



QAD Enterprise Applications
Enterprise Edition

Training Guide Implementation

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About This Course

Course Description

This class is designed to build on the knowledge acquired during the Financials Fundamentals and Advanced Financials training courses. Students will be able to put the knowledge they have gained in those two prior courses into practice using an integrated exercise that mimics a complete functional implementation.

- The Financials Implementation course focuses on practical functional implementation skills related to Enterprise Financials, and does not introduce new functional content
- The course will begin with an empty database, which you will then populate, mirroring a real life functional implementation.
- You will focus on both the implementation aspects of Enterprise Financials and on the interaction points of Financials with the Operational modules.
- The course includes functional setup, parameterization, initial data load, and process flow testing.
- The course also includes some (limited) setup outside of the core Enterprise Financials area, such as items, product lines, costing, and simple BOMs.

Course Objectives

By the end of this class, students will:

- Have advanced knowledge of a functional implementation of QAD Enterprise Financials.
- Experience a real-life implementation from a blank database to a running environment.
- Not learn any new concepts, but bring the acquired concepts of the Enterprise Financials Fundamentals and Advanced Financials classes into practice, including system setup and data loading.

Audience

This class is intended for all QAD employees and for QAD partners, and is beneficial for (finance) functional consultants that will be actively involved in the overall functional implementation of customer sites.

Prerequisites

An understanding of financial principles is required to get the full benefit of this class.

Students must have completed both the QAD Financials Fundamentals and Advanced Financials classes.

Assumptions

This training class requires an extensive amount of independent activity by the student, using a remote training environment. The training is, however, meant to be interactive.

The instructor will be available at all times during the week to provide guidance and answer ad-hoc questions.

At regular intervals during the day, the instructor will also checking on the progress of individual students and introducing upcoming content and activity.

Course Credit and Scheduling

This course provides 30 credit units. It is designed to be taught in 5 days, but does not require travel or personal attendance.

The training is designed to be delivered remotely through the internet. Contact QAD for options.

QAD Web Resources

The QAD website provides product and company overviews.

<http://www.qad.com/>

From QAD's main site, you can access QAD's Learning or Support sites.

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Chapter 1

Introduction

Agenda



Agenda

- ▲ Day 1: System-Wide Data Setup
- ▲ Day 2: Domain Data Setup – Part 1
- ▲ Day 3: Domain Data Setup – Part 2
- ▲ Day 4: Operational Data Setup
- ▲ Day 5: Testing the Implementation

A typical day

- ▲ 9.00 – 9.30: Conference call
- ▲ 9.30 – 11.00: Assignment
- ▲ 11.00 – 11.30: Conference call
- ▲ 11.30 – 12.30: Assignment
- ▲ 12.30 – 13.30: LUNCH BREAK
- ▲ 13.30 – 14.00: Conference call
- ▲ 14.00 – 15.00: Assignment
- ▲ 15.00 – 15.30: Conference call
- ▲ 15.30 – 17.00: Assignment
- ▲ 17.00 – 17.30: Conference call

Day 1: Intro and System-Wide Data



Day 1: Intro and System-Wide Data

- ▲ Introduction
- ▲ Assignment 1:
 - Set up: daemons, printer
 - Currency related codes
 - Address related codes
- ▲ Assignment 2:
 - Tax setup
- ▲ Assignment 3:
 - Invoice status code, Credit terms, Layers
 - Business relations, Shared sets
 - SAFs

Day 2: Domain Data

Day 2: Domain Data

- ▲ Assignment 4:
 - Domain and entity set up
 - Role and role permissions
- ▲ Assignment 5
 - Company and site addresses
- ▲ Assignment 6
 - Sub-accounts, cost centers, projects, and profiles

Day 3: Domain Data



Day 3: Domain Data

- ▲ Assignment 7:
 - Tax box, group, rate, and GTM control
 - Daybooks and profiles
 - Default daybook
 - Periods
- ▲ Assignment 8:
 - GL accounts and profiles
 - Bank GL account
- ▲ Assignment 9:
 - Payment setup
- ▲ Assignment 10:
 - Supplier financial setup
- ▲ Assignment 11:
 - Customer financial set up
 - GL control

