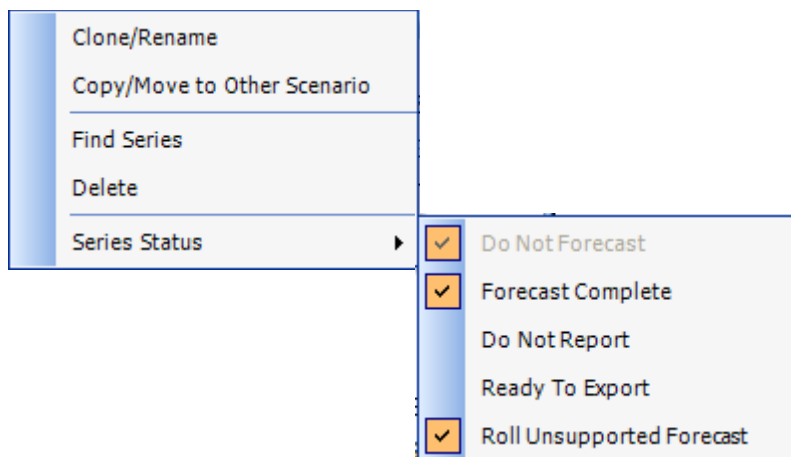


You can also scroll through all the series by clicking on the arrows

underneath the column header.



You can select a specific series from the list and click on the  button to see additional options.



The following table details what each option means.

Option	Description
Clone/Rename	Clone or rename the series.
Copy/Move to Other Scenario	Copy or move this series to another Scenario.
Find Series	Search for a specific series.
Delete	Delete a specific series.
Series Status	View a specific series' status.

4-1: Add a New Series

You can add a new series to the Single Series View list.

1. From the Viewer toolbar, click on Edit > New Series.

Alternatively, click on the  icon on the toolbar.

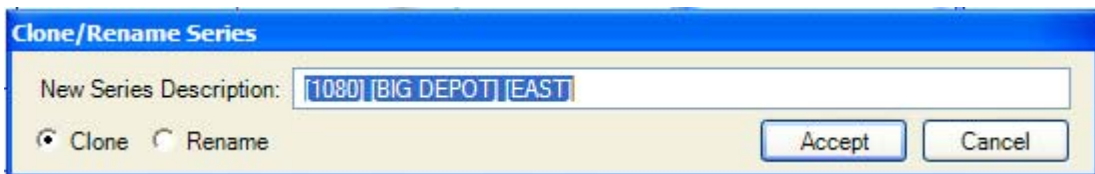
4-2: Clone/Rename

You can clone or rename a series from the Single Series View list.

1. In the Single Series View window, highlight a series from the list.

2. Right-click on the  button and click on Clone/Rename.

The Clone/Rename Series window displays.



3. Select either Clone or Rename to clone or rename the series.
4. If you want to rename the series, type in a new name for the series in the New Series Description textbox.
5. Click Accept when finished.

The series is copied and cloned in the list or renamed.

4-3: Copy/Move to Other Scenario

You can copy/move a series from the Single Series View list.

1. In the Single Series View window, highlight a series from the list.
2. Right-click on the  button and click on Copy/Move to Other Scenario.

The Scenarios List window displays.

Scenarios List

Description	Owner
► bom-bom	fxadmin
bom-cp	fxadmin
bom-fg	fxadmin
cal-Monthly-to-Weekly	fxadmin
cal-MtoD	fxadmin
cal-MtoW	fxadmin
CARGILL	fxadmin
event01	fxadmin
event01-1 (Region)	fxadmin
event01-2 (Customer)	fxadmin
event01-dy	fxadmin
event01-wk	fxadmin
newcal	fxadmin
newWeekly	fxadmin
Resource	fxadmin
Retag-Scenario	fxadmin
Retag-Scenario02	fxadmin

Note: If one destination scenario already has a series with the same description, then the series will not be copied to that scenario.

New Series Description:

☒ Copy ☐ Move

☐ Replace existing series ☐ Line up series by date

Accept Cancel

3. Click on a Scenario from the list to which you would like the series to be copied or moved.
4. In the New Series Description textbox, the series you had selected from the Single Series View window is displayed. By default, the original name is in the textbox. You can edit the name of the series.
5. Select either Copy or Move. If you select Copy, the series will be listed in both the original Scenario and the one you select from the Scenarios List. If you select Move, the series will be removed from its original Scenario.
6. Select "Replace existing series" if there is another series in the Scenario with the same name.

7. Select “Line up series by date” to organize the series by its date.
8. Click Accept.

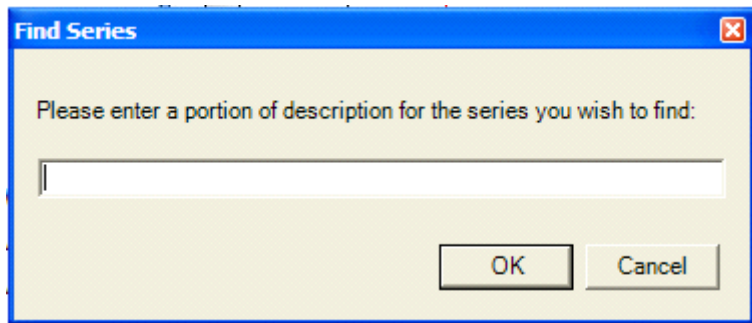
The series is then moved/copied to another Scenario.

4-4: Find Series

You can search for a series from the Single Series View list.

1. In the Single Series View window, highlight a series from the list.
2. Right-click on the  button and click on Find Series.

The Find Series window displays.



3. Type in keyword(s) for your search.
4. Click OK.

The Viewers search result is then displayed in the Graph View and Mode View, as well as highlighted in the Single Series View.

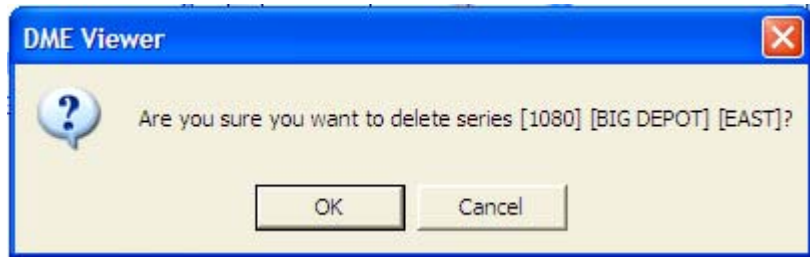
4-5: Delete

You can delete a series from the Single Series View list.

1. In the Single Series View window, highlight a series from the list.

2. Right-click on the  button and click on Delete.

The DME Viewer window displays.



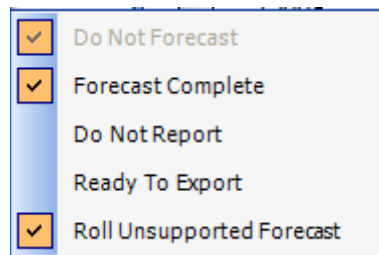
3. Click OK.

4-6: Series Status

You can view the status of a series from the Single Series View list.

1. In the Single Series View window, highlight a series from the list.
2. Right-click on the  button and click on Series Status.

A list of options display.



The following table details what each option means.

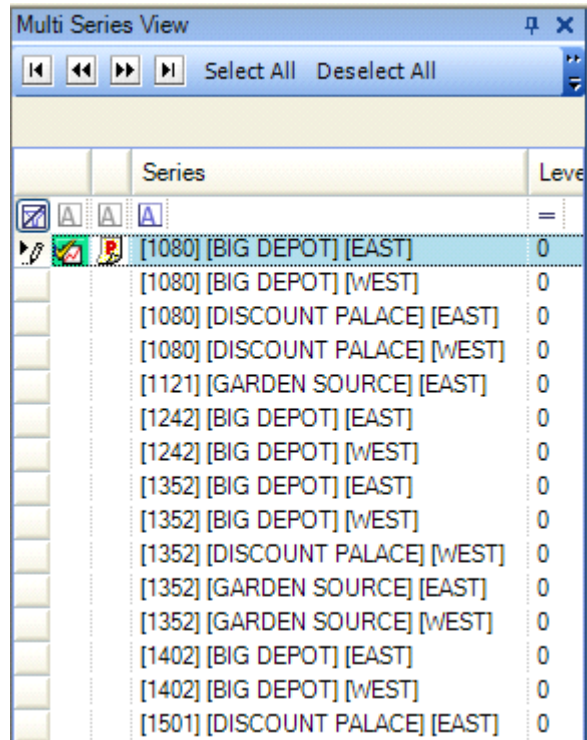
Option	Description
Do Not Forecast	Used to tell the DME if a series should not be forecasted when the Reforecast operation is run.

Option	Description
Forecast Complete	Used in conjunction with the DTL Scenarios. Whenever you want to commit changes back to the Living Master, only series marked with this flag are sent back to the Living Master. For more additional information, please see 2-3: Populate a DTL Scenario .
Do Not Report	Used when creating Pivot reports. For additional information, please See "Create Pivot Reports" on page 183.
Ready To Export	Used when creating Pivot reports. For additional information, please See "Create Pivot Reports" on page 183.
Roll Unsupported Forecast	Used for the DRP. This flag toggles the "Roll Sales" option. It is used in the DRP process to include any unsupported forecast into the next periods recommended orders. For additional information, please refer to the Inventory Management User Guide.

Section 5: Multi Series View

The Multi Series View lists all series in the Scenario at the same time. You can click on the series in the left-hand pane to see its information. By default, when you open the Viewer, the Single Series View is shown. Go to View > Multi Series View to display a Multi Series View.

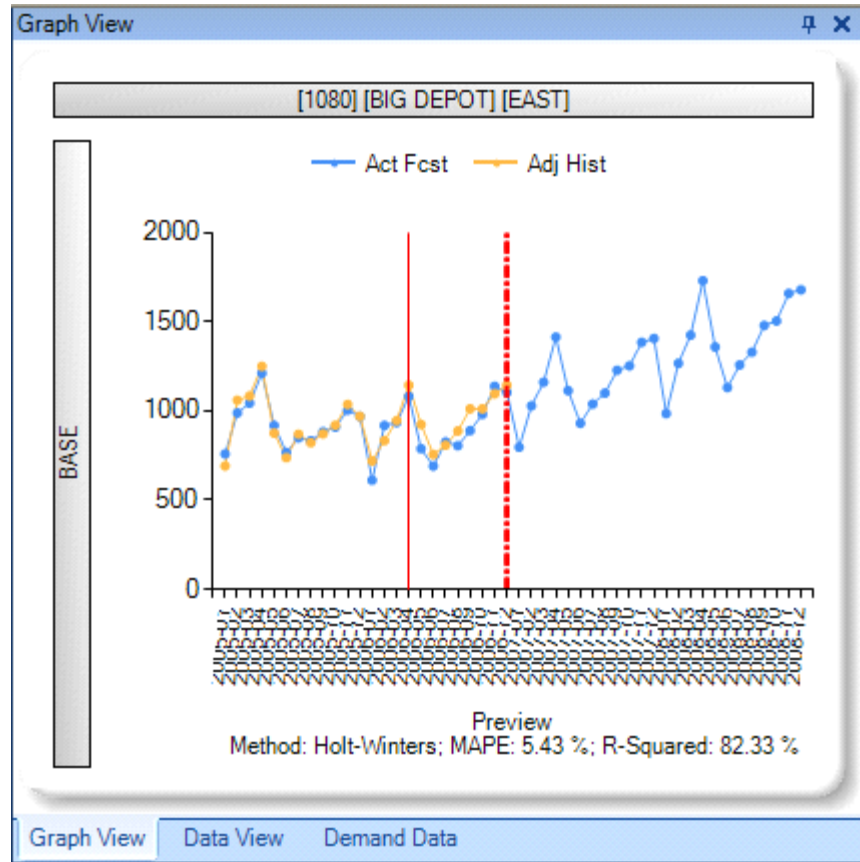
You can also scroll through all the series by clicking on the arrows underneath the column header.



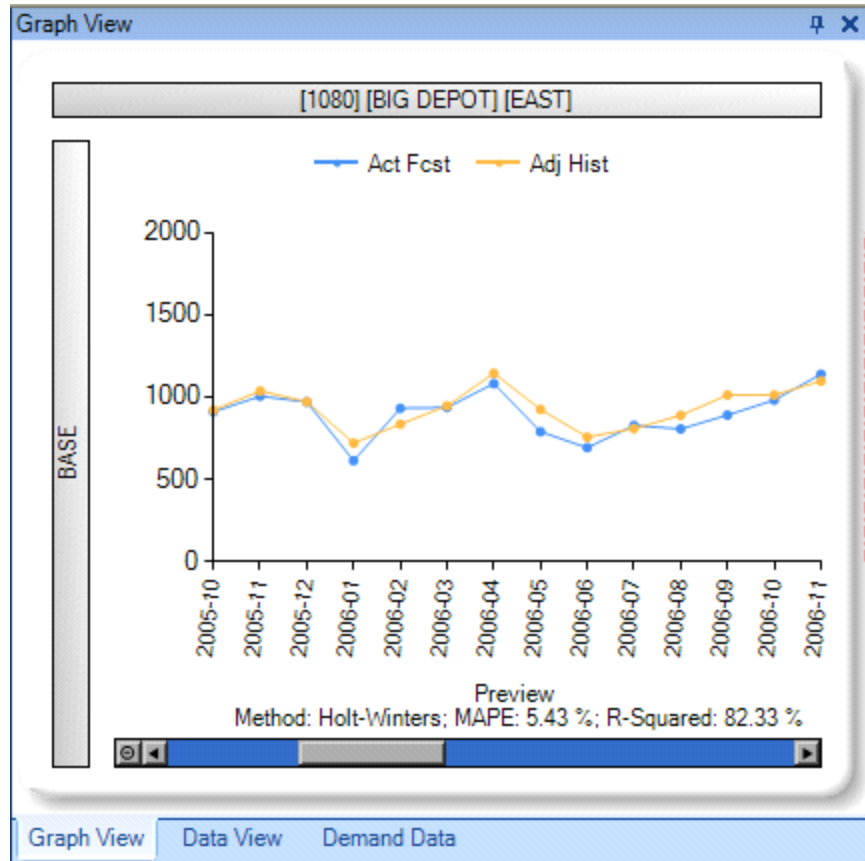
Section 6: Graph View

The Graph View is the default view when you open a Scenario for the first time. By default, the Graph View displays the series in a line graph. Information is displayed by using graphics and two modes:

Normal view and Year view.



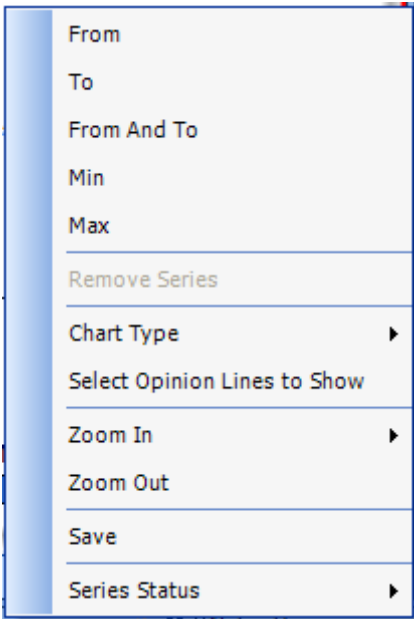
You can adjust the date range of the data by holding the mouse button and moving the mouse to the right or left on the graph.



Use the scroll bar at the bottom of the graph to view entire date range of the data.

6-1: Graph View Options

There are additional options from the Graph View window to adjust the view. Place your mouse anywhere on the graph and right-click to see the options.



The following table details what each options means.

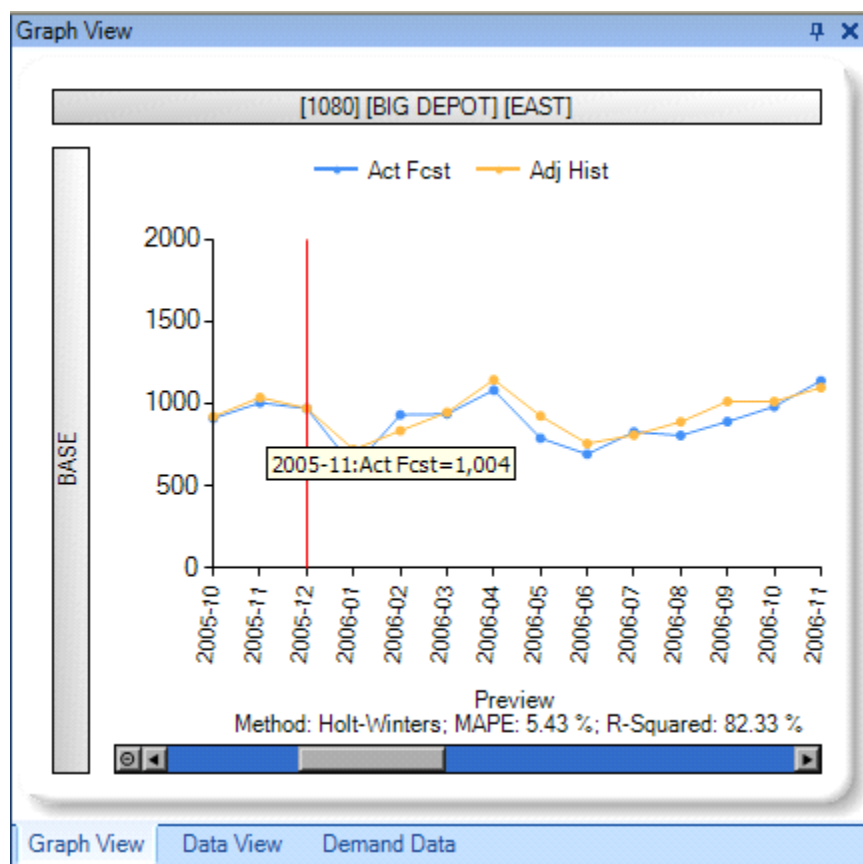
Option	Description
From	Used for the Adjustment section in the Misc Pane. When this option is selected, the period you right clicked over will be set as the "From" period in the Adjustment section.
To	Used for the Adjustment section in the Misc Pane. When this option is selected, the period you right clicked over will be set as the "To" period in the Adjustment section.
From And To	Used for the Adjustment section in the Misc Pane. When this option is selected, the period you right clicked over will be set as the "From" and "To" period in the Adjustment section.

Option	Description
Min	Used for the Adjustment section in the Misc Pane, specifically when using the New Product adjustment type. When this option is selected, the Min field for the New Product curve will be set to the value corresponding to the height where the mouse was click.
Max	Used for the Adjustment section in the Misc Pane, specifically when using the New Product adjustment type. When this option is selected, the Max field for the New Product curve will be set to the value corresponding to the height where the mouse was click.
Remove Series	
Chart Type	Changes the type of chart displayed in the Graph view for all the series. Note: the changes are only applied to the Scenario in which the setting was changed, and it is not saved after closing the Scenario.
Select Opinion Lines to Show	Used to include new Opinion lines. Any Opinion Line added in the Graph is also displayed in the Data View. For additional information, please See "Opinion Lines" on page 87.
Zoom In	Used to zoom into the graph to focus on specific areas of it. You can also zoom into the graph by clicking and selecting a range, once you release the range selection the graph will zoom into that area.
Zoom Out	Used to zoom out when the graph has been zoomed in. The zoom out feature zooms the graphs in increments. Note: to see the entire graph at once you can zoom out to the graphs original size by clicking on the  icon if the graph has already been zoomed.

Option	Description
Save	Used to save an image file that contains the current graph.
Series Status	Used to change the Series status for the current series. For additional information, please see 4-6: Series Status .

6-2: Display Options

You can hover your mouse over one of the points on the line graph to view the specific range of data for the graph.



Section 7: Data View

Data View is a grid containing all the series, observations and additional indices used in the forecast, including event flags if event modeling is used.

Any additional Opinion Lines that are added display for viewing and editing. You can customize this view, see [Chapter 3 Customizing and Using the Viewer](#) for additional information.

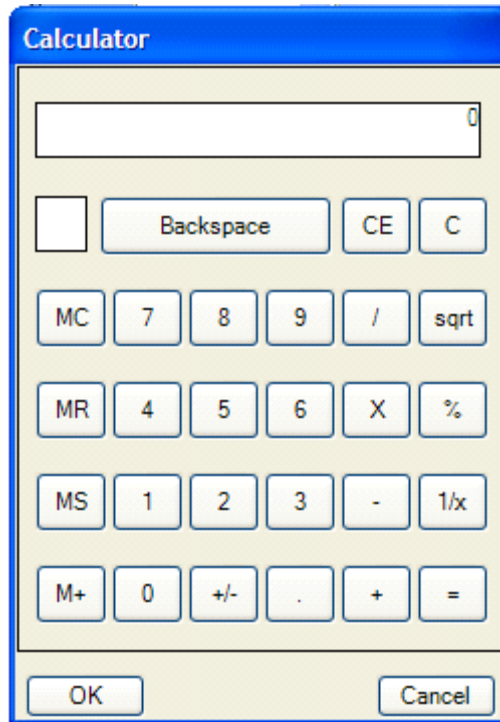
Description	Adj Hist	Act Fcst
2007-11		1,384
2007-12		1,406
2008-01		986
2008-02		1,267
2008-03		1,425
2008-04		1,729
2008-05		1,358
2008-06		1,131
2008-07		1,258
2008-08		1,329
2008-09		1,479
2008-10		1,504
2008-11		1,658
2008-12		1,679

The following table details what each column means.

Column	Description
Description	The year of the Series for the forecast.

Column	Description
Adj Hist	Adjusted History. The Adjusted History of the forecast. You can adjust the history from the History textbox.
Act Fcst	Actual Forecast.

You can change the values with manually by clicking the appropriate field to display the calculator and type your changes. As you make changes to the data, the columns are automatically updated with the appropriate adjustments.



Section 8: Demand Data

Demand Data enables you to perform customized calculations. Generally, you use these calculations to obtain the suggested times and quantities of re-orders so that you can develop an inventory replenishment schedule that satisfies your forecasted demand.

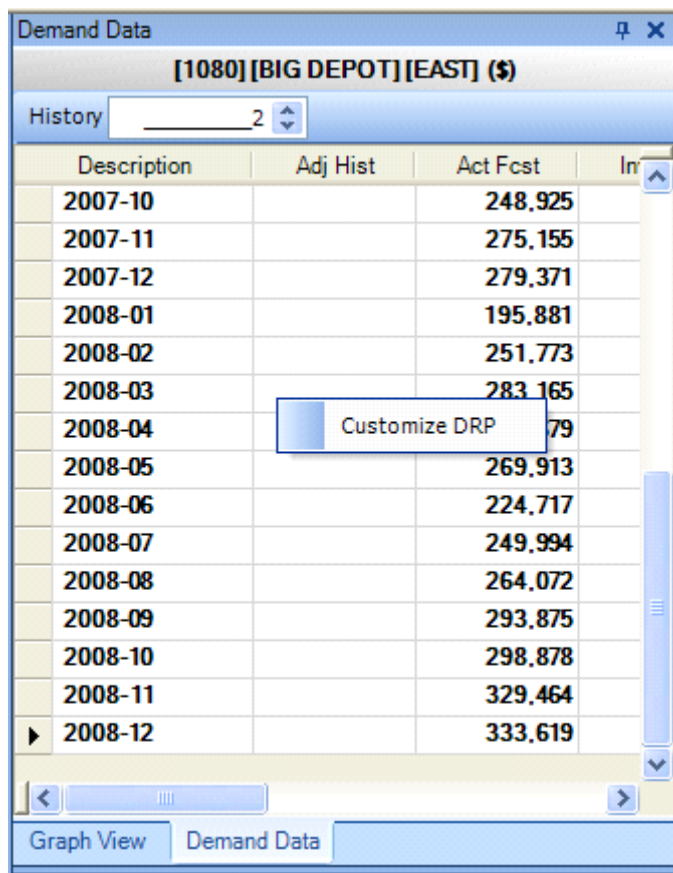
Note: You can customize this view, for additional information see [Chapter 3 Customizing and Using the Viewer](#).

Demand Data				
[1080] [BIG DEPOT] [EAST]				
History	2			
Description	Adj Hist	Act Fcst	Inv Turn	Beg Inv
2007-10		1,252		0
2007-11		1,384		0
2007-12		1,406		0
2008-01		986		0
2008-02		1,267		0
2008-03		1,425		0
2008-04		1,729		0
2008-05		1,358		0
2008-06		1,131		0
2008-07		1,258		0
2008-08		1,329		0
2008-09		1,479		0
2008-10		1,504		0
2008-11		1,658		0
2008-12		1,679		0

The Viewer enables you customize the Demand Data View. You can add Opinion Lines and specify the order of those lines.

1. Click the **Demand Data** tab in the Viewer.

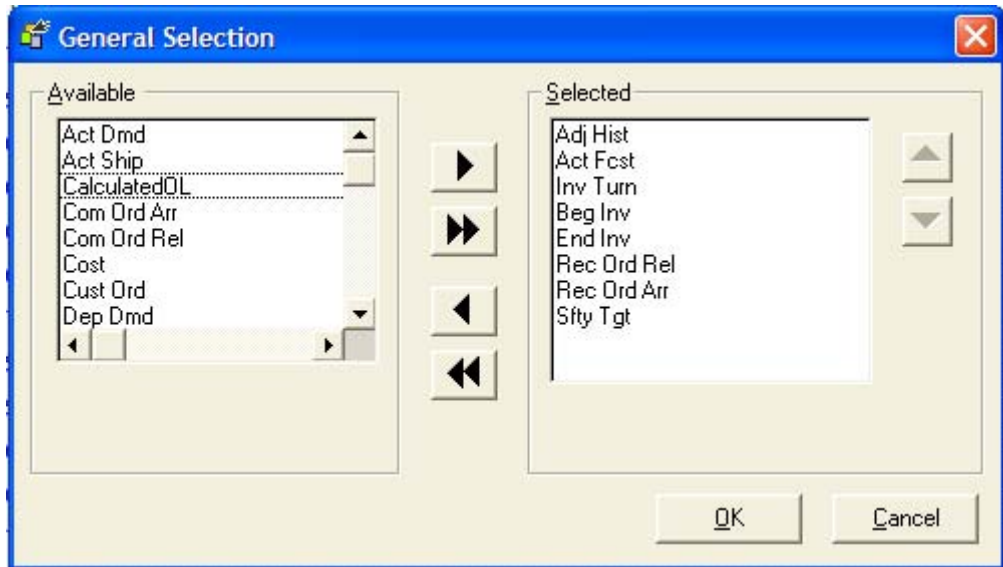
2. Right-click anywhere in the view and select **Customize DRP**.



The screenshot shows a software window titled "Demand Data" with a sub-header "[1080][BIG DEPOT][EAST] (\$)". Below the header is a "History" dropdown menu set to "2". The main area contains a table with four columns: "Description", "Adj Hist", "Act Fcst", and "In". The table lists data for various months from 2007 to 2008. A right-click context menu is open over the row for "2008-04", displaying the option "Customize DRP". At the bottom of the window, there are two tabs: "Graph View" and "Demand Data", with "Demand Data" being the active tab.

Description	Adj Hist	Act Fcst	In
2007-10		248,925	
2007-11		275,155	
2007-12		279,371	
2008-01		195,881	
2008-02		251,773	
2008-03		283,165	
2008-04		79	
2008-05		269,913	
2008-06		224,717	
2008-07		249,994	
2008-08		264,072	
2008-09		293,875	
2008-10		298,878	
2008-11		329,464	
2008-12		333,619	

The General Selection window displays.



3. Select the **field** from the **Available** textbox and click ► to move to the **Selected** textbox and click **OK**. Be sure to select the fields in the order you want the Opinion Lines to display.

Your selections are then displayed in the Demand Data window.

Section 9: Mode View

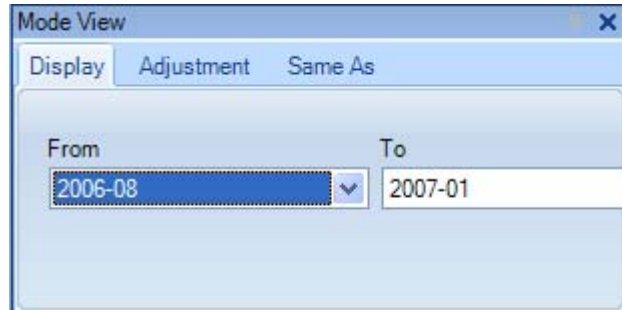
Mode View consists of three different tabs:

- Display
- Adjustment
- Same As

9-1: Display Tab

The Display tab enables you to select the date ranges to view your data in the graph.

1. In the Mode View area, click on the Display tab.



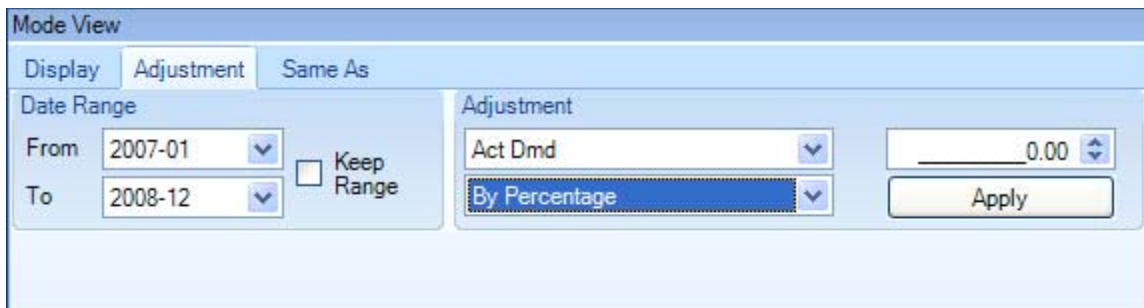
2. In either the From or To textboxes, click on the textbox to display the dropdown list of dates.

The graph in the Graph View tab will adjust according to the dates selected.

9-2: Adjustment Tab

You can change the display of any Opinion Line that you are viewing through the Adjustments tab; this enables you to change the data of the appropriate observation.

1. In the Mode View area, click on the Adjustment tab.



2. Type in the dates in the Date Range textboxes to specify the date range.

Date Range	Description
From	The first period on the graph for the change to take effect.
To	The last period on the graph for the change to take effect.

3. Select which Opinion Line in the Adjustment textboxes requires changing. The following table details each Opinion Line.

Adjustment	Description
By Percentage	Increases or decreases the data by a percentage amount. Use a positive percentage to increase the values and a negative percentage to decrease the values.
By Amount	Increase or decreases the data by a specific amount. Use a positive percentage to increase the values and a negative percentage to decrease the values.
To Exact Value	Changes the data to a specific value.
New Product	Use this option to introduce or retire a product in the forecast. Indicate whether the product is new or should be retired.

4. If you selected New Product, the New Product window displays.

The screenshot shows the 'Mode View' dialog box with the 'Adjustment' tab selected. The 'Date Range' section contains 'From' (2007-01) and 'To' (2008-12) dropdowns, and an unchecked 'Keep Range' checkbox. The 'Adjustment' section has 'Act Dmd' and 'New Product' buttons. The 'New Product' section shows 'Curve Type' as 'Linear' and 'Direction' as 'Introduction'.

5. In the New Product area, provide additional information to detail the forecast. The following table details these options.

Options	Description
Curve Type	Specify the curve type for the new or retired product. The curve types are default values.
Direction	Indicate whether you are introducing or retiring a product. Introduction will cause the curve direction to rise. Retirement causes the curve to fall.
Min/Max	Enter the minimum and maximum values for the selected curve type and direction.
Delete	Use to delete the data you selected in the Data Range.
Range Total	Use to specify a total between the range of data in the Date Range. The DME totals the values in the data range, determines the percentage that each value represents of the total and changes the values by that percentage

6. Click Apply.

You can also make the same changes on a graph manually.

1. Right-click the point on the line where you want the change to begin and from the drop down box, select From.
2. Right-click on the point of the same line where you want the change to end and select To.
3. Select the **type of adjustment** from the **Adjust** drop-down list and click **Apply**.

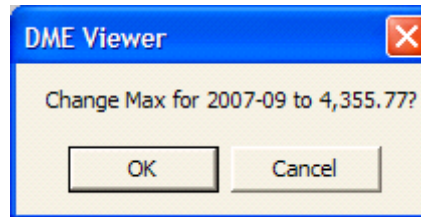
DME applies the specified changes to the graph. Alternatively, hold your cursor over the line you want to move.

A dot displays on the line.

Note: *To accurately differentiate what line the cursor is on, the dot displays as a different color when it is over each different types of lines.*

4. Hold down your left mouse button and move the line to the new point on the graph.

A confirmation message displays the Observation and the value change made.

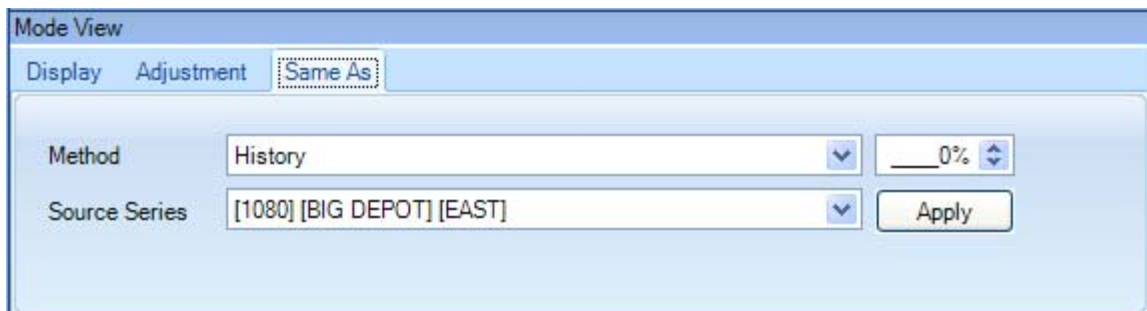


5. Click **OK** to confirm that you want to make the change.
6. To remove the change you made, select the Undo icon on the top toolbar. If you want to return to the original forecast value after making many adjustments, you can click the Original icon on the top toolbar.

9-3: Same As Tab

The Same As tab enables you to select which Method to use, as well as the Source Series.

1. In the Mode View area, click on the Same As tab.



2. In the Method dropdown, select either History, Seasonality, or Both options. Type in a percentage.
3. In the Source Series dropdown, select a series from the list.

4. Click Apply.

Section 10: Demand Information

On the right-side of the Viewer screen, the Demand Information is shown.

The screenshot shows a window titled "Demand Information" with a toolbar at the top. Below the toolbar, there are several input fields and a section for "Safety Stock".

Ord Freq	0.00
LeadTime	2
Max Ord	1,000.00
Safety Stock	
Include Fcst Values	False
Include Fcst Values	
Include Fcst Values	
Reset	

Unless other values are specified on the Data Demand window, the following default values are used for the custom calculation.

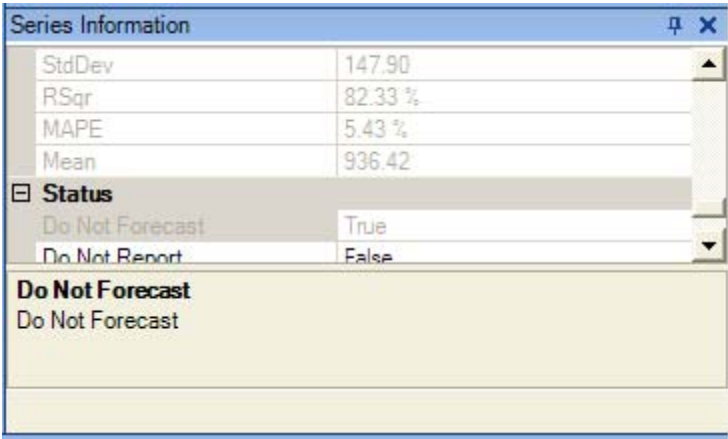
Textbox	Default Value
Lead Time	Same as the Safety Stock calculation - 2
Maximum Order	1000
Minimum Order	1000
On Hand	200
Order Frequency	0
Order Multiple	100
Include Forecast Values	False

Section 11: Series Information

Series Information displays series attributes for data in rows and fields that were mapped (i.e., price, cost, customer) using the Series Properties. If your source data is in columns, you cannot import data to these fields. However, you can still make changes.

The Series Information window contains a group of dropdown lists. Each dropdown enables you to change various data values. To make changes in the Series Properties, click on the appropriate field, and enter the updated value.

The fields can be renamed and displayed according to customer requirements. See [Chapter 3 Customizing and Using the Viewer](#) for additional information.



The following table details what each feature means.

Feature	Description
Customer	Holds series attributes for customer information.
General	Holds series attributes of general information about the item, as well as customizable text and numeric fields.
Item Link	Holds series attributes used for linking data for different processes.
Line	Holds series attributes regarding the item itself.

Feature	Description
Metric	Holds series attributes that have to do with metrics and other parameters.
Product	Contains the fields in regard to the product's attributes.
Statistics	Contains different statistics calculated for each different series. These values are always Read-Only.

11-1: Status

The series flags in the Status dropdown list enables you to identify particular records that should not be included in the next forecast or are ready to export to a report or another system. The table below details the available flag options.

Option	Description
Do Not Forecast	Use this option to exclude this series from the forecast. If a check appears in the check box, the series will not be included in the forecast calculation. If grouping is active with the Before Forecast option selected, or if Regression in the selected forecast method, this option is not available.
Forecast Complete	Use this option to indicate that the forecast for this series is complete. It will not be included in any further forecast calculations. The “Do Not Forecast” flag is automatically selected if the “Forecast Complete” flag is activated. If grouping is active with the Before Forecast option selected, or if Regression is the chosen forecast method, this option is not available.
Ready to Export	Use this option to indicate that there will be no more changes made to the series and it is ready to be exported to another file.

Option	Description
Do Not Include in Reports	Select this option to exclude this series from any generated reports. If a check appears in this check box, the series will not appear in any reports generated through the “Reports” tab in the Base Unit.

11-2: New Series

The New Series feature is used to create new series into your data. The following configurations need to be set in order for this feature to work properly:

- The Scenario has to have a Display set applied to it.
 - The applied Display Set must have at least 1 Series Attribute configured in the Label Column. This new label column is used to know what series attributes are used, and in which order, to form your Description fields for your series. Generally, you would want the fields configured as labels to be the same ones as the ones you configured in the labels section in the Base Unit.
1. From the main toolbar in the DME, go into Edit > New Series.

The Create New Series window displays.

Create New Series

Fields

Store Number [] [v] ...

Item [] [v] ...

New Series Options

☒ Copy Obs from Series [] [v] ...

☐ Initial Obs to 0
Historical Periods: [48] [v]

Check Unique Create Cancel

2. Provide information in the fields to define a new unique series. You can populate the dropdown list with the different values from all the other existing series by pressing on the "." button. When finished you can verify if the series is unique by pressing the "Check Unique" button.
3. Select which observations will be used for the new series to be created, there are two options:

Observation	Description
Copy obs from series	You can select another existing series from the scenario and the system will copy the observations from that existing series to the new one.
Initial Obs to 0	The new series observations are initialized to zero. You just need to provide the amount of historical periods you want to create for the new series.

4. Click Create.

Section 12: Notes View

You can add customized notes to a specific series of the Viewer. You can also add different notes for each period of that series. This allows you to effectively track each series and each period of that series.

There are two types of notes:

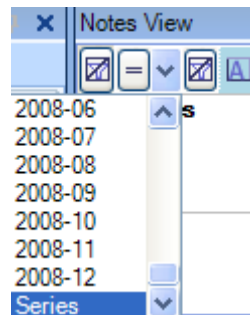
- Notes at series level.
- Notes at observation level.

You can edit both types directly in Viewer.

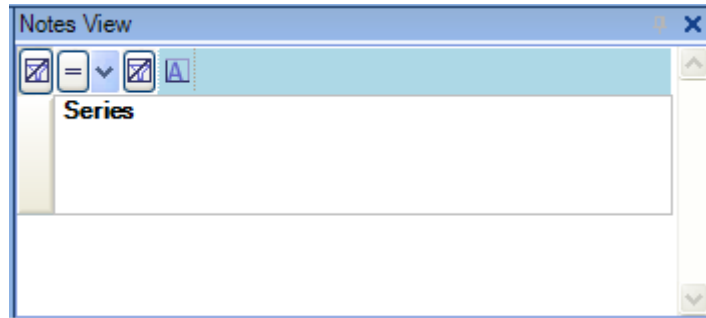


12-1: Insert a Series Level Note

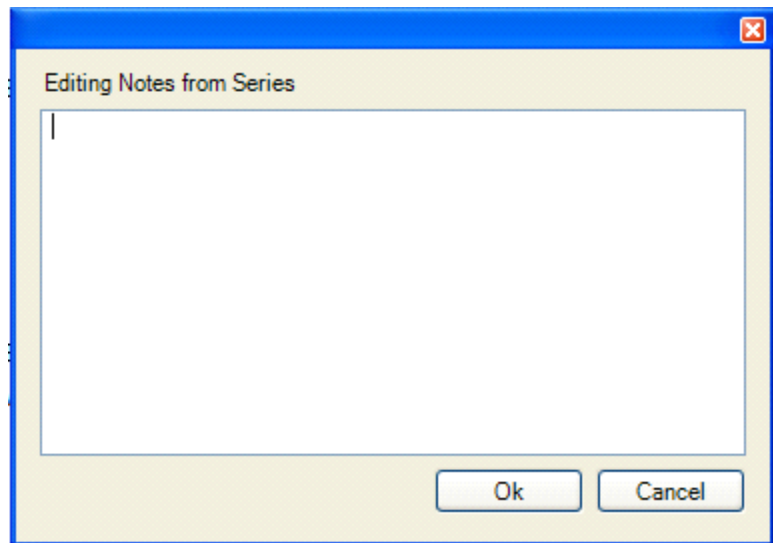
1. In the Notes View window, click on the  button and scroll down the list and select Series.



2. Type in your note in the series textbox.

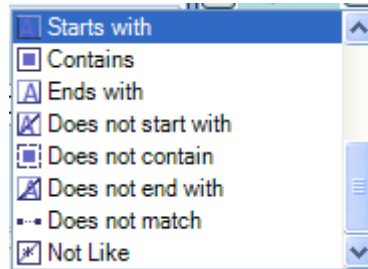


Alternatively, double-click the textbox to display a writing area for more space.



3. A note icon appears next to the selected series.

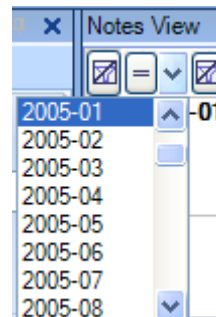
4. Click on the  button to display the dropdown list and select one of the options, if necessary.



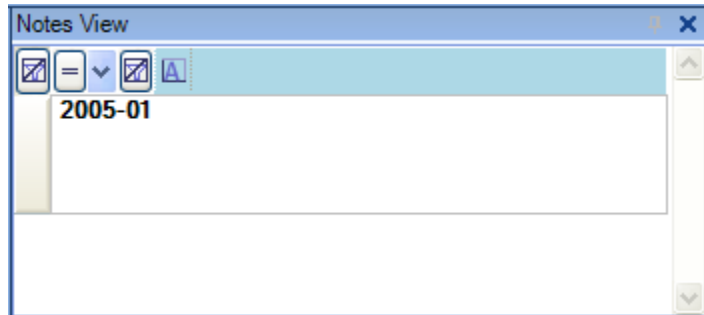
5. Click on the  button to filter or not filter the note.
6. Save the changes by switching to another series or click the  Save User Changes icon from the File tab on the toolbar.

12-2: Insert a Note at Observation Level

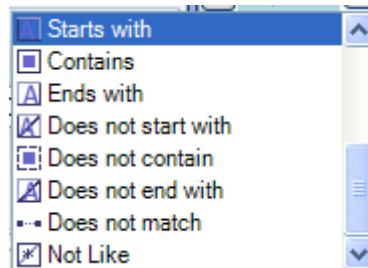
1. In the Notes View window, click on the  button and scroll down the list and select one of the dates.



2. Enter a **note for this period** of the series.



3. Click on the  button to display the dropdown list and select one of the options, if necessary.



4. Click on the  button to filter or not filter the note.
5. Save the changes by switching to another series or click the  Save User Changes icon from the File tab on the toolbar.

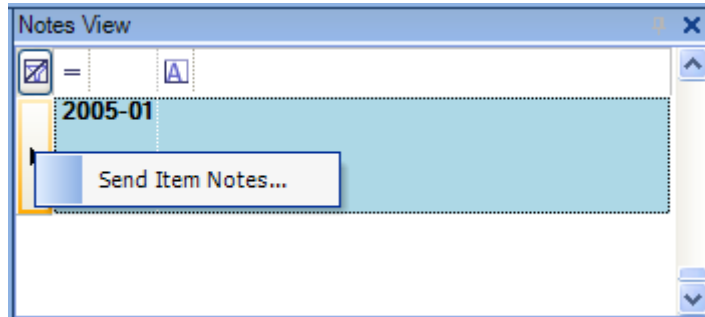
12-3: Insert a Note at the Observation Level in Graph View

You can add notes to the first Opinion Line that is displayed in the Graph View by right clicking in an observation.

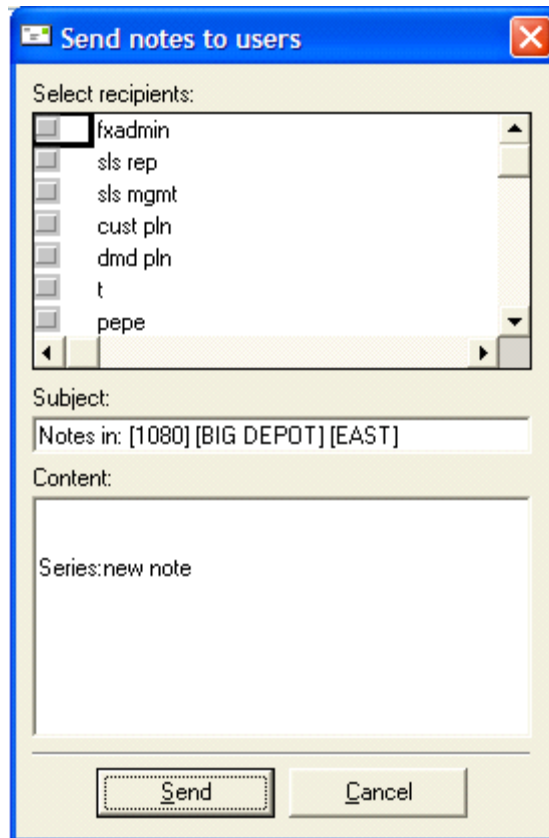
12-4: Send Notes to DME User

To enable other users to track notes over a series, you can send a note directly from the Viewer using the DME Email Service.

1. Right-click over one of the Notes tabs and select **Send Item Notes...**



The Send notes to users window displays.



2. Select the users you want to send the email to in the **Select recipients** textbox.

The Viewer automatically populates the textbox with the series information in the **Subject** textbox. In the **Content** textbox, the Viewer automatically populates the textbox with the note information in that series.

- 3. Edit the Email Subject and Content, as necessary.
- 4. Click **Send**.

Note: *Email notification must be configured to use this function. See [Chapter 15 Email Service](#) for additional information.*

12-5: Filtering Notes

You can filter notes by clicking on the arrow dropdown in Notes View.



Section 13: Keyboard Shortcuts

The table below details the shortcuts that can be used for features in the Viewer.

Shortcut	Description
Ctrl+Z	Undo
Alt-N	Next Series
Alt-P	Previous Series

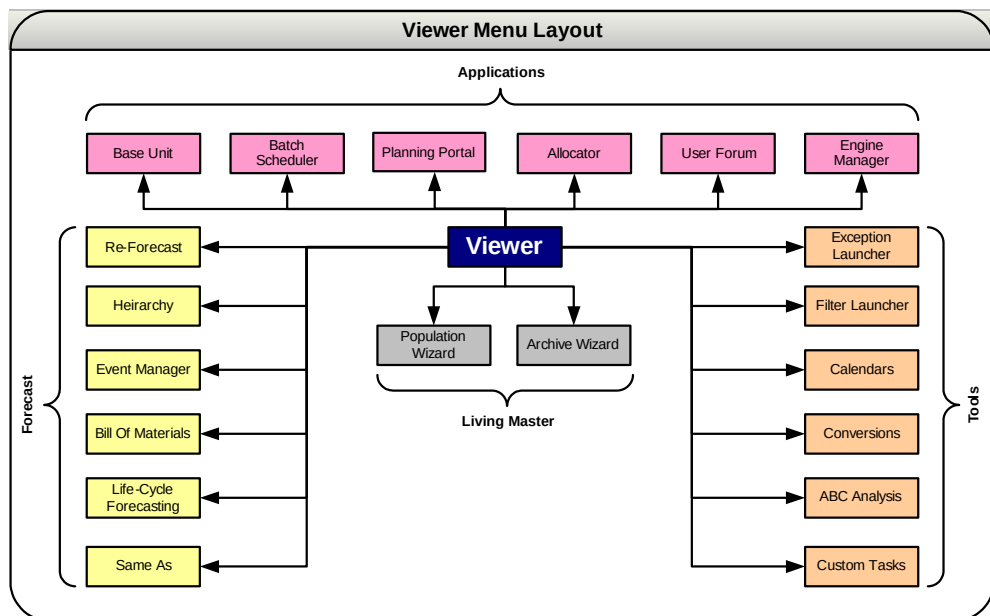
Chapter 3 Customizing and Using the Viewer

This chapter includes:

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Section 2: DisplaySet Management	60
Section 3: Custom Tasks Management	70
Section 4: View Feature in the Viewer	81

Section 1: Overview

A key benefit for a forecasting process enables you to see information using familiar terms and displaying information on-demand. The Viewer provides the vehicle for making adjustments and interacting with the forecast. A key element in this process is the customization of the labels and field descriptions within the tool. The following illustration details the major options that are available within the Viewer:



This chapter details the customization options available in the Engine Manager through Display Sets and file selection within each of the data analysis views in the tool.

This chapter also details how to customize the Viewer. The Viewer supports high-levels of customization that match a user's needs.

Section 2: DisplaySet Management

Using the DisplaySet function you can customize the following:

- Specify a name (alias) for each Opinion Line or series field.
- Hide an Opinion Line.
- Specify the number of decimal positions.

A DisplaySet enables you to rename the defined series and Observation Field names. It is an Engine Manager feature that you share and apply to a Scenario or group of Scenarios. When you open a Scenario affected by a DisplaySet, the Viewer displays the aliases instead of the default names.

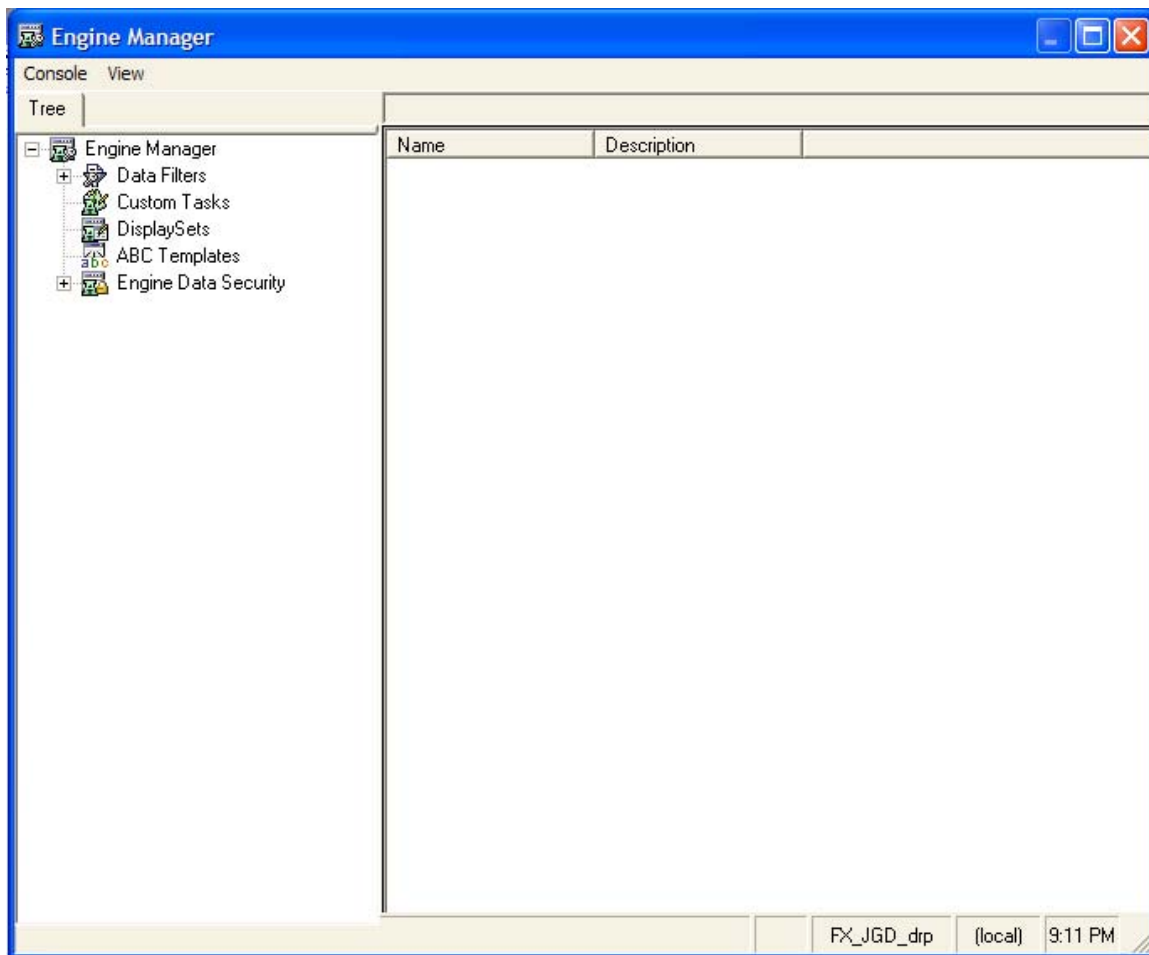
A DisplaySet is composed of the following:

Component	Description
Name	Name of the current DisplaySet.
Description	Description of the current DisplaySet.
Scenarios affected list	Names of the Scenarios that are affected by the current DisplaySet.
Series Fields definition	Defines the number of decimal points, visibility of the fields at series level, and the alias of each series field.
Observations Fields definition	Defines the number of decimal points, visibility of the fields at Observations level, and the alias of each observation field (Opinion Line).

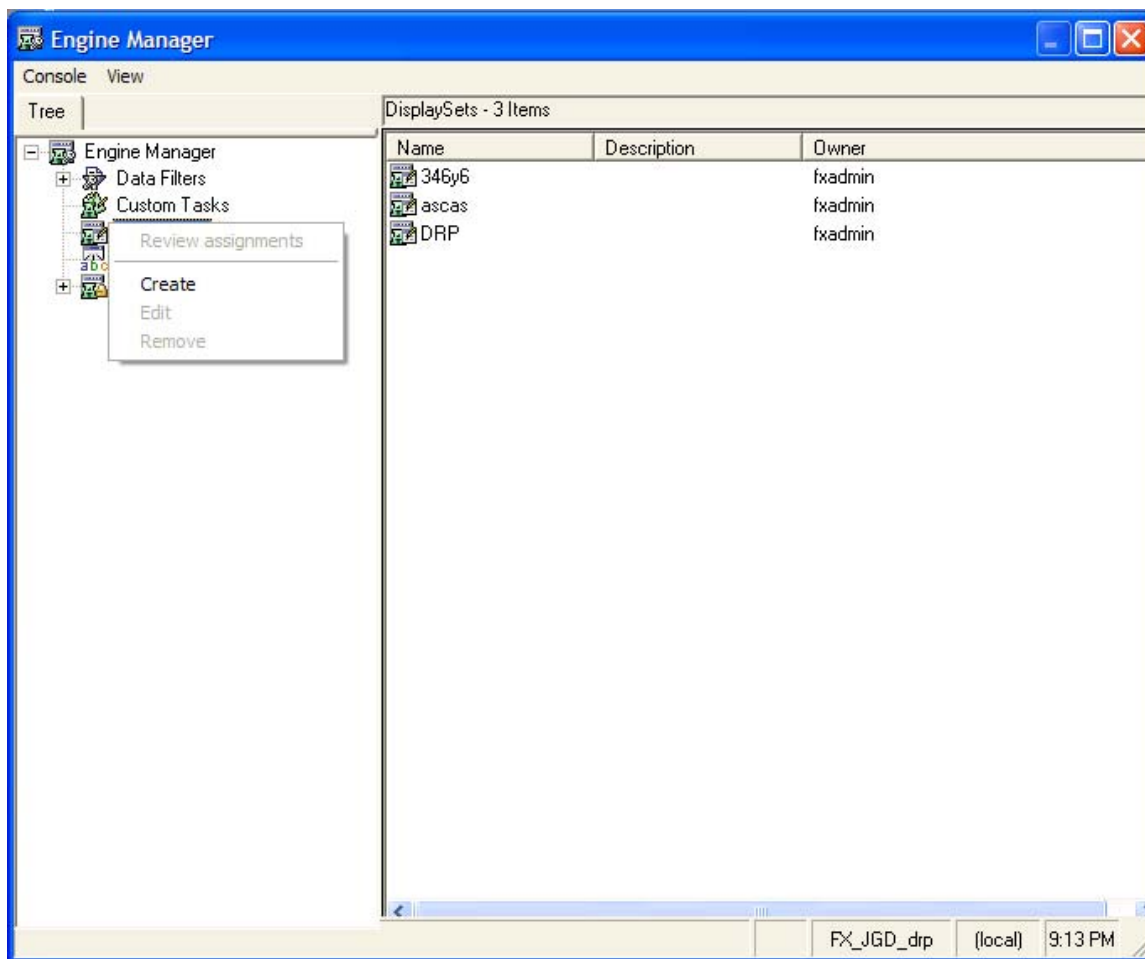
2-1: Create a DisplaySet

1. Select **Applications > Engine Manager** from the Viewer menu.

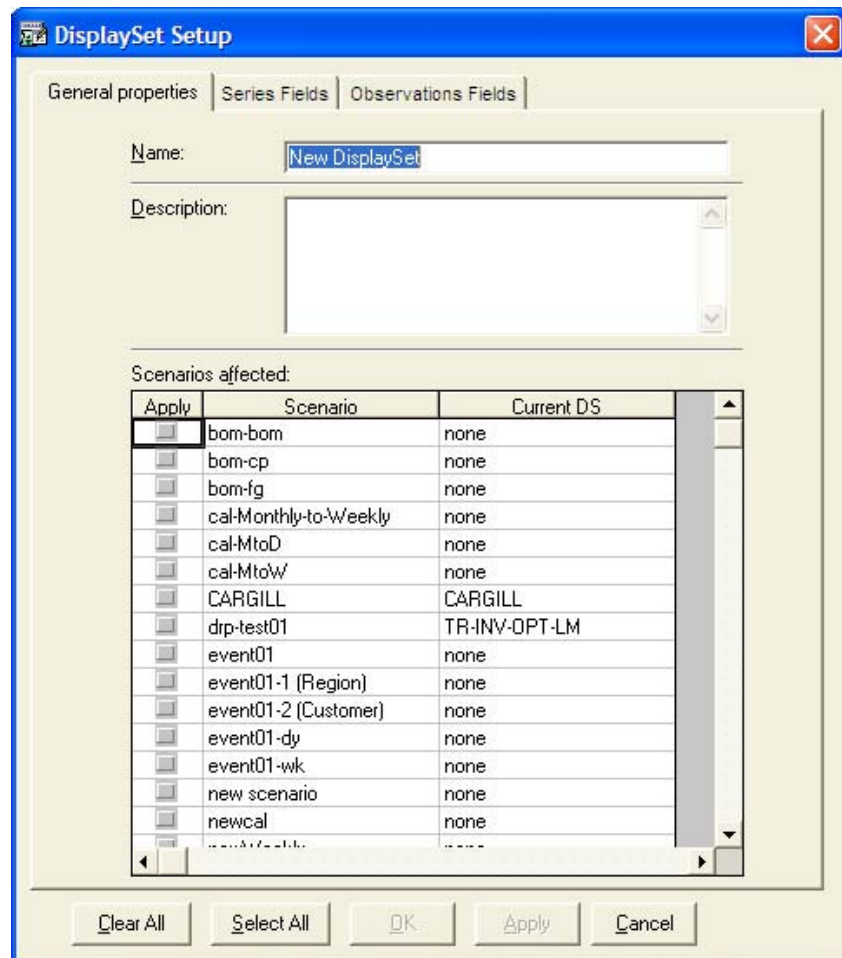
The Engine Manager window displays.



2. Right-click the **DisplaySets** resource and select **Create**.



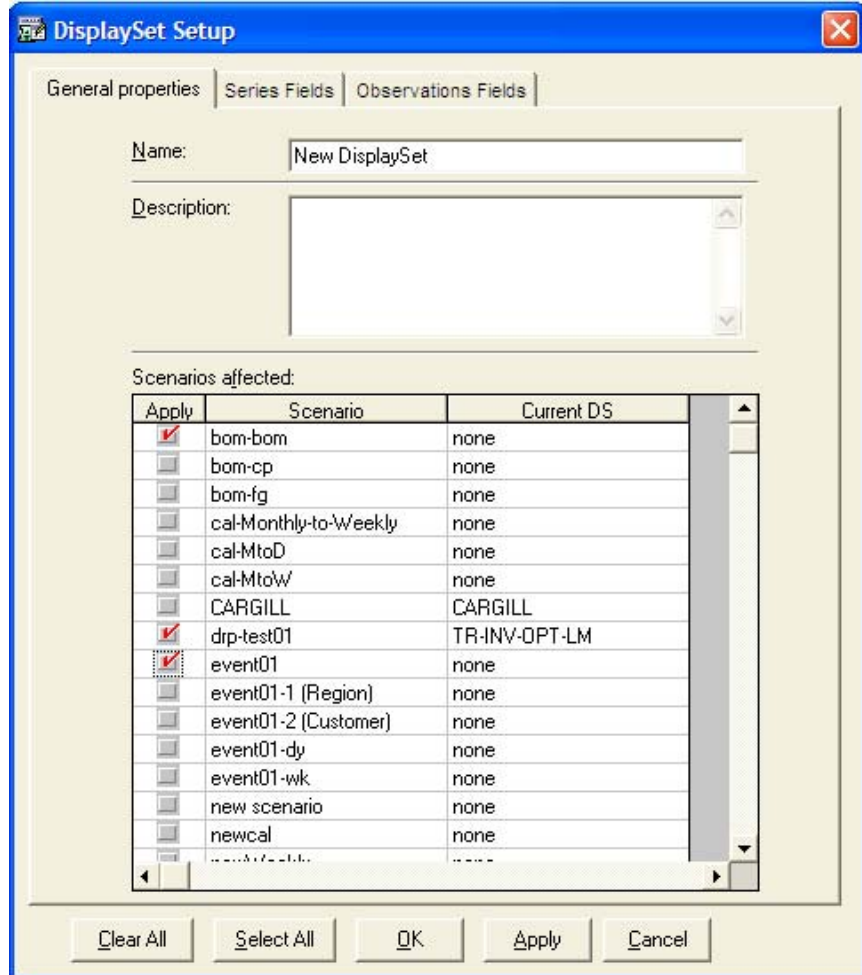
The DisplaySet Setup window displays.



There are three tabs on this window:

- General properties
 - Series Fields
 - Observation Fields.
3. Enter a **name** for the DisplaySet in the Name textbox.
 4. Enter a description for the DisplaySet in the **Description** textbox.

5. Click the checkbox in the Apply column that corresponds to the Scenario you want to select.



6. Click the **Series Fields** tab.

The following window displays.

DisplaySet Setup

General properties | **Series Fields** | Observations Fields

Fields:

	Physical Name	Alias	Active	Dec. Points	Label
1	BaseTarget	BaseTarget	☒	N/A	
2	BusinessPartner	BusinessPartner	☒	N/A	
3	BusinessSegment	BusinessSegment	☒	N/A	
4	BusinessUnit	BusinessUnit	☒	N/A	
5	Cost	Cost	☒	2	
6	CostCenter	CostCenter	☒	N/A	
7	Country	Country	☒	N/A	
8	Cust01	Cust01	☒	N/A	
9	Cust02	Cust02	☒	N/A	
10	Customer	Customer	☒	N/A	
11	CustomerRank	CustomerRank	☒	N/A	
12	CustomerType	CustomerType	☒	N/A	
13	DataType	DataType	☒	N/A	
14	DemandCategory	DemandCategory	☒	N/A	
15	DemandPlanner	DemandPlanner	☒	N/A	
16	Description	Description	☒	N/A	
17	Division	Division	☒	N/A	
18	EqUnitConvFactor1	EqUnitConvFactor1	☒	N/A	
19	EqUnitConvFactor2	EqUnitConvFactor2	☒	N/A	
20	ExceptionType	ExceptionType	☒	N/A	
21	ForecastDesignator	ForecastDesignator	☒	N/A	
22	ForecastReporting	ForecastReporting	☒	N/A	
23	ForecastTimescale	ForecastTimescale	☒	N/A	
24	FundClass	FundClass	☒	N/A	

Clear All Select All OK Apply Cancel

7. Place the cursor in the **Alias** column and enter a new name.
8. Click one of the fields in the **Active** column to de-select the fields. Select any other fields one at a time.
9. Locate a field with a number in the Dec. Points column. Click the drop-down list and select the number decimal positions required. Note that the Decimal Points option is not applicable to string fields.
10. The Label column must be configured to use the "New Series..." feature. From this column, specify which Series Attributes and in which order they are used to define a new Series description. The

Series Attributes defined here are generally the same as those in the Labels section of the Base Unit when loading data.

The DisplaySet Setup window now displays the following.

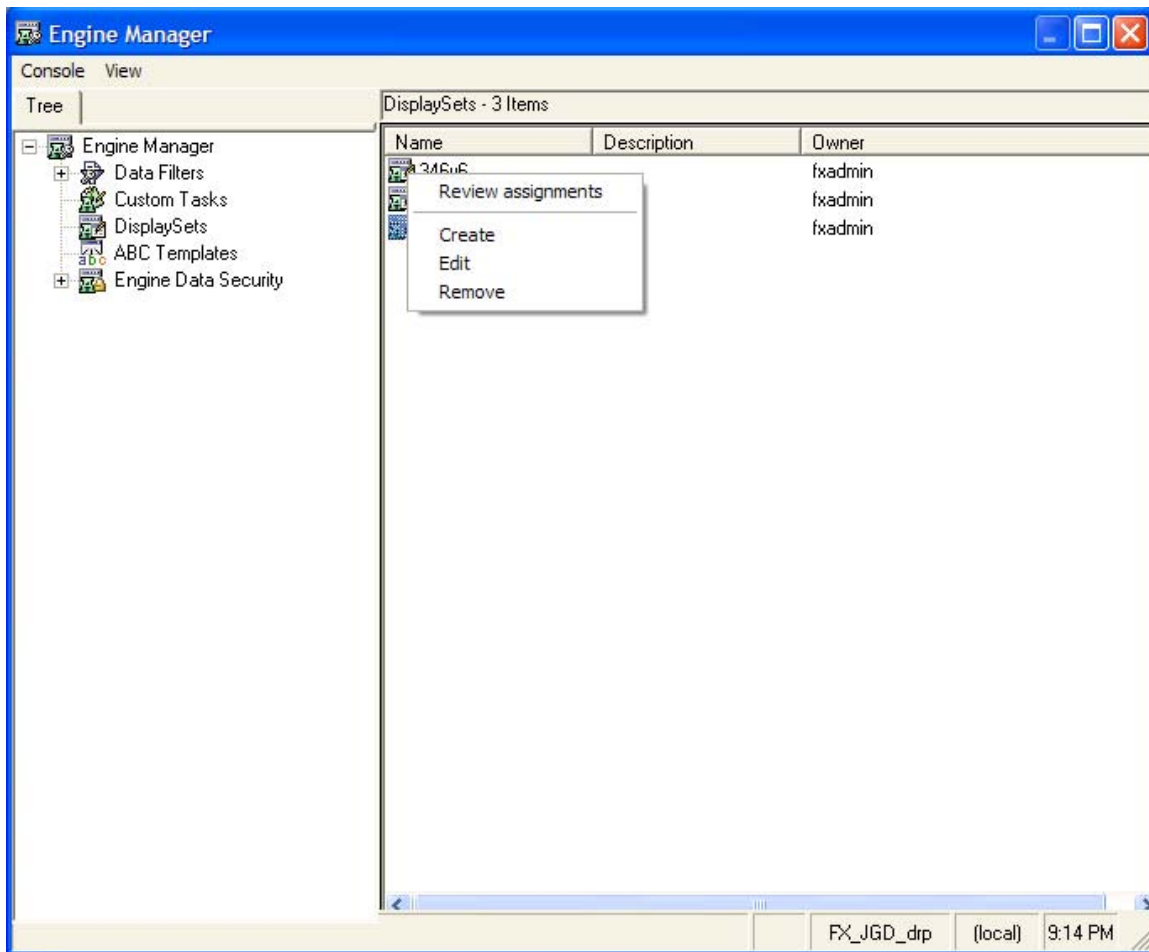
	Physical Name	Alias	Active	Dec. Points	Label
1	BaseTarget	BaseTarget	☐	N/A	
2	BusinessPartner	BusinessPartner	☐	N/A	
3	BusinessSegment	BusinessSegment	☒	N/A	
4	BusinessUnit	BusinessUnit	☒	N/A	
5	Cost	Cost	☒	2	
6	CostCenter	CostCenter	☒	N/A	
7	Country	Country	☒	N/A	
8	Cust01	Cust01	☒	N/A	
9	Cust02	Cust02	☒	N/A	
10	Customer	Customer	☒	N/A	
11	CustomerRank	CustomerRank	☒	N/A	
12	CustomerType	CustomerType	☒	N/A	
13	DataType	DataType	☒	N/A	
14	DemandCategory	DemandCategory	☐	N/A	
15	DemandPlanner	DemandPlanner	☒	N/A	
16	Description	Description	☒	N/A	
17	Division	Division	☒	N/A	
18	EqUnitConvFactor1	EqUnitConvFactor1	☒	N/A	
19	EqUnitConvFactor2	EqUnitConvFactor2	☒	N/A	
20	ExceptionType	ExceptionType	☒	N/A	
21	ForecastDesignator	ForecastDesignator	☒	N/A	
22	ForecastReporting	ForecastReporting	☒	N/A	
23	ForecastTimescale	ForecastTimescale	☒	N/A	
24	FundClass	FundClass	☒	N/A	

11. Click **OK** to save the DisplaySet.

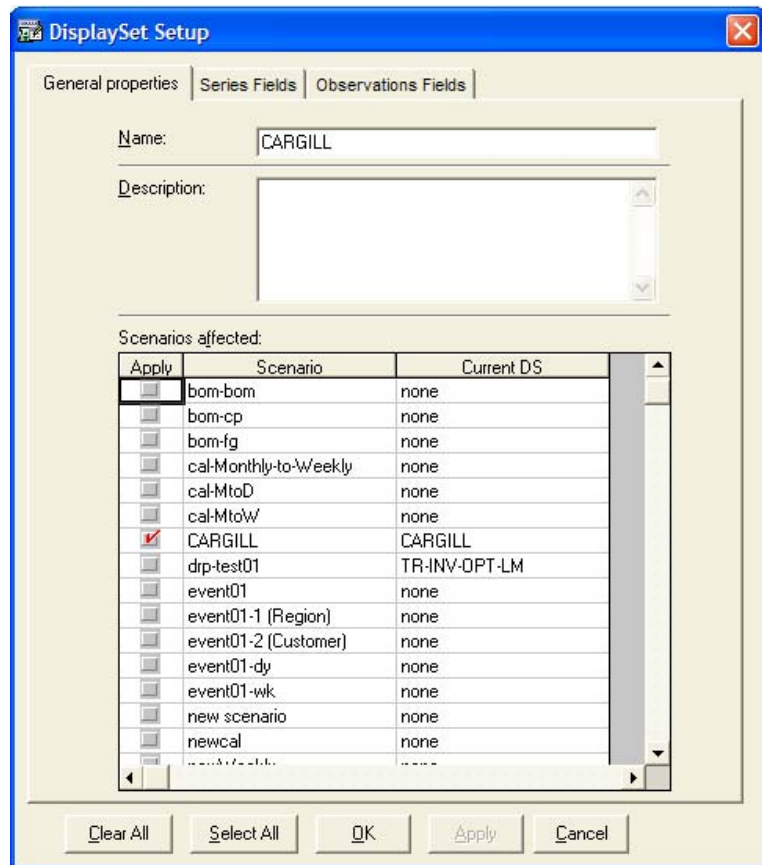
The next time that you open an affected Scenario, you will see that it locks the DisplaySet as it was defined.

2-2: Edit a Display Set

1. From the Engine Manager, select the DisplaySet you want to edit, right click and select **Edit**.



The DisplaySet Setup window displays.



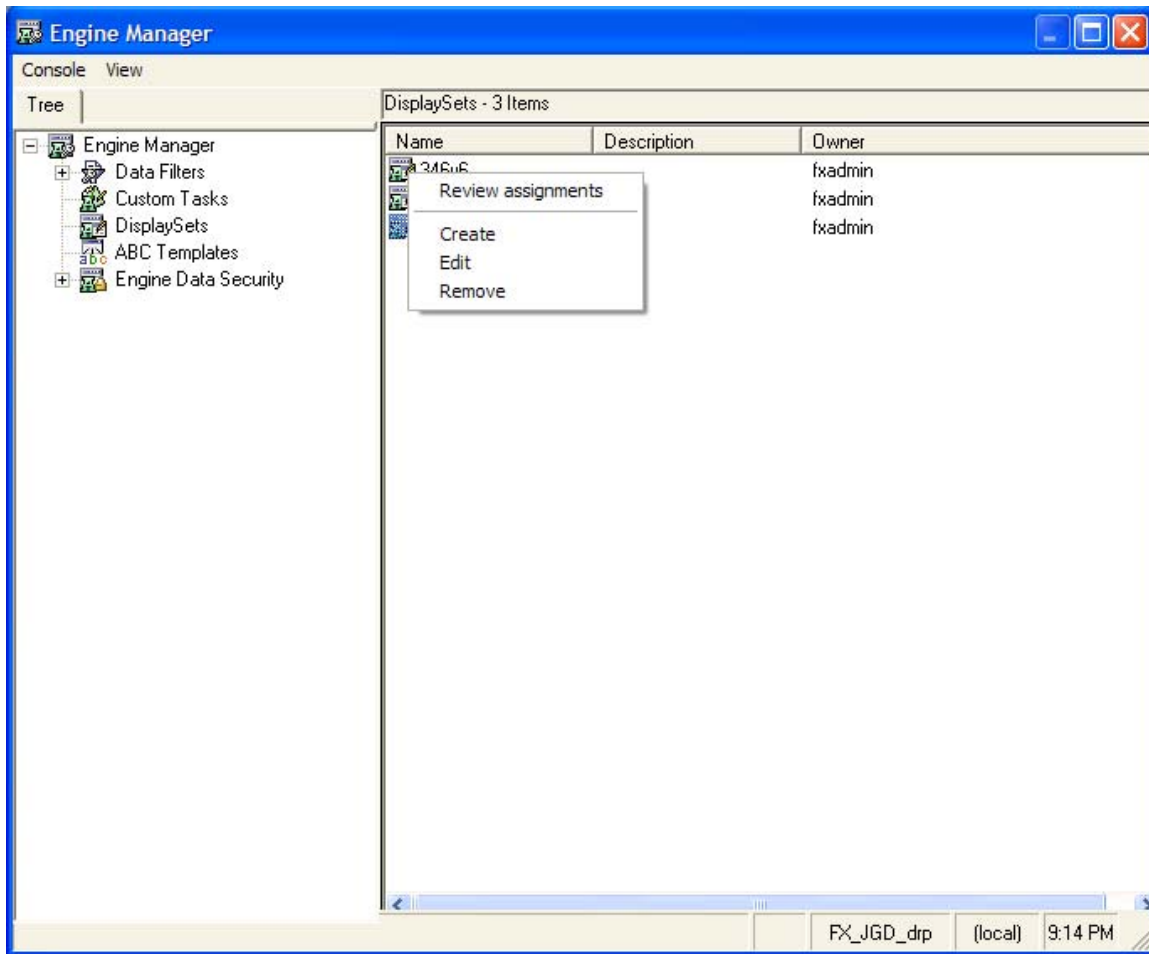
2. Make the changes to the DisplaySet and click OK.

2-3: Share a DisplaySet

You can share a Display Set with other users. Once it is shared, other users apply it to their Scenario. However, other users cannot modify the Display Set.

Note: *If a user is populating data from the Living Master Scenario, by default the Display Set from the Living Master is applied to the DTL Scenario and the display set is shared with the user.*

1. Right-click the DisplaySet that you want to share and select **Review assignments**.

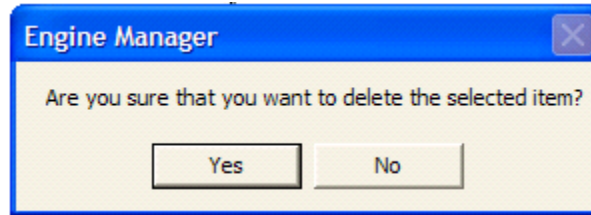


2. Select the user from the **Current users** textbox and move to the **Assigned users** textbox and click **Save**.

2-4: Remove a DisplaySet

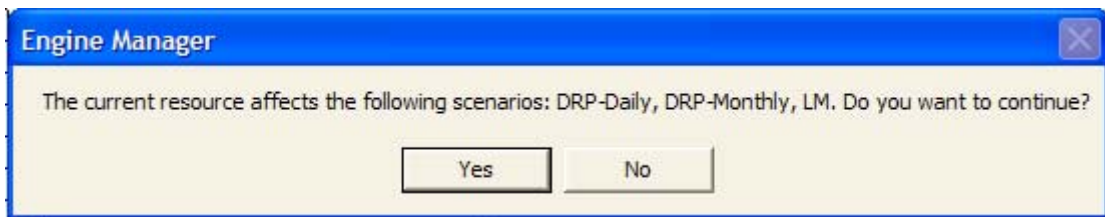
1. Right-click the Display Set you want to remove and select **Remove**.

The following message displays.



2. Click **Yes** to delete the Display Set.

If the DisplaySet currently affects Scenarios, the following message displays.



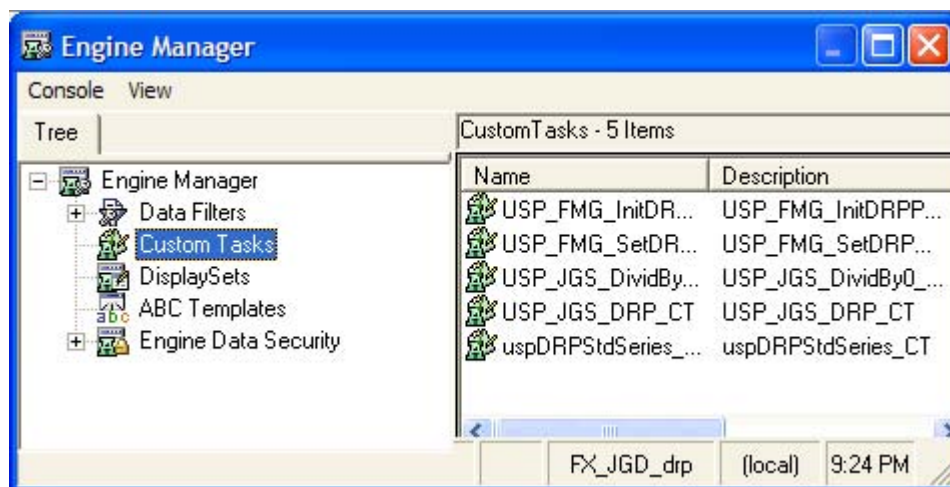
Section 3: Custom Tasks Management

Custom Tasks are special calculations such as an Order Replenishment Calculation. Custom Tasks are activated from the Viewer. Using the Custom Tasks function in the Engine Manager, you can create, delete, edit and share custom tasks.

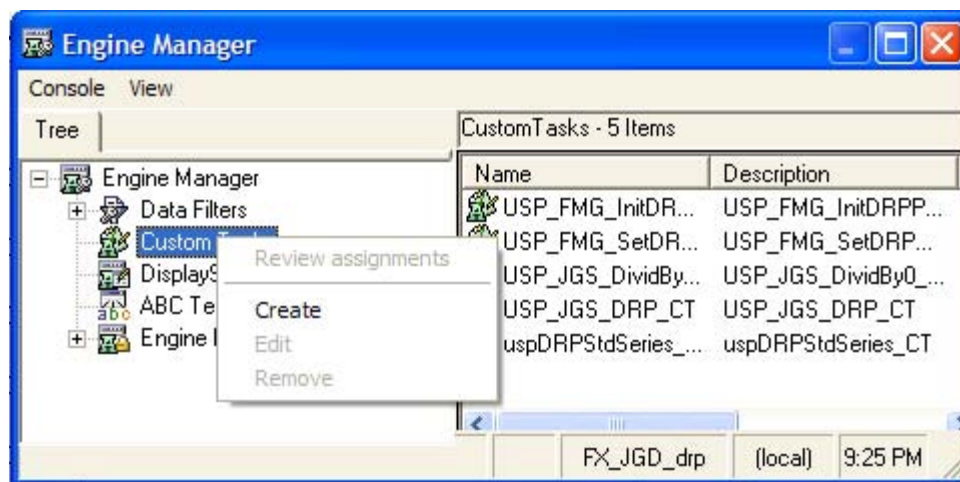
3-1: Create a Custom Task

1. Select **Applications > Engine Manager** from the Viewer menu.

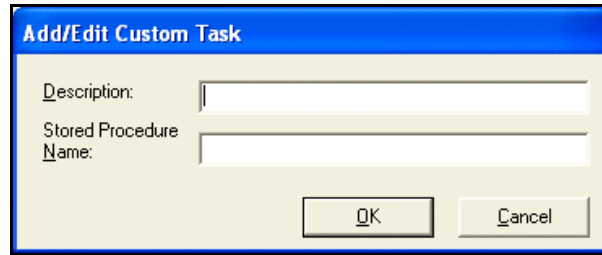
The Engine Manager window displays.



2. Right-click the **Custom Tasks** resource and select **Create**.



The Add/Edit Custom Task window displays.



3. Type the description and the stored procedure name in the respective textboxes and click **OK**.

If the stored procedure does not exist in the DME database, an error message displays.

To use a stored procedure in a Custom Task the following rules apply:

- The first parameter must be “@ScnID” with Integer type. The DME passes the Scenario ID to this parameter automatically when you run the custom task.
- The second parameter must be “@UserID” with Integer type. The DME passes the user ID to this parameter automatically when you run the custom task.
- If you want the DME to pass the series ID of the selected series, add the parameter “@SeriesID” with type Integer to your stored procedure. This parameter can be any where except the first and the second position in the definition of the stored procedure.

4. If there are additional parameters in the stored procedure besides @ScnID and @UserID, then you must provide the default values for those parameters.

Please Provide the Parameters for Custom Task

	Name	Type	Description/Comment	Value	Value Type	
1	@ScnID	Numeric				
2	@UserID	Numeric				
3	@par1	Numeric			LIST	Edit List
4	@SeriesID	Numeric		0	INPUT	
5	@par2	String			QUERY	Edit Query

☒ Save For Current Scenario

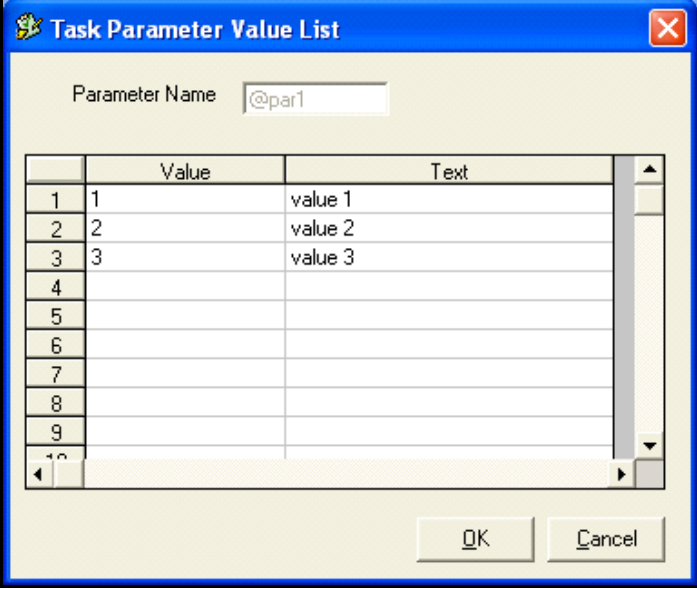
☒ Save As Default

Accept Cancel

For parameters other than “@ScnID”, “@UserID”, and “@SeriesID”, you can enter a description to explain the parameters, and set initial values and value lists for these parameters. The Value Type affects how to enter values for parameters when you run the custom task. When you run the custom task, if Value Type is INPUT, you need to type in the value. If the Value Type is LIST or QUERY, you select a value from a drop down list.

If you select INPUT as the Value Type for a parameter, you need to enter the initial value to the Value column for that parameter.

5. If you select LIST as the Value Type for a parameter, click the Edit List button next to it. “Task Parameter Value List” window displays.



	Value	Text
1	1	value 1
2	2	value 2
3	3	value 3
4		
5		
6		
7		
8		
9		
10		

6. Enter a list of values and text in the Value and Text column.

The Value column contains the values used to pass to the stored procedure when the custom task runs. The Text column contains the labels for their corresponding values, which are then displayed in the dropdown list when you run the custom task.

7. Click OK.
8. If you select QUERY as the Value Type for a parameter, click the Edit List button of the parameter.

The Edit Custom Task Value List Query window displays.

Edit Custom Task Value List Query

Parameter Name

Query Statement: (Note: Use @UserID to refer to current user)

SELECT [col1] AS [Value], [col2] AS [Text]

FROM [Table list]

WHERE [where condition]

```
SELECT UserKey AS [Value], min(UserID) AS [Text]
FROM Users
GROUP BY UserKey
ORDER BY UserKey
```

9. Enter a query that returns the list of pairs of value and text. Make sure [Value] is unique in the query results.

10. Click OK..

Please Provide the Parameters for Custom Task

	Name	Type	Description/Comment	Value	Value Type	
1	@ScnID	Numeric				
2	@USerID	Numeric				
3	@par1	Numeric		value 2	LIST	Edit List
4	@SeriesID	Numeric		0	INPUT	
5	@par2	String		user3	QUERY	Edit Query

Accept Cancel

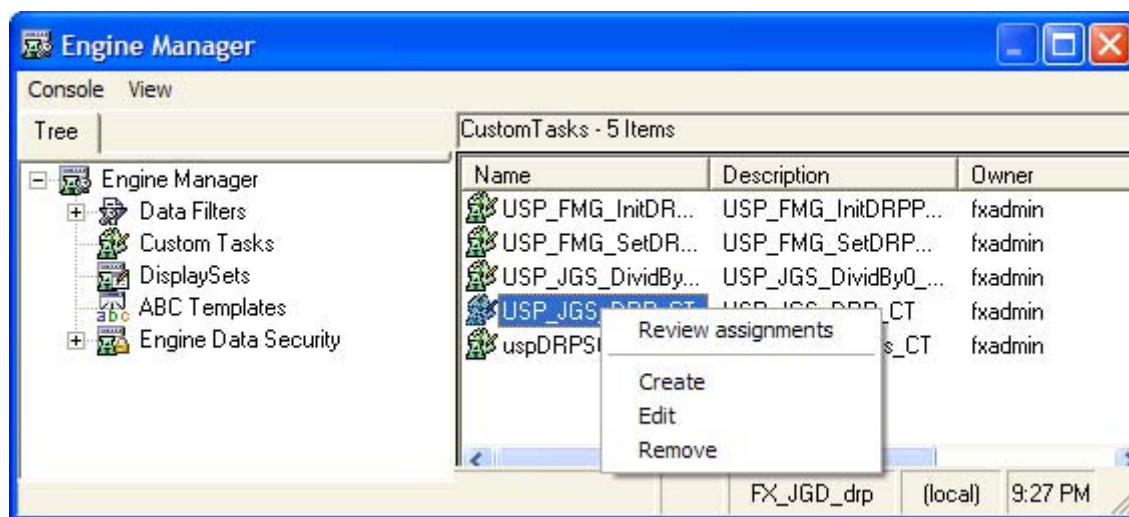
11. Select a value from the drop down list or enter a value as the initial value for each parameter except “@ScnID”, “@UserID”, and “@SeriesID”.

12. Click “Accept”.

3-2: Delete a Custom Task

1. Select **Applications > Engine Manager** from the Viewer menu.
2. Double-click **Custom Tasks**.

The Custom Task List displays.



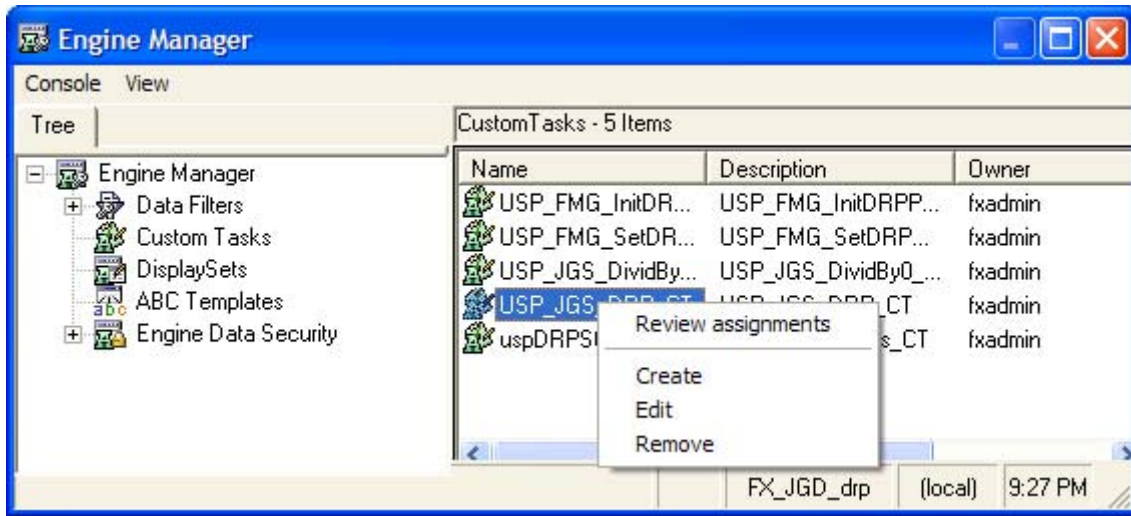
3. Select the custom task you want to delete.
4. Right-click and select **Remove**.

A confirmation window displays.

5. Click Yes.

3-3: Edit a Custom Task

1. Select **Applications > Engine Manager** from the Viewer menu.



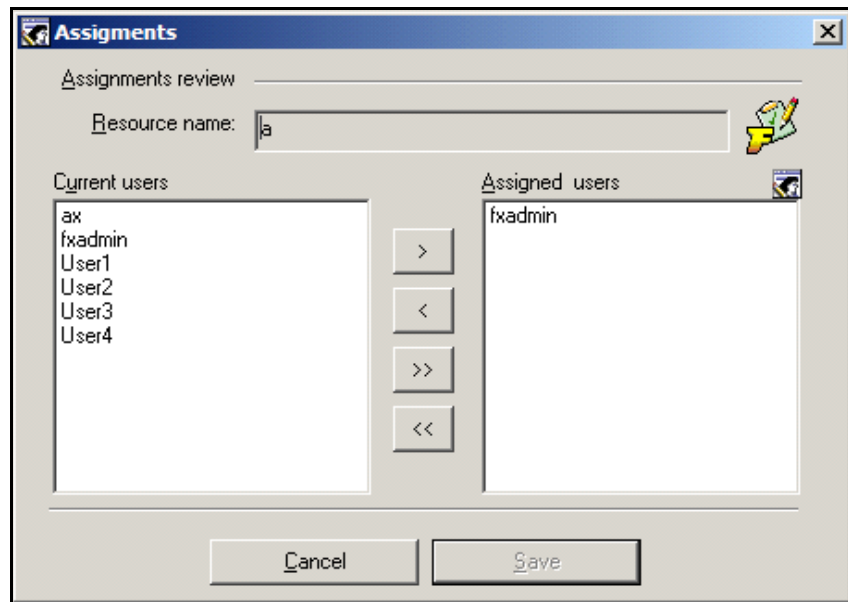
2. Double-click the Custom Tasks.
3. Right-click the Custom Task and select Edit.
4. Modify the Custom Task and click OK.