Day 4: Operational Data

Day 4: Operational Data

- ▲ Assignment 12:
 - General operational data
- ▲ Assignment 13:
 - Customer operational data
 - Supplier operational data
- ▲ Assignment 14:
 - Item related set up
- ▲ Assignment 15:
 - Control files
 - Updating security model

Day 5: Testing the Implementation and Conclusion



Day 5: Testing the Implementation and Conclusion

- ▲ Test 1: Purchases and Sales
 - From PO to supplier invoice and receiver matching
 - From SO to customer invoice

- ▲ Test 2: Customers and Suppliers
 - Opening balance upload
 - Financial invoices and credit notes
 - Open item adjustment
 - Customer collections
 - Supplier payments

Day 5: Testing the Implementation and Conclusion

Day 5: Testing the Implementation and Conclusion

- ▲ Test 3: Work Orders
 - Unplanned Receipts
 - Inventory Detail
 - WO Maintenance and release
 - WO Component Issue and Receipt
 - WO Accounting
 - Operational Transaction Post

- ▲ Test 4: Financials
 - Journal entries
 - Banking entries

Training Material



Training Material

- ▲ VTMS lab
- ▲ Files to upload
- ▲ Training guide
- ▲ Process maps

Implementation Process Maps

The diagram, titled "Supply Chain Process Model", is organized into several horizontal rows representing different stages of the supply chain. The "Set Up (Enterprise Financials)" row includes modules like "Manager Functions (EF)", "Accounts and Controls (EF)", "Terms and Taxes", "Define Partners (EF)", "Business Relations", "Set Up Price Lists", and "Implement Modules". The "Plan" row includes "Forecasting", "Operations Planning", "Product Line Planning", "Master Production Scheduling (MPS)", "Material Requirements Planning (MRP)", "Capacity Requirement Planning (CRP)", and "Kanban Planning". The "Source" row includes "Supplier Selection", "Requisitions", "Procurement Processing", and "Supplier Performance Monitoring". The "Make" row includes "Bills, Routings & Lines", "Use Order Based Manufacturing", "Use Repetitive Manufacturing", and "Use Lean Manufacturing". The "Deliver" row includes "Pre-Sales Activities", "Orders", "Shipments", "Customer Consigned Inventories", and "Post-Sales Service". The "Inventory" row includes "Inventory Management", "Warehouse Management", "Receiving Inspection", and "Count Verification". The "Finance and Accounting (Enterprise)" row includes "General Ledger (EF)", "Accounts Receivable (EF)", "Accounts Payable (EF)", "Cost Management", "Banking/Cash Management (EF)", and "Fixed Assets". A red box highlights the "Implement Modules" module, with a red arrow pointing to a callout box labeled "Implementation Process Maps".

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Implementation Process Maps

Supply Chain Process Model

Set Up (Enterprise Financials)

Plan

Source

Make

Deliver

Inventory

Finance and Accounting (Enterprise)

Implement Modules

Implementation Process Maps

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A set of implementation process maps complement this course, and maps each required implementation tasks. You can access the maps from the Supply Chain View in the application.

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Implementation Process Maps

Set of Process Maps for each of the five parts of the Implementation Course:

1. Set-Up System-Wide Data
2. Configure Domain Data
3. Configure Operational Data
4. Set Up Work Orders and Routings
5. Test Implementation

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The maps are a visual representation of each of the implementation tasks required, and show the order in which each task should be completed. There are five high-level map nodes, which correspond to one or more chapters in the Training Guide. Each high-level node links to a lower level map, which illustrates the implementation steps.

- The System-Wide Data map corresponds to the steps in Chapter 3, “System-Wide Data Setup,” on page 41.
- The Configure Domain Data map corresponds to the steps in Chapter 4, “Domain Setup Part 1,” on page 71 and Chapter 5, “Domain Setup Part 2,” on page 95.
- The Configure Operational Data map corresponds to the steps in Chapter 6, “Operational Data Setup,” on page 141.
- The Set Up Work Orders and Routings map corresponds to the steps in Chapter 7, “Work Order Setup,” on page 187.
- The Test Implementation map corresponds to the steps in Chapter 8, “Testing the Implementation,” on page 211.