3-4: Share a Custom Task

You can share a Custom Task that you own with other users. Once it is shared, others can run it in their own Scenario, but they cannot modify the custom task.

1. Right-click the custom task that you want to share and select Review Assignments.

The Assignments window displays.

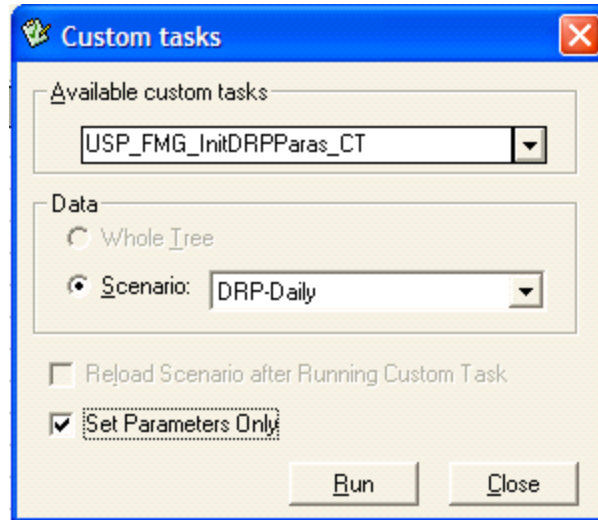


2. Select the user from the Current users textbox and move to the Assigned users textbox and click Save.

3-5: Run Custom Tasks

1. Select **Tools > Custom Task...** from the Viewer menu.

The Custom tasks window displays.



2. Select a custom task from the Available custom tasks drop-down list.
3. Ensure that the Set Parameters Only is checked.
4. Click Run.

The Parameters window displays.

Please Provide the Parameters for Custom Task

	Name	Type	Description/Comment	Value
1	@ScnID	Numeric		
2	@USerID	Numeric		
3	@par1	Numeric		value 2
4	@SeriesID	Numeric		312276
5	@par2	String		user3

☒ Save For Current Scenario

☐ Save As Default

Accept Cancel

5. Enter the value or click inside the Value textbox and select the value from the drop down list for each possible parameter.

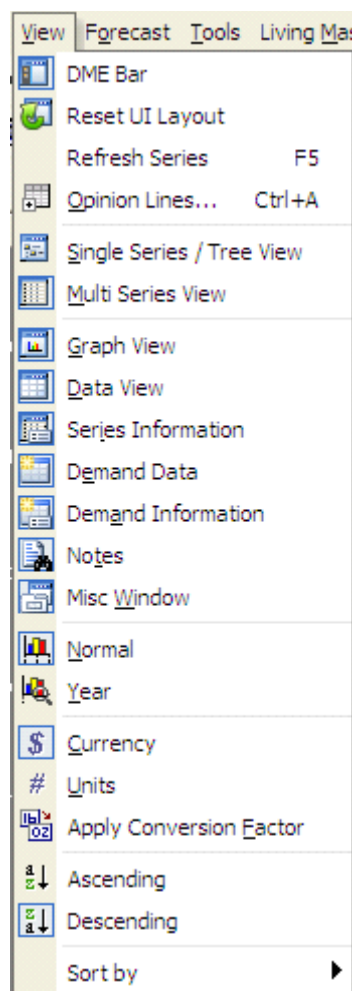
Note: *If you want to use the values for other Scenarios, check the Save as Default checkbox.*

6. Click **Accept**.

Section 4: View Feature in the Viewer

On the Viewer toolbar, the View feature provides additional options for how to customize your information. You can configure the Viewer user interface to have specific information readily viewable and available.

From the Viewer toolbar, click on View. The dropdown list displays a list of options.



The table below provides detail information for each feature. Some of these features are further explained in this section.

Feature	Description
DME Bar	Shows/hides the DME bar in the left-hand pane.

Feature	Description
Reset UI Layout	Resets user interface to its default display if you have customized the user interface. See “Customizing the Layout” on page 90. for additional information.
Refresh Series	Refreshes series
Opinion Lines	Opens “Opinion Lines to Show” window.
Single Series/ Tree View	Displays either Single Series or Tree View of series. Replaces Multi Series View on the left-hand side of the user interface.
Multi Series View	Displays Multi Series View. Replaces Single Series View on the left-hand side of the user interface.
Graph View	Displays Graph View window.
Data View	Displays Data View window.
Series Information	Displays Series Information window.
Demand Data	Displays Demand Data window.
Data Information	Displays Data Information window.
Notes	Displays Notes View window.
Misc Window	Displays Mode View window.
Normal	Displays Normal View.
Year	Displays Year View in the Graph View, Data View, and Demand Data windows.
Currency	
Units	

Feature	Description
Apply Conversion Factor	
Ascending	
Descending	
Sort by	

4-1: DME Bar

You can display or hide the Atlas Planning Suite applications in the left-hand pane of the Viewer's user interface.

- 1. Select **View > DME Bar** from the Viewer menu. Alternatively, you can click the  icon on the toolbar.

The left-hand pane is hidden from the user interface.

Demand Management Engine - [Scenario Name: drp-test01]

File Edit View Forecast Tools Living Master Reports Applications Window Help

Single Series View

[1080] [BIG DEPOT] [EAST]

[1080] [BIG DEPOT] [WEST]

[1080] [DISCOUNT PALACE] [EAST]

[1080] [DISCOUNT PALACE] [WEST]

[1121] [GARDEN SOURCE] [EAST]

[1242] [BIG DEPOT] [EAST]

[1242] [BIG DEPOT] [WEST]

[1352] [BIG DEPOT] [EAST]

[1352] [BIG DEPOT] [WEST]

[1352] [DISCOUNT PALACE] [WEST]

[1352] [GARDEN SOURCE] [EAST]

[1352] [GARDEN SOURCE] [WEST]

[1402] [BIG DEPOT] [EAST]

[1402] [BIG DEPOT] [WEST]

[1501] [DISCOUNT PALACE] [EAST]

[1712] [BIG DEPOT] [EAST]

[1812] [BIG DEPOT] [EAST]

[1905] [BIG DEPOT] [WEST]

[1905] [DISCOUNT PALACE] [EAST]

[1905] [DISCOUNT PALACE] [WEST]

[1905] [EVAN'S HARDWARE] [EAST]

[1905] [EVAN'S HARDWARE] [WEST]

[1905] [OUTDOOR WORLD] [EAST]

[1905] [OUTDOOR WORLD] [WEST]

Demand Data

[1080] [BIG DEPOT] [EAST] (\$)

History 2

Description	Adj Hist	Act Fcst	Inv Turn	Beg In
2007-08		198,760		
2007-09		244,065		
2007-10		248,925		
2007-11		275,155		
2007-12		279,371		
2008-01		195,881		
2008-02		251,773		
2008-03		283,165		
2008-04		343,679		
2008-05		269,913		
2008-06		224,717		
2008-07		249,994		
2008-08		264,072		
2008-09		293,875		
2008-10		298,878		
2008-11		329,464		

Demand Information

Max Ord 1,000.00

Safety Stock

Include Fcst Values False

Include Fcst Values

Include Fcst Values

Series Information

DRP End Dt 31/07/2007

Statistics

StdDev 147.90

RSqr 82.33 %

MAPE 5.43 %

Mean 936.42

Status

Do Not Forecast True

Do Not Forecast

Do Not Forecast

Mode View

Display Adjustment Same As

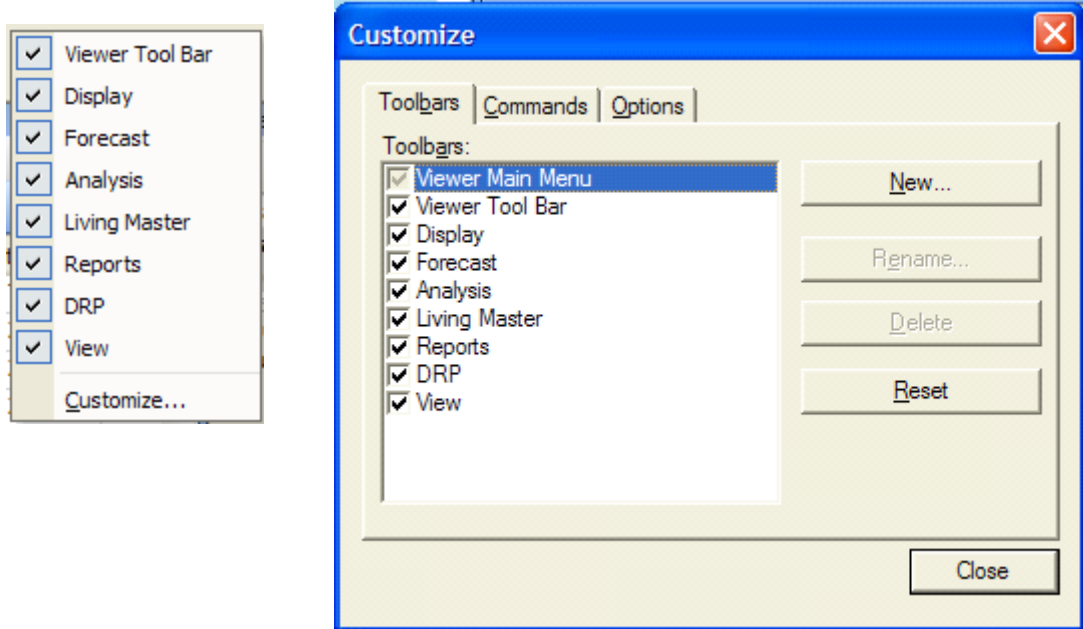
From 2005-01 To 2008-11

Notes View

Series new note

2008-12

2. You can also right-click in on gray space on the top toolbar and customize the toolbar with only the icons you wish to view.



3. Click Close when finished.

4-2: Refresh Series

If you wish to refresh the data because you have ran a process, for example DRP or a custom task, you can refresh the data the application is displaying.

1. Select **View > Refresh Series** from the Viewer menu.

Alternatively, you can press the F5 key on the keyboard.

The data displayed in the panes is refresh without selecting another series.

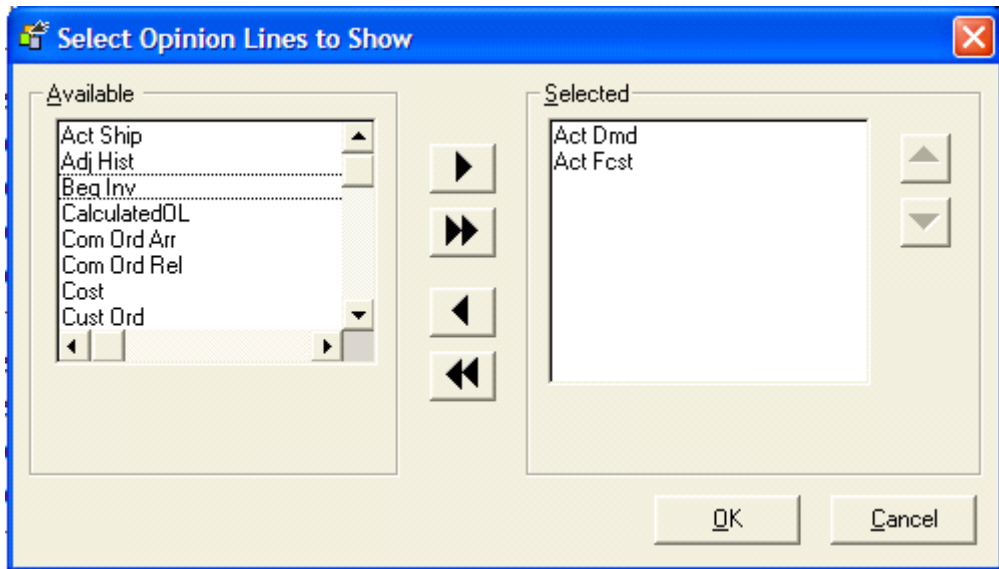
4-3: Opinion Lines

There could be up to 24 different types of Opinion Lines on a graph. Each line represents a different data series. You can add or remove Opinion Lines in either the Graph View or Data View.

To select Opinion Lines to display in the Graph View or Data View:

1. On the Graph View, right-click on the graph and select “Select Opinion Lines to Show”. Alternatively, you can click the  icon or go to View > Opinion Lines from the Viewer toolbar.

The Select Opinion Lines window displays.



2. From the Available textbox, select which Opinion Lines you would like to display on the graph and click the  button. If you would like to select all of them, click on the  button. You can remove the Opinion Lines from the graph by clicking on the   arrows.
3. Click OK.

The table below details what each Opinion Line means for the data series.

Line	Description
Blue	History of the series (default).
Pink	Represents manual adjustments (measurements) made to the graph and displays previous values when changes are made.
Yellow	Forecast of the series (default).
Dotted Red	Represents where the history ends and the forecast starts (default).
Cyan	Represents the upper confidence limit.
Aqua	Represents the lower confidence limit.
Green	Represents safety stock.
Orange	Represents the level of error.
Tan	Represents the original forecast before any changes are made.

4-4: Year

You can view the series data by year. Click the Year View button on the Data View to view the data by year.

The column labels will be the Year (2003, 2004, 2005 to 2006) and the row labels depend on the cycle configurations that were set previously. To configure the cycle, use the Advanced Options on the main DME menu. The cycle must be set prior to loading the data for a forecast in order to take effect. If the dates are not set, the DME defaults to the Year View with cycle set to monthly.

To view Year-to-Year Data:

1. Navigate to the **Data View** tab and click the **Year View** button.

2. Click the **cell of Historical data** to make changes.

[1080] [BIG DEPOT] [EAST]							
Act Fcst	▼	Act Fcst	▼	January	▼		
	2005	2006	2007	2008	Growth	Min	Max
January	759	612	797	986	24	612	986
February	989	931	1,028	1,267	23	931	1,267
March	1,044	936	1,161	1,425	23	936	1,425
April	1,211	1,081	1,414	1,729	22	1,081	1,729
May	919	789	1,114	1,358	22	789	1,358
June	767	692	930	1,131	22	692	1,131
July	849	826	1,038	1,258	21	826	1,258
August	834	805	1,000	1,329	33	805	1,329
September	883	890	1,228	1,479	20	883	1,479
October	910	981	1,252	1,504	20	910	1,504
November	1,004	1,138	1,384	1,658	20	1,004	1,658
December	969	1,104	1,406	1,679	19	969	1,679
Total	11,138	10,786	13,753	16,799	269	10,786	16,799

Graph View Data View Demand Data

The following table details the data for this window.

Feature	Description
Historical Cycle	From the dropdown arrow on the right-hand side,
Start Period	From the dropdown arrow on the right-hand side, select Start Period then select a month from the dropdown list.
Growth Cycle	From the dropdown arrow on the right-hand side, set number of cycles back to compare growth to the current forecast.

Feature	Description
Growth	Compare the previous forecast year with the current forecast year.
Min & Max	Minimum and maximum values between all years.
Total	Total value for the current year; you can edit the total value.

Section 5: Customizing the Layout

You can move around the view windows in the Viewer; this is done to rearrange the windows. The panes can be moved and configured in any way. A layout is only saved when the Scenario is closed.

1. Click and hold a view's header with your mouse.
2. Move the window slightly.

Manuever arrows display on screen.

Single Series View

[1080] [BIG DEPOT] [EAST]

[1080] [BIG DEPOT] [WEST]

[1080] [DISCOUNT PALACE] [EAST]

[1080] [DISCOUNT PALACE] [WEST]

[1121] [GARDEN SOURCE] [EAST]

[1242] [BIG DEPOT] [EAST]

[1242] [BIG DEPOT] [WEST]

[1352] [BIG DEPOT] [EAST]

[1352] [BIG DEPOT] [WEST]

[1352] [DISCOUNT PALACE] [WEST]

[1352] [GARDEN SOURCE] [EAST]

[1352] [GARDEN SOURCE] [WEST]

[1402] [BIG DEPOT] [EAST]

[1402] [BIG DEPOT] [WEST]

[1501] [DISCOUNT PALACE] [EAST]

[1712] [BIG DEPOT] [EAST]

[1812] [BIG DEPOT] [EAST]

[1905] [BIG DEPOT] [WEST]

[1905] [DISCOUNT PALACE] [EAST]

[1905] [DISCOUNT PALACE] [WEST]

[1905] [EVAN'S HARDWARE] [EAST]

[1905] [EVAN'S HARDWARE] [WEST]

[1905] [OUTDOOR WORLD] [EAST]

[1905] [OUTDOOR WORLD] [WEST]

Data View

[1080] [BIG DEPOT] [EAST] (\$)

History 2

Description	Act Dmd	Act Fcst
2007-03		230.726
2007-04		281.000
2007-05		221.424
2007-06		184.847
2007-07		.313
2007-08		760
2007-09		.925
2007-10		.155
2007-11		279.371
2008-01		195.881
2008-02		251.773
2008-03		283.165
2008-04		343.679
2008-05		269.913
2008-06		224.717

Graph View Data View Demand Data

Demand Information

Ord Freq 0.00

LeadTime 2

Max Ord 1,000.00

Safety Stock

Include Fcst Values False

Include Fcst Values

Include Fcst Values

Reset

Series Information

DRP St Dt 01/01/2007

Product Class GASS GRILLE

Sales Group B

Drug Name

Product Group GRILLS

Product Family SURE CHEF

DRP End Dt 31/07/2007

Statistics

Do Not Forecast

Do Not Forecast

Notes View

Series new note

2008-12

3. Move the window to where you would like to place it in the Viewer's user interface.
4. As you move the window, the four arrow buttons turn blue and move with the direction you move the window.
5. Drop the window to where you would like it displayed in the user interface.

The window is now located to where you dropped it in the Viewer

user interface. Click the  icon to reset the user interface to the default view. Alternatively, go to View > Reset UI Layout on the Viewer toolbar.

Chapter 4 Using Filters and Exceptions

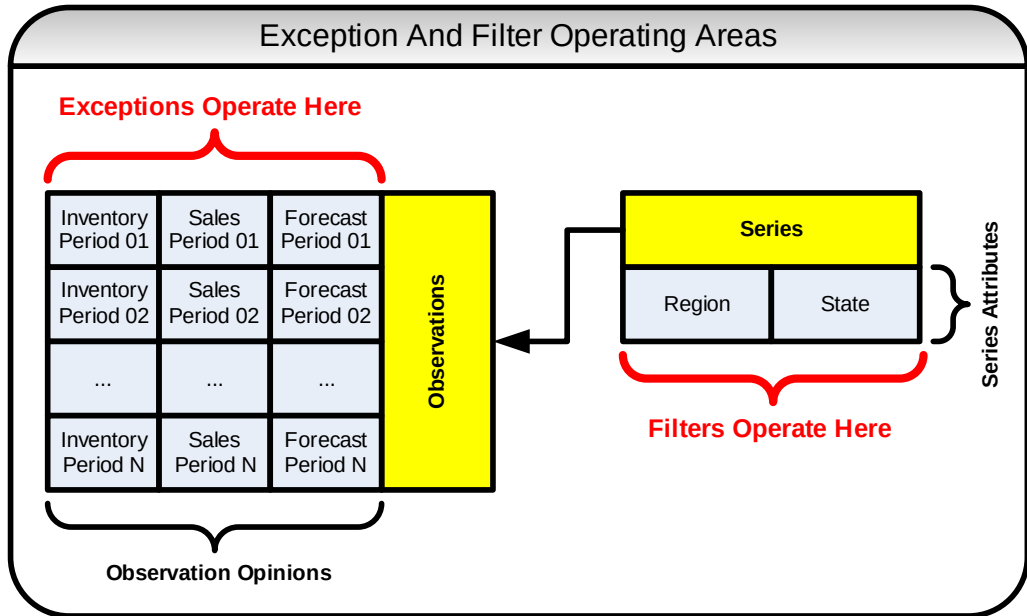
This chapter includes:

Section 1: Overview	92
Section 2: Filter Management.....	94
Section 3: Exception Management.....	110

Section 1: Overview

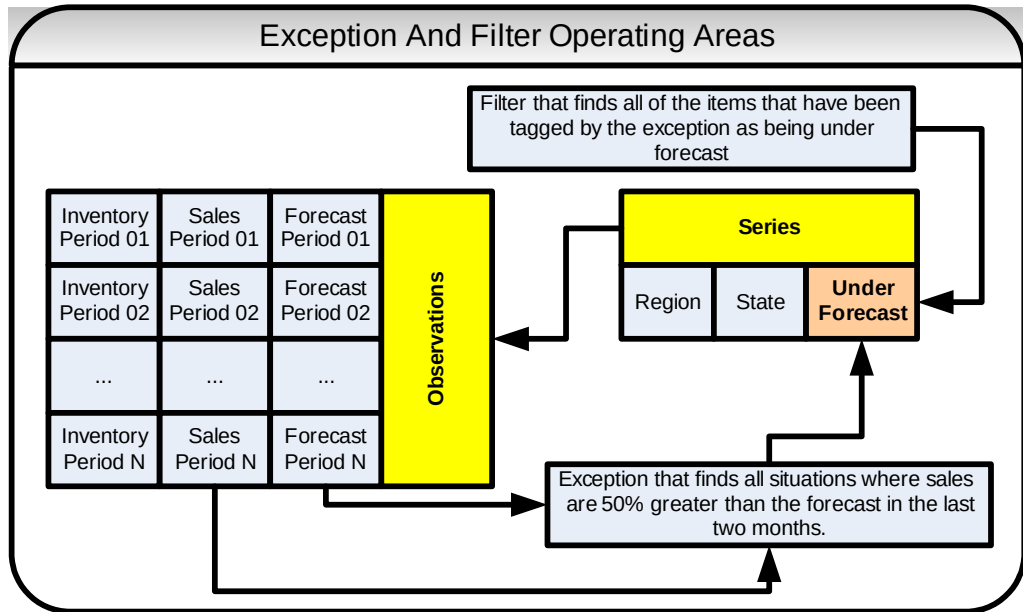
Filters and Exceptions provide users the ability to manage, control and identify forecasts. Filters and Exceptions improve the accuracy of the forecast by focusing on the items that have the greatest impact on the overall results. Filters provide the ability to select items based on series attributes. Exceptions provide the ability to select items based on the numerical information that is stored in observations. By using these two features within the DME, you can manage the forecast in a very effective manner.

The illustration below details the way in which Filters and Exceptions interact.



It is important to note that Exceptions have an additional feature that enable you to update attributes within the series. In this way, when an Exception is run, the results of the Exception can be stored so that

they can be accessed later using a filter. The illustration below details the interaction between Exceptions and Filters.



In this case, the Exception flags the items by setting the series attributes. Once the attribute has been set by the Exception, a filter is then used to select the series at any point in time. If the attribute is made editable, then users are able to replace the flag with a space, which then removes it from the filter so that the item no longer is visible; this allows the System Administrator to set Exceptions and users can clear them.

Section 2: Filter Management

You can specify particular groups or sections of the data table that the DME uses in the forecast with Filters. Filters enable you to perform quick analysis on specific pieces of data. To use a Filter you must have the following completed:

- Create a filter
- Launch a filter

A Filter contains a Filter Expression. Prior to creating a filter, you must understand the concept of how the DME defines a Filter Expression.

2-1: Filter Expression

A Filter Expression is a combination of fields, operators and value fields which indicate to the DME specific data to use in the Viewer.

A Filter Expression has the format of:

Field Name Logical Operator Data Value

2-1-1: Example 1

In my source data, I want to display only the items that BIG MART purchases in the Midwest.

This filter expression would look like this:

Customer="BIG MART" AND Region="Midwest"

In this example, the Field Name is Customer, the operator is = and the Data Value is BIG MART.

2-1-2: Example 2

Your source data lists all employees, their departments, and start dates. You want to know how many people started in the Marketing and Sales departments in the year of 1999. You can build a filter expression that tells the DME to look at dates in 1999 and employees in the Sales or Marketing departments.

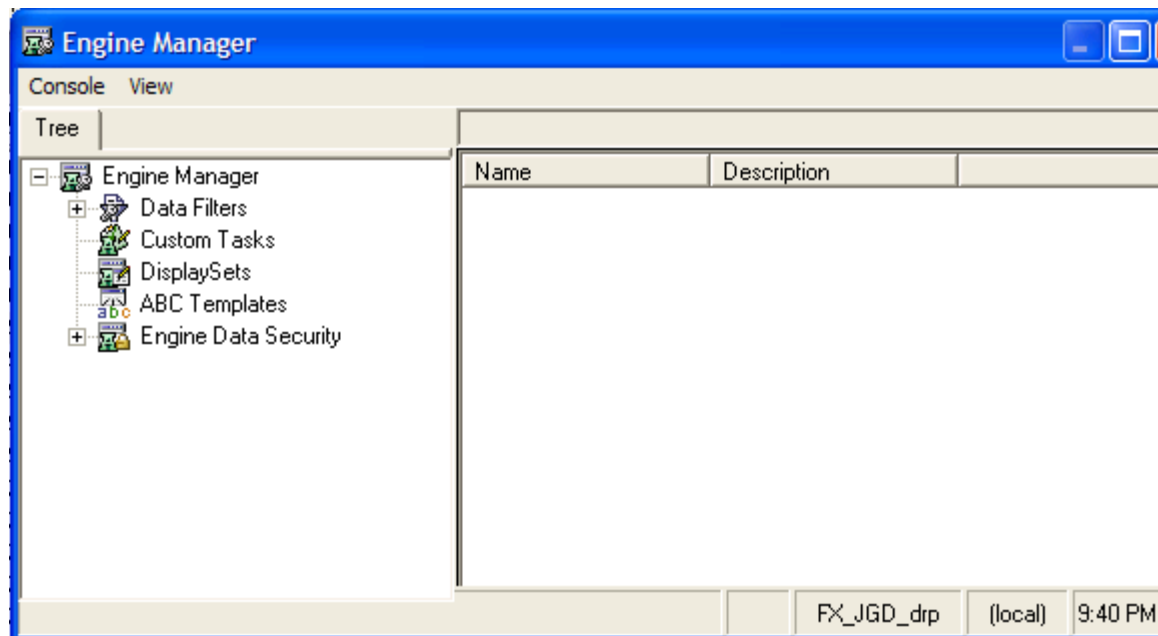
This filter expression would look like this:

Start Date >= '%1/1/99%' AND Start Date <= '%12/31/ 1999%' AND (Dept = Sales OR Dept = Market)

2-2: Create a Filter

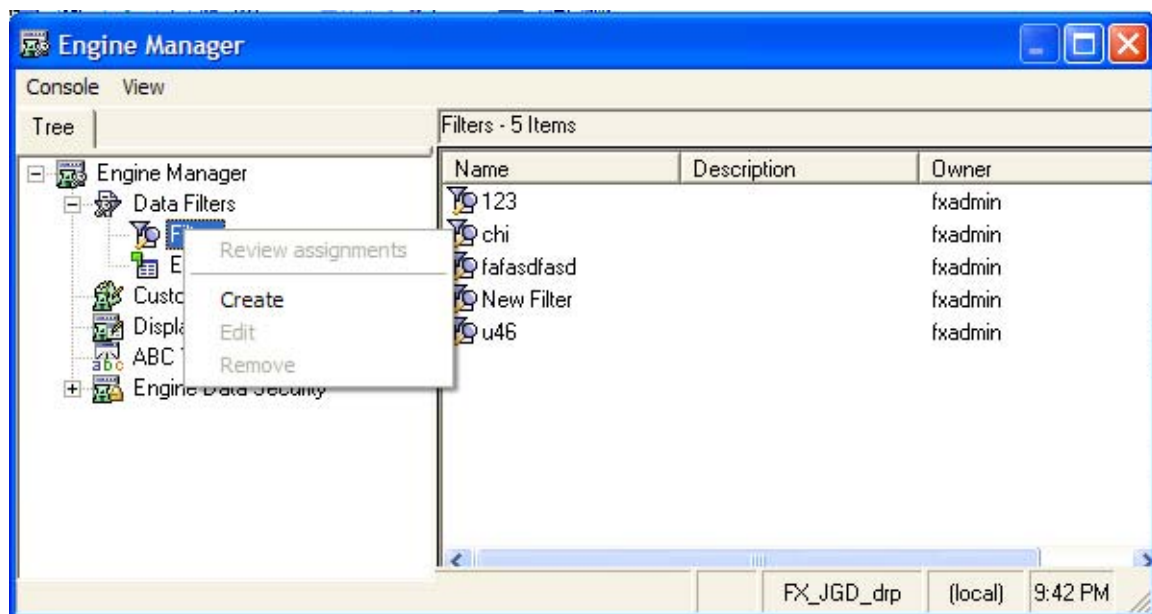
1. Select **Applications > Engine Manager** from the Viewer window with an open Scenario.

The Engine Manager window displays.



2. Click Data Filters to expand the list.

3. Right-click on the Filters resource and select Create.



The Filtering Wizard displays.

The screenshot shows the 'Filtering Wizard' dialog box. It has a title bar with a wizard icon and standard window controls. The main area is divided into several sections:

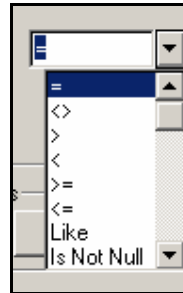
- Expression Builder:** Contains a 'Field List' dropdown menu with 'BaseTarget' selected, an equals sign operator dropdown, and a 'Values' dropdown menu. Below these is a 'Field Type' label with 'String' selected. To the right are 'Show Values' and 'Add Expression' buttons.
- Logic Operators and parenthesis:** A row of buttons for 'AND', 'OR', '(', and ')'.
- Filter expression:** A large text area for entering the filter expression.
- Action Buttons:** A row of buttons labeled 'Show Results', 'Parse Expression', 'Clear Filter', and 'Count'.
- Footer:** 'Save and Close' and 'Cancel' buttons.

When you check the Apply Filter to All Scenarios checkbox, the option pulls data from all Scenarios that the user can access.

4. Select the name of the field from the Field List drop-down list for the first part of the expression.

Note: *The values available depend on the data source loaded by the Base Unit.*

5. Click the Operator (unlabeled in the Filtering Wizard window) drop-down list and select the operator. Notice the (=) equal sign in the next field.



The operators are:

- = Equal to
 - <> Not equal to
 - > Greater than
 - < Less than
 - >= Greater than or Equal to
 - <= Less than or Equal to
 - Like
(Means similar)
 - Is not Null
(Contains data)
 - Is Null
(Means nothing)
6. Click the Show Values button.

All the values that coincide with the property selected populate the Values drop-down list.
 7. Locate and select the appropriate value from the Values drop-down list.
 8. Click the Add Expression button.

The filter expression you created appears in the Filter expression textbox.

- 9.** Press the Count button to show how many Series are returned by applying the selected filter to the selected scenario.
- 10.** Click the appropriate AND OR buttons from the Logic Operators and parenthesis section. Use the parentheses where appropriate in the filter expression or when the filter expression requires multiple parameters.
- 11.** Click the Parse Expression button to ensure that the filter expression is valid. If the filter expression is not valid, an error message appears.
- 12.** Click the Show Results button when you are finished building the expression.

The values specified display in the results area of the window.

The Filtering Wizard dialog box is shown with the following components:

- Expression Builder:**
 - Field List:** BaseTarget
 - Operator:** =
 - Values:** (empty)
 - Field Type:** String
 - BaseTarget** (highlighted)
 - Show Values** and **Add Expression** buttons.
- Logic Operators and parenthesis:** AND, OR, (,) buttons.
- Filter expression:** [BaseTarget] = "
- Buttons:** Show Results, Parse Expression, Clear Filter, Count.
- Table:**

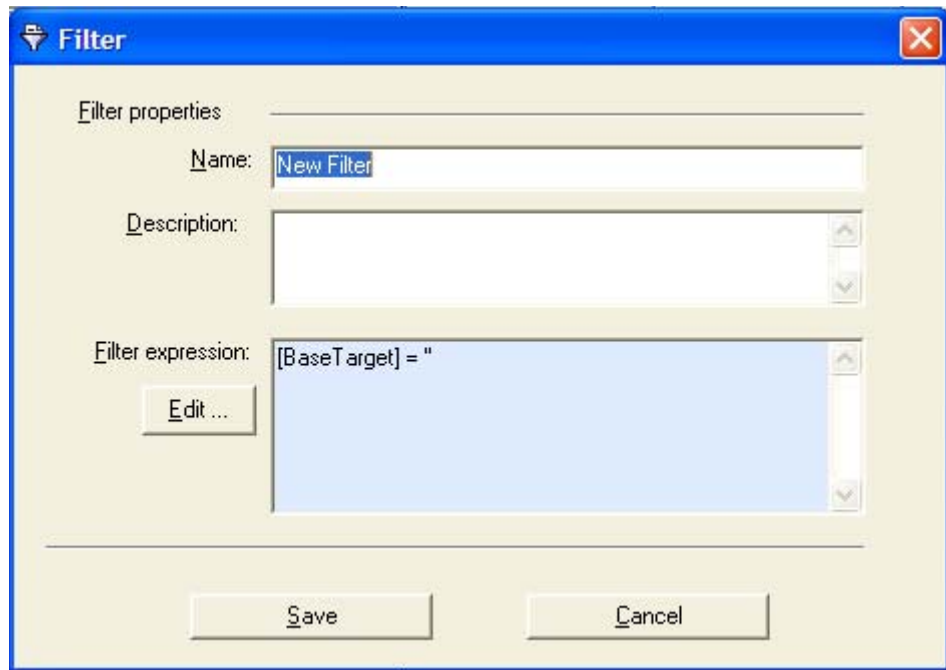
Label	UserField01	UserField02	UserField03	UserField04
[1080] [BIG DEP...				
[1080] [BIG DEP...				
[1080] [DISCOU...				
[1080] [DISCOU...				
[1121] [GARDE...				
[1242] [BIG DEP...				
[1242] [BIG DEP...				
[1352] [BIG DEP...				
[1352] [BIG DEP...				
[1352] [DISCOU...				
[1352] [GARDE...				
[1352] [GARDE...				

Total Records: 24

Save and Close **Cancel**

13. Click the Save and Close button or edit the results, if necessary.

14. Type a name for the new filter in the Name text box.

The image shows a 'Filter' dialog box with a blue title bar and a red close button. It contains three main sections: 'Filter properties' with a 'Name' text box containing 'New Filter', a 'Description' text box, and a 'Filter expression' text box containing '[BaseTarget] = "'. There is an 'Edit ...' button next to the expression box. At the bottom are 'Save' and 'Cancel' buttons.

15. Type in a description in the Description textbox.

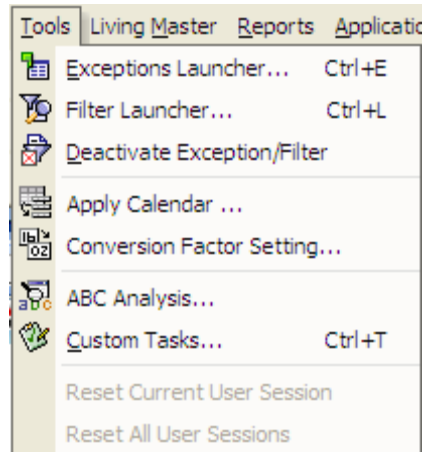
16. Click Save.

A new filter is added.

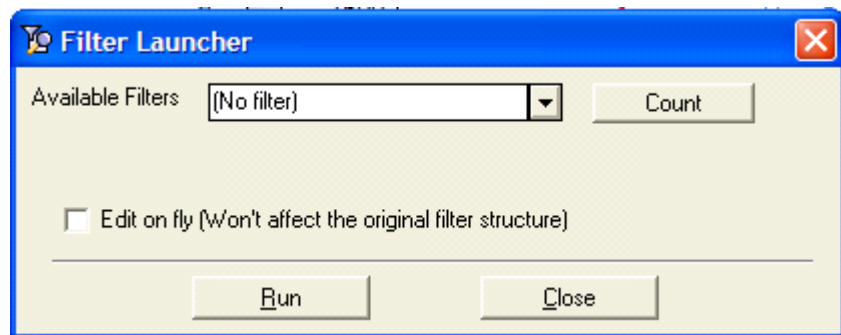
2-3: Launch a Filter

You can use a Filter for any Scenario. The Filter Launcher executes the filter you have chosen by matching the data to the criteria defined in the Expression. After the filter executes, the DME displays the results of the Filter Expression.

1. Select **Tools > Filter Launcher** from the Viewer menu.



The Filter Launcher window displays.

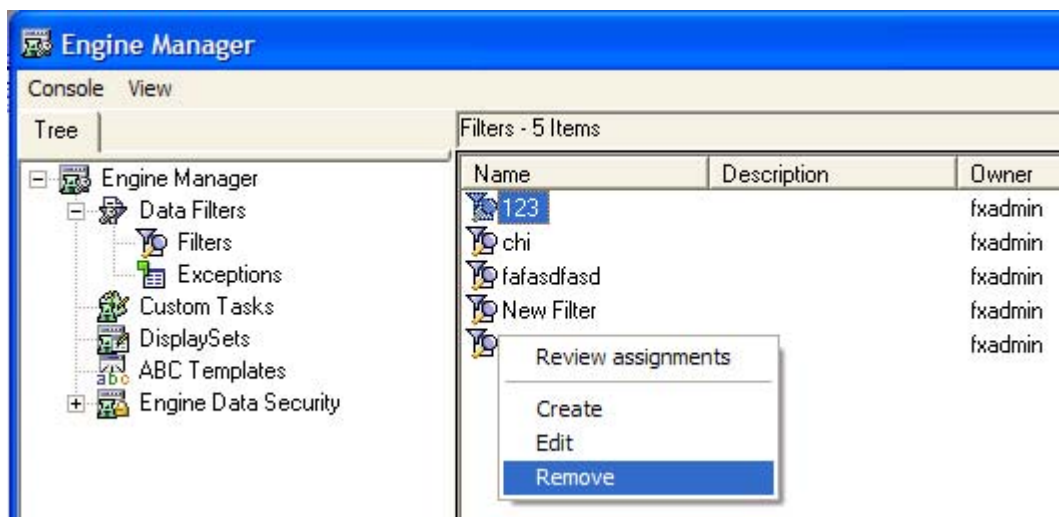


2. Select the filter from the Available Filters drop-down list. The results display in the current open Scenario.
3. Press the Count button to show how many Series are returned by applying the selected filter to the selected scenario.

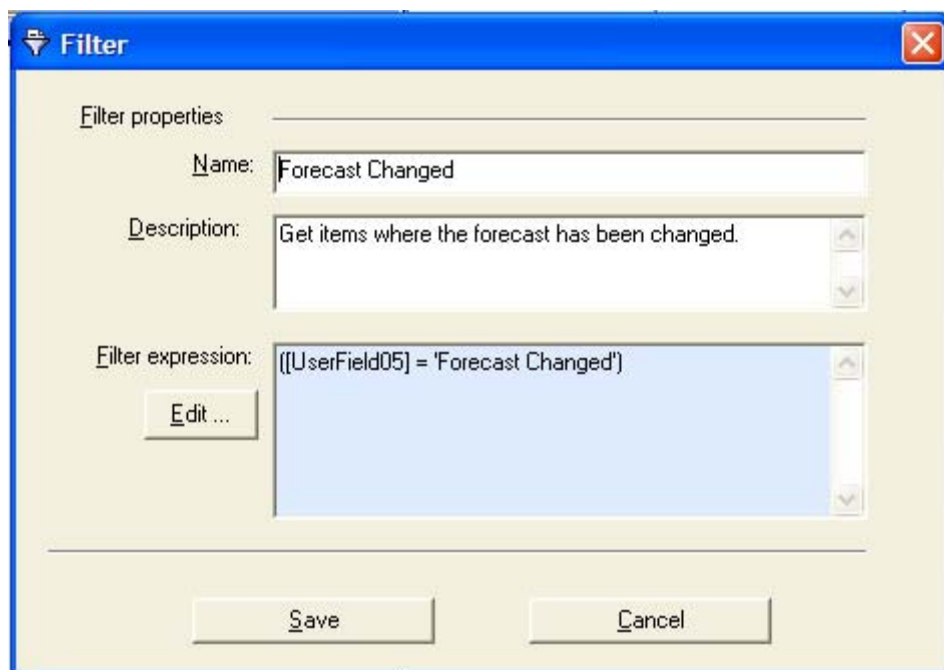
2-4: Edit a Filter

1. Open a Scenario in the Viewer.
2. Select Applications > Engine Manager from the menu.
3. Expand the Filters resource.

4. Right-click the Filters resource and click Edit.



5. Click the Edit button.
6. Make edits to the Filter Expression.



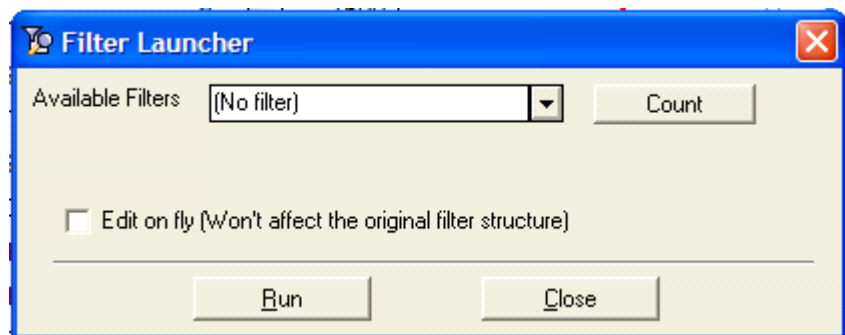
7. Click Parse Expression to make sure the filter expression is valid.
8. Click **Save** to update the filter.

2-5: Edit the Filter on Fly

For quick changes, the Filter Expression can be changed on the fly. A user has the option of editing the filter just before it is run in the Viewer. Use Edit on the Fly for quick changes without modifying the original Filter Expression.

1. From the Viewer, click on Tools > Filter Launcher.

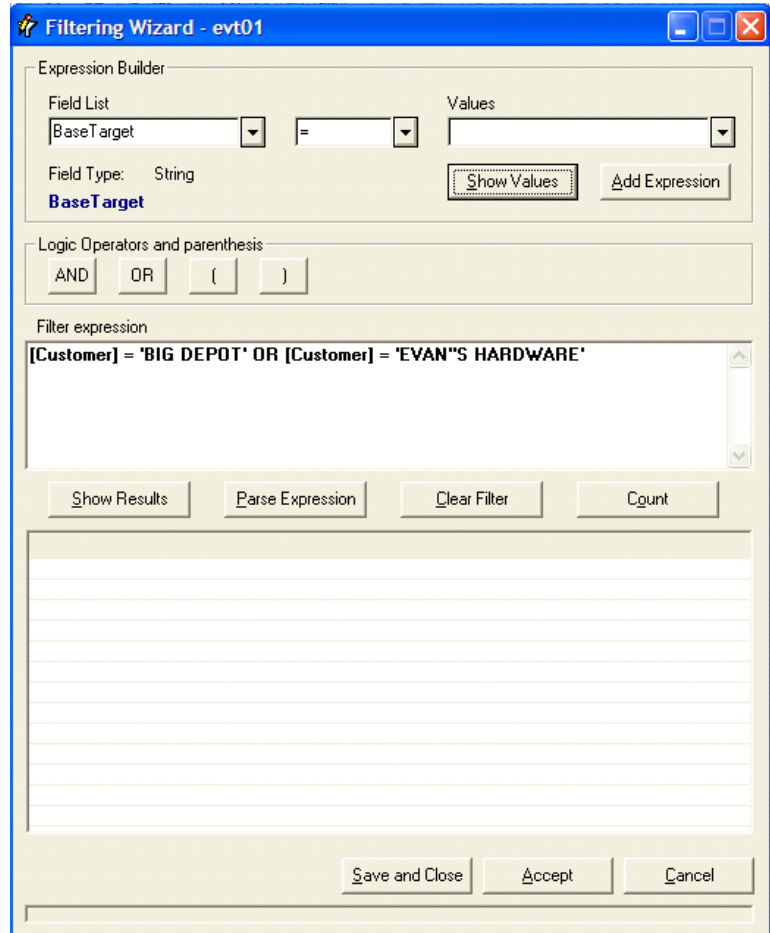
The Filter Launcher dialog box displays.



2. Select the filter from the Available Filters drop-down list.
3. Check the Edit on fly checkbox.
4. Click Run.

Note: *These changes are not saved. The updated Filter Expression is only used for this execution at this point in time. You have to make changes and save them in the original Filter Expression is saved in the Viewer.*

The Filtering Wizard window displays.



5. Modify the filter expression and click Accept.

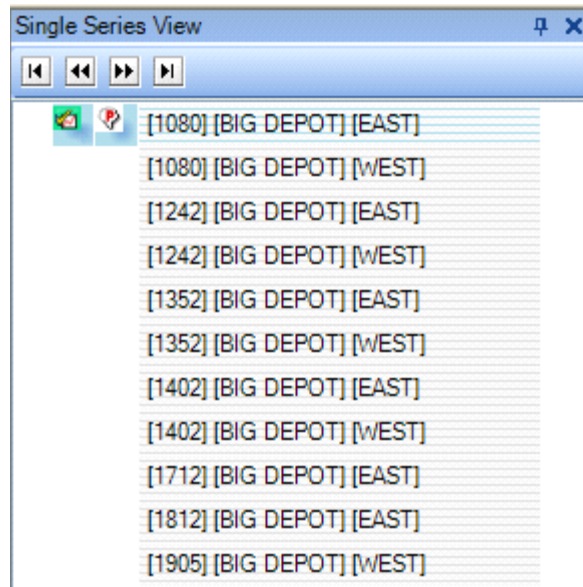
The filter is applied to the Scenario.

Note: *If you did not select Edit on fly and click Run, the filter is executed immediately.*

When the execution is finished, the Viewer displays only the items that match the criteria.

2-5-1: Example

Assume that you have a filter that displays the items only where the customer is BIG DEPOT. The following window displays an example of the filter in the Single Series View window.

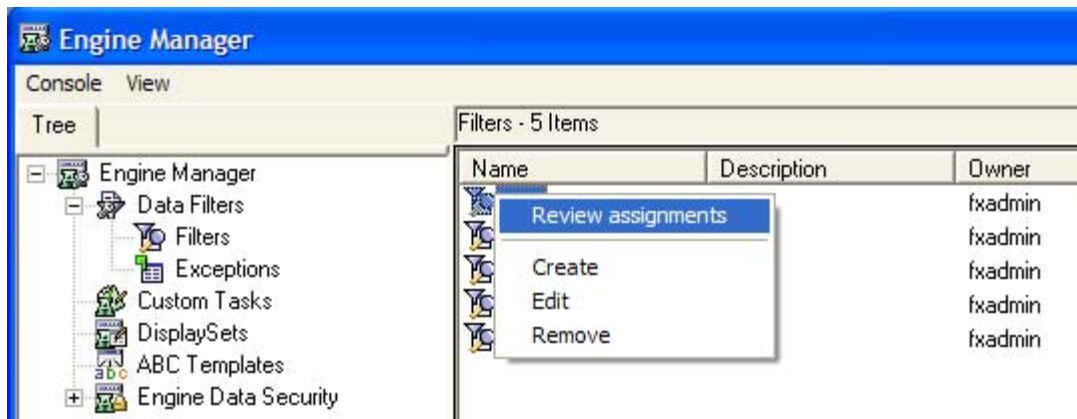


2-6: Share a Filter

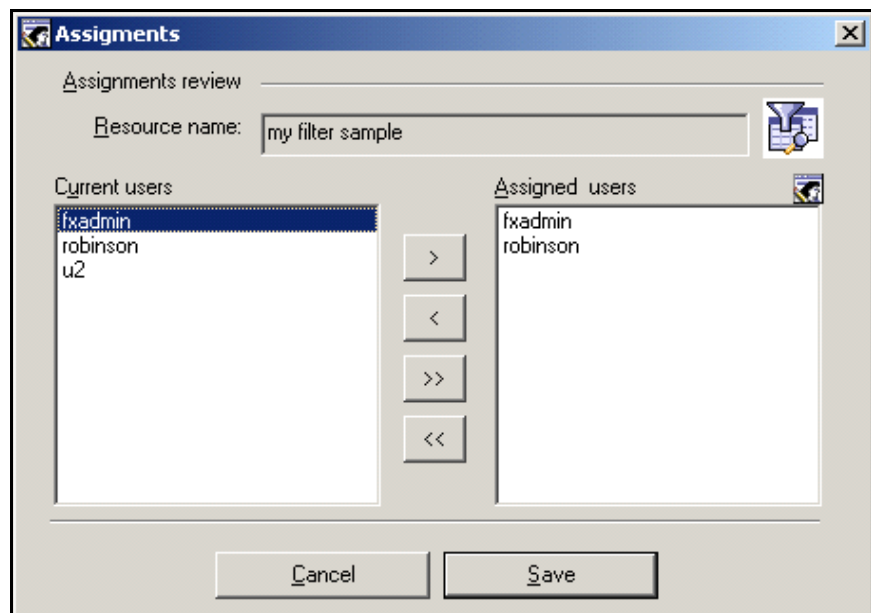
Others may want to use the filter. The System Administrator grants access rights to a user in order to share Scenarios. A user also must have rights to access a previously created filter.

1. Select **Applications > Engine Manager** from the Viewer menu.
2. Click  to expand the Filters resource.

3. Right-click the **Filters** and select **Review Assignments**.



4. Select the users from the Current users textbox and move them to the Assigned users textbox. This enables other users share the filter.

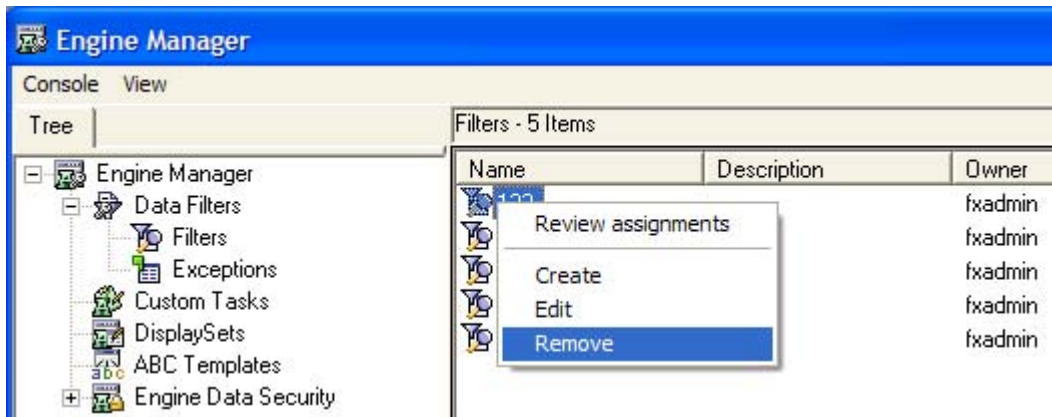


5. Click Save.

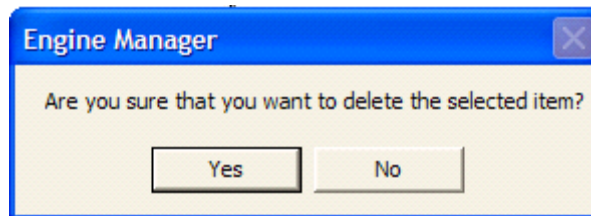
Now the selected users can view and use your filter against their Scenarios.

2-7: Remove a Filter

1. Right-click the Filters resource and select Remove.



The following message displays.



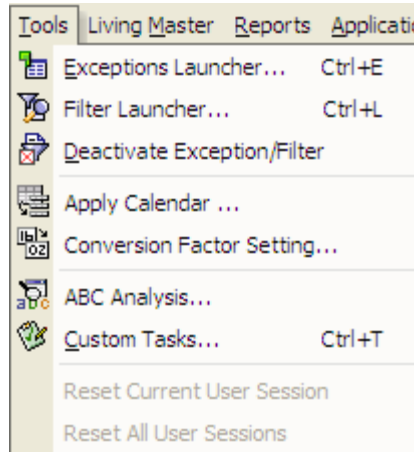
2. Click Yes.

2-8: Deactivate the Filter

A Scenario is only affected by one filter at a time. To apply another filter, the original filter must be deactivated in order to return the Scenario to the original state.

Note: *You can use one filter with many Scenarios. However, a Scenario may only have one filter.*

1. Select **Tools > Deactivate Exception/Filter** from the Viewer toolbar.



2. Click Yes in the window dialog.

Section 3: Exception Management

The term Exception means applying a business rule that filters out items that meet certain criteria.

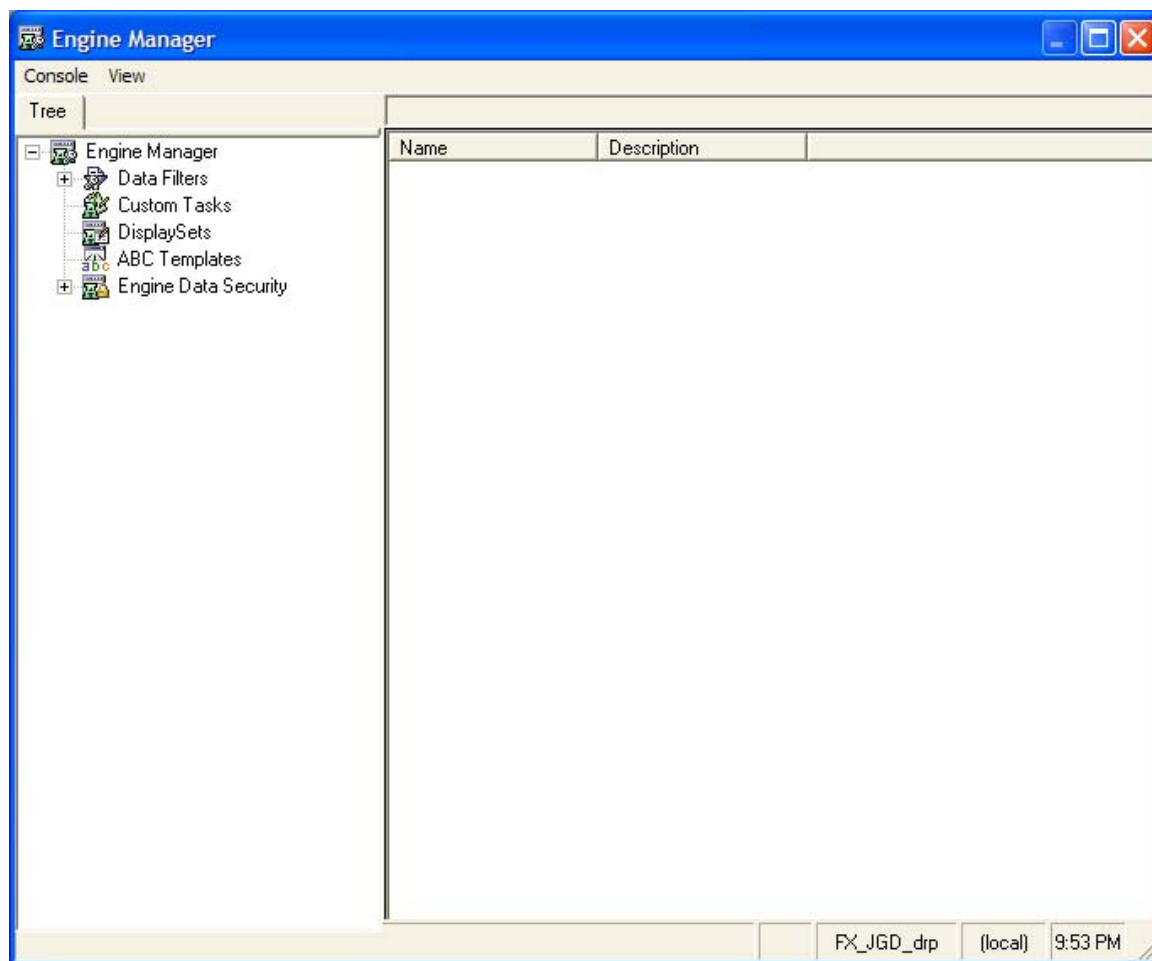
Exceptions capture abnormal items before the data values reach a certain threshold. You must define Exceptions before each forecast cycle. Identifying and removing exceptions enables you to focus your attention on this specific forecast area.

3-1: Create an Exception Template

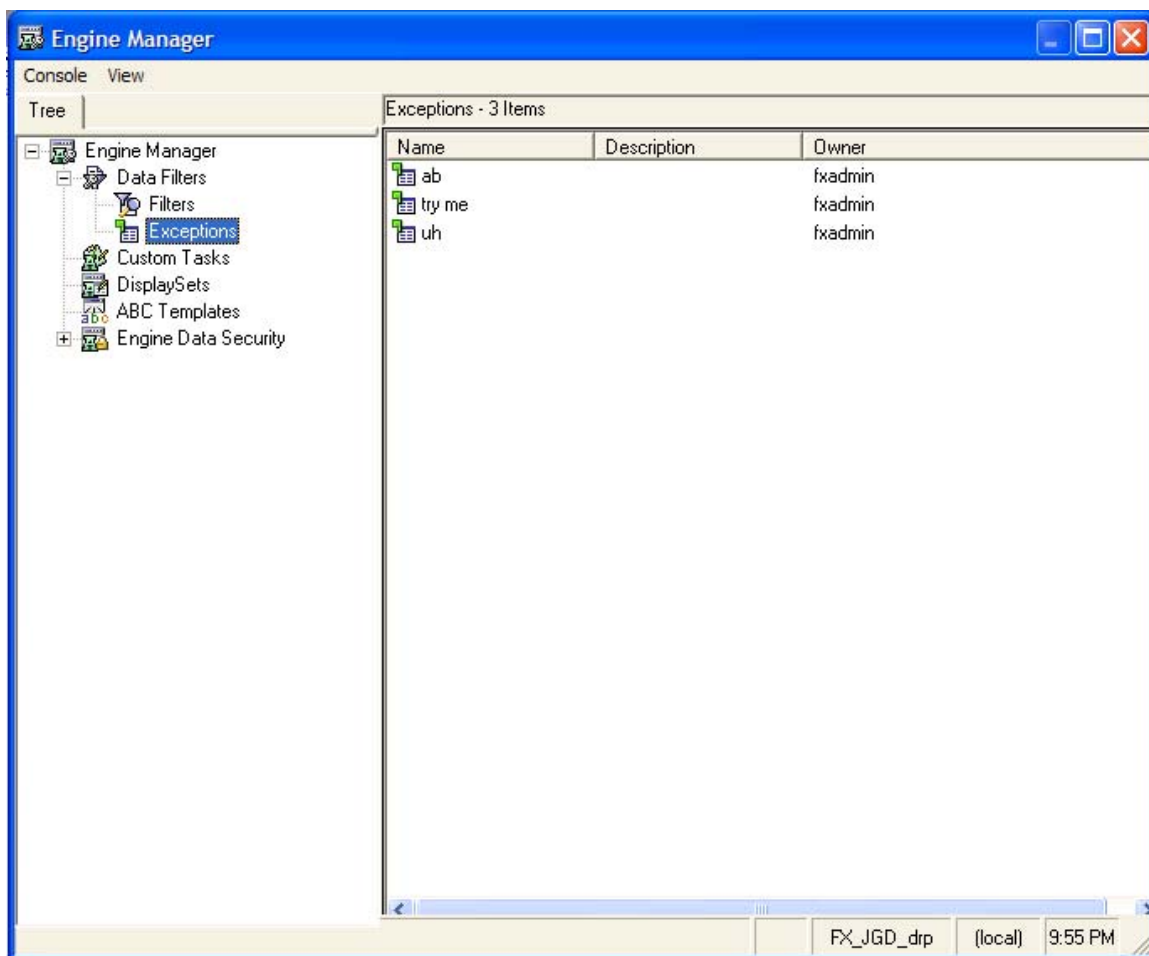
Before processing exceptions, create an exception template.

1. Select **Applications > Engine Manager** from the Viewer menu.

The Engine Manager window displays.

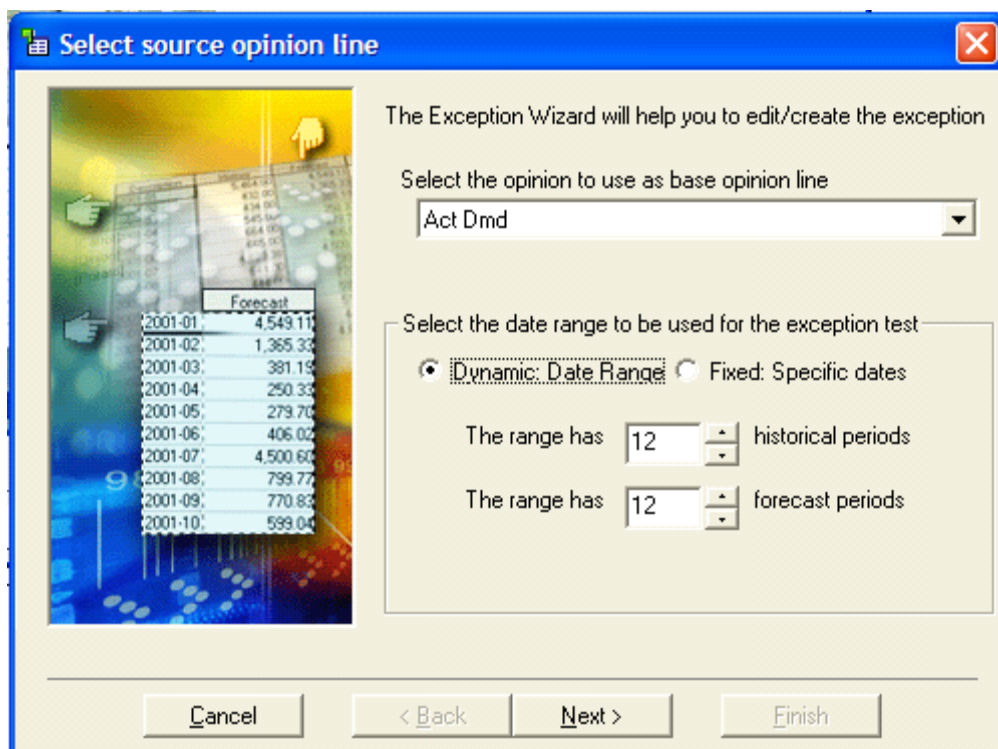


2. Expand the Data Filters resource.



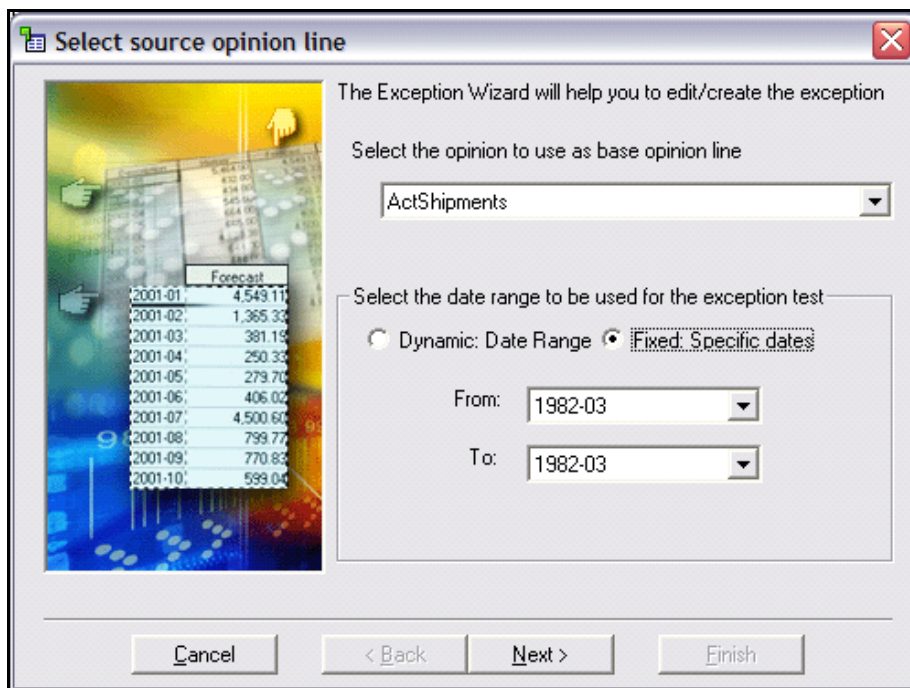
3. Right-click Exceptions and select Create.

The Select source Opinion Line window displays.



4. Click the “Select the opinion to use as base Opinion Line” from the drop-down list. You can select only one base Opinion Line. This is the data that the Exception calculation compares to the criteria.
5. The Dynamic Date Range option automatically selects the Historical and forecast dates based on the range specified. The example above shows how the window looks with this option selected.

6. The Fixed Date Range option enables you to specify a fixed date range using From- and To- dates..



7. Click Next.

The following window displays if you selected the “Fixed: specific dates” option

Select the target opinion line

With what do you want to compare?

☐ I want to compare with a specific value

☒ I want to compare with other opinion line

Opinion Line

Act Dmd

Select the period offset for target line

First period in base line

0

From: 1825-02 To: 1825-02

Cancel < Back Next > Finish

There are two ways to do the comparison:

- **Specific Value:** the specific value option compares the values to a specific threshold. Use this option if you want to compare the base opinion against the value in the Actual Value textbox. Compare a specific value to the selected base Opinion Line.

If you chose “I want to compare with a specific value”, the window changes to that of below.

Select the target opinion line

With what do you want to compare?

☒ I want to compare with a specific value

☐ I want to compare with other opinion line

Actual Value

Cancel < Back Next > Finish

	Forecast	History
2001-01	4,549.11	301.15
2001-02	1,265.35	290.33
2001-04	545.00	279.70
2001-05	664.00	406.92
2001-06	665.00	4,500.80
2001-07	4,623.38	799.77
2001-08	644.00	770.83
2001-09	444.00	599.80
2001-10	656.00	644.00
2001-11	644.00	796.00
2001-12	796.00	5,464.00
2002-01	5,464.00	

8. Enter the **Actual Value** in the textbox and click Next.

The Opinion Line option compares one Opinion Line against another Opinion Line. The following window displays when this option is selected. This option allows the user to compare for

example Historical data against forecast data. Compare an Opinion Line against another Opinion Line.

Select the target opinion line

With what do you want to compare?

☐ I want to compare with a specific value

☒ I want to compare with other opinion line

Opinion Line

ActShipments

Select the period offset for target line

First period in base line

0

From: 1982-03 To: 1982-03

Cancel < Back Next > Finish

9. Select Opinion Line from the drop-down list.

You can adjust the starting period by dragging the sliding bar to the left or right, notice that you cannot change the From and To drop-down list values; these two lists are for information only. If you slide the First period in base line to 3 and compare the Historical data to the forecast data, the time period moves forward 3 periods.

10. Click Next.

The Bucket and method definitions window displays. You can create a filter expression by comparing one of the Comparison Methods to a filter expression.

Bucket and method definitions

Method definition

Bucket length: 1

Method within bucket: Sum

Comparison method between opinions after applying the method within bucket: Variance

Method among buckets after applying the comparison method: Sum

Buttons: Cancel, < Back, Next >, Finish

11. Type in the Bucket length.
12. In the “Method within bucket” and “Method among buckets after applying the comparison method” dropdown, select the method that you would like to use.

A bucket is a logical unit which groups periods together. For example, if the data is monthly, and you specify the bucket length to be 3, you are grouping your data into three quarters and doing a quarter by quarter comparison. There are four aggregate methods for grouping the buckets:

Method	Description
Sum	Add the values
Average	Average of the values

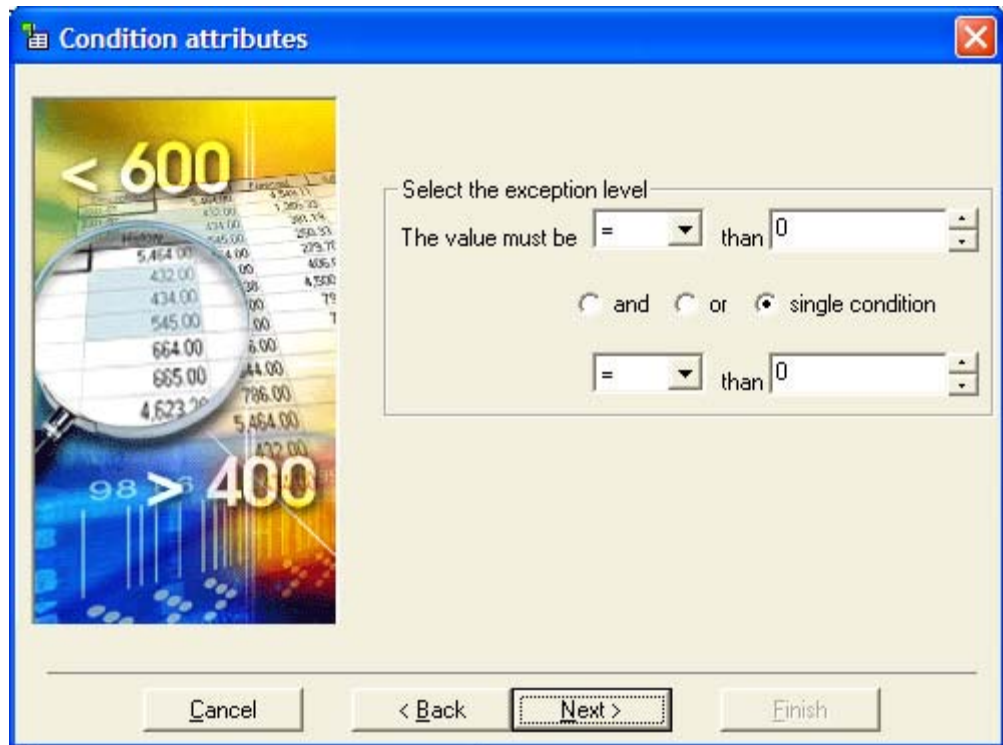
Method	Description
Min	Minimum value
Max	Maximum value

- 13.** From the “Comparison method between opinions after applying the method within bucket” dropdown, select one of the following methods. There are four different comparison methods available:

Comparison Method	Definition
Variance Absolute %	The difference between the values and the thresholds or another Opinion Line. That difference may be positive or negative.
Absolute Variance	The absolute difference between the values and the thresholds or another Opinion Line. That difference is always positive.
% Variance	The percentage of the difference between the values and the threshold or another Opinion Line. The equation is: $(a - b)/b \times 100\%$ Where a is the threshold and b is the value of the base line.
Variance	The absolute percentage of the difference between the values and the threshold or another Opinion Line.

- 14.** Click Next.

The Condition attributes window displays. This window is used to define a Filter Expression in which you can compare the Comparison Method against the expression..



Condition attributes

Select the exception level

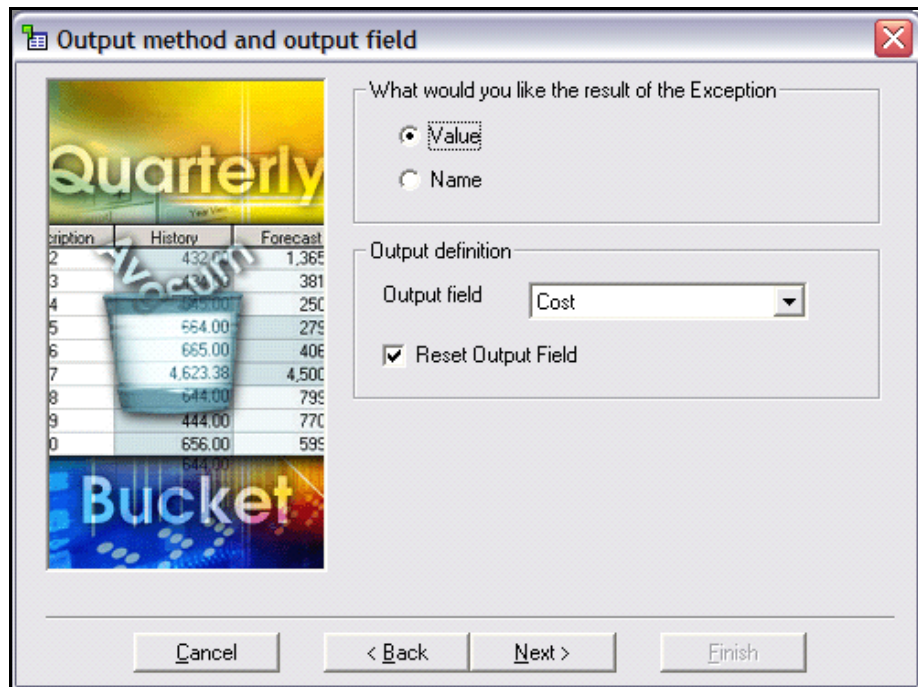
The value must be than

☐ and ☐ or ☒ single condition

than

15. Click Next.

The Output method and output field window displays.

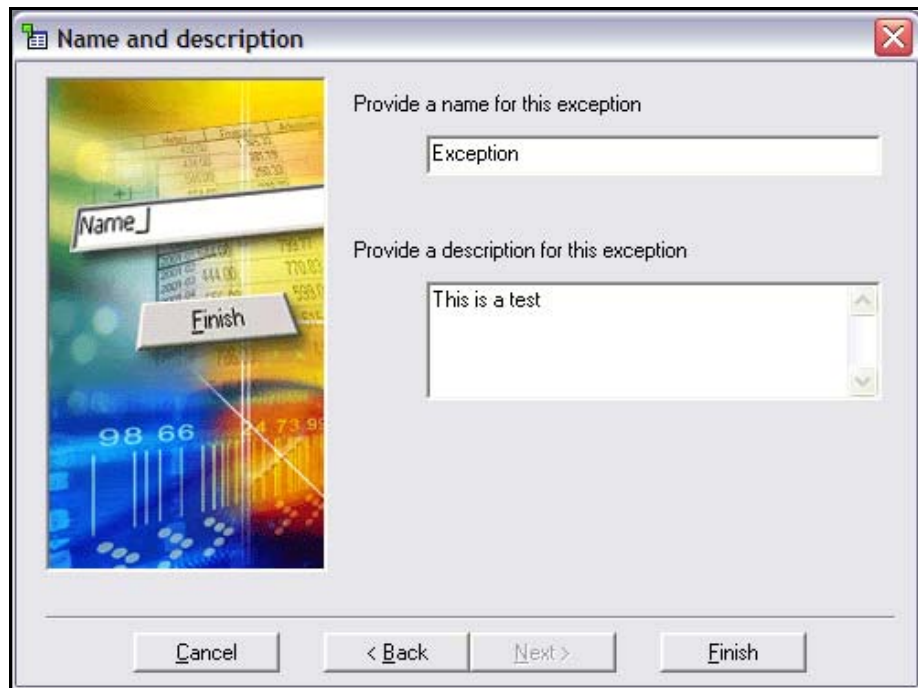


16. Select whether you would like a Value or Name for the Exception's result.

You can store either the exception value or the name of the exception in the Output Field. After processing the exceptions, the DME automatically creates and executes the filter that retrieves the items that fulfill the exception criteria.

17. Check the "Reset Output Field" option to clear your output field when running the exception multiple times.
18. Click Next.

The Name and description window displays.



Name and description

Provide a name for this exception

Exception

Provide a description for this exception

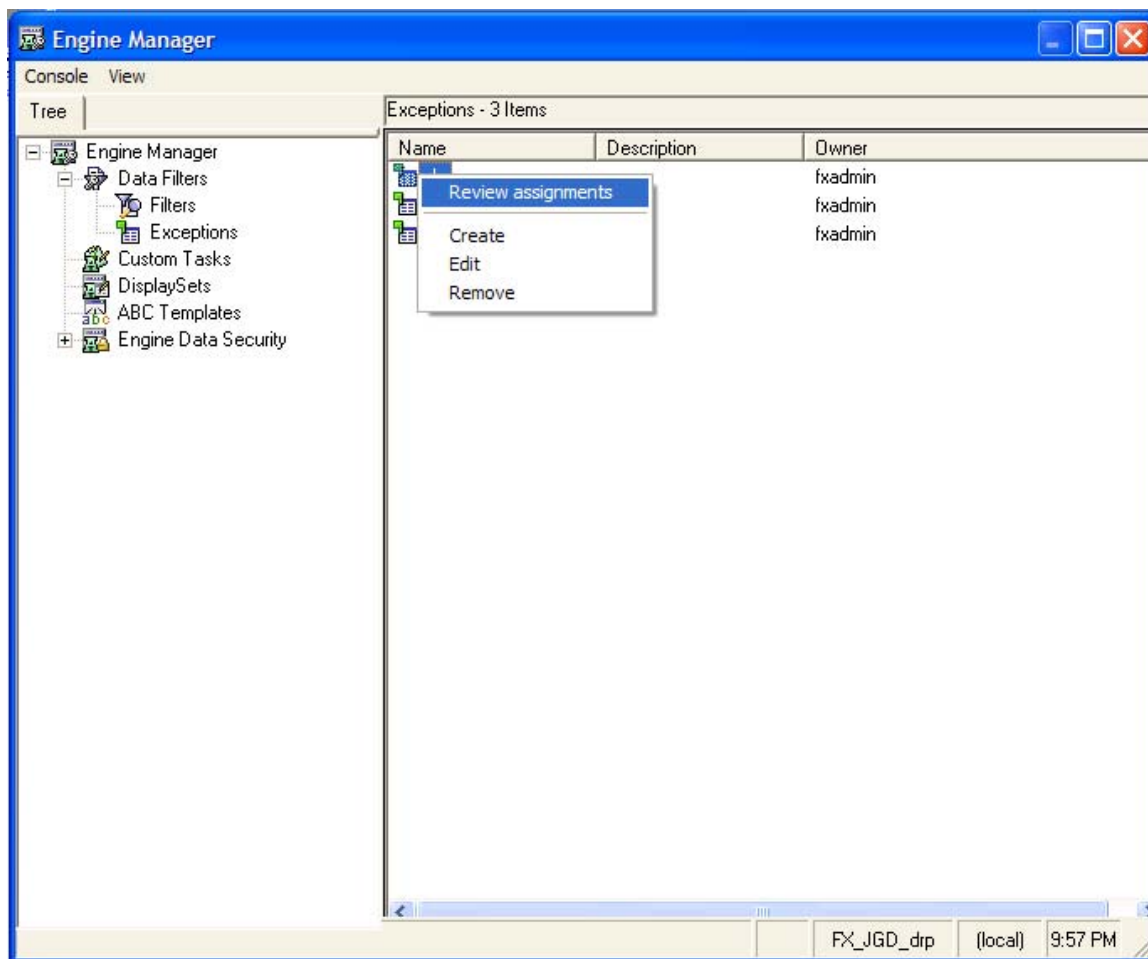
This is a test

Cancel < Back Next > Finish

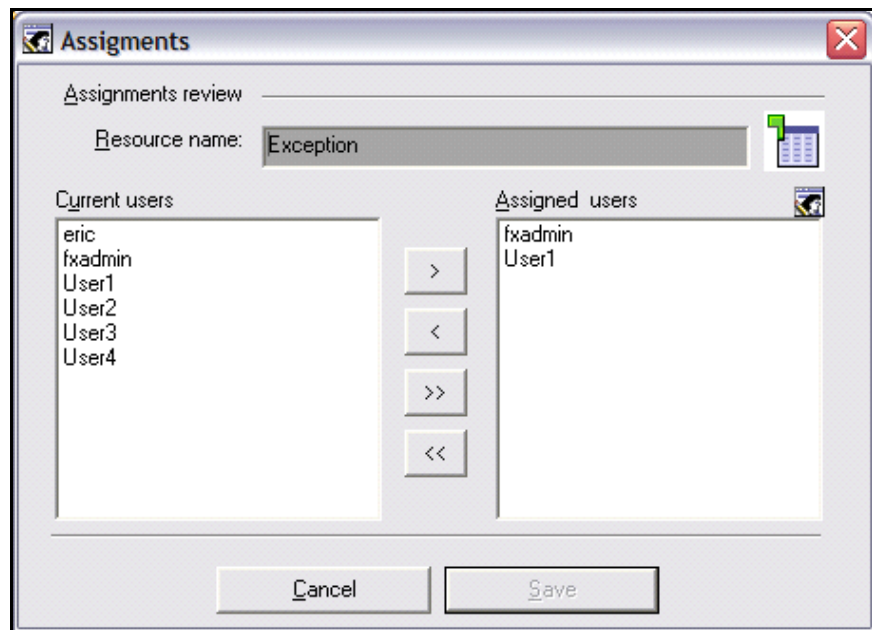
19. Type the name and description (optional) in the appropriate textboxes and click Finish.

3-1-1: Share the Exception

1. Right-click the **Exceptions** resource and select **Review Assignments**.



The Assignments window displays.



2. Select the Current users and click the ► button to move the users to the Assigned users textbox.
3. Click Save.

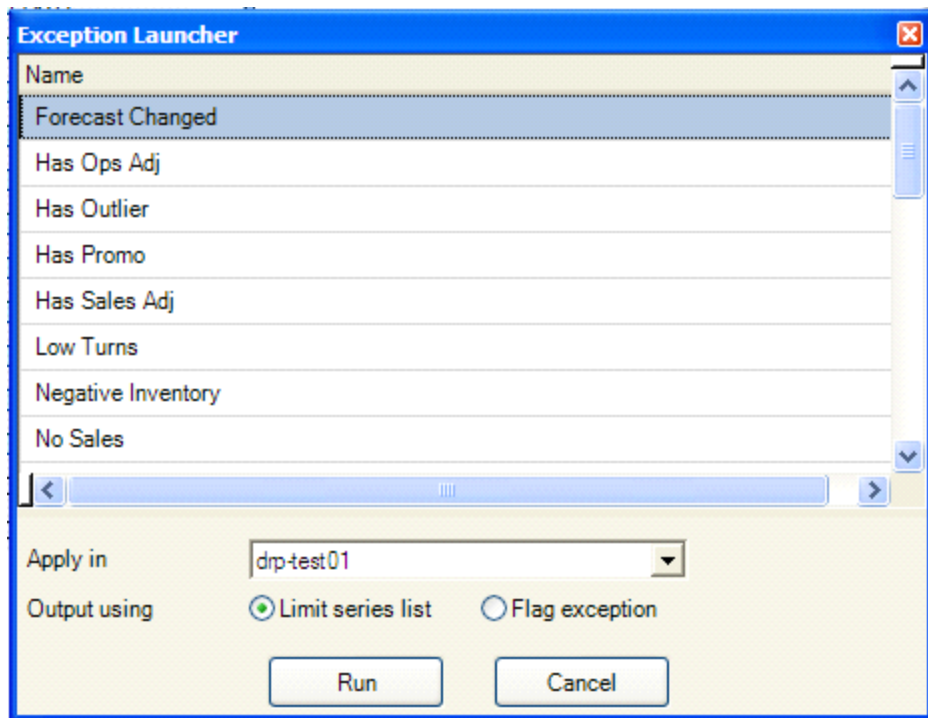
3-1-2: Delete an Exception

Right-click on the Exceptions resource and select Delete.

3-1-3: Process Exception

1. Select **Tools > Exceptions Launcher** from the Viewer menu.

The Exception Launcher window displays..



2. Highlight one of the Exceptions from the list.
3. From the Apply in dropdown list, select the Scenario for the Exception.
4. Select either “Limit series list” or “Flag exception” from the Output using area.
 - Limit Series List - only display the items which meet exception criteria.
 - Flag Exception - display all the items but place a flag on the items which meet exception criteria.
5. Click Run.

The results of the exception calculation in the Series panel and the selected output field display.

Chapter 5 ABC Analysis

This chapter includes:

Section 1: Overview	126
Section 2: ABC Template Management	128

Section 1: Overview

ABC Analysis enables you to group a set of data into buckets based on the value of the Forecasted items. After the items are tagged and coded, you can filter on the items to focus on those that have the largest impact on the business. The following diagram depicts the methodology for ABC coding items based on Forecast error.

Date	Shirts		Pants		Shoes	
	Actual	Forecast	Actual	Forecast	Actual	Forecast
2003-01	40	44	51	49	1,743	1,764
2003-02	60	62	91	89	1,863	1,868
2003-03	20	21	39	39	1,394	1,447
2003-04	10	10	10	10	14	14
2003-05	10	11	17	16	65	67
2003-06	40	42	64	58	3,695	3,849
2003-07	50	54	69	68	390	396
2003-08	70	75	94	89	1,859	1,884
2003-09	80	95	96	87	6,721	6,752
2003-10	80	84	115	104	1,531	1,552
2003-11	120	127	124	115	2,907	2,960
2003-12	50	59	78	78	6,065	6,085
Total	630	684	849	802	28,247	28,639
Error		(54)		47		(391)
Abs Pct Error		8.53%		5.53%		1.39%
Ranking On Error		B		C		A
Ranking On Abs Pct Error		A		B		C

As depicted in this example, the method by which the ABC Analysis assigns its values impacts the items that would receive the largest amount of review.

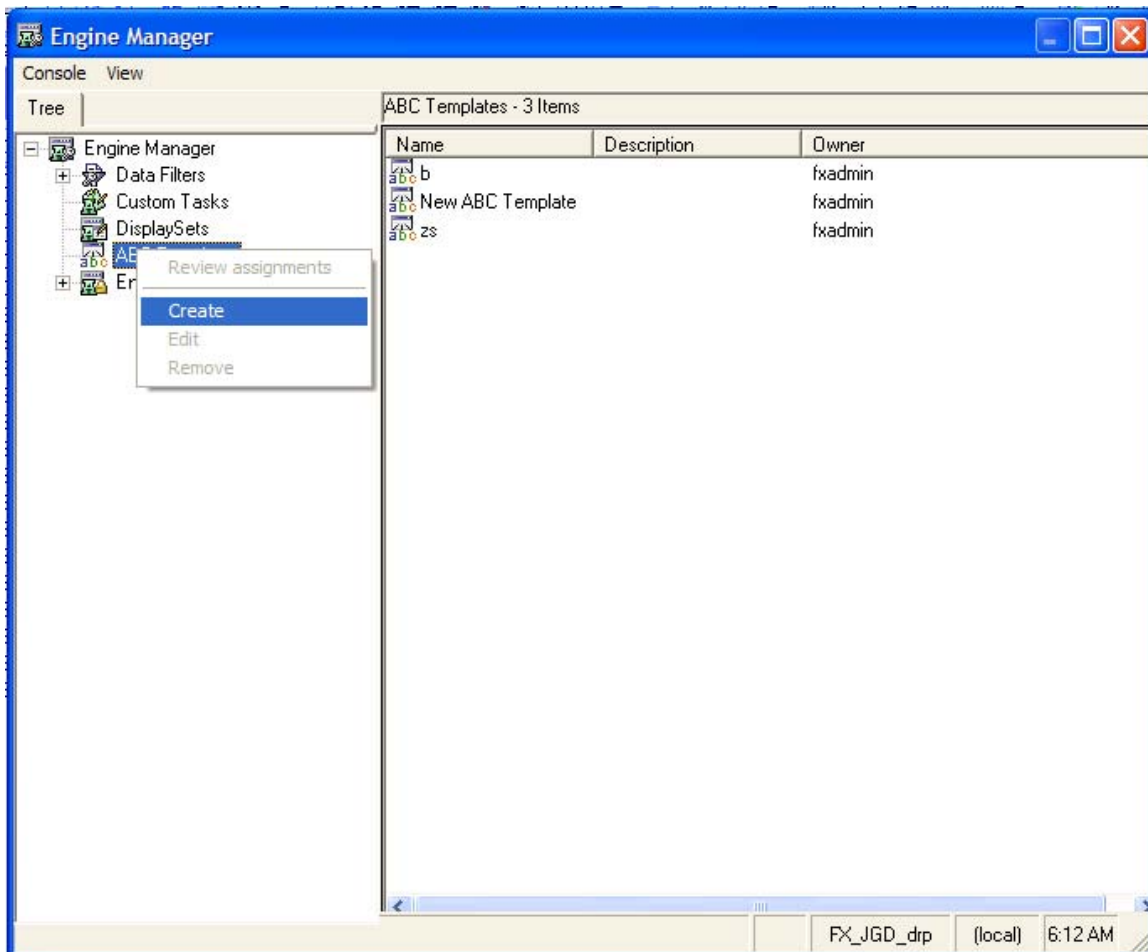
You can view the categorized data by total value and percentage of the total value over a specified time. For example, the items can be categorized as the top percentage of products or A-items, the second percentage of items or B-items, the third percentage of items or C-items, or the bottom-dollar percentage.

The result of the ABC calculation is a field populated with the appropriate ranking; the user may create a filter in order to focus on a particular group of ranked products that require the most attention.

Section 2: ABC Template Management

2-1: Create an ABC Template

1. Select **Applications > Engine Manager** from the Viewer menu.



2. Right-click the **ABC Templates** resource and select **Create**.

The screenshot shows the 'ABC Analysis' dialog box with the 'General properties' tab selected. The 'General' section contains a 'Name' field with the text 'Another ABC Template' and an empty 'Description' text area. The 'Data' section contains a 'Data Field' dropdown menu set to 'Forecast', a 'Conversion' dropdown menu set to '(no conversion)', and two date dropdown menus: 'From' set to '2007-06' and 'To' set to '2008-05'. At the bottom are 'OK', 'Apply', and 'Cancel' buttons.

3. Type a **Name** and **Description** in the respective textboxes. The description is optional.
4. Select the data field from the **Data Field** drop-down list. This field is the basis of the ABC calculation.
5. Select a conversion (or no conversion) from the **Conversion** drop-down list. If conversion factors are loaded (i.e., price, units, tons, pallets or others), select the appropriate Opinion Line.

Note: *If you select a conversion factor other than (no conversion), the ABC template uses the value (Data Field * Conversion) to do the ABC calculation instead of the value in Data Field.*

6. Select the **from- and to-date** from the respective drop-down lists for the time horizon.

2-1-1: Groups and Output

1. From ABC Analysis, click the **Groups and output** tab.

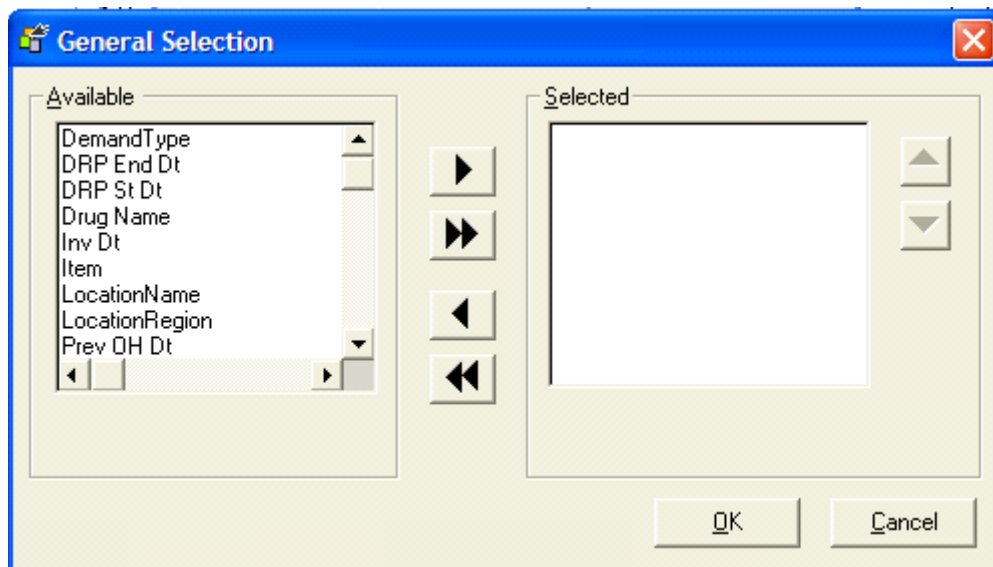
The screenshot shows the 'ABC Analysis' dialog box with the 'Groups and output' tab selected. The 'Group By Fields' section contains a list box with 'UserField1' and 'UserField2'. Below it is a 'Change' button. To the right is a table with three rows and three columns: 'Rank', 'ABC Desc', and 'Perc.'. The first row has values '1', 'A', and '70'. The second row has '2', 'B', and '20'. The third row has '3', 'C', and '10'. Below the table are 'Add' and 'Delete' buttons. The 'Output' section has an 'Output Field' label and a dropdown menu showing 'Rank'. At the bottom are 'OK', 'Apply', and 'Cancel' buttons.

	ABC Desc	Perc.
1	A	70
2	B	20
3	C	10

The Output Field text box stores the result of the calculation.

The fields specified in the Group By Fields textbox determine what level for the items or what Opinion Line the analysis uses.

2. Click the **Change** button to select grouping fields.



3. Select the fields from the **Available** textbox and click ► to move them to the **Selected** textbox for a group and click **OK**.

The DME uses these fields as a group, and uses each group as a unit in the analysis. All the series belonging to the same group will have the same ABC analysis category. For example, if the fields selected in the Group By textbox are Region and Customer, each Region-Customer combination is given a ranking.

4. Click the **Add** button.

Another line is added to a new group and percentage.

5. Enter the **group letter** or **name** in the **ABC Desc** textbox.
6. Enter a percentage for the group in the **Perc** textbox.

Note: *Modify the ABC descriptions and percentages to anything you require.*

7. Place the cursor **on one of the category lines** and click the **Delete** button.

Note: *Whatever description you select for the categories, line 1 corresponds to the top percentage category, line 2 corresponds to the*

second percentage category to the end of the defined categories. The sum of all the percentages must be 100. Also make sure there are no blank or undefined lines for the ABC Desc and Perc rows.

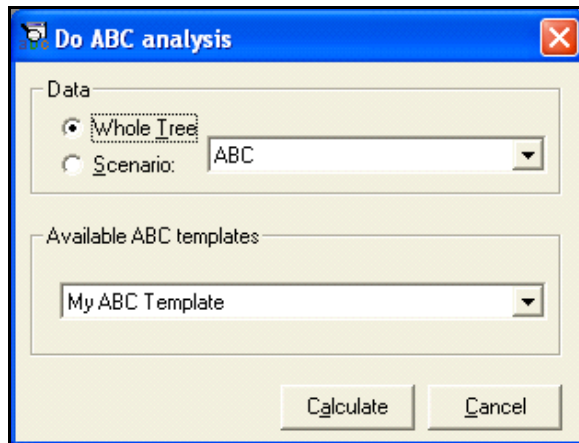
8. Select the **output parameter** from the **Output Field** drop-down list.

If you select Rank, the ABC description can only be one character in length.

9. Click **OK** and close the DME.

2-2: Use the ABC Template

1. Select **Tools > ABC Analysis...** from the Viewer menu.



2. Select the **Whole Tree** option if you want to do the ABC analysis on all the Scenarios (levels) of the applied hierarchy tree. This option is disabled if there is not hierarchy applied to current Scenario.
3. Select the **Scenario** option and select the name of the **Scenario** from the drop-down list if you want to do the ABC analysis on one Scenario in the hierarchy tree.
4. Select the **ABC template** from the **Available ABC templates** drop-down list and click **Calculate**.

When the ABC analysis finishes, the following message displays.



5. Click OK.

2-3: Analyze the Results

1. Click the **Open/Close Expanded View** button.

Note: *If the view does not display, right-click any record in the view.*

Demand Management Engine - [Scenario Name: DRP-Daily]

File Edit Display Forecast Tools Inventory Living Master Reports Applications Window Help

DME Hier: (none)

View a Scenario

Base Unit

Allocator

Batch Scheduler

Planning Portal

User Forum

Graph View Data View Demand Data Series Information

[1080] [Location1]

Ord Freq: 2,345 MinOrder: 324 Safety Stock
 InitOnHand: 222 MaxOrder: 100,000 SS Lead Time: 6
 LeadTime: 2 OrderMultiple: 10 ServiceLevel: 50- 76 %
 History: 2 ☒ RollSales ☐ Include Fcst Values Reset

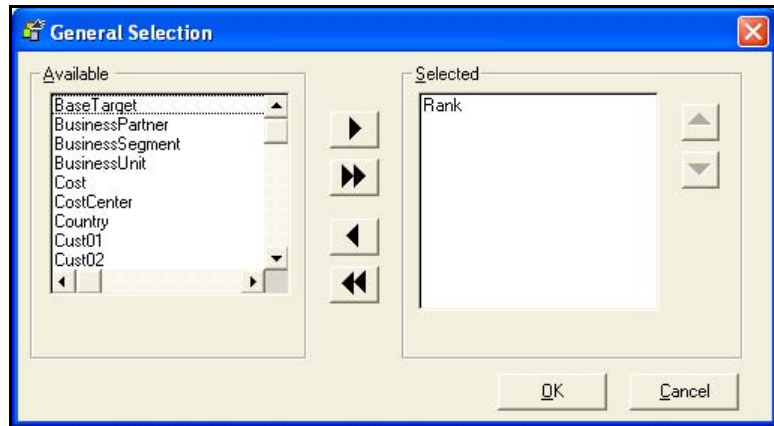
Description	Forecast	Beg Inv	End Inv	Com Ord Arr	Rec Ord Rel	Dep Dmd	Rec Ord Arr	Re
2007-04	199	0	0	148.20	0		0	
2007-05	379	0	0	435.00	0		0	
2007-06	241	0	0	0.00	0	0	0	
2007-07	201	222	190	0.00	0	0	0	
2007-08	265	190	144	0.00	20,100	19,880	20,100	
2007-09	546	144	258	0.00	660	0	660	
2007-10	326	Customize DRP	32	0.00	330	0	330	
2007-11	266	262	326	0.00	330	0	330	
2007-12	345	326	311	0.00	330	0	330	
2008-01	698	311	273	0.00	660	0	660	
2008-02	410	273	193	0.00	330	0	330	
2008-03	331	193	192	0.00	330	0	330	
2008-04	424	192	97	0.00	330	0	330	
2008-05	850	97	237	0.00	990	0	990	

Normal View Year View Display Adjustment

Series 2008-05 2008-04 2008-03 2008-0

2. Click Customize DRP.

The General Selection window displays.



3. Select the field that was selected as the Output field on the Groups and output tab.
4. Select any other fields that are of interest and move them from the **Available** textbox to the **Selected** textbox and click **OK**.

The results are displayed. Also, you can see the results in non-expanded view.

Demand Management Engine - [Scenario Name: DRP-Daily]

File Edit Display Forecast Tools Inventory Living Master Reports Applications Window Help

DME Hier: [none]

View a Scenario
Base Unit
Allocator
Batch Scheduler
Planning Portal
User Forum

Graph View Data View Demand Data Series Information

[1080] [Location1]

Ord Freq: 2,345 MinOrder: 324
InitOnHand: 222 MaxOrder: 100,000
LeadTime: 2 OrderMultiple: 10
History: 2 ☒ RollSales

Safety Stock
SS Lead Time: 6
ServiceLevel: 50-76 %
☐ Include Fcst Values

Description	Forecast	Beg Inv	End Inv	Com Ord Arr	Rec Ord Rel	Dep Dmd	Rec Ord Arr	Re
2007-04	199	0	0	148.20	0		0	
2007-05	379	0	0	435.00	0		0	
2007-06	241	0	0	0.00	0	0	0	
2007-07	201	222	190	0.00	0	0	0	
2007-08	265	190	144	0.00	20,100	19,880	20,100	
2007-09	546	144	258	0.00	660	0	660	
2007-10	326	258	262	0.00	330	0	330	
2007-11	266	262	326	0.00	330	0	330	
2007-12	345	326	311	0.00	330	0	330	
2008-01	698	311	273	0.00	660	0	660	
2008-02	410	273	193	0.00	330	0	330	
2008-03	331	193	192	0.00	330	0	330	
2008-04	424	192	97	0.00	330	0	330	
2008-05	850	97	237	0.00	990	0	990	

Normal View Year View Display Adjustment

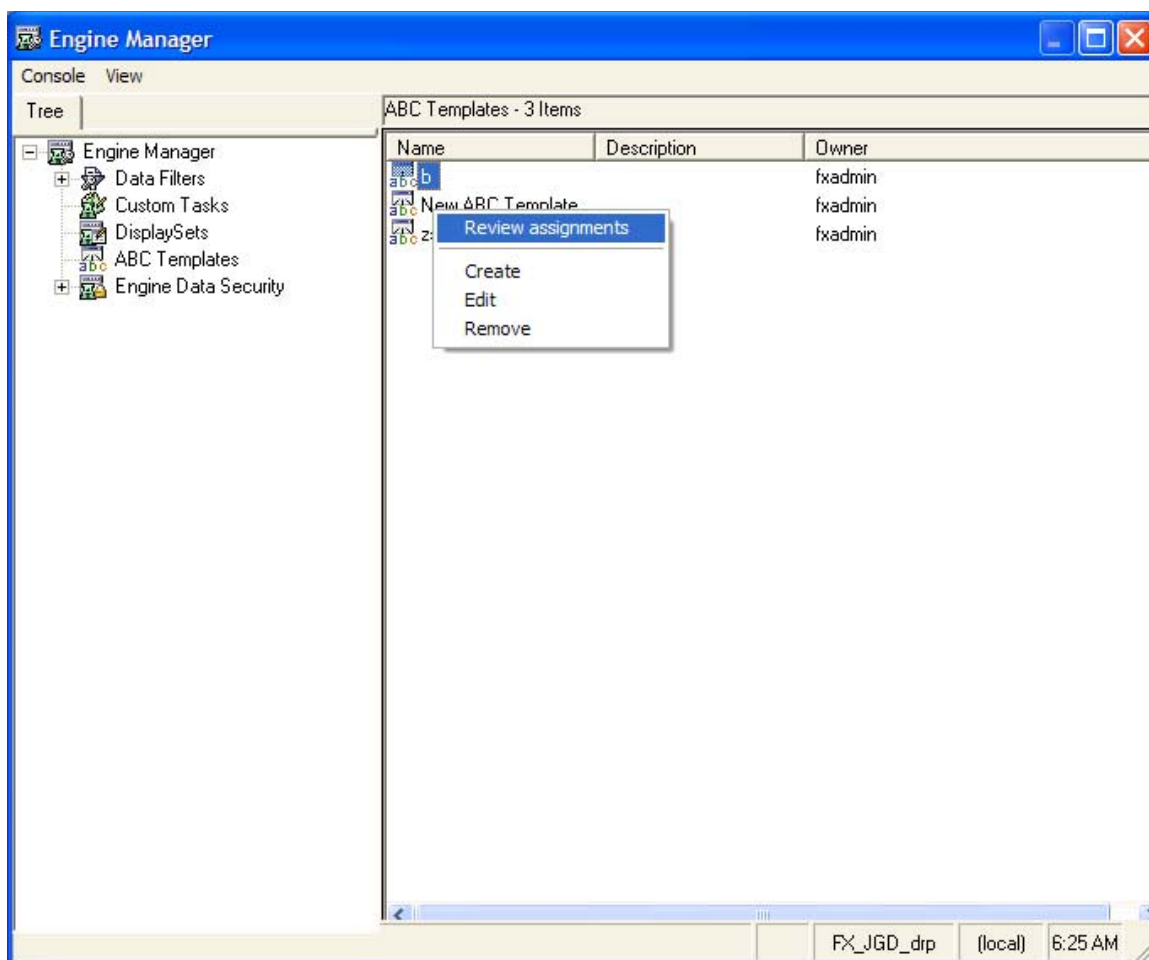
Series 2008-05 2008-04 2008-03 2008-0

2-4: Share an ABC Template

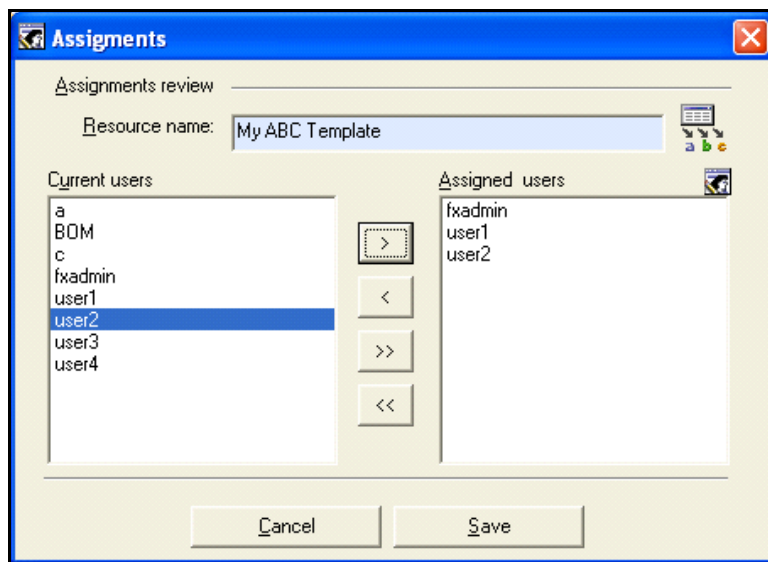
After a template is created, you can share it with others, so each user can apply a similar ranking to their own data.

1. Select **Applications > Engine Manager** from the View menu.
2. Select the **template** from the **ABC Templates** list that you want to share.

3. Right-click on the **template** and select **Review assignments**.



The Assignments window displays.



4. Select the users from the **Current users** textbox and click ► button to move the users to the **Assigned users** textbox and click **Save**.

Chapter 6 Using the Event Manager

This chapter includes:

Section 1: Overview	138
Section 2: Event Management	141

Section 1: Overview

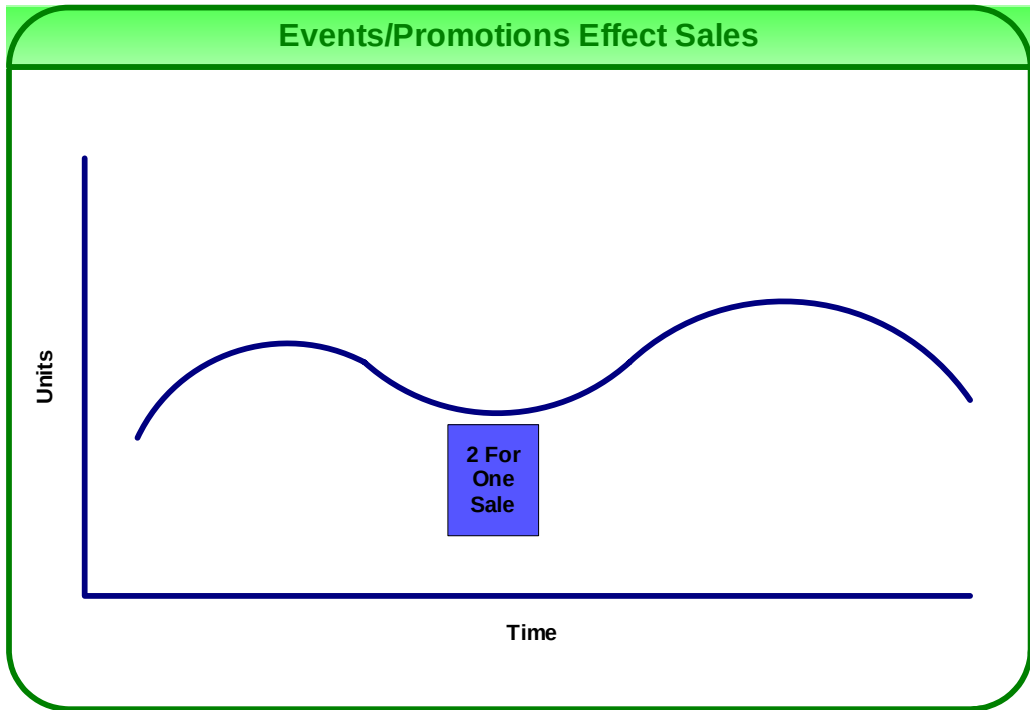
Events are special situations or actions that can change forecasting behavior. An event may be applied to any series. And a series may be applied to any number of events at the same time.

It is important to track Assumptions made during the forecasting process. The Event Manager can track Assumptions made and applied to the Forecast, so that each time the forecast is run, the same assumptions can be tracked. Events are first defined and then applied to the forecast. Each record is flagged and noted with the appropriate event.

The Event Manager enables users to apply their business knowledge concerning the impact of outside events on the Forecast data. By using the Event Manager, you can define, track and publish outside events.

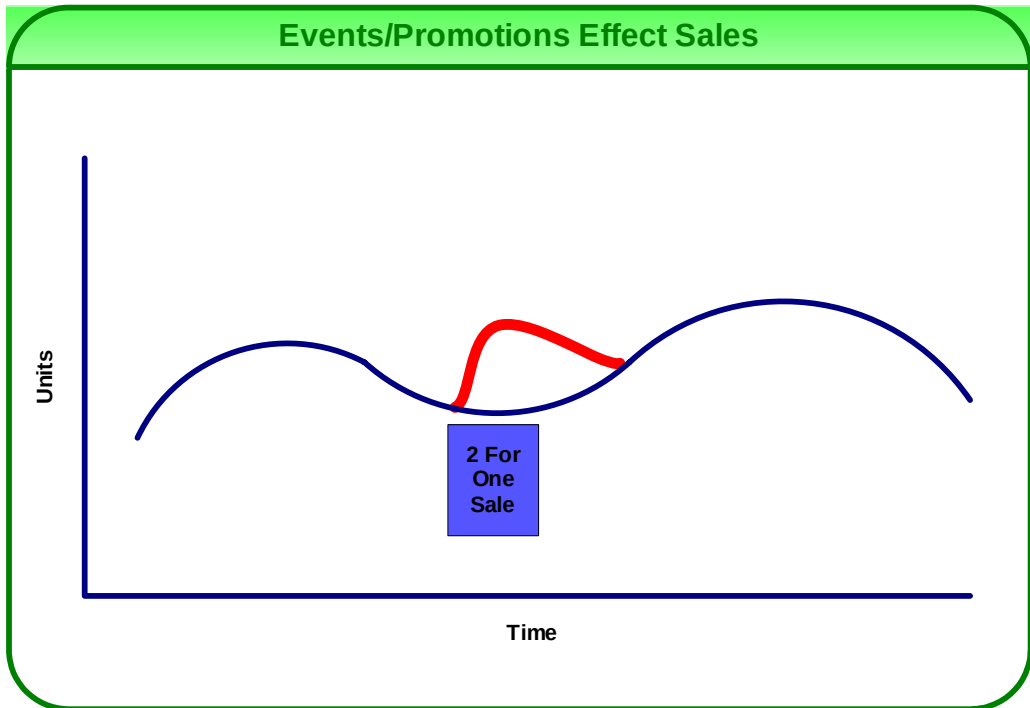
The following figure depicts the Forecast prior to the event is applied. This is a typical situation where a Promotion is run during a time where there are slow sales. The Event Manager enables you to

document the assumptions and the effect of the promotion on the forecast.



In both of these figures that event has directly changed the calculated forecast. Once the location and timing of the event is placed, then the details of the event must be worked out to quantify the effect and the duration. The Event Manager enables this to take place. When the event is put in place the adjustment to the forecast can be noted and tracked.

The following figure depicts the effect of the 2-For-One sale on the Forecast.



By tracking and managing the promotion, the Forecasting process begins to track the assumptions and impacts of marketing and business factors to the forecast.

Before moving on, some basic terminology requires definition.

Term	Description
Lift	The absolute percentage that represents the change between the Fvalue before and after applying the event. This value can also be an amount.
Promotion	A particular set of events that one uses to increase sales over the current sales.
Forecast Layers	The effect of several events.

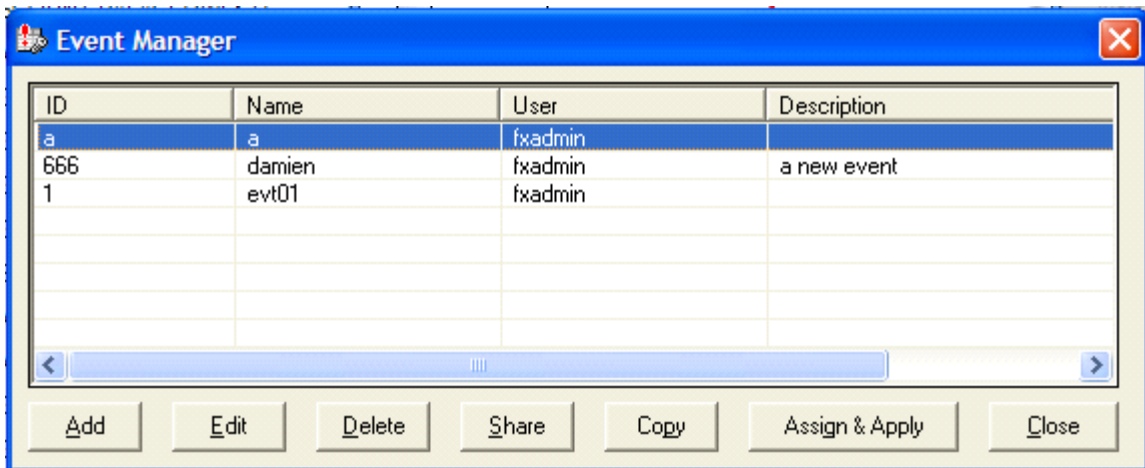
Section 2: Event Management

The Event Manager, a component of the DME is the primary function for defining and launching forecasts with events. Using the Event Manager, you can create, remove, display, copy and edit events.

Events are assigned to series. Only the owner whom creates the event can delete or update it.

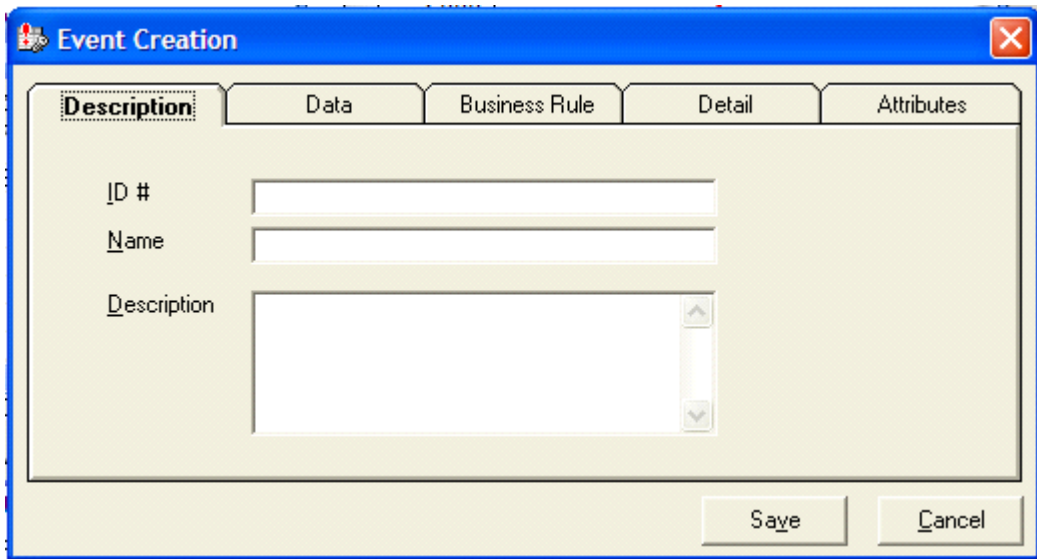
1. Select **Forecast > Event Manager** from the Viewer menu.

The Event Manager window displays.



2. Click the **Add** button.

The Event Creation window displays.



3. Enter the **ID#**, **name** and **description** in the appropriate textboxes and click **Save**. The **ID#** is optional.

The Event Manager window displays.

Note: *The user sets the ID#, name and description of the event. The name must be unique for all the events created by this user. The name is a required field. The ID# is used for customer reference when there is more than one event assigned to a series. The order of the ID# specifies the order of how events are applied.*

4. Select the **Event** from the Event Manager list and click **Edit**.

5. Click the **Data** tab.

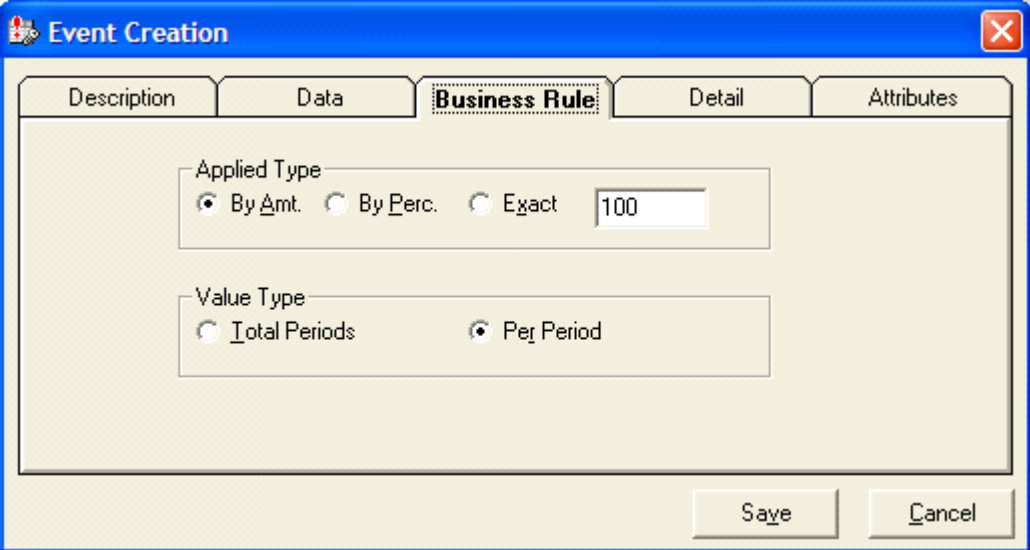
The screenshot shows the 'Event Creation' dialog box with the 'Data' tab selected. The dialog has five tabs: Description, Data, Business Rule, Detail, and Attributes. The 'Data' tab contains the following fields and controls:

- Start Period:** A dropdown menu showing '2005-01'.
- End Period:** A dropdown menu showing '2008-12'.
- Ref. Dates:** Two empty text boxes.
- Table:** A table with two columns: 'Base Line' and 'Result Line'. The first row has a '1' in the first column, 'Act Fcst' in the 'Base Line' column, and 'Act Fcst' in the 'Result Line' column. Below this row is a greyed-out area for additional entries.
- Buttons:** 'Add' and 'Remove' buttons are located to the right of the table.
- Bottom Buttons:** 'Save' and 'Cancel' buttons are at the bottom right of the dialog.

6. Enter a start period in the **Start Period** textbox. This date must include the event date range.
7. Enter an end period in the **End Period** textbox.
8. Enter reference dates for these two periods in the **Ref Dates** textboxes.
9. Click the **Base Line** drop-down list and select the observation field where the event calculation is based.
10. Click the **Result Line** drop-down list and select the observation field where the event calculation is saved.

Note: *The baseline and result line drop-down lists follow the settings in the DisplaySet.*

11. Click the **Business Rule** tab.



The screenshot shows the 'Event Creation' dialog box with the 'Business Rule' tab selected. The dialog has five tabs: 'Description', 'Data', 'Business Rule', 'Detail', and 'Attributes'. The 'Business Rule' tab contains two sections: 'Applied Type' and 'Value Type'. In the 'Applied Type' section, there are three radio buttons: 'By Amt.' (selected), 'By Perc.', and 'Exact'. To the right of these is a text box containing the value '100'. In the 'Value Type' section, there are two radio buttons: 'Total Periods' and 'Per Period' (selected). At the bottom right of the dialog are 'Save' and 'Cancel' buttons.

The Business Rule window consists of two sections, Applied Type and Value Type.

2-1: Applied Type

The following describe the options for Applied Type.

- **By Amt** - add the amount to the existing value.
- **By Perc** - add the percentage of the existing value.
- **Exact** - change the value using the assigned value.

The default for Applied Type is the By Perc.

2-2: Value Type

The following describe the options for Value Type.

- **Total Periods** - the amount in the Applied Type is the total amount of all the periods in which this event applies.
- **Per Period** - the amount is for each period.

Note: When By Perc from the Applied Type is selected, the Value type is disabled. The default for Value type is Per Period.

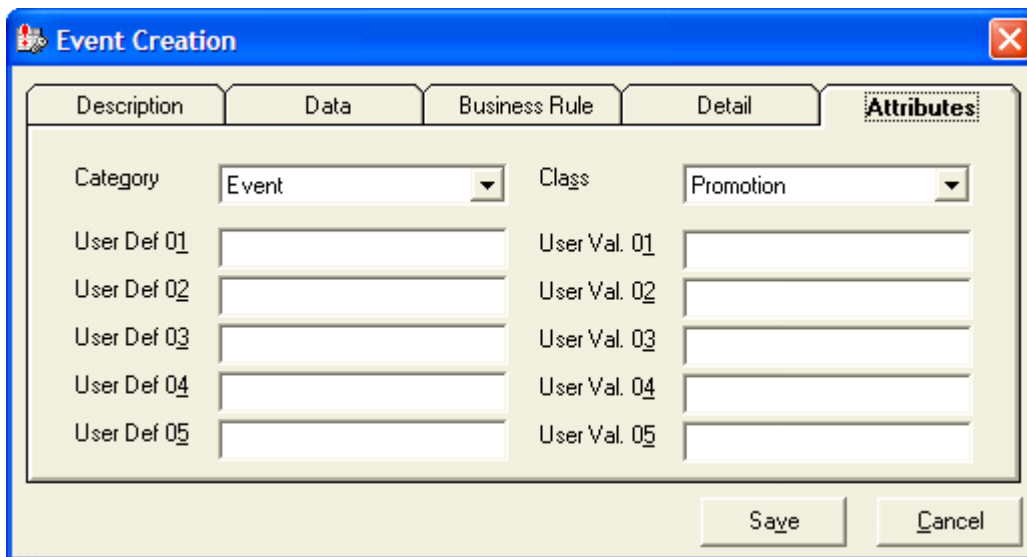
12. Click the **Detail** tab.

The screenshot shows a software window titled "Event Creation" with a standard Windows-style title bar (blue with a close button). Inside the window, there are five tabs: "Description", "Data", "Business Rule", "Detail" (which is selected and has a dotted border), and "Attributes". The "Detail" tab contains the following controls:

- A checkbox labeled "Auto Apply when Forecast" which is currently unchecked.
- A text input field labeled "Likelihood" containing the value "100", followed by a percentage symbol "%".
- A text input field labeled "Cost" which is empty.
- A text input field labeled "Price" which is empty.
- At the bottom right, there are two buttons: "Save" and "Cancel".

The following options are available on the Detail window.

- **Auto Apply when forecast** - the event applies to the series automatically when the series is forecasted.
- **Likelihood** - is the possibility of the event. When an event saves the results, a trigger is evoked that calculates the **ApplyPercentage**. The value used for the event is calculated as **Value * ApplyPercentage**.
- **Cost** – reference field.
- **Price** - reference field.

13. Click the **Attributes tab.**

The screenshot shows the 'Event Creation' dialog box with the 'Attributes' tab selected. The dialog has a blue title bar with a close button. Below the title bar are five tabs: 'Description', 'Data', 'Business Rule', 'Detail', and 'Attributes'. The 'Attributes' tab is active and shows two dropdown menus: 'Category' set to 'Event' and 'Class' set to 'Promotion'. Below these are two columns of input fields. The left column has five fields labeled 'User Def 01' through 'User Def 05'. The right column has five fields labeled 'User Val. 01' through 'User Val. 05'. At the bottom right are 'Save' and 'Cancel' buttons.

Event Creation				
Description	Data	Business Rule	Detail	Attributes
Category	Event	Class	Promotion	
User Def 01		User Val. 01		
User Def 02		User Val. 02		
User Def 03		User Val. 03		
User Def 04		User Val. 04		
User Def 05		User Val. 05		

Save Cancel

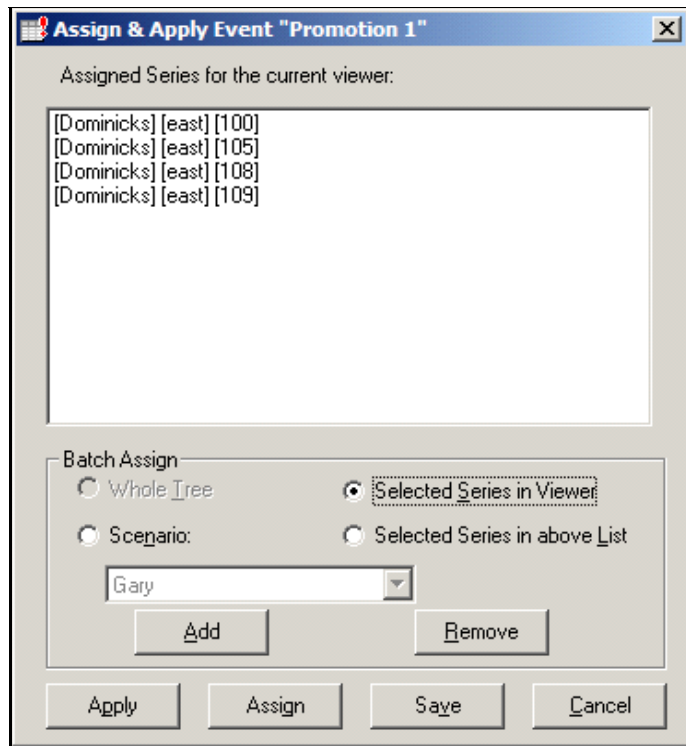
Use the Attributes tab to assign the category and class for the forecast. The default values are Event and Promotion, respectively.

To change the default values and predefined values, the Admin User can modify the corresponding records in the table, TBL_ModuleClassValue in the DME database.

14. Click **Save to complete the event definition and begin assigning the event impact to the forecast.**

15. Click the **Assign & Apply button on the Event Manager window.**

The following window displays.

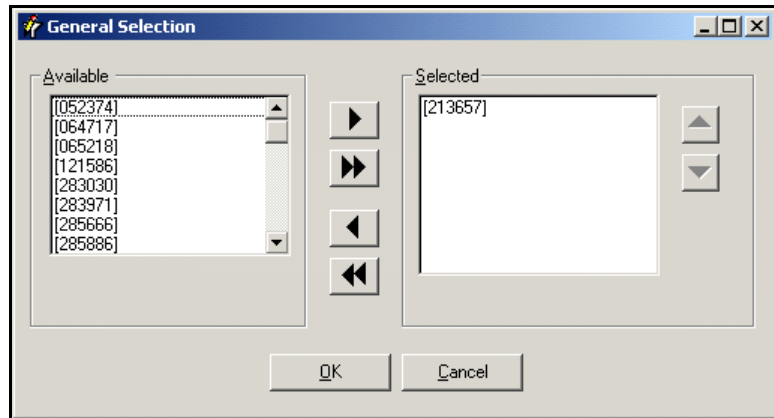


Using this window, you can apply an event at any time. Use this section to apply an event to a:

- Whole Tree (What do these do for the user and/or forecast)
- Scenario
- Selected Series in Viewer
- Selected Series in above List.

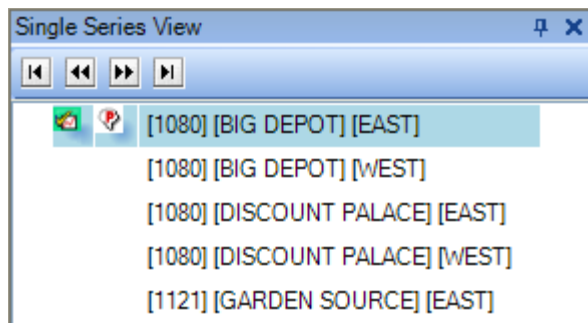
16. Click the **Selected Series in above List** option radio button.

17. Click the **Assign** button.



18. Select the **series** from the **Available** textbox and move the **series** into the **Selected** textbox and click **OK**.

When a series is assigned an event/promotion, a special symbol **P** displays next to the series in the Viewer. The following figure displays the **Promotion** symbol. In this way a user may run a filter to select only the promoted items. For additional information, see [Chapter 4 Using Filters and Exceptions](#).



After an event applies to a series, a series note is added to that series to indicate the event has been applied.

19. Click the **Apply** button to apply the event to the series on the fly.

20. Click **Save**.

The Event Manager allows users to track and manage the external impacts that affect the forecast. By using this capability it is possible to more effectively track and manage the forecast.

Chapter 7 Using Conversion Factors

This chapter includes:

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Section 2: Conversion Management.	150

Section 1: Overview

The DME provides a DisplaySets function that converts the current data into different units of measurement (i.e., from pounds to kilograms or liters to gallons). In addition, it is possible to create factors that change the total unit sales to average daily sales. This is important because in many instances, the number of sales days in a month dramatically affects the sales volume; by “normalizing” the raw data to account for the number of sales days will significantly improve the accuracy of the Forecast. Conversion factors are not saved in the database.

Conversion factors have a very powerful capability in the sense that they are bi-directional. For example, if you are selling 100 units at \$10 to achieve \$1,000 in revenue and you anticipate revenue to increase to \$1,200, you could adjust either units or price to achieve this result. With conversion factors, it is possible to adjust the revenue and have it affect either the units or the price. The results are determined by the way in which the conversion factor is applied. The following table depicts the ways that conversion factors can be used.

Revenue Increase Achieved Through Unit Volume Increase					
Base Number	Conversion Factor	Result	Change	Return To Base	Result
Units	Price	Units * Price	Revenue	(Revenue / Price)	Price
100	\$10	\$1,000	\$1,200	120	\$10

Revenue Increase Achieved Through Pricing Increase					
Base Number	Conversion Factor	Result	Change	Return To Base	Result
Price	Units	Price * Units	Revenue	(Revenue / Units)	Units
\$10	100	\$1,000	\$1,200	\$12	100

In all cases the number on the left side of the equation serves as the base that is converted by the factor. It is possible to achieve the

desired revenue growth through both pricing and unit volume changes.

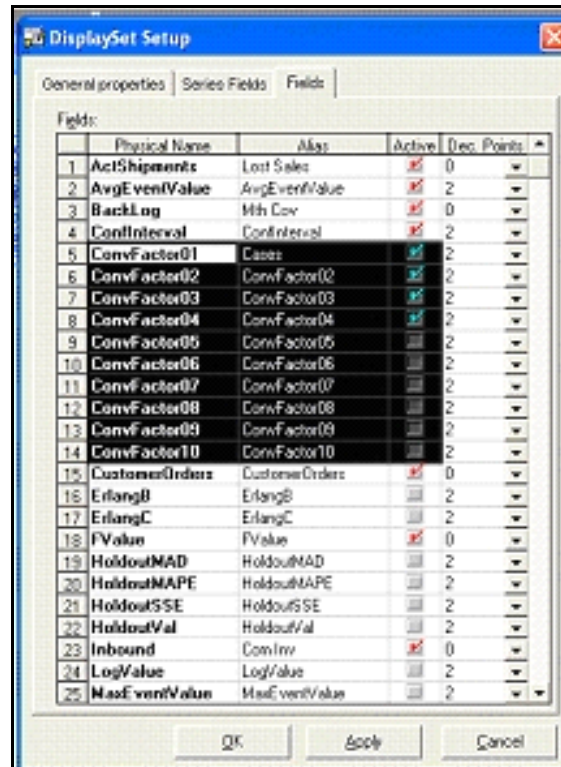
Section 2: Conversion Management

It is not sufficient to simply have conversion factors loaded into the system. In most cases, users want to see the name of the conversion factor. This is done by using the DisplaySet capability within the DME.

2-1: Rename the Conversion Factor

1. Select **Applications > Engine Manager** from the Viewer drop-down list.
2. Right-click the **Display Sets** resource and select **Create**.

The following window displays.



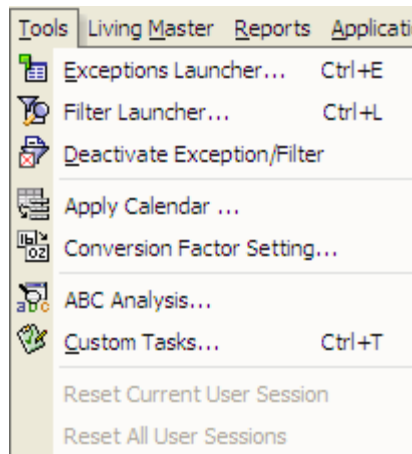
Using the Fields tab allows the System Administrator to set the name of the conversion factor that displays when a user opens the Viewer.

Note: *Conversion factors are like any other observation fields. Conversion factors contain data. Typically the conversion factor data is loaded from another Scenario using the Batch Scheduler. Once the conversion factor is added to the Scenario, it is used and adjusted like any other data that is part of a Scenario using the Adjustments features.*

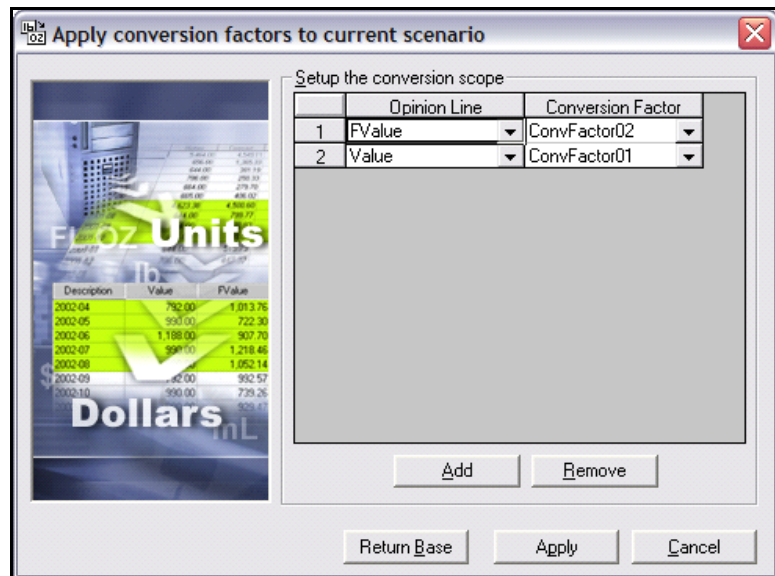
2-2: Apply a Conversion

Once a conversion factor is defined and the data is loaded, it is possible to assign and apply the conversion factor to other items within the system.

1. Select a **Scenario**.
2. Select **Tools > Conversion Factor Setting...** from the Viewer menu.



The following window displays.



3. Click Apply.

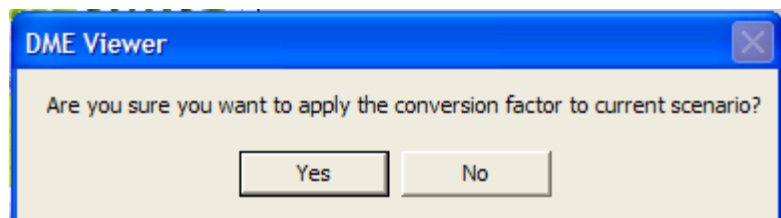
2-2-1: Add a New Opinion Line

1. Click the **Add** button and select the appropriate **conversion factor column** from the Conversion Factor list.

Note: To return to the initial state, click the Return Base button and click Yes.

2. Click Apply

The following message displays.



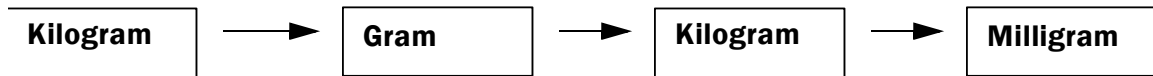
3. Click Yes.

2-3: Limitation

The DME only supports one level of conversion. In other words, if you apply a conversion factor multiple times, the DME always converts the data back to base unit first before doing the conversion again.

For example, if you want to convert your data from kilograms to grams and then to milligrams, the DME does the following:

:



Note: *Make sure to convert the database to the Base Unit before committing it to the Living Master Scenario.*

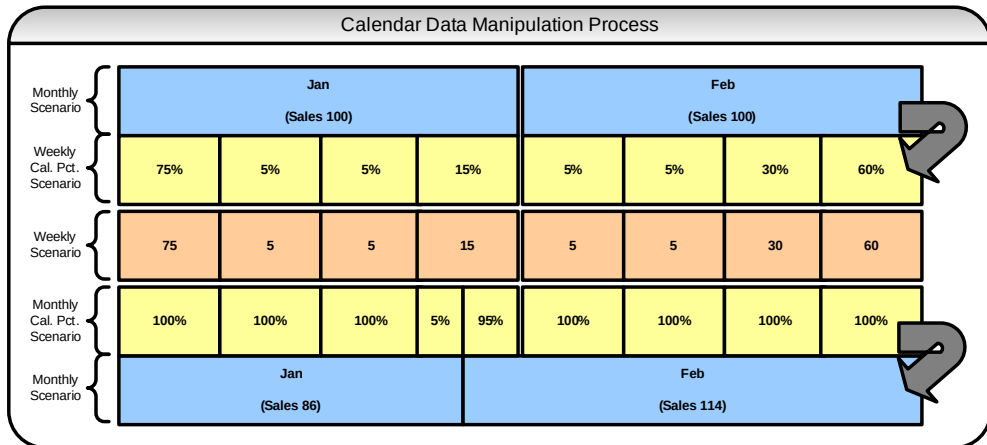
Chapter 8 Using the Calendar

This chapter includes:

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Section 2: Calendar Management	158

Section 1: Overview

Calendars provide the ability to view information from any time scale and make updates, if necessary. It is possible to collect data at multiple levels of time detail, convert them all to a common base so that the information can be merged together to form a consistent whole. The following diagram depicts the relationships that can be established using a calendar moving from one time scale to another.



In this example, you are placing demand in the appropriate period based on percentage-based and calendar-based profiles.

The Calendar feature enables users to convert data into different time periods. The DME supports any calendar transformation. The four default time levels are:

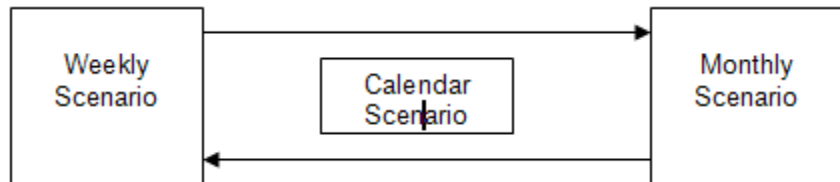
- Monthly
- Weekly

- Quarterly
- Daily

The analysis of the same data at different times exists in many Demand Planning processes. For example, Promotion is usually weekly-based. However, the most accurate Forecasting level is monthly, and the financial Forecasting level is quarterly.

In the DME, each Scenario is set at a specific time level (i.e., weekly or monthly). In order to view the data at different time-levels, the Calendar feature transforms the specific time-level from one Scenario to another Scenario with the desired time level. In addition to the source and target Scenarios, a Calendar Scenario is used to hold the mapping information between the two time levels. The following figure depicts the relationship among the three Scenarios using weekly and monthly Scenarios as an example.

Note: *The same Calendar Scenario may be used in two transformation directions; weekly to monthly and monthly to weekly.*



The time level information is defined in the Scenario attribute. There are two attributes for the time level information: Time Level 1 and Time Level 2.

For a non-calendar Scenario, these two attributes have the same values: the time level of that Scenario. For a Calendar Scenario, these two attributes indicate this Scenario can map between two time levels. For table the Scenarios in the above example have the following settings:

Scenario Attribute	Time Level 1	Time Level 2	User Field 1
Weekly Scenario	Weekly	Weekly	Normal
Calendar Scenario	Monthly	Weekly	Calendar
Monthly Scenario	Monthly	Monthly	Normal

1-1: Special Format for the Source Data of Calendar Scenario

The Source Data of a Calendar Scenario can be any type (i.e., SQL table, Excel, Access table, etc.). However, since the Calendar Scenario holds the transformation information, it requires a special data format. The following must be true:

- Data should be organized by **Column**, not by **Row**.
- Data must include one description column for **Date Mapping** information. The Date Mapping information defines which dates in the two different time-levels match.
- Data must include two value columns for each Profile.

A profile defines the value to map one date to another date. The table on the next page provides a sample of source data in Excel spreadsheet format. Use this spreadsheet as an example of the detail format requirement. The Viewer installation provides a sample Excel calendar data source in the DME directory.

Once a calendar Scenario is loaded, the DME parses the mapping information and saves the information to an internal table before applying it in a calendar transformation. As a result, if you change the profile values in a calendar Scenario directly, it does not affect the transformation result. To change the profile, the source data should be changed first, and then reload the calendar Scenario.

The table below illustrates the format of the data source. The “Date Calculation” column is essential because it defines the dates mapping information. This column will be loaded to DME as “Dates” Field. The

“C_F”, “C_T”, “D_F”, and “D_T” columns define the mapping profile. They are loaded to the DME as “Observation Value” Fields.

Level 2 Date	Level 1 Date	Julian Date	Level 2 Periods	Level 1 Periods	Date Calculation	C_F	C_T	D_F	D_T
2001-01	2001-01	N/A	52	12	2001-01~2001-01~52~12	23.076923	100	15.384615	66.666667
2001-02	2001-01	N/A	52	12	2001-01~2001-02~52~12	23.076923	100	23.076923	100
2001-03	2001-01	N/A	52	12	2001-01~2001-03~52~12	23.076923	100	23.076923	100
2001-04	2001-01	N/A	52	12	2001-01~2001-04~52~12	23.076923	100	23.076923	100
2001-05	2001-01	N/A	52	12	2001-01~2001-05~52~12	7.6923077	33.333333	15.384615	66.666667
2001-05	2001-02	N/A	52	12	2001-02~2001-05~52~12	15.384615	66.666667	7.6923077	33.333333
2001-06	2001-02	N/A	52	12	2001-02~2001-06~52~12	23.076923	100	23.076923	100
2001-07	2001-02	N/A	52	12	2001-02~2001-07~52~12	23.076923	100	23.076923	100
2001-08	2001-02	N/A	52	12	2001-02~2001-08~52~12	23.076923	100	23.076923	100
2001-09	2001-02	N/A	52	12	2001-02~2001-09~52~12	15.384615	66.666667	23.076923	100
2001-09	2001-03	N/A	52	12	2001-03~2001-09~52~12	7.6923077	33.333333	0	0
2001-10	2001-03	N/A	52	12	2001-03~2001-10~52~12	23.076923	100	23.076923	100
2001-11	2001-03	N/A	52	12	2001-03~2001-11~52~12	23.076923	100	23.076923	100
2001-12	2001-03	N/A	52	12	2001-03~2001-12~52~12	23.076923	100	23.076923	100
2001-13	2001-03	N/A	52	12	2001-03~2001-13~52~12	23.076923	100	23.076923	100
2001-14	2001-03	N/A	52	12	2001-03~2001-14~52~12	0	0	7.6923077	33.333333
2001-14	2001-04	N/A	52	12	2001-04~2001-14~52~12	23.076923	100	15.384615	66.666667

The following table defines each column from this data source.

Term	Definition
Level 2 Date	Date information for Time Level 2 (Weekly)
Level 1 Date	Date information for Time Level 1 (Monthly). Notice that week 1 to week 5 belongs to month 1.
Julian Date	Reserved for future use.
Level 2 Periods	Defines how many periods of Time Level 2 (per year). In this example, there are 52 because there are 52 weeks.
Level 1 Periods	Defines how many periods of Time Level 1 (per year). In this example, the value is 12 because there are 12 months.
Date Calculation	Combines the first 4 columns; you have to use ‘~’ as separator: “Level 1 Date”~“Level 2 Date”~“Level 2 Periods”~“Level 1 Periods”.

Term	Definition
C_F	Defines the percentage of Time Level 1 to Time Level 2. For example, in first line, 23.07% of January will be grouped to week 2001-01.
C_T	Defines the percentage of Time Level 2 to Time Level 1. For example, the first line, 100% of week 1 (2001-01) is grouped to January.

C_F and C_T define one profile. It is possible to define more than one profile. In the above Excel file, there is another profile, D_F and D_T. When you apply a calendar, each series may have a different profile.

In order to use the Calendar function, first create and load a calendar into the DME Database. Thereafter, create as many calendars as necessary; the amount of Calendars is unlimited.

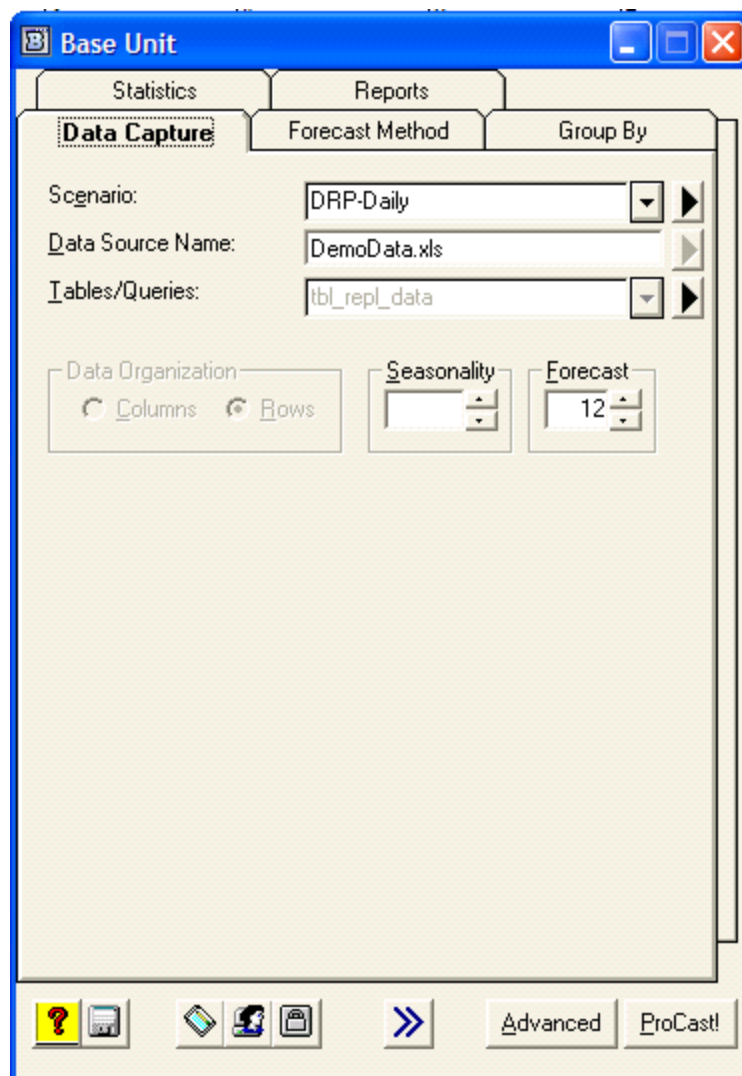
Section 2: Calendar Management

2-1: Create a Calendar

Note: *You must have user permissions to access the Base Unit. Please contact your System Administrator to see if you have permission.*

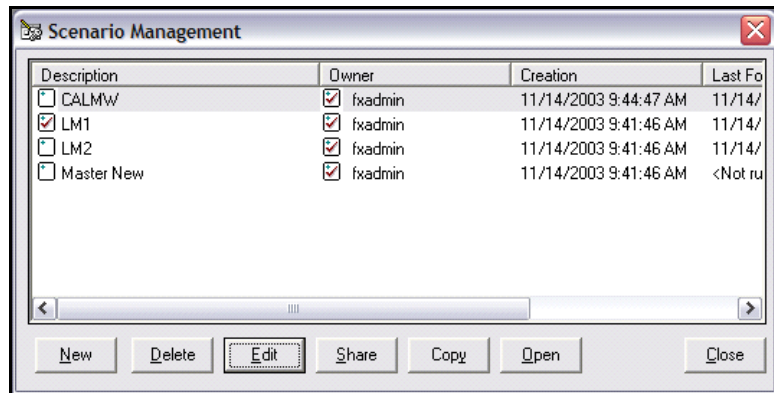
1. Click the **Base Unit** icon.

The following window displays.



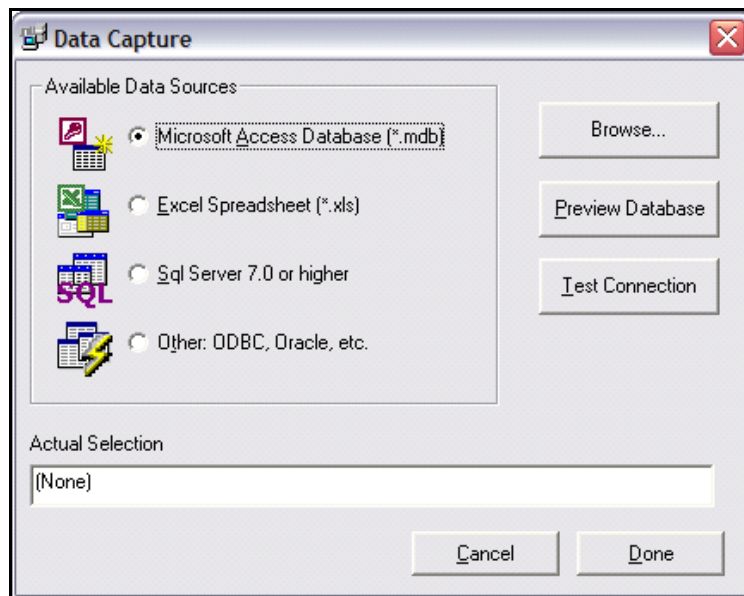
2. Click the right arrow ► button to access Scenario Management.
3. Click the **New** button. Enter the **Scenario name** and click **OK**.

- Click **Edit** to open a Scenario for the Calendar.



- Select **Calendar** from the **User Field 1** drop-down list.
- Select **Monthly** or the first source (From Calendar) from the **Time Level 1** drop-down list.
- Select **Weekly** or the target calendar (To Calendar) from the **Time Level 2** drop-down list.
- Click **OK** and close the dialog box.
- Click the ► Data Source Name Management button.

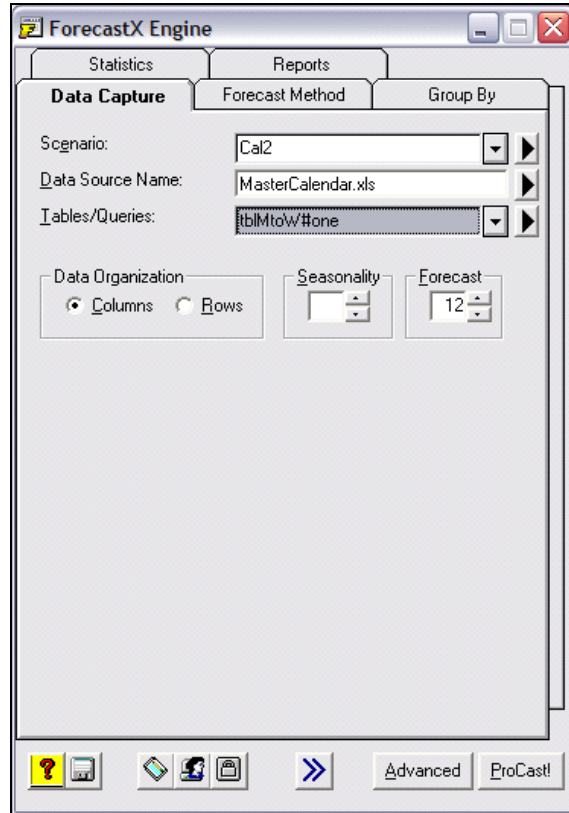
The following window displays.



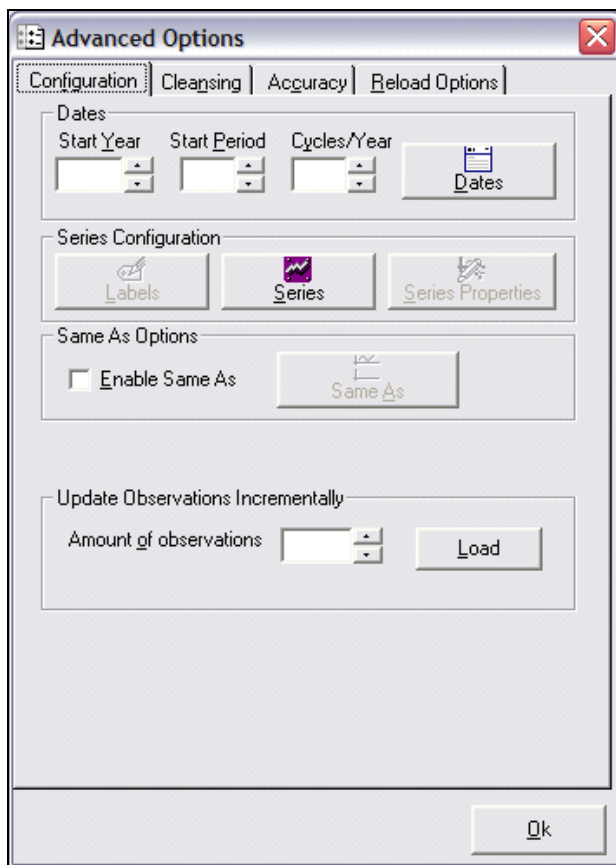
10. Select the **data source** and click **Done**.

Note: *This document uses an Excel file as the data source.*

11. Check the **Column** radio button and enter 0 in **Forecast** textbox.

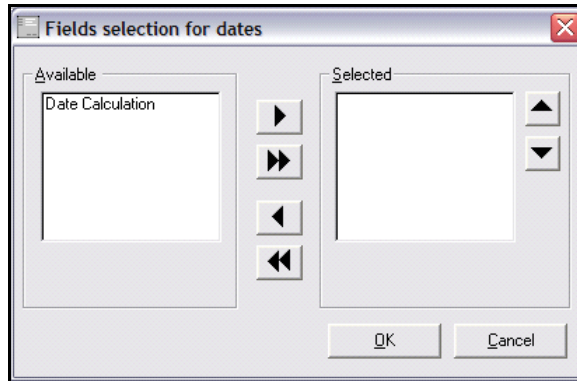


12. Click the **Advanced** button.



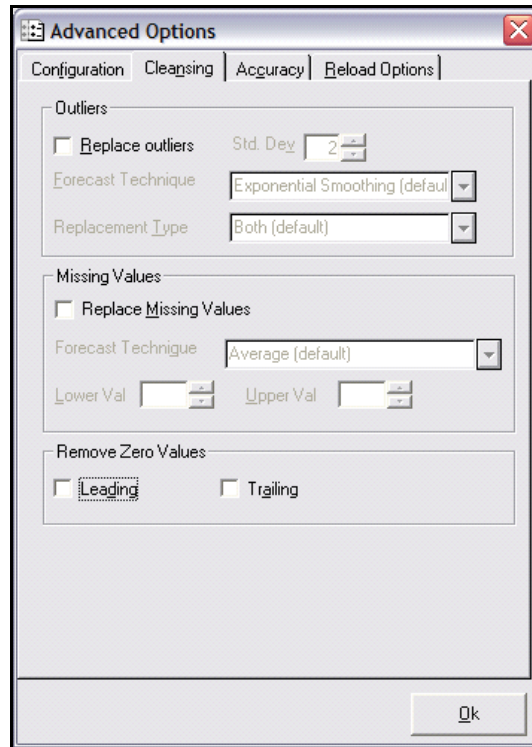
13. Click the **Dates** button.

The following window displays.



14. Select **Date Calculation** from the **Available** textbox and click ► to move it to the Selected textbox.
15. Click **OK**. There is only one Date Calculation.
16. Click the **Cleansing** tab.

17. Make sure none of the checkboxes in the **Removing Zero Values** section are checked.



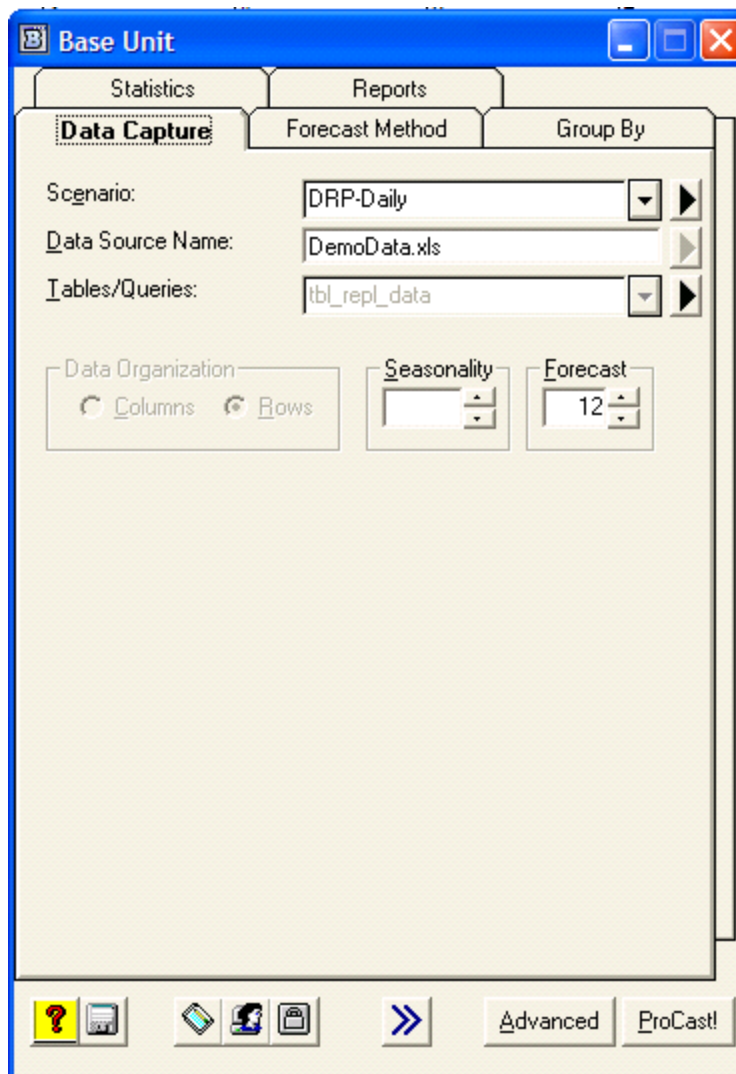
18. Click **OK** to close the Advanced Option dialog box and click **ProCast!** to load the data.

2-2: Use a Calendar

Before applying a Calendar, ensure that the source Scenario is compatible with the existing calendars in the DME environment. For example, to ensure that you are using a Scenario with quarterly results, the calendar must have a quarterly calendar to process the Scenario data.

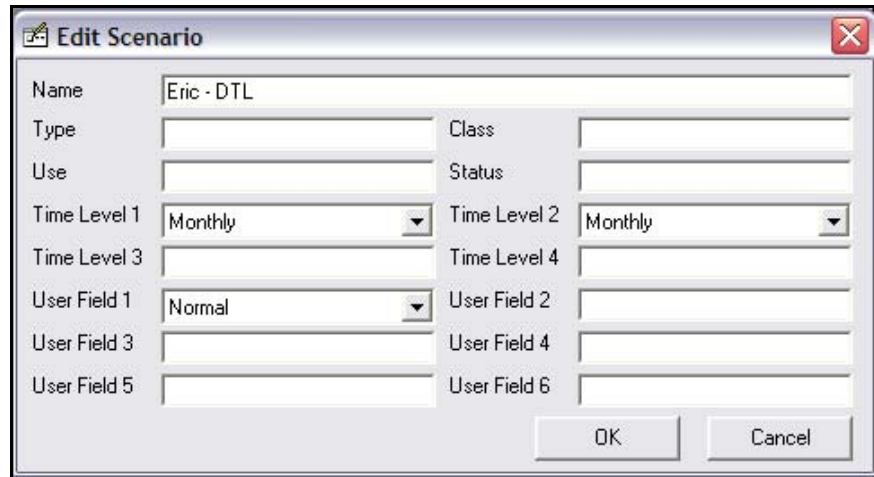
To Check for Compatibility:

1. Select the **Base Unit** in the panel in the Viewer.



2. Click the ► right-arrow button to open **Scenario Management**.

3. Select the **Scenario** and click **Edit** button.



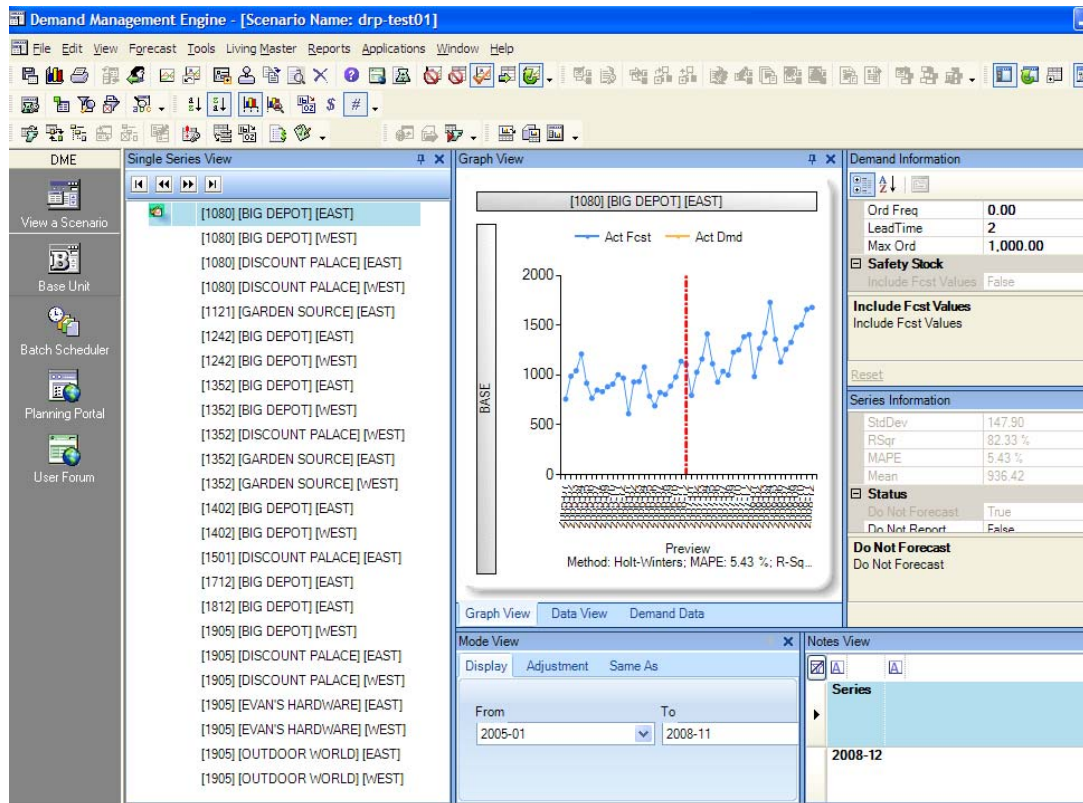
The image shows a Windows-style dialog box titled "Edit Scenario". It contains several input fields and dropdown menus arranged in two columns. The "Name" field is filled with "Eric - DTL". The "Time Level 1" and "Time Level 2" dropdown menus are set to "Monthly". The "User Field 1" dropdown menu is set to "Normal". The "OK" and "Cancel" buttons are at the bottom right.

Name	Eric - DTL		
Type		Class	
Use		Status	
Time Level 1	Monthly	Time Level 2	Monthly
Time Level 3		Time Level 4	
User Field 1	Normal	User Field 2	
User Field 3		User Field 4	
User Field 5		User Field 6	

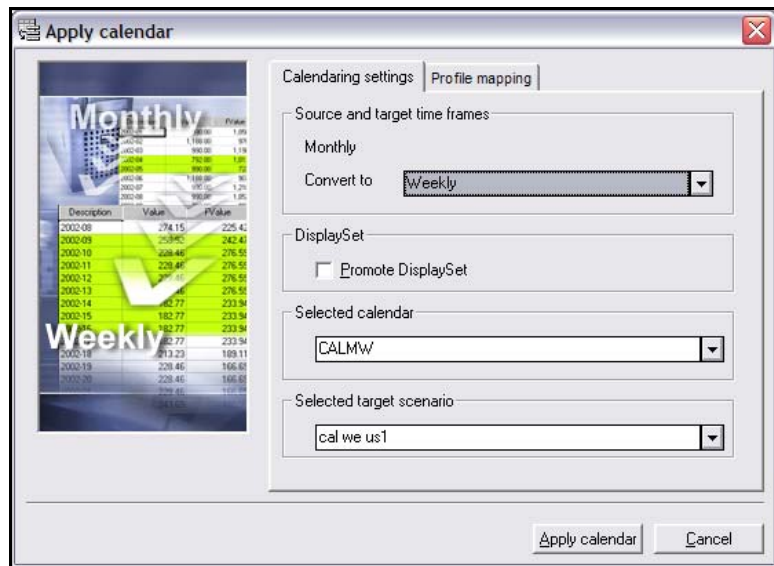
OK Cancel

4. If your source Scenario is monthly-based, then set both **Time Level 1** and **Time Level 2** fields to be Monthly. If the Scenario is weekly-based, set both fields to Weekly. The system default is Monthly.
5. Click **OK** to close Scenario Management dialog box.
6. **Close** the DME and return to the Viewer.

7. Open the source Scenario.



8. Select **Tools > Apply Calendar** from the Viewer menu.

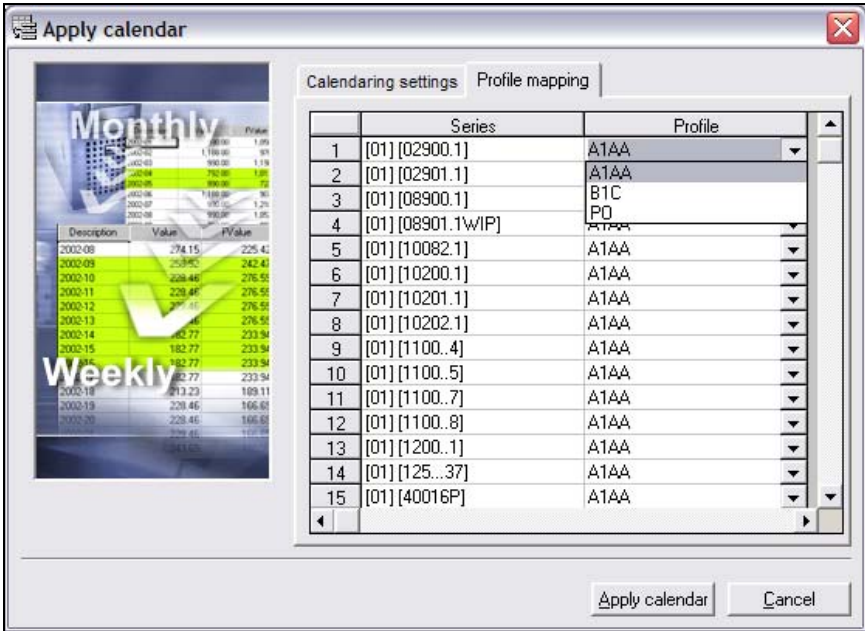


9. Review the following definitions:

Definition	Description
Source and target time frames	Lists all the conversion time periods that can be applied to the source Scenario.
DisplaySet	Check it if you want to promote the Display Set from your source Scenario down to target Scenario.
Selected calendar	Lists all the calendars that are compatible with the source Scenario.
Target Scenario	Lists all the target Scenarios that are compatible with the selected Calendar. Unlike the Conversion Factor, you cannot apply a Calendar and put the result back to the source Scenario; you have to create a compatible target Scenario. Also, if the target Scenario is used by other users, you cannot apply the calendar against that Scenario.

10. Click the **Profile mapping** tab.

Use this tab to specify which profile each individual item uses.



11. Click the **Apply calendar** button.

2-3: Limitation

If you have a period that is shared between two different time periods (i.e., Week 9 is shared by both the month of February and March), the forecast or Historical periods may shift by one period. The following table provides an example of this occurrence.

From (month)	To (week)	% (from monthly to weekly)	% (from weekly back to monthly)
2000-02	2000-05	20%	100%
2000-02	2000-06	20%	100%
2000-02	2000-07	20%	100%
2000-02	2000-08	20%	100%

From (month)	To (week)	% (from monthly to weekly)	% (from weekly back to monthly)
2000-02	2000-09	20%	50%
2000-03	2000-09	20%	50%
2000-03	2000-10	20%	100%
2000-03	2000-11	20%	100%
2000-03	2000-12	20%	100%
2000-03	2000-13	20%	100%

This example is simplified and is only used to depict this concept. The actual Calendar is slightly more complex than this. Refer to the [2-1: Create a Calendar](#) for additional information.

Notice that Week 9 is shared between the month of February and March. Assume that the value is 100 for both February and March.

Period	Value
February (Historical)	100
March (forecast)	100

After applying the Calendar, the target Scenario has the following results:

Period	Value
2000-05 (Historical)	20
2000-06 (Historical)	20
2000-07 (Historical)	20

Period	Value
2000-08 (Historical)	20
2000-09 (forecast)	40
2000-10 (forecast)	20
2000-11 (forecast)	20
2000-12 (forecast)	20
2000-13 (forecast)	20

Notice that Week 9 is forecasted; this is because for Week 9, part of the data comes from a Historical source and part of the data comes from a Forecast source. In this situation, the DME sets the value to Forecast.

Convert the weekly Scenario back to monthly, after the conversion, the monthly results are:

Period	Value
2000-02 (forecast)	100
2000-03 (forecast)	100

Notice that February now becomes the Forecast. Again, like Week 9, part of its data comes from a Historical source and the other part from the Forecast source (Week 9). By default, the DME sets the February result to Forecast.

Under some conditions, the DME adds periods to the target Scenario. Assume that you have the same Calendar as the previous example.

From (month)	To (week)	% (from monthly to weekly)	% (from weekly back to monthly)
2000-02	2000-05	20%	100%
2000-02	2000-06	20%	100%
2000-02	2000-07	20%	100%
2000-02	2000-08	20%	100%
2000-02	2000-09	20%	50%
2000-03	2000-09	20%	50%
2000-03	2000-10	20%	100%
2000-03	2000-11	20%	100%
2000-03	2000-12	20%	100%
2000-03	2000-13	20%	100%

However, only data for February exists, but not March.

Period	Value
February (Historical)	100

After the monthly-to-weekly conversion, the data looks like this:

Period	Value
2000-05 (Historical)	20
2000-06 (Historical)	20

Period	Value
2000-07 (Historical)	20
2000-08 (Historical)	20
2000-09 (Historical)	20

Notice that 2000-09 is created, but this is normal because in your calendar, February does have Week 9. Now, if you convert it back to monthly, it will become:

Period	Value
2000-02 (Historical)	90
2000-03 (Historical)	10

Notice that March is created and it takes 10 from February; this happens because Calendar Week 9 is shared between February and March.

These are the limitations for the current DME Calendar transformation implementation, and they only occur when a Target period is shared by two different Source periods.

Chapter 9 Using Bill of Material

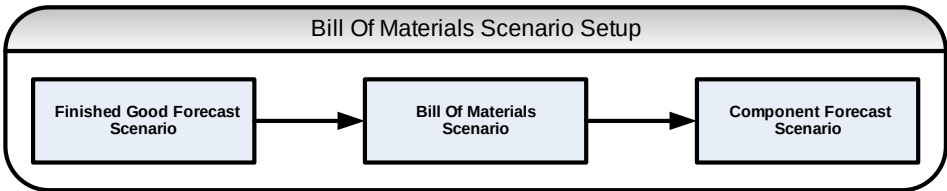
This chapter includes:

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Section 2: Bill of Material Management 176

Section 1: Overview

The Bill of Material feature enables you to convert Primary Demand to Component Demand. You can forecast finished goods items and, thereafter, component requirements are computed using the Planning Bill.

The DME supports any number of planning bill levels by loading each level and, thereafter, running through an expansion process either in real time or in batch with linked tasks. The following diagram depicts the Scenario configuration required to support the Bill of Materials process.



In the Bill of Material process, it is possible to have the same scenario for the Finished Goods and Component forecast. The Bill of Material can determine the number of components required to produce the items. The process creates new information that is stored in the main scenario for analysis and review.

The Bill of Material feature uses the Forecasts of a Scenario of finished goods to calculate Forecasts of components for those finished goods. The feature accomplishes the task using a third Bill of Materials (BOM) Scenario. This Scenario defines the relationship between a product and the type and number of components it contains. The DME extends the feature by generating forecasted

values for the BOM, as well as any other Opinion Lines used in the BOM calculation.

Section 2: Bill of Material Management

2-1: Create a Bill of Material

1. Select **Forecast > Bill of Material** from the Viewer menu.

The following window displays.

The screenshot shows the 'Bill of Materials Transfer' dialog box. It is divided into three main sections: 'Finished Goods', 'Components', and 'BOM'. Each section has a 'Scenario' dropdown menu, currently set to 'CalMw'. Below each dropdown are two empty rectangular boxes for 'Connection Fields' and 'Data Fields' (or 'BOM Factors' in the BOM section). Each of these boxes has a 'Change...' button below it. In the 'Finished Goods' and 'Components' sections, there are also checkboxes for 'Forecasted Periods Only' and 'Reset Values before Transfer' respectively. At the bottom of the dialog are 'Apply' and 'Cancel' buttons.

2. Review the following options:

Textbox	Description
Scenario	Defines the Scenario for finished goods, components and BOM.
Connection Fields	Defines how to match the series between Finished Goods and BOM and BOM and the Components. Additional information is provided in the following steps.
Data Fields	Define which Opinion Lines (data fields) are used for the BOM calculations. Usually, they are the Value and FValue fields. Additional information is provided in the following steps.
Forecast Periods Only	BOM calculation only affects the Forecasted periods. Use this option if the Historical values of the components needs to be calculated from the finished goods. The default is unchecked.
Reset Values before Transfer	BOM calculation will reset the Opinion Lines (data fields) in the component Scenario before the calculation occurs. In the above example, the components have their own retail sales forecast and this option should not be used. The default is unchecked.
Apply Button	Apply the BOM to the component Scenario with the current settings.
Cancel Button	Cancel the BOM operation.

- Click the **Change** button in the **Connection Fields** of the Finished Goods (FG) section.
- Select the appropriate **connection fields** from the **Connections Fields** textbox in the FG section. These fields connect series from the FG Scenario to the conversion series in the BOM Scenario.
- Click the **Change** button in the **Data Fields** of the FG section.

6. Select the appropriate **data fields** from the **Data Fields** textbox in the Finished Goods section. These data fields are the Opinion Lines used as values converted into component Opinion Line values.
7. Click the **Change** button in the **Connection Fields** of the Components section.
8. Select the appropriate **connection fields** from the **Connections Fields** textbox in the Components section. These fields connect series from the Components Scenario to the conversion series in the BOM Scenario.
9. Click the **Change** button in the **Data Fields** of the Components section.
10. Select the appropriate **data fields** from the **Data Fields** textbox in the Components section.

These data fields are the Opinion Lines that receive the converted values from the FG Opinion Lines. The number of Opinion Lines entered must match the number of Opinion Lines entered for finish goods. The order of the lines entered is important as the first Finished Good data field (Opinion Line) is used for the first Components Opinion Line, with each additional line matching in the same order.

11. Click the **Change** button in the **Connection Fields** to Finished Good in the BOM section.
12. Select the appropriate **connection fields** that hold the data that will match the data defined in the **Finished Goods connection fields**.

The number of connection fields must equal the number of connection fields defined for the Finished Goods connection fields. The order in which the the fields are listed is significant because each field corresponds to each Finished Good connection field listed in that order.

13. Click the **Change** button for the **Connection Fields to Components** in the BOM section.
14. Select the **connection fields** that hold the data that match with the data defined in the **Components connection fields**. The number of connection fields must equal the number of connection fields defined for the Components connection fields. The order in

which the fields are listed is significant because each field listed corresponds to each Components connection field listed in that order.

15. Click the **Change** button for **BOM Factors** in the BOM section.
16. Select the observation line(s) that define the conversion between the finished goods and the components. When multiple data fields are defined for Finished Goods and Components, there are two options:
 - Enter a single BOM Factor that is used for all conversions.
 - Enter multiple lines that must equal the number of observation lines entered in the Finished Goods or Components Scenario.

The depiction below displays an example of a completed Bill of Materials Transfer window.

The screenshot shows the "Bill of Materials Transfer" window with three main sections: Finished Good, Components, and BOM.

Finished Good Section:

- Scenario: SKU Level
- Connection Fields: Customer, SKU
- Data Fields: FValue, UserValue01, UserValue02
- Buttons: Change... (for Connection Fields), Change... (for Data Fields)

Components Section:

- Scenario: Parts Fcst
- Connection Fields: Other, UserDef1, UserDef2
- Data Fields: Stat Forecast, Sales Forecast, Finance Forecast
- Buttons: Change... (for Connection Fields), Change... (for Data Fields)
- Checkbox: ☐ Reset Values before Transfer

BOM Section:

- Scenario: BOM Explosion
- Connection Fields to Finished Good: Customer, SKU
- Connection Fields to Components: ItemLinkPart01, ItemLinkPart02, Location
- BOM Factors: Price
- Buttons: Change... (for Connection Fields to Finished Good), Change... (for Connection Fields to Components), Change... (for BOM Factors)

At the bottom right are the **Apply** and **Cancel** buttons.

17. Click Apply.**2-2: Bill of Material Example**

Assume an electronic store sells TVs and accessories. Each type of TV comes with a different type of remote control and cables. For example, a Sony HDTV comes with 3 video cables and 2 audio cables. A standard Sony TV comes with 1 video cable and 2 audio cables. In addition to the cables sold with a TV, cables are also sold separately. As a store manager, you are in charge of forecasting the total sales of TVs and cables. The Bill of Material feature can accomplish this task.

The input data is:

2-2-1: Finished Goods

Sales Forecast	2004-01	2004-02	2004-03
Sony HDTV	100	150	200
Standard TV	100	90	80

2-2-2: Components

Retail Sales Forecast	2004-01	2004-02	2004-03
Video Cable	80	80	80
Audio Cable	120	150	160

2-2-3: Bill of Material

Finish Goods	Components	BOM Factor 2004-01	BOM Factor 2004-02	BOM Factor 2004-03
Sony HDTV	Video Cable	3	3	3
Sony HDTV	Audio Cable	2	2	2
Standard TV	Video Cable	1	1	1
Standard TV	Audio Cable	2	2	2

The output data for the Bill of Material is:

2-2-4: Components

Total Sales Forecast	2004-01	2004-02	2004-03
Video Cable	480	620	760
Audio Cable	520	630	740

For example, the total Sales Forecast of video cable on 2004-02 = $80 + 150 * 3 + 90 * 1 = 80 + 450 + 90 = 620$.

Note: *The BOM factor is based upon date. In the example above, the factors are the same for all months, but they could differentiate from period to period.*

Note: *The BOM factor can be a predefined factor or any other quantity relationship. For example, 80% of HDTV buyers purchase universal remote control, while 20% of HDTV buyers purchase standard remote control. The 80% and 20% can be the BOM factors between the HDTV and remote controls.*

Chapter 10 Demand Management Reports

This chapter includes:

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Section 1: Overview

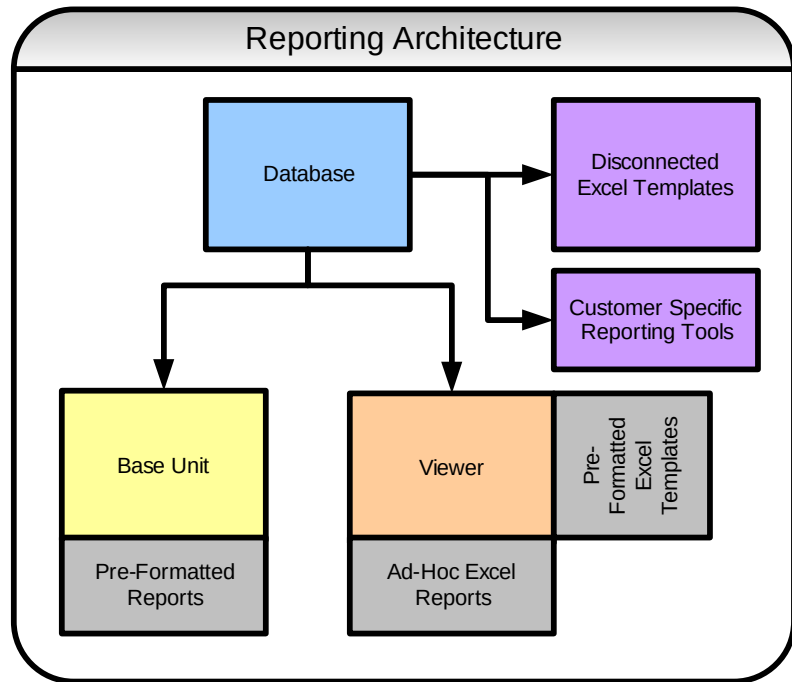
There two different ways the DME runs the Reporting feature:

- A series of Report Templates or pre-defined reports.
- Free-form pivot tables and Excel.

The Predefined Reports are accessed using predefined templates that output data. You can use the Batch Scheduler to run the reports or the Base Unit to run the reports interactively.

When using the Excel based pivot reports, the DME provides wizards that enable you to define reports on the fly or use pre-defined

templates that are created by the System Administrator. The following diagram illustrates the reporting architecture within the DME:



The DME also supports customer-specific reporting solutions such as Cognos, Brio, Business Objects or Proclarity. These reporting solutions connect directly to the DME's database and provide additional reporting capabilities.

Section 2: Create Pivot Reports

To create a Pivot Report, you must have Excel 2000® or later installed.

Use one of the following procedures to create a Pivot Report:

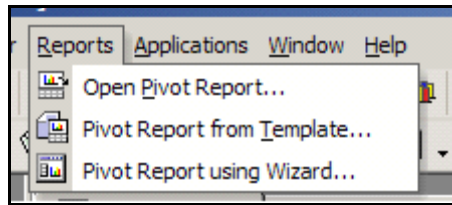
- Open an existing report. You can refresh the report with the current data.

- Create a new report from an existing template in the Template Directory. The current data is used to create the new Scenario.
- Create a new report via Report using the Wizard. The current data is used to create the new Scenario.

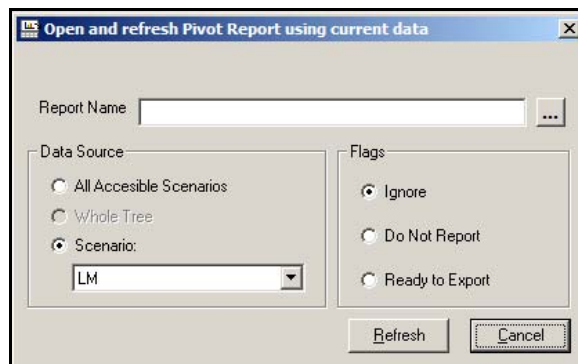
The report is created in the DME; this makes the Data Range more manageable. In addition, some security can be applied to the report. Using the assigned permissions, a user can select the data from one of the following:

- Current Scenario.
- All Scenarios visible to the user.
- Specify to ignore, Do Not Report or Ready to Export flag.

1. Go to **Report > Open Pivot Report...**



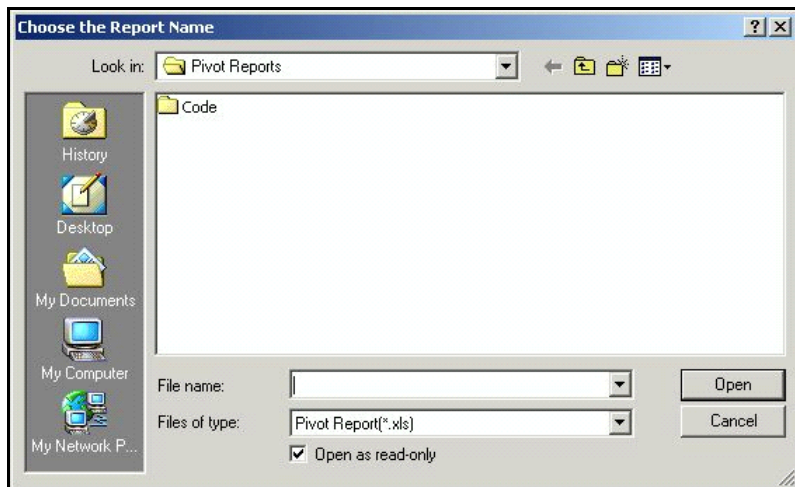
The following window displays.



Note: When the "Do Not Report" is selected in the Flags area, the all the series with the Do Not Report series status field set to True are not included in the report.

2. Click the  button.

The following window displays.



3. Select the report and click **Open**.

Once the report is selected, the user has the capability to:

- Refresh existing components.
- Adjust parameter page and data range.

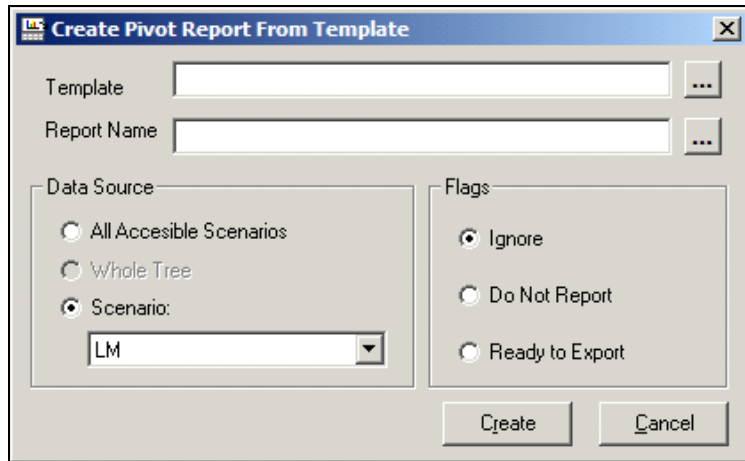
Note: *You can always refresh a report created from a template or Wizard.*

2-1: Use an Existing Template

If you copy an existing template to create a new report, a source filename, target filename, and a data source are required from the user. When you press the Create button, the template file is copied to the source file, then the new data source is used for the pivot report in the new file and the data is refreshed.

1. Go to **Reports > Pivot Report from Template**.

The following window displays.



2. Click the  button and select the template.
3. Click the  button and select the **report name** or enter a **report name** and click **Open**. The report name cannot be the same as the template name.
4. Select the **Data Source**.
5. Select the appropriate **Flag**.
6. Click the **Create** button.

A special hidden worksheet, Report Parameters, stores the parameters for each report in the workbook. The table below details the parameters.

Parameter	Description
Report Name	The name of the report
Report Type	Pivot report or external table.
Data Source	A Select statement to retrieve data, which should include SeriesID in the selected fields.

Parameter	Description
Where clause	A changeable range that is used to refresh the data.

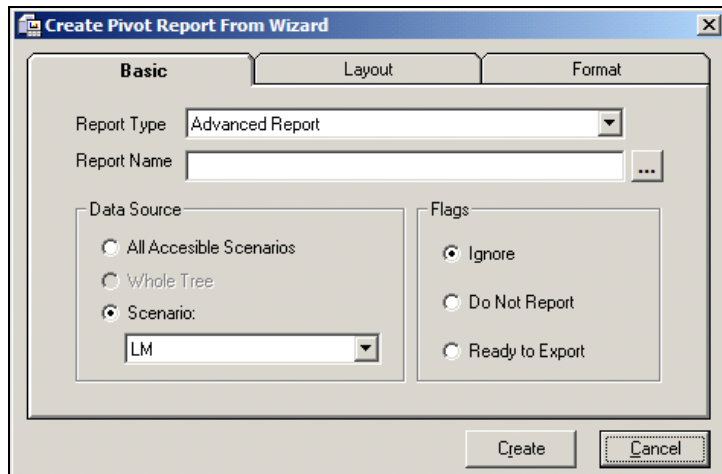
2-2: Using the Pivot Table Wizard

The Pivot Table Wizard requires the following:

- File Name/Path
- Data Source
- Report Type

1. Go to **Reports > Pivot Table using the Wizard**.

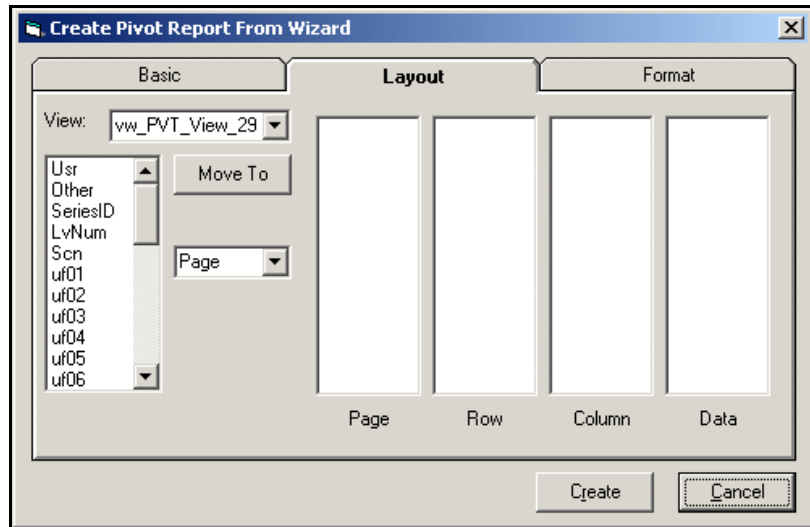
The following window displays.



2. Click the **Basic** tab.
3. Select the **Report Type** from the drop-down list.
4. Click the  button and select the **Report Name**.
5. Select the **Data Source**.

6. Select the **Flags** if appropriate.
7. Click the **Layout** tab.

The following window displays.



The layout uses the same user interface as the pivot table field list user interface. If the following conditions are met, there are entries in the View drop-down list.

- Starts with vw_PVT.
- Has a numeric field SeriesID.

A new view is used to support the Advanced Pivot Report. The view includes the following:

- All description fields
- MAPE
- RSqr in the view vw_PVT_VIEW_V29

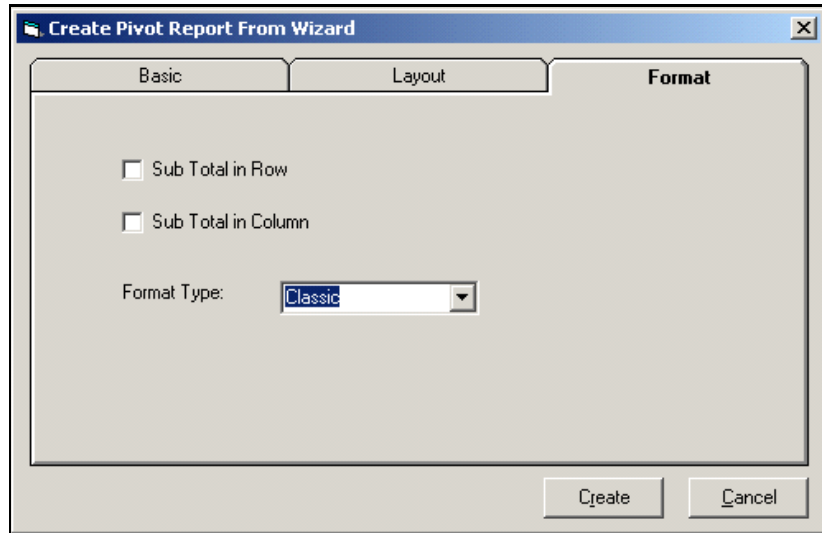
For data fields, the view includes the following:

- Hist
- Original

- FValue
- UserValue01 to UserValue10

The view also includes the Error and Abs Error between Hist and other data fields.

8. Click the **Format** tab.



9. After you select the reporting options, click Create.

The report is generated within Excel.

UserField1	UserField2	UserField3	Data	MON	01	02	03	04	05	06	07	08	09	10	11	12
EAST	DISCOUNT PA	1080	Sum of HIST_DMD		116.8	116.8	116.8	116.8	116.9	116.9	227.8	230.6	233.3	233.3	236	238.4
			Sum of MDLQ_DMD		244.7543381	251.0820812	254.8744447	257.0982695	253.0496151	231.9160089	332.2705622	369.1779721	389.8911194	397.8252337	405.8917325	411.9149646
	1352		Sum of HIST_DMD		275.8	277.4	277.4	278.1	278.7	280.2	282.9	285.3	284.1	284.8	285.1	285.1
			Sum of MDLQ_DMD		420.0476795	420.9572732	422.572645	423.4336081	423.4089584	425.1316983	426.5770661	430.215646	432.0070836	431.9849134	432.5928814	433.6937361
	1905		Sum of HIST_DMD		200.9	223.7	223.2	205.9	191.9	228.3	228.1	234.1	199.9	227.6	228.8	221.4
			Sum of MDLQ_DMD		298.2909395	339.5122235	332.1255748	323.8613007	296.369796	335.4024409	330.6358598	322.7744362	302.7913817	343.3667144	336.7565002	326.8391739
	1912B		Sum of HIST_DMD		274.04	280.37	300.32	316.58	295.91	301.72	333.77	356.22	335.62	320.26	351.44	370.77
			Sum of MDLQ_DMD		462.3740169	458.1050167	504.1689487	534.8529229	493.6685893	491.0117743	535.6991725	577.5257363	540.8370894	541.5445671	573.0478777	606.9946123
	3059		Sum of HIST_DMD		77.9	105.2	105.9	120.8	105.1	180.9	170.2	167.9	209.4	223.9	228.7	241.7
			Sum of MDLQ_DMD		176.3434453	208.1688969	241.4208579	241.0702937	234.7653577	260.7907617	209.978014	307.4078453	313.2258739	353.0544472	342.160474	394.9319815
	EVANS HARD	3056	Sum of HIST_DMD		59.19	63.66	63.06	62.13	62.52	64.02	63.75	62.43	62.07	128.34	127.14	126.45
			Sum of MDLQ_DMD		123.5678564	142.4882718	134.8671062	133.1748874	127.8466041	150.5423331	141.3222969	139.4644453	134.0057483	154.8907135	208.213613	209.0680278
	OUTDOOR W	1080	Sum of HIST_DMD		135.05	109.8	139.5	158.55	127.2	117.75	160.65	178.1	185.85	159.9	283.05	338.95
			Sum of MDLQ_DMD		325.7910691	273.4867185	335.5090454	371.8279745	332.592691	279.0259658	353.6774027	407.3401938	366.0611537	353.4832595	411.542567	535.787973
	1905		Sum of HIST_DMD		368.85	369.3	369.15	369.6	369.6	369.6	369.6	372.75	374.85	375.6	375.75	376.2
			Sum of MDLQ_DMD		558.9415406	559.8393838	560.5807383	560.0969523	561.439549	561.7132613	561.9878079	562.2631539	565.8217384	568.2813276	569.3313656	569.755898
	5268A		Sum of HIST_DMD		268.2	153.6	357.6	409.8	364.2	223.8	255.6	277.4	330	348	379.8	374.4
			Sum of MDLQ_DMD		429.942404	299.4392434	573.5201287	657.7380197	505.7922707	390.2282801	435.5055975	469.7663859	561.3351144	579.6982773	628.0206655	626.3159131
	BIG DEPOT	1080	Sum of HIST_DMD		1412	1894	2030	2394	1800	1484	1678	1710	1884	1932	2132	2114
			Sum of MDLQ_DMD		2168.388889	2935.916322	3140.45662	3705.835594	2821.74463	2389.391608	2713.863384	2738.813381	3001.133436	3143.262879	3527.049469	3479.174103
	1805		Sum of HIST_DMD		1289.8	1044	2174.8	2032.8	2478	1627.2	1624.6	2565.2	2820.8	2567.8	2788.6	2889.4
			Sum of MDLQ_DMD		1841.241589	1623.393453	3237.961565	3119.353134	3864.676094	2834.391352	2405.880129	3942.779212	4383.038255	3875.676236	4186.715073	4237.639475
	EVANS HARD	2839D	Sum of HIST_DMD		94.4	119.2	127.8	146.6	111.2	83.8	82.6	100.8	122.8	129.8	140.4	138.2
			Sum of MDLQ_DMD		137.9676044	179.4350707	198.5443313	229.0051926	177.4095853	134.738429	149.8227248	167.2873647	194.0192754	195.2727003	211.2229405	207.4539668
	3059		Sum of HIST_DMD		64.6	87.3	93.1	110.8	81.8	67	76.2	77.7	84.1	87.1	95.4	95.7
			Sum of MDLQ_DMD		99.63001153	135.7918309	145.6336564	173.6889205	129.9368355	108.2112247	123.8415047	125.3984657	134.7405445	143.399804	160.2049604	159.4963838
	GARDEN SOU	1352	Sum of HIST_DMD		214	221	221.6	208	186	198	197.6	213	194.2	219.6	218.8	221.6
			Sum of MDLQ_DMD		321.1959213	333.6478025	335.9295373	314.4322049	281.7124142	263.0593936	304.0742951	322.02031	293.1790545	333.0283535	331.2478016	335.951667

2-3: Benefits of Pivot Reports

The benefits of this Pivot Reports include the following:

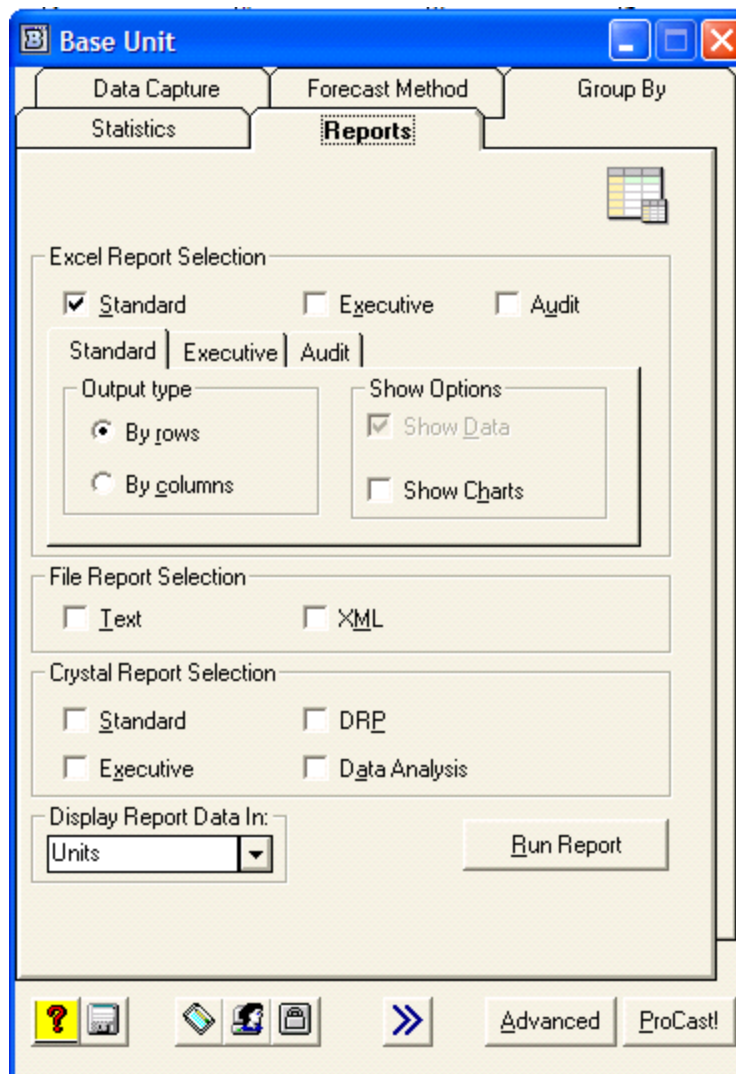
- Built-in pivot table and other reports.
- Reduces the time required to create a Pivot Report. The Wizard only loads the data necessary for the report.

Section 3: Generate Reports

Use the Reports tab to select the Report options for your Forecast.

1. Click the **Reports** tab on the Base Unit.

The following window displays.



Note: Before you view any reports, run Procast.

2. On the Report tab, select the type of report you want to generate.
3. Click Run Report when finished.

Section 4: Report Types

The table below details reports available in the DME.

Type	Description
Standard	The Standard Report handles large volumes of data quickly when applying Mean Absolute Percentage Error (MAPE), R-Squared Value and Standard Deviation statistics. The Standard Report produces a Comparison Report that lists the actual and forecasted values side by side, and shows all the selected statistics. ■ Output Type - Select whether you want to view the data in the report in rows or columns. This value defaults to rows. ■ Show Data - This option is always selected and disabled to show you that the reports will show your data. ■ Show Charts - Select this option if you want to view charts in the Standard report.

Type	Description
Executive	The Executive Report is designed to answer the question, What is the risk of accepting this forecast? It visually represents the answer in easy-to-read graphs, charts, and tables. It also applies the common statistics MAPE and R-Squared values. The Executive Report includes complete listings of monthly, quarterly, and annual forecast values, and attaches fields for additional comments and notes. Select the appropriate options for the Executive Report: ■ History - Select this option to include the Historical values for your data. ■ Fitted - Select this option to include a plot of the Fitted forecast values on the graph. ■ Show Charts - Select this option to have each series represented with a chart. ■ Forecast - Include the Forecasted values for your data. ■ Errors - Select this option to include a plot of the forecast Error values on the graph. ■ Lower/Upper Limit -- Select this option to include a plot of the Upper and Lower limits on the graph. ■ Safety Stock - Select this option to include a plot of the Safety Stock values on the graph.
Audit	The Audit Trail Report is the most detailed analysis option for the Forecast. It displays everything contained within the Executive Report on top of all of the statistics chosen by the user, as well as some optional tables. Use the Audit Trail report to justify a forecast with statistics. Select the appropriate values for the Audit Report: ■ Forecast Results - Select this option to be able to view forecasted values in the report. ■ Include Executive - Select this option to include all results in the Executive report. ■ Fitted Values Sample - Select this option to include a table of the forecast fitted values in the report. ■ Out of Sample Table - Select this option to include a table of Holdback analysis.

4-1: Excel and File Report Selection

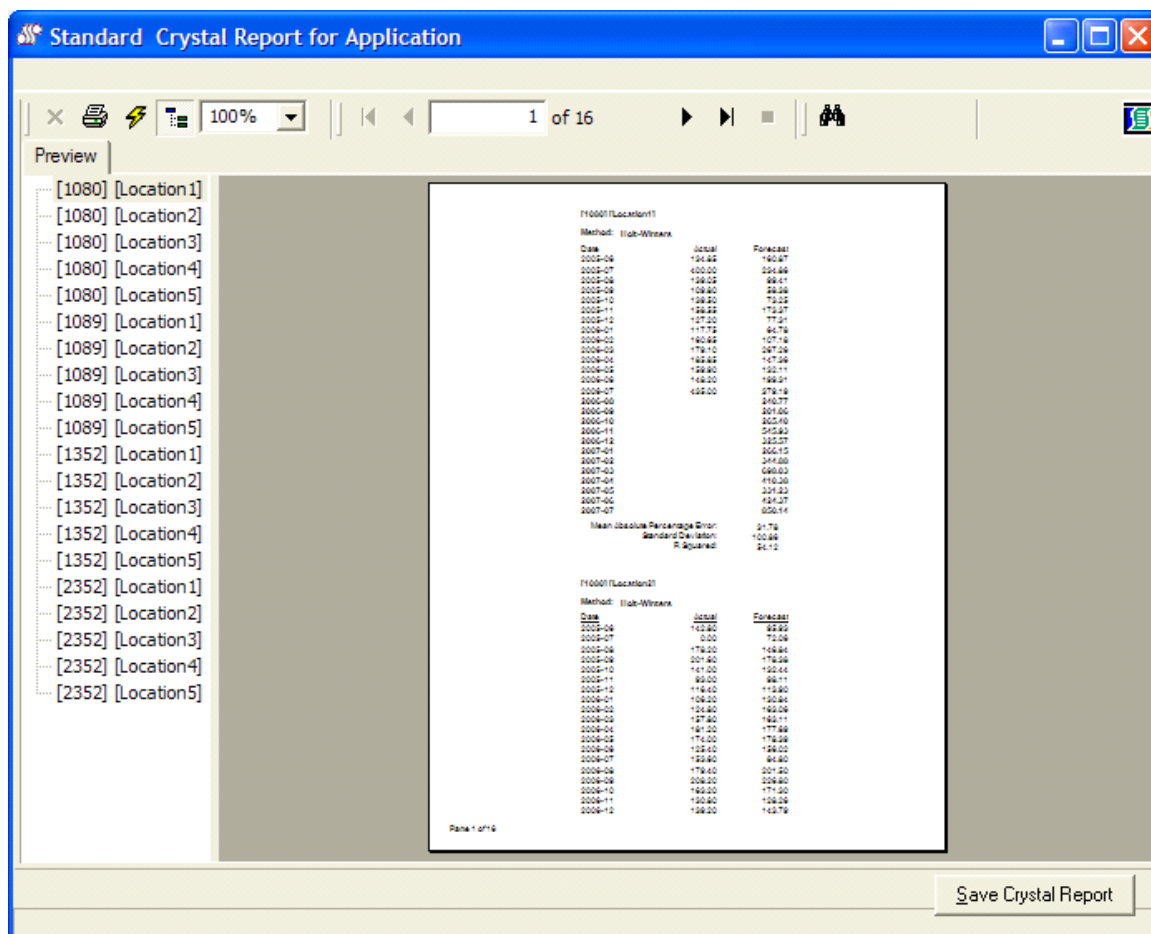
After you select the type of report you want to generate, indicate the tools with which you want the reports displayed.

Type	Description
Standard	Select this option to display the Standard report in an Excel spreadsheet.
Audit	Select this option to display the Audit report in an Excel spreadsheet.
Executive	Select this option to display the Executive report in an Excel spreadsheet.
Text	Select this option to display the selected report also in a .txt file. If a text report is open in Excel, it can be regarded as an Excel Standard report with rows options. The delimited symbol in this text report is .
XML	Select this option to display the selected reports also in XML file format. The structure of the report is following: ■ Scenario information, which include some general information, the configuration of the Scenario, and the dates for each observation. ■ There is a section for each group. When there is no group configuration, all Series in the Scenario is one group. ■ There is an item for each series in one group. In each item, there are three sub-items: the Historical Values, the Forecasted Values and the Statistics.

Section 5: Crystal Reports

The Crystal Report produces very detailed and comprehensive visual representations of the Forecast run. Crystal Reports run faster than the other reporting methods and do not require Excel or other reporting tools to be installed on your system.

The following figure is an example of a window in which the Standard Crystal Report displays.



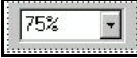
The table below details the buttons on the screen and their functionality.

Icon

Description



Close. Click this button to close the window.

Icon	Description
	Print Report. Click this button to print the report.
	Refresh. Click this button to Refresh the screen. You will be returned to the first series.
	Toggle Group Tree. Click the button to view or not view the group tree on the left.
	Percentage. This window controls the size of the report view.
	Go to First Page. Click the button to view the first page of the report.
	Go to Previous. Click this button to view the previous page of the report.
	This window displays the page number of the report you are currently viewing.
	Go to Next. Click this button to view the next page of the report.
	Go to Last. Click this button to view the last page of the report.

Icon	Description
------	-------------



Stop Loading. Click this button to stop the loading the data of a new report.



Search Text. Click this button to search for a particular word or phrase in the report. When you click this button, a Search dialog displays where you enter the text or phrase for which you are searching.

There are four types of Crystal Reports you can generate:

Type	Description
Standard Crystal Report	The Standard Crystal Report displays the history and forecast of each series.
Executive Crystal Report	The Executive Report offers less detail as other Crystal reports. However, it does provide very easy to follow graphical views of the data and a summary with forecast information. The graphical views make reporting and presentation to non-forecasting stakeholders within an enterprise easy.
Data Analysis Crystal Report	The Data Analysis Crystal Report shows dates, history, and fitted values and the following: ■ Error - The difference between history and fitted values. ■ Series percentage change - The percentage of variation between one observation and the previous one. ■ Forecast Percentage Change - The percentage of variation between one fitted value and the previous one. ■ Cumulative Error and Cumulative MAPE - These values show the stability of the error. ■ Average, Maximum, Minimum, Standard Deviation, Variance, and Median for each column.

Type	Description
DRP Crystal Report	The results of the DRP Crystal report display on the Demand Data tab, on the Series Preview and Transformations screen. For more information about the report, see Demand Data Tab.

Section 6: Display Report Data

1. Select either **units** or **dollars** from the **Display Report Data** from drop-down list.

The screenshot shows the 'Base Unit' dialog box with the 'Reports' tab selected. The dialog has three main tabs: 'Data Capture', 'Forecast Method', and 'Group By'. The 'Reports' tab is active, showing options for report generation. At the top right of the 'Reports' tab is a small icon of a spreadsheet. The 'Excel Report Selection' section includes three checkboxes: 'Standard' (checked), 'Executive', and 'Audit'. Below these are three tabs: 'Standard', 'Executive', and 'Audit'. The 'Standard' tab is selected, showing 'Output type' with 'By rows' (selected) and 'By columns'. To the right of the 'Output type' section is a 'Show Options' box with 'Show Data' (checked) and 'Show Charts'. The 'File Report Selection' section has 'Text' and 'XML' checkboxes. The 'Crystal Report Selection' section has 'Standard', 'Executive', 'DRP', and 'Data Analysis' checkboxes. At the bottom left is a 'Display Report Data In:' section with a dropdown menu set to 'Units'. To the right of this is a 'Run Report' button. The bottom of the dialog features a toolbar with icons for help, report, data, and a 'Run' button, followed by 'Advanced' and 'ProCast!' buttons.

Base Unit

Data Capture Forecast Method Group By

Statistics **Reports**

Excel Report Selection

☒ Standard ☐ Executive ☐ Audit

Standard | Executive | Audit

Output type

☒ By rows ☐ By columns

Show Options

☒ Show Data ☐ Show Charts

File Report Selection

☐ Text ☐ XML

Crystal Report Selection

☐ Standard ☐ DRP

☐ Executive ☐ Data Analysis

Display Report Data In:

Units

Run Report

? [Report Icon] [Data Icon] [Run Icon] >> Advanced ProCast!

Section 7: Run the Report

1. Click the **Run Report** button.

The report is generated and displays when it is complete.

Note: *Install the default printer before running the Excel reports.*

Section 8: View the Report

When the report displays, it is in the format you specified. If you selected more than one type of report, each report is created within its own Excel workbook.

Text and XML reports display in a Notebook file.

Below are examples of two reports that appear in Excel format. For an example of a Crystal Report, see [Section 5: Crystal Reports](#).

8-1: Standard Report- Excel Example

	A	B	C	D	E	F	G	H	I
1	Series	1999-6	1999-7	1999-8	1999-9	1999-10	1999-11	1999-12	2000-1
2	[S1] - Actual	82,005.00	57,792.00	10,000.00	10,141.42	30,000.00	160.00	9,178.00	0.00
3	[S1] - Forecast(Holt-Winters)	78,182.74	79,307.40	48,292.13	7,697.98	11,666.73	15,069.31	4,681.91	0.00
4	[S2] - Actual	131,257.00	15,414.00	13,621.00	7,834.00	925.00	15,005.00	17,266.00	0.00
5	[S2] - Forecast(Holt-Winters)	115,046.95	96,365.29	36,029.00	13,629.45	1,474.16	0.00	33,578.32	0.00
6	[S3] - Actual	151,535.00	22,017.00	16,052.00	10,417.00	2,208.00	16,708.00	22,129.00	0.00
7	[S3] - Forecast(Holt-Winters)	146,685.86	114,595.09	33,626.88	12,741.57	0.00	0.00	38,356.53	0.00
8	[S4] - Actual	172,434.00	27,827.00	12,459.00	14,822.00	3,420.00	27,789.00	32,222.00	0.00
9	[S4] - Forecast(Holt-Winters)	167,436.02	126,898.63	38,891.84	13,455.80	1,444.36	0.00	56,824.00	0.00
10	[S5] - Actual	90,274.00	17,792.00	12,828.00	6,759.00	2,274.00	10,122.00	12,648.00	0.00
11	[S5] - Forecast(Holt-Winters)	87,013.10	70,708.12	22,606.38	9,231.56	872.01	0.00	20,409.51	0.00
12	[S6] - Actual	8,240.00	3,033.00	1,482.00	1,560.00	709.00	1,341.00	1,290.00	0.00
13	[S6] - Forecast(Holt-Winters)	7,791.12	7,268.30	2,751.85	1,166.85	493.76	112.66	1,026.42	730.59
14	[S7] - Actual	0.00	509.00	404.00	229.00	213.00	473.00	260.00	0.00
15	[S7] - Forecast(Holt-Winters)	161.07	415.08	324.94	159.61	60.16	394.19	305.24	134.36
16	[S8] - Actual	193.00	0.00	0.00	0.00	14.00	60.00	23.00	0.00
17	[S8] - Forecast(Holt-Winters)	49.70	0.00	14.15	9.94	3.61	15.45	257.63	86.60
18	[S9] - Actual	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
19	[S9] - Forecast(Croston)	20.00	27.05	25.91	24.86	23.89	23.00	22.17	21.39
20	[S10] - Actual	1,869.00	233.00	0.00	4.00	0.00	0.00	0.00	0.00
21	[S10] - Forecast(Double Expo)	1,802.45	1,804.84	112.57	0.00	0.00	0.00	0.00	0.00
22	[S11] - Actual	8,041.00	763.00	519.00	343.00	0.00	0.00	0.00	0.00
23	[S11] - Forecast(Double Expo)	7,774.64	7,783.52	271.41	35.67	0.00	0.00	0.00	0.00

8-2: Audit Trail and Executive Reports

	A	B	C	D	E	F	G	H	I
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
23									
24									
25									
26									
27									

Report for [S31]				
Forecast -- Procact Selected				
Date	Forecast	Forecast Rolling 3	Full Cycle	% Change In Forecast
2000-12	520.04	520.04	520.04	
2001-1	0.00			
2001-2	789.62			100.00%
2001-3	101.41	891.03		-678.66%
2001-4	520.04			80.50%
2001-5	0.00			
2001-6	789.62	1,309.66		100.00%
2001-7	101.41			-678.66%
2001-8	520.04			80.50%
2001-9	0.00	621.45		
2001-10	789.62			100.00%
2001-11	101.41			-678.66%
Avg	352.77	835.55	520.04	-196.87%
Max	789.62	1,309.66	520.04	100.00%
Min	0.00	520.04	520.04	-678.66%
Summary Comments				
The forecast has an average error of				133.79%
The data has a standard deviation of				489.18
The forecast exceeds the accuracy of a simple average by				19.79%

Chapter 11 Grouping

This chapter includes:

Section 1: Overview	202
Section 2: Static Hierarchy Management	203

Section 1: Overview

Grouping is sometimes referred to as 'Multi-level Forecasting' because it provides a powerful mechanism for Forecasting and planning. The process provides the ability to group information that is by itself unstable, but when combined it becomes stable and, therefore, forecastable. This is often seen in seasonal products where individual items appear erratic, but when all of the items at a customer site are taken together, a forecastable pattern can be seen.

Hierarchy Management is a powerful component of the DME that is used for allocating forecast changes among different, aggregating levels. For example, if you have a detailed level for your demand planners and a product family level for your service teams. The demand planners could take the changes that were made at the product family level and group the changes to the detailed level.

In the DME there are three ways to do grouping.

Grouping	Description
Bottom-Up Aggregation	Aggregates the detailed series to higher levels within a business hierarchy.
Top-Down Grouping	Provides the mechanism for rolling detail information up to a higher level to allow the pattern to emerge and then provides the ability to push the results back down on a percentage basis so that the lowest level of detail is properly forecast. When higher level information is pushed down into the detail the forecast is said to be developed top down.

Grouping	Description
Middle-Out Grouping	is used when at the top level there is not enough differentiation from they may appear to be flat. But when you look at the division level there might be enough differentiation to build a strong seasonal pattern. In this case, forecasting at the top level would not yield the most accurate results.

The Hierarchy Manager enables you to look at your data at a higher level or even across levels, make changes to the data and submit the changes down to the detail data. The Hierarchy Manager is available in the Viewer so Users can dynamically create aggregates and roll up, down or across.

The Group by Tab in the Base Unit is primarily used for pivoting data as it is loaded into the DME database. For example data that originally stored in columns will be loaded into the DME and stored into row or “series”.

Section 2: Static Hierarchy Management

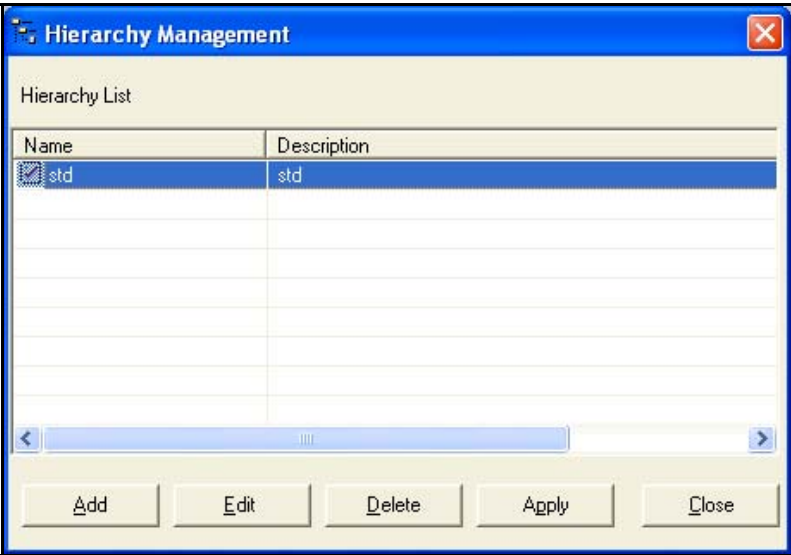
2-1: Create a Static Hierarchy

1. Open the Viewer.

The Scenario Selection window displays.
2. Select a **Scenario** to create the hierarchy and click **OK**.

The Scenario displays.
3. Select **Forecast > Hierarchy Manager** from the Viewer menu.

Hierarchy Management window displays.

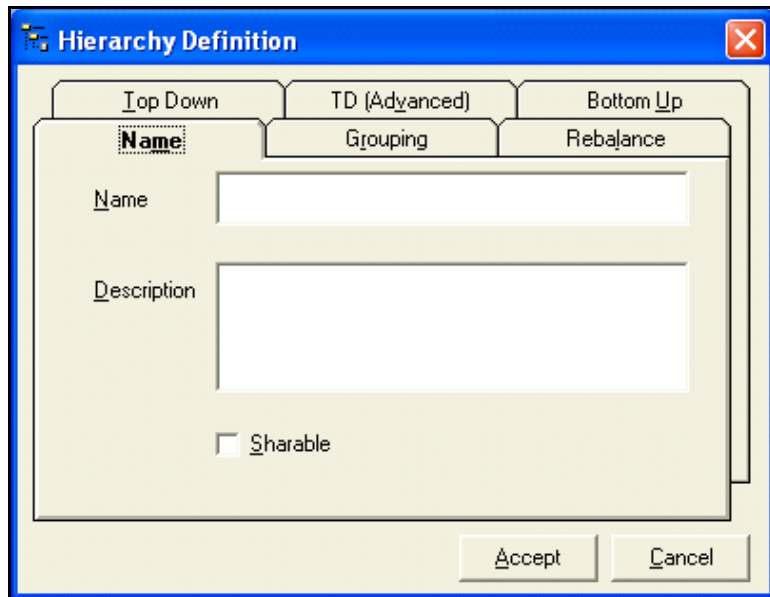


The following table details how each button is used.

Button	Description
Add	Create a new static hierarchy.
Edit	Make adjustments to a previously created static hierarchy.
Delete	Erase a static hierarchy.
Apply	Activate the defined static hierarchy.

4. Click the **Add** button.

The Hierarchy Definition window displays.



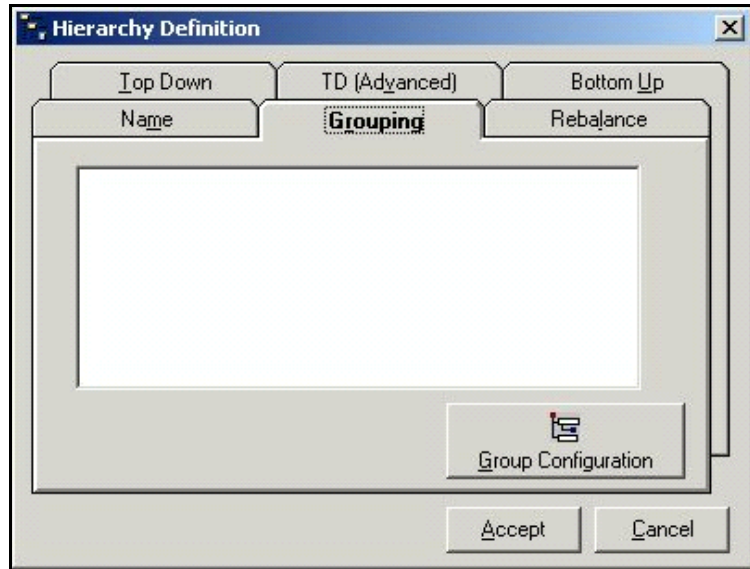
2-1-1: Name Tab

1. Type a name for the hierarchy in the **Name** textbox.
2. Check the **Sharable** checkbox if you would like others to use this hierarchy.
3. Click the **Accept** button.

2-1-2: Grouping Tab

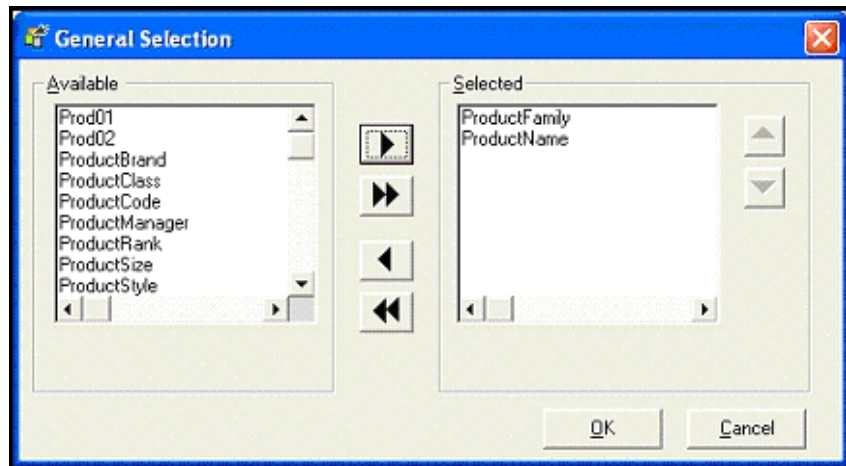
1. Click the **Grouping** tab.

The Grouping tab window displays.



2. Click the **Group Configuration** button.

The General Selection window displays.



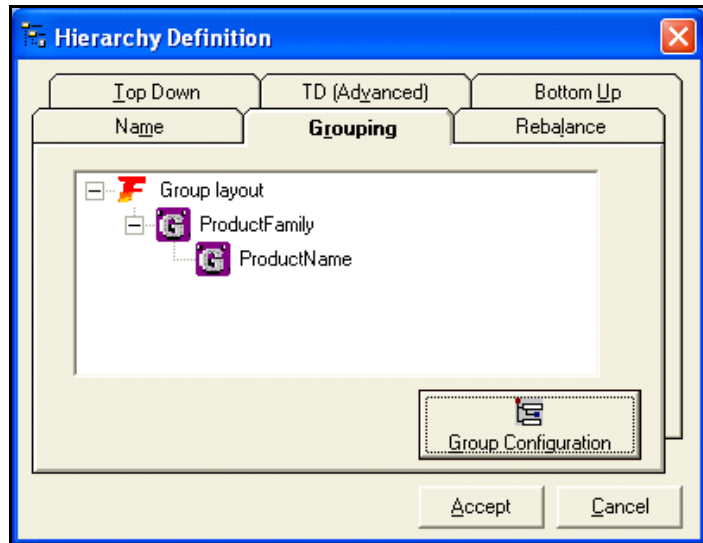
3. Select the **Available fields** in the static hierarchy order that the user requires and click the ► button.

Note: Hold the Ctrl key to make multiple selections. To deselect a Selected field, select the field in the Selected textbox and click the ► button.

The double arrows buttons move all the Available to the Selected textbox and vice versa.

4. Click **OK**.

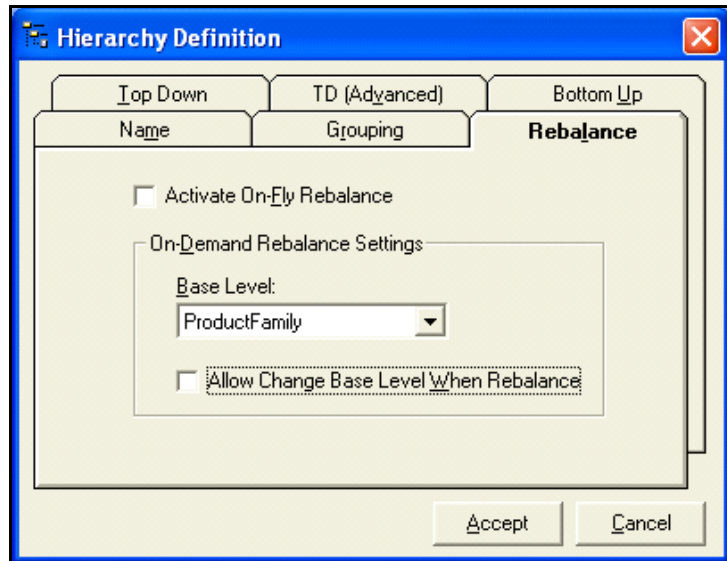
The Hierarchy Grouping displays.



5. Click the  button.
6. Click Accept.

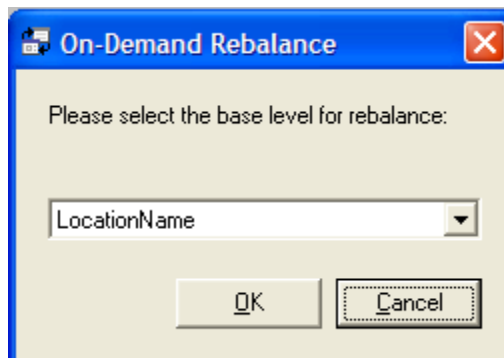
2-1-3: Rebalance Tab

1. Click the **Rebalance** tab.



The DME supports two rebalancing methods:

- **On-Fly** – immediately following any adjustments rebalancing will occur.
- **On-Demand** – the user can rebalance on command by clicking the rebalance icon. You can select this option from Forecast > Rebalance from the Viewer toolbar. The On-Demand Rebalance window displays.

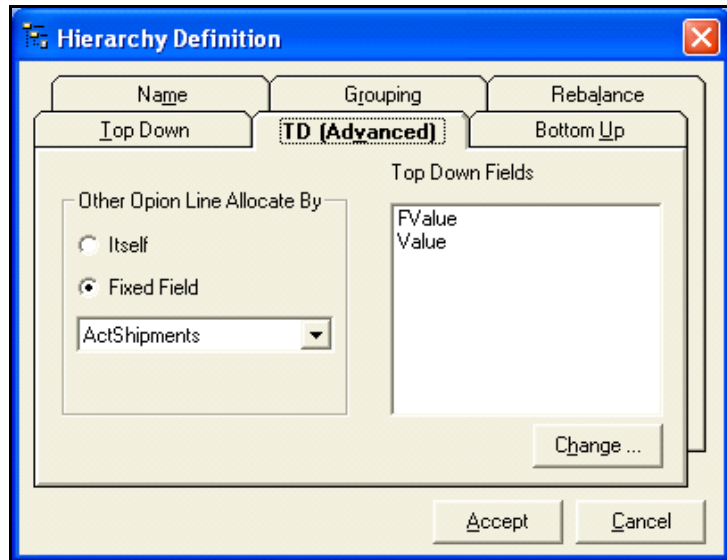


2. Click the **Base Level** drop-down list.

Checking the Allow Change Base Level When Rebalance textbox causes the Viewer to rebalance with the lowest level of detail.

2-1-4: TD (Advanced) Tab

1. Click the **TD (Advanced)** tab.



2. Click the **Change** button to make changes to the list.

The General Selection window displays.

3. Select the fields from the **Available** textbox and click the ► button to add the fields to the **Selected** textbox and click **OK**.

Use the Other Opinion Line Allocate By section for all other fields except Value and FValue.

Other Opinion Line	Effect	Example
Itself is checked	The weight for the additional fields, except Value and FValue, utilizes their own weights.	For example if UserValue01 is added to the list. The weight for UserValue01 uses UserValue01 as opposed to the fixed fields (Value and FValue) weights.

Other Opinion Line Effect

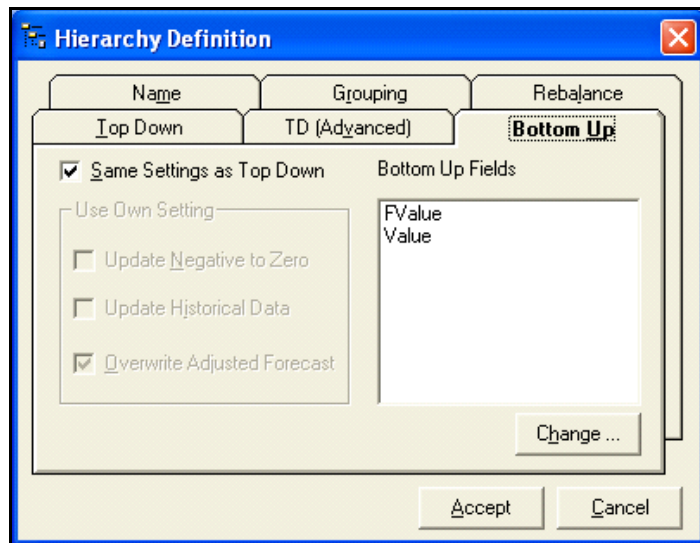
Example

Fixed Field is checked

The weight for fields except Value and FValue utilizes the field selected in the drop-down list.

2-1-5: Bottom Up Tab

1. Click the **Bottom Up** tab.



The Bottom Up Fields textbox identifies the fields that are updated during rebalancing.

2. Click the **Change** button to select any additional fields.
3. Check **Same Settings as Top Down** textbox.

When this setting is checked, the DME uses the settings of Top Down for Update Negative to Zero, Update Historical Data, and Overwrite Adjusted Forecast for Bottom Up.

In addition, a series marked as Do not Forecast, or Forecast Completed is not updated.

4. Uncheck the **Same Settings as Top Down** textbox.

The Use Own Settings window displays.

Update Negative to Zero, Update Historical Data, and Overwrite Adjusted Forecast are advanced features and have the following effects on the forecast.

Checkbox	Description
Update Negative to Zero	Any negative values in the Top Down Fields on the TD (Advanced) tab are set to zero.
Update Historical Data	Only future values are updated.
Overwrite Adjusted Forecast	If checked, any manual adjustments made to the forecast are effected. If unchecked, the manual adjustments remain.

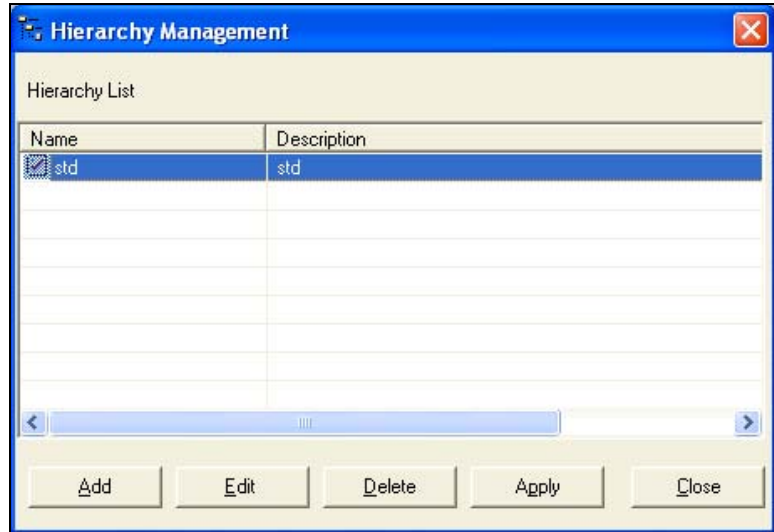
2-1-6: Top Down Tab

The Allocation feature is no longer available. Therefore, the Top Down tab is no longer applicable for the DME.

2-2: Edit a Hierarchy

You can edit a hierarchy at any time.

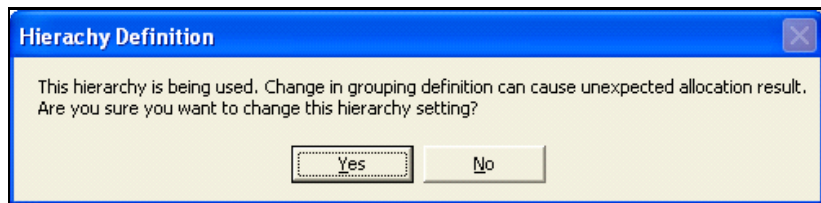
1. Click the **Edit** button on the Hierarchy Management window.



The Hierarchy Definition window displays.

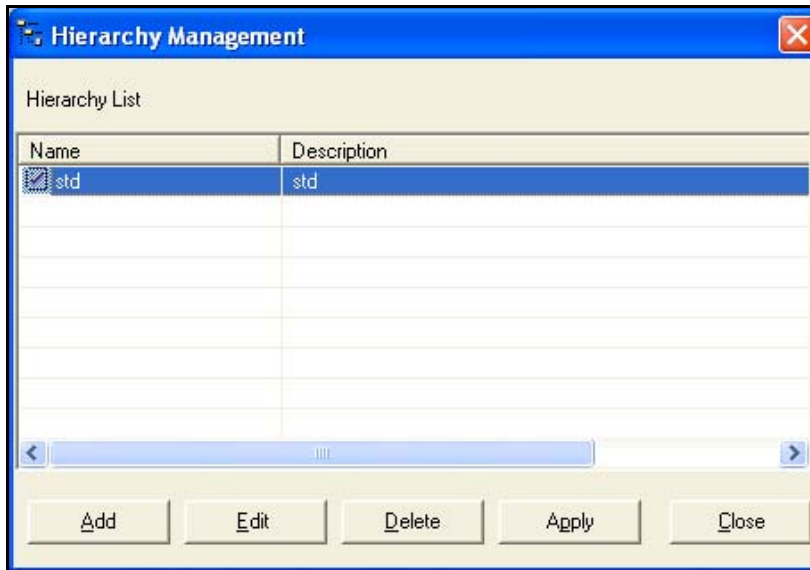
2. Click the **tab for the part of the hierarchy definition** that requires editing. Make the changes and click **Accept**.

If the hierarchy has been applied to a Scenario, and you change the Grouping, a confirmation window displays.

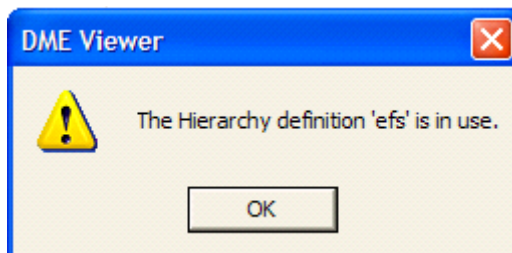


2-3: Delete a Hierarchy

1. Select the **hierarchy** you want to delete and click **Delete**.



If the hierarchy was applied to a Scenario, the following message displays.

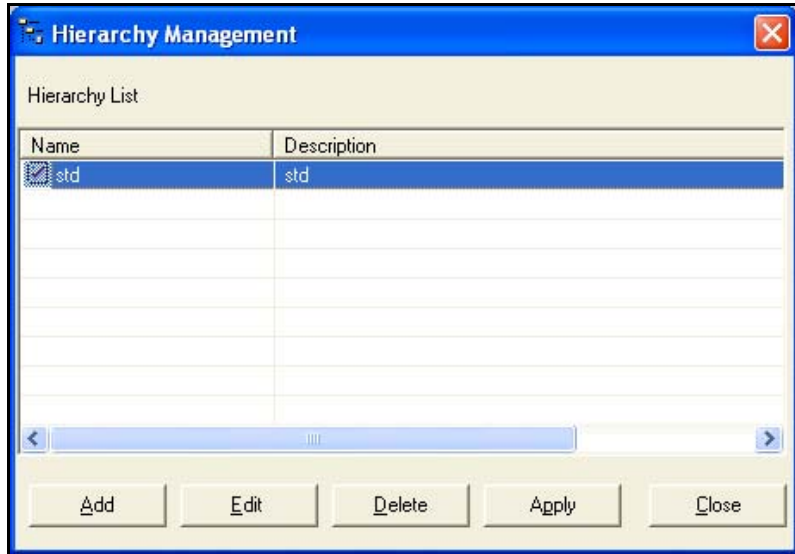


2. Click **OK**. The hierarchy is not deleted from the hierarchy list.

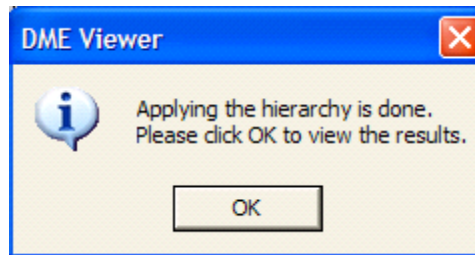
Note: *To delete a hierarchy in use, you must remove it first. See [2-5: Remove a Hierarchy](#) for information on how to remove a hierarchy.*

2-4: Apply a Hierarchy to a Scenario

1. Select the hierarchy you want to apply and click **Apply**.



After the Viewer applies the hierarchy to the Scenario, the following message displays:



2. Click **OK**.

The tree structure is displayed in the Viewer. After applying the hierarchy, new Scenarios are created automatically to hold aggregated series.

There is one Scenario for each level except for the detail level. The new Scenario names are the name of the Scenario appended by " – ", then appended by the level number.

For example, the name of the detail Scenario is ABC. The applied hierarchy has three levels, detail level, level 1, and level 2 (its grouping has two fields).

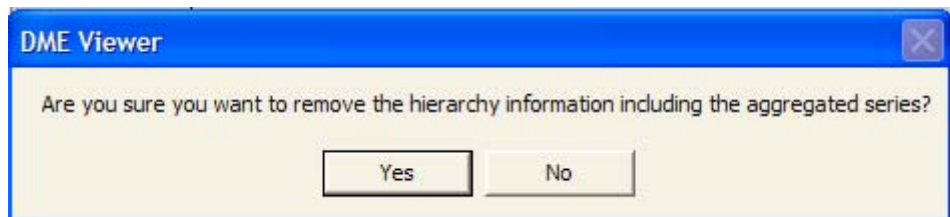
After applying the hierarchy, the Scenario names are the following:

- Scenario ABC is the detail level
 - Level 1 Scenario is ABC – 1.
 - Level 2 Scenario is ABC -2.
3. Close the **Hierarchy Manager**.

2-5: Remove a Hierarchy

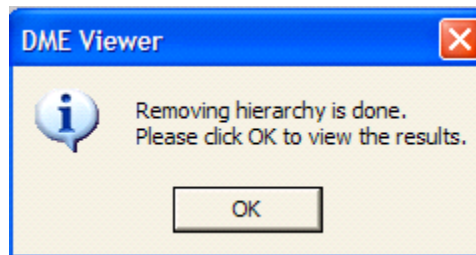
1. Select **Forecast > Remove Hierarchy** from the menu.

The following message displays.



2. Click **Yes** and wait.

The message displays indicating that the operation is done.



3. Click **OK**.

The tree structure is removed. After removing the hierarchy, the created Scenarios are deleted, and the detail Scenario remains.

2-6: Make Adjustments to the Forecast

Following any adjustments, if the hierarchy applied to the Scenario has “Activate On-Fly Rebalance” checked, the new values of the series are grouped to series at other levels when the series is saved (explicitly or by moving to other series), and the base level is the level the series belongs to. Otherwise, the new values will not be grouped until you rebalance the tree explicitly.

2-6-1: Rebalance a Hierarchy

1. Open the **DME Viewer** with the Scenario that has a hierarchy applied.
2. Select **Forecast > Rebalance** from the menu.

If the hierarchy has Allow Change Base Level When Rebalance checked, the following window displays:

3. Click **OK** to close Advanced Option dialog box and click **ProCast!** to load the data.

Section 3: On Fly Hierarchies

On Fly Hierarchies are different from Static Hierarchies, but a couple of advantages of On-Fly hierarchies are:

- Improved performance when applying the hierarchy to a Scenario. Opening a Scenario with an On-Fly hierarchy is much faster than applying a Static Hierarchy.
- Ability to apply different On-Fly hierarchies to the same Scenario without having to remove the previous hierarchy, which involves opening a Scenario more than once.

3-1: Using On Fly Hierarchies

On-Fly hierarchies use the same structure as Static hierarchies. To open a Scenario with an On-Fly hierarchy, you must first create a new Static Hierarchy using the Hierarchy Manager. To learn how to create a hierarchy, please see [Section 2: Static Hierarchy Management](#).

After the hierarchy has been created, the next time you log in and open the Scenario Selection window, the hierarchies created are listed in the dropdown list under the “On-Fly option”. You can also view Shared Hierarchies. Please see [2-1-1: Name Tab](#) to learn how to share hierarchies.

The only other setting regarding On-Fly hierarchies is the Recreate Base option. The first time a On-Fly hierarchy is opened, this option is used regardless if it has been selected or not. This option is used by the DME to go through the items in a Scenario and classify the items based on the hierarchy.

For example, if you created new items in a Scenario, when opening the Scenario with a On-Fly hierarchy, those new items might not be included in the tree structure of the Scenario until you reopen it using the Recreate Base option. The same applies if you have changed items' Attributes that are used in the hierarchy definition.

When using an On-Fly hierarchy, all operations can be performed on the Detail Level Series, but Aggregated Series are not saved into the database.

The following features cannot be performed when using On-Fly Hierarchy:

- Run DRP
- apply events
- run Exceptions
- apply a lifecycle profile
- run and ABC analysis or custom tasks

Chapter 12 Lifecycle Forecasting

This chapter includes:

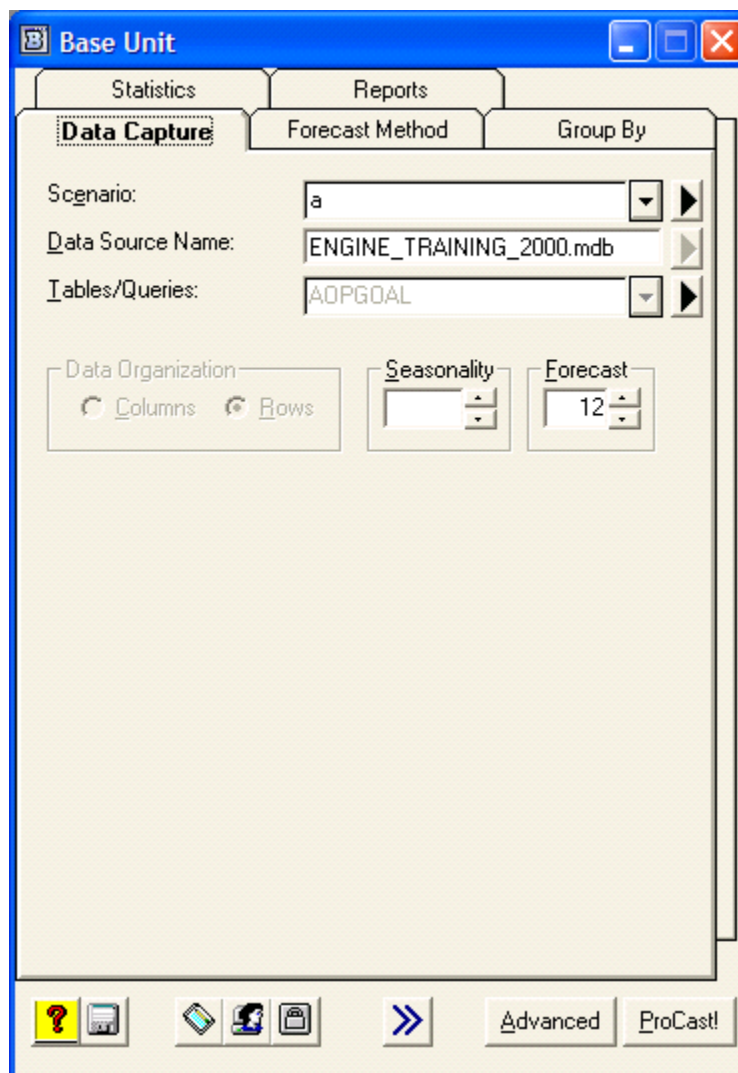
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Section 1: Overview

The DME Lifecycle Forecast feature enables users to predefine the lifecycle pattern. With this feature, a product's lifecycle information is loaded into a Scenario. The Scenario is defined as a "Profile" Scenario. Each Series in this Scenario is a Profile, which defines the lifecycle pattern. Different types of Profiles (i.e., introduction, seasonal patterns, and retirement) can be in the same "Profile" Scenario. When applying a lifecycle Forecast, a user can use different Profiles for different Forecasting periods. A user can define as many as "Profile" Scenarios as needed.

Section 2: Create a Profile Scenario

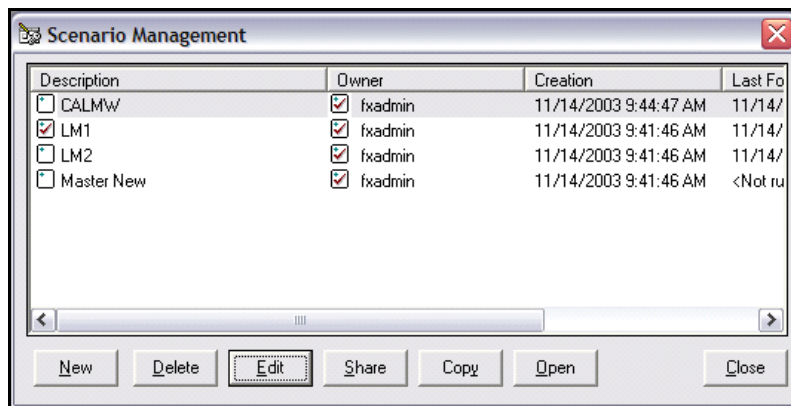
1. Click the Base Unit icon.



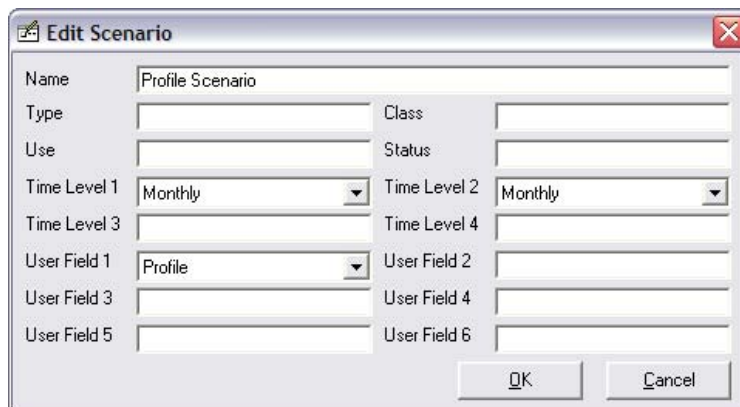
The image shows a software window titled "Base Unit" with a blue title bar and standard Windows window controls. The window has three tabs: "Statistics", "Reports", and "Data Capture". The "Data Capture" tab is selected and highlighted. Below the tabs, there are three sub-sections: "Forecast Method", "Group By", and "Data Organization". The "Forecast Method" section contains a "Scenario:" label and a dropdown menu with the value "a". The "Group By" section contains a "Data Source Name:" label and a text box with the value "ENGINE_TRAINING_2000.mdb". The "Data Organization" section contains a "Tables/Queries:" label and a dropdown menu with the value "AOPGOAL". Below these sections, there are three more sub-sections: "Data Organization", "Seasonality", and "Forecast". The "Data Organization" section has two radio buttons: "Columns" and "Rows", with "Rows" selected. The "Seasonality" section has a dropdown menu with the value "12". The "Forecast" section has a dropdown menu with the value "12". At the bottom of the window, there is a toolbar with several icons: a question mark, a document, a folder, a person, a save icon, a double arrow, and two buttons labeled "Advanced" and "ProCast!".

Note: You must have user permissions to access the Base Unit. Please contact your System Administrator for permissions.

- Click the right arrow ► button to access Scenario Management.



- Click the New button.
- Enter the Scenario name and click OK.
- Click the Edit button to open a Scenario for the Profile Scenario.



- In the User Field 1 drop-down list, select Profile for the appropriate Scenario Attribute.
- Click OK and close the dialog box.
- Click the ► the Data Source Name Management button and load the data source and selected corresponding table/query information.

9. Enter 0 in Forecast textbox.

The screenshot shows the 'Base Unit' dialog box with the 'Data Capture' tab selected. The 'Scenario' dropdown is set to 'a'. The 'Data Source Name' is 'ENGINE_TRAINING_2000.mdb'. The 'Tables/Queries' dropdown is set to 'AOPGOAL'. Under 'Data Organization', 'Columns' is selected. The 'Seasonality' spinner is at 1. The 'Forecast' spinner is at 0. The bottom of the dialog has a toolbar with icons for help, data source, user, and save, followed by a double arrow icon and 'Advanced' and 'ProCast!' buttons.

Statistics	Reports
Data Capture	Forecast Method Group By

Scenario:

Data Source Name:

Tables/Queries:

Data Organization: ☒ Columns ☐ Rows

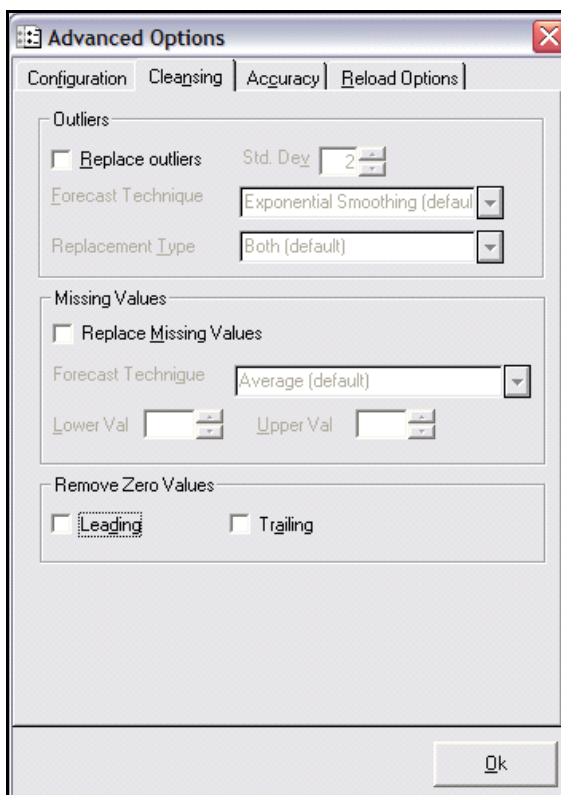
Seasonality:

Forecast:

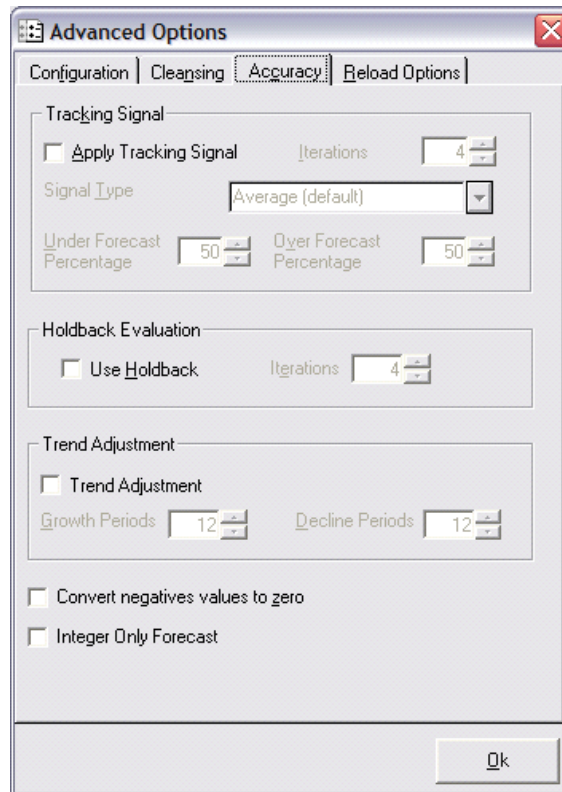
Advanced ProCast!

10. Click the Advanced button.

11. Click the Cleansing tab. Ensure none of the checkboxes in the Removing Zero Values section are checked.



12. Click the Accuracy tab. Ensure the Convert negative values to zero selection is unchecked.

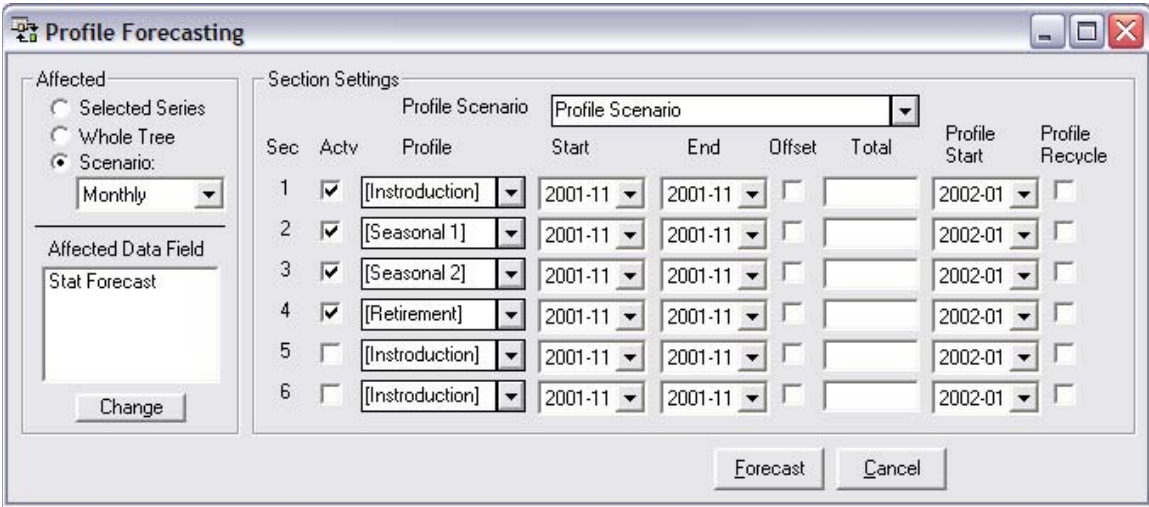


13. Click OK to close the Advanced Option dialog box.
14. Click ProCast! to load the data.

2-1: Setting up a Profile

1. Login to the FX Viewer. Open the Scenario that will use "Life Cycle Forecast".
2. From the Forecast menu, select "Life Cycle Forecast".

The “Profile Forecasting” window displays.



3. From the Affected area, choose which Series will be affected by the Life Cycle Curve. The table below details what each option means.

Option	Description
Selected Series	Profile affects the selected Series only.
Whole Tree	Forecast affects the whole tree (i.e., all the Series in the hierarchy tree). This option is enabled only when a tree is viewed (i.e., a hierarchy has been applied).
Scenario	Forecast affects the Series in one Scenario in the hierarchy tree only.

4. Click the Change button to update which data fields are to be affected that are listed in the Affected Data Field area.
5. From the Profile Scenario drop-down, select Profile Scenario.

If there is nothing in the drop-down list, the UserField1 Attribute of the Profile Scenario is not set to “Profile”.

- 6. Select all the types of Profiles you would like to apply from the “Profile” drop-down list.
- 7. Check the “Actv” checkbox for each selected Profile Series. If you do not check the “Actv” checkbox, the curve in that line will not be applied.

Note: *A maximum of six curves can be applied.*

- 8. Select the “Start” and “End” period of the Series that will be Forecasted. The start period and the end period determine the period range where the shape will be applied.

Note: *Users have the ability to apply multiple Profiles to a single Series by selecting start and stop dates that do not overlap one another.*

- 9. From the Profile Start column, select the start date of the Profile from which the profile data is be used. In most cases, the start period for Profile Series match the start period for the Series.
- 10. Check or uncheck the “Offset” option. The table below details what each option means.

Option	Description
Checked	All the values within the start and end period for the Series are used for lifecycle Forecasting.
Unchecked	The value in the start period for the Series is used for lifecycle Forecasting

Date	2004-01	2004-02	2004-03	2004-04
Observation Value (before applying Life Cycle)	100	200	150	250
Profile Value	1	0.9	0.8	0.7

Date	2004-01	2004-02	2004-03	2004-04
Observation Value when uncheck "Offset"	$100 = (100 * 1)$	$90 = (100 * 0.9)$	$80 = (100 * 0.8)$	$70 = (100 * 0.7)$
Observation Value when check "Offset"	$100 = (100 * 1)$	$180 = (200 * 0.9)$	$120 = (150 * 0.8)$	$175 = (250 * 0.7)$

- 11.** Check or uncheck the Profile Recycle option for each Profile. This option affects the behavior of the lifecycle Forecast when there is not enough data point in the Profile Series. For example, the data range is two years, but the Profile only has one year of data for the Seasonal pattern.

If the Profile Recycle checkbox is unchecked, the value for the last period for the remaining periods is reused.

If the checkbox is checked, the values starting from the beginning of the profile series (recycle) are used.

- 12.** Click the Forecast button to apply the Lifecycle Forecast.

Chapter 13 Retagging

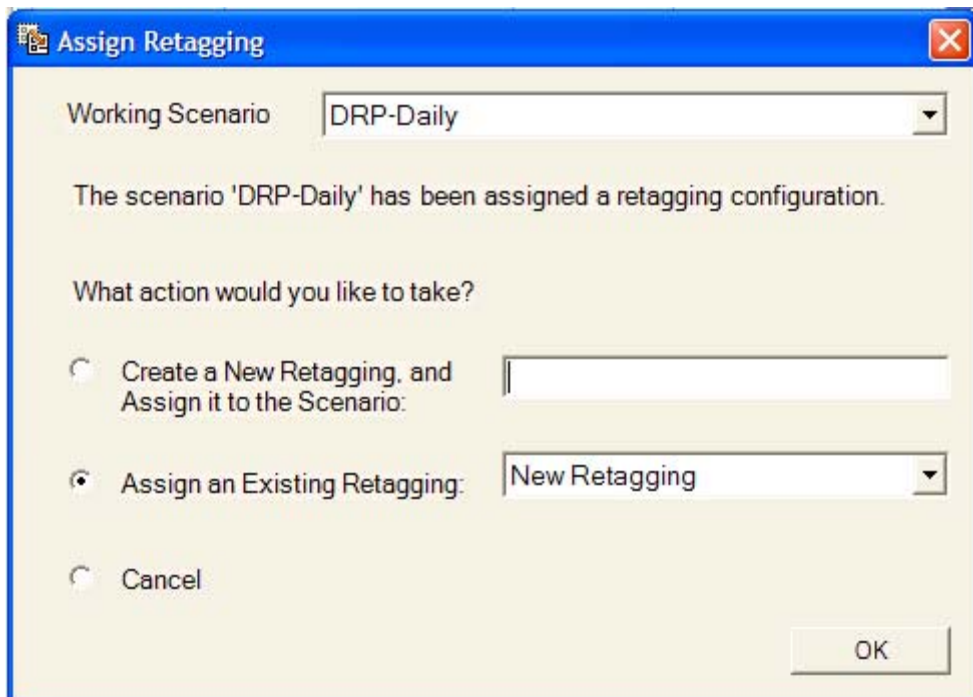
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Section 1: Using Retagging

1. From the Viewer, go to Forecast > Retagging.

The Assign Retagging window displays.

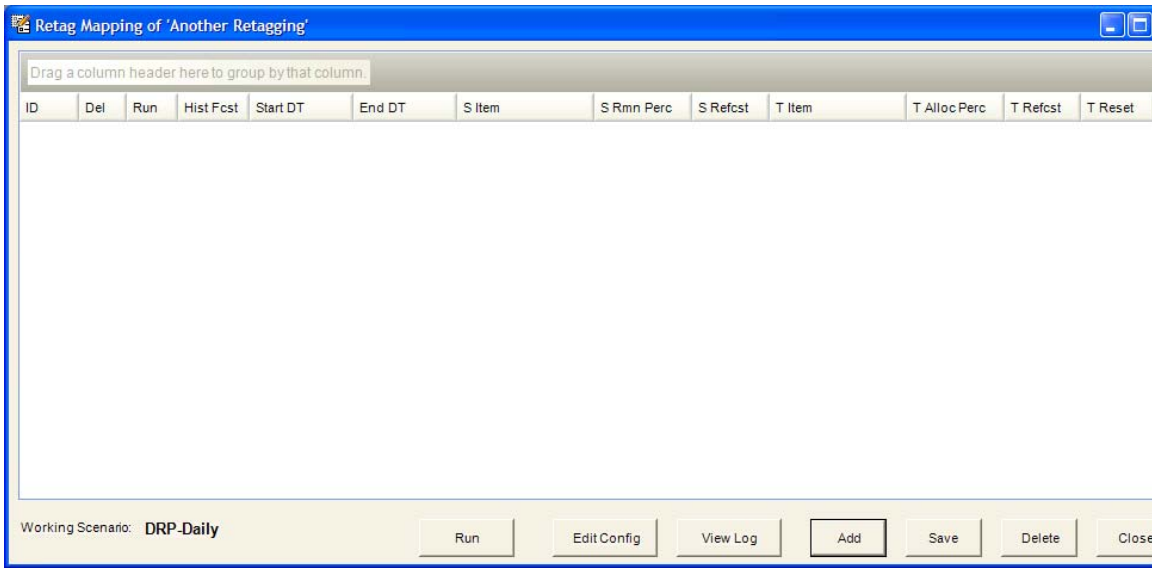
The image shows a Windows-style dialog box titled "Assign Retagging". At the top, there is a "Working Scenario" dropdown menu with "DRP-Daily" selected. Below this, a message states: "The scenario 'DRP-Daily' has been assigned a retagging configuration." The next section is titled "What action would you like to take?" and contains three radio button options. The first option is "Create a New Retagging, and Assign it to the Scenario:", which is currently unselected; it has an empty text input field next to it. The second option is "Assign an Existing Retagging:", which is selected with a filled radio button; it has a dropdown menu next to it showing "New Retagging". The third option is "Cancel", which is unselected. In the bottom right corner, there is an "OK" button.

2. Select to create a new retagging or assign an existing retagging to the Scenario in the "What action would you like to take?" area. Select Cancel to close the window.

1-1: Create a New Retagging, and Assign it to the Scenario

- 1. If you selected “Create a New Retagging, and Assign it to the Scenario” type in the name of the new retagging.
- 2. Click OK.

The Retag Mapping of “Another Retagging” window displays.



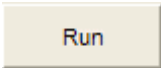
The table below details what each column means.

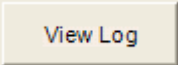
Column	Description
ID	Automatically generated ID to identify each mapping contained in a Retag configuration.
Del	Select in order to delete a mapping created for a Retag configuration. All the mappings with this check box enabled will delete after pressing the Delete button.

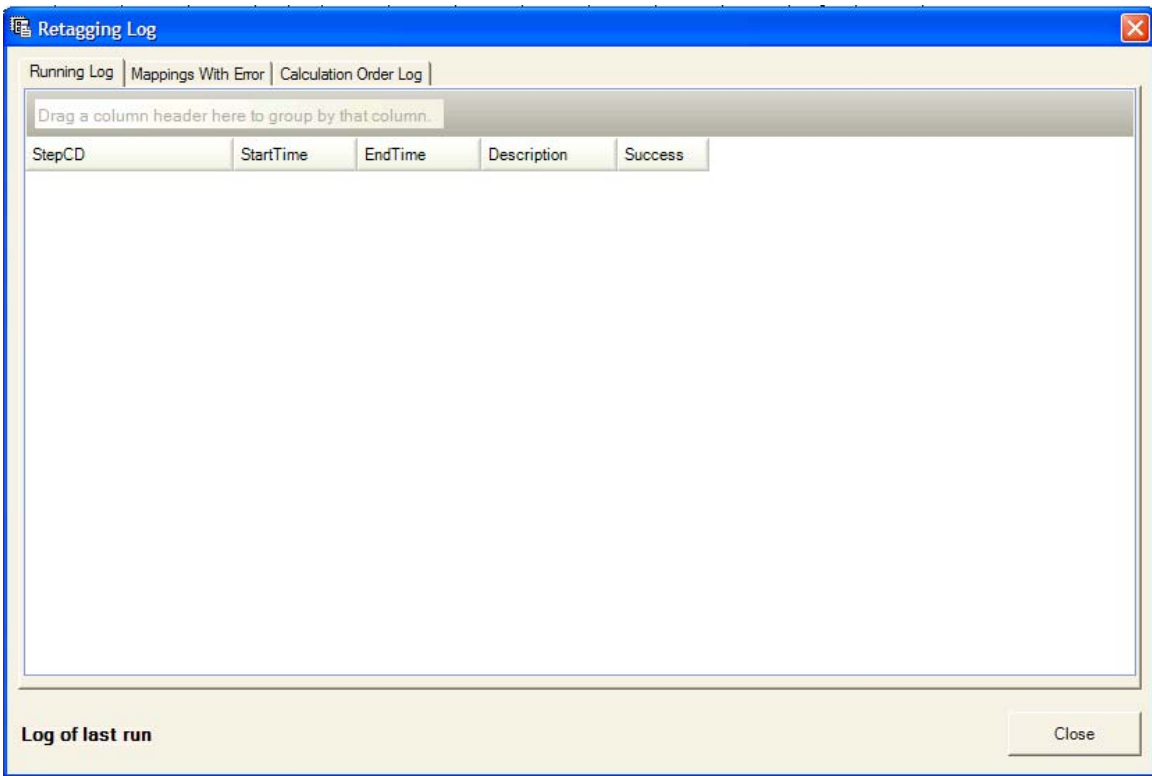
Column	Description
Run	Select in order to run a mapping. All the mappings with this checkbox enabled will be executed when the Run button is pressed. Note: Prior to running a retag, you must enable the run checkbox for the mappings you would like to execute.
Hist Fcst	Determines which types of periods in a Scenario will be affected by a mapping. There are three available options: ■ History - Mapping only affects Historical periods in the Scenario. ■ Future - Mapping only affects Forecast periods in the Scenario. ■ Both - Mapping affects both Historical and Forecast periods in the Scenario.
Start DT	Start date from which the mapping will have effect. Note: All periods before this date will not be affected by the mapping. Note: If a period after this date and was not affected by a mapping, double check the "Hist Fcst" option and see if the period is included in it.
End DT	Start date from until which the mapping will have effect. Note: All periods after this date will not be affected by a mapping . Note: If a period is before this date and was not affected by a mapping, double check the "Hist Fcst" option and see if the period is included in it.
S Sku	Retrieves the observations and puts them in the Target Series. This is the only source field configured by default. Note: The amount of source fields can be configured for each retag. (See step 5).

Column	Description
S Item	Source mapping fields. Multiple series can be retagged with one mapping. You can match any two series.
S Rmn Perc	Tells the system what percentage of the original value to leave in the source.
S Refcst	Specifies whether the Source Series should be reforecasted after the mapping has run.
T Sku	Identifies the Target sSeries that will take the information from the Source Series. This is the only target field configured by default. Note: The amount of source fields can be configured for each retag (See step 5).
T Item	Target mapping fields. Multiple series can be retagged with one mapping. You can match any two series.
T Alloc Perc	Specifies what percentage of the Source Series should be inserted into the Target Series.
T Refcst	Specifies whether the Target Series should be reforecasted after the mapping has run.
T Reset	Specifies whether the system should reset the observations in the Target Series before taking the information from the Source Series and saving it. If unchecked, then the existing values in the Target Series are added to the ones from the Source Series.

Note: *End-users do not have access to the Edit Config button.*

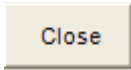
3. Click the  button to run the retag mapping.

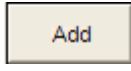
4. Click the  button to open the Retagging Log window.

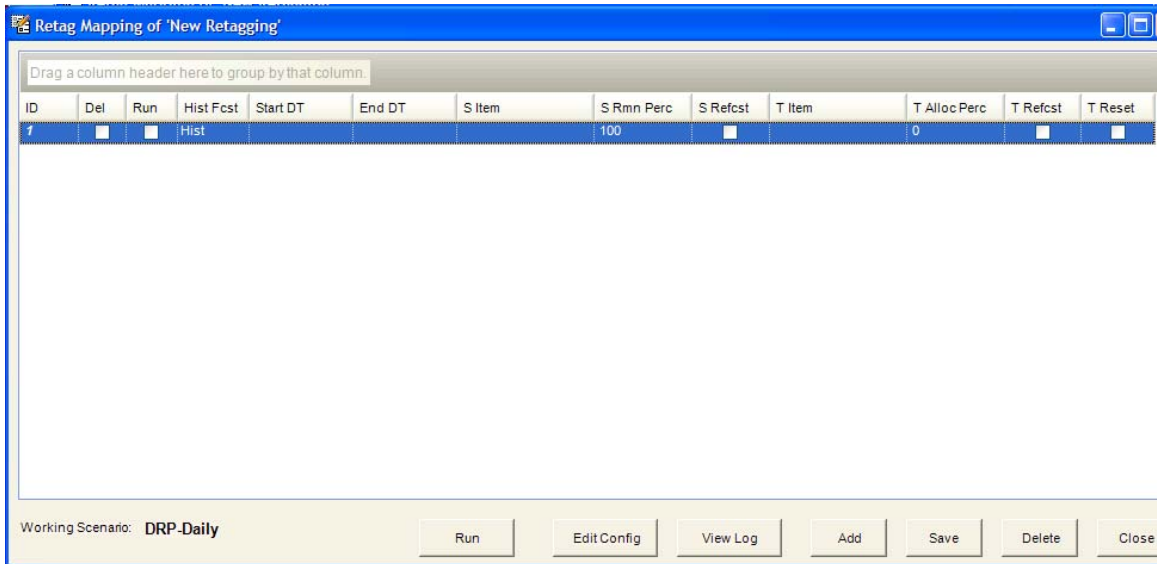


5. The following table details what each tab means.

Tab	Description
Running Log	Displays description of what is performed during the Retag.
Mappings With Error	Displays the mappings that failed in the execution.
Calculation Order Log	Displays which Series was retagged to which series.

6. Click the  button when finished.

7. Click the  button to add another retag mapping row.



Retag Mapping of 'New Retagging'

Drag a column header here to group by that column.

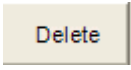
ID	Del	Run	Hist Fcst	Start DT	End DT	S Item	S Rmn Perc	S Refcst	T Item	T Alloc Perc	T Refcst	T Reset
1	☐	☐	Hist				100	☐		0	☐	☐

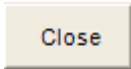
Working Scenario: **DRP-Daily**

Run Edit Config View Log Add Save Delete Close

8. Click the  button to save your changes.

9. To delete a retag mapping, highlight the retag mapping and click

the  button.

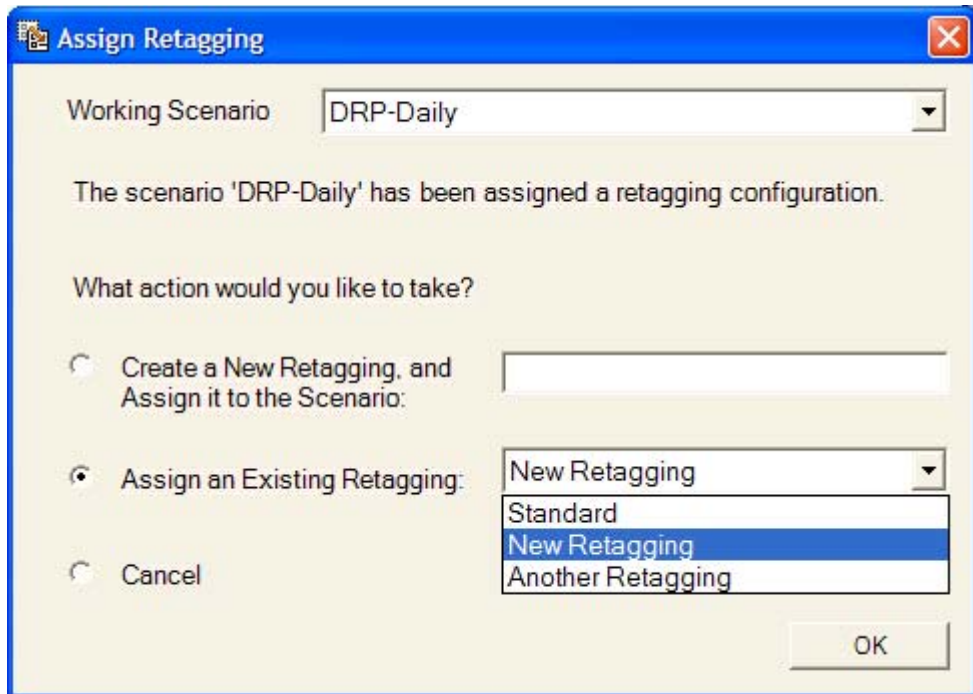
10. Click the  button to close the window.

Note: You can click on the columns' headings to arrange the retags in decremental or incremental order.

Note: You can drag a heading to the grey area to display only that column. You can also add more columns to group the columns in hierarchal order.

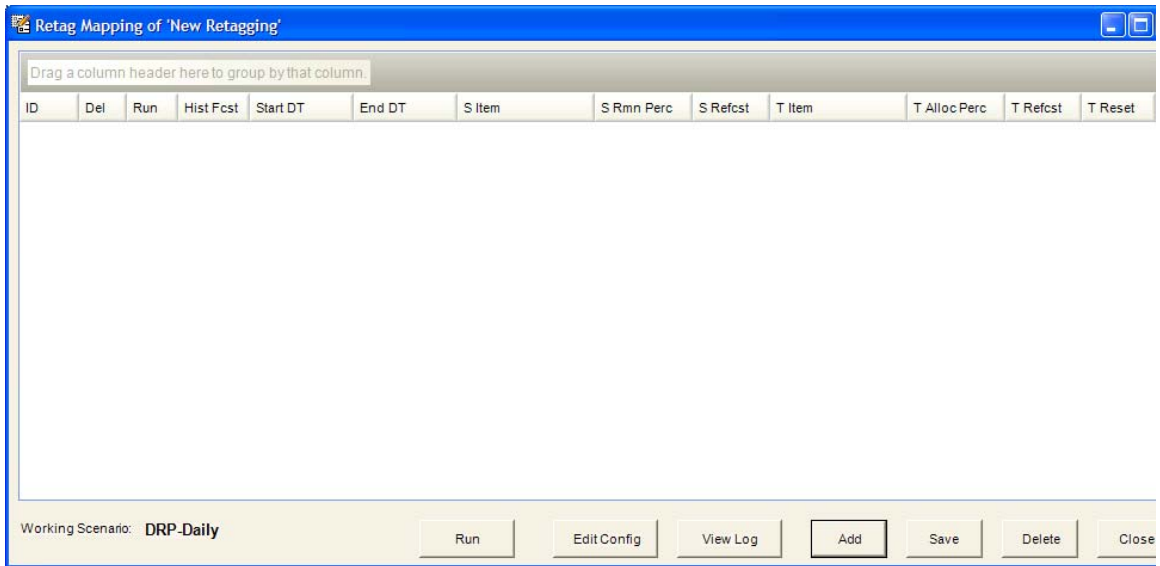
1-2: Assign an Existing Retagging

1. If you selected “Assign an Existing Retagging”, select one of the retaggings from the drop-down list.



2. Click OK.

The Retag Mapping of 'New Retagging' displays.



See [1-1: Create a New Retagging, and Assign it to the Scenario](#) for additional information on each of the features available in the Retag Mapping window.

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