Ground Rules



Ground Rules

- ▲ Students are required to stay logged on for the whole day in the instructor's meeting room (AT&T connect/Inter Wise)
- ▲ Students are required to log on with an audio device during all conference call sessions and whenever interaction with the instructor is required
- ▲ You can find the files with the data to upload in a folder "DATA to upload" on your lab's desktop

Chapter 2

Data Load

Overview



Overview

- ▲ Objectives
- ▲ Data load methods
- ▲ Manual
- ▲ CIM
- ▲ XML
- ▲ XLS
- ▲ Conclusion

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Objectives



Objectives

- ▲ What are the different data load methods
- ▲ How to decide which data load method to use
- ▲ What are the different steps in using each data load method

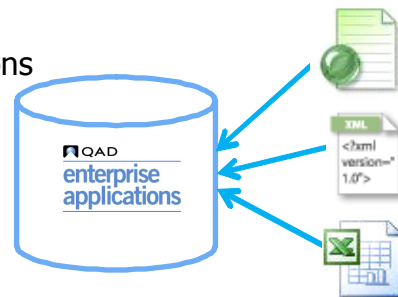
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Data Load



Data Load

- ▲ Manual Load
 - For all functions throughout the application
- ▲ CIM Load
 - For most Manuf/Distr. functions
- ▲ XML Load
 - For all Enterprise Financials functions
- ▲ XLS Load
 - For some Enterprise Financials functions




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When to Use Each Method

- ▲ Decision criteria:
 - Manual vs non-manual
 - Chui vs non Chui
 - XML vs XLS
- ▲ Data Definition Planning overview

Data Definition Planning

 DATA DEFINITION PLANNING QAD Enterprise Financials										
Steps	Extra QAD EF step	Working Party	QAD EF Description	QAD EF Menu	Field	Program	Mandator y / Optional	Pre-loaded	Load Method	Data Level
B25.30		system Admin	View Maintenance			mbvwmt			M	SYSTEM
B25.35		system Admin	Multiple time zone mt	36.16.22.1		fstzomt			M	SYSTEM
C.		Finance / General	INITIAL SETUP (FINANCE)							
C02.	Yes	Finance	System settings							
C02.01	Yes	Finance	Invoice status code	36.1.11.1			M		M	SYSTEM
C02.05	Yes	Finance	Corporate group	36.1.4.2.1			O		M	SYSTEM
C02.10	Yes	Finance	Business relation	36.1.4.3.1			M		E	SYSTEM
C02.15	Yes	Finance	Shared Set	36.1.1.3.1			M		M	SYSTEM
C02.20	Yes	Finance	GL Layers	25.8.7.1			M		M	SYSTEM
C02.22	Yes	Finance	Budget Group	25.5.2.1			O		M	SYSTEM
C02.25	Yes	Finance	SAF Concepts	25.3.7.1.1			O		M	SYSTEM
C02.30	Yes	Finance	SAF Code	25.3.7.2.1			O		X	SYSTEM
C02.35	Yes	Finance	SAF Structure	25.3.7.4.1			O		M	SYSTEM
C02.40	Yes	Finance	Role	36.3.6.1			M		M	SYSTEM
C02.45	Yes	Finance	Role Permissions	36.3.6.5			M		M	SYSTEM
C02.50	Yes	Finance	GL Account UM	25.3.15.1			O		M	SYSTEM
C02.55	Yes	Finance	Cash Group	31.13.1			O		M	SYSTEM
C25.		Finance	Domain							
C25.05		system Admin	Domain Maint	36.1.1.1.1			M		M	SYSTEM
C01.		Finance	Currency / System Account Control							
C01.02		Finance	Entity	36.1.1.2.1			M		M	SYSTEM
C01.05		Finance	Rounding method	26.2.1			M	√	M	SYSTEM
C01.18		Finance	Domain/Account Control	36.9.24		mgglpm	M		M	SYSTEM
C01.30		Finance	Currency code	26.1.1	cu_mstr	mccumt	M	1	X	SYSTEM
C01.33	Yes	Finance	Set Management currency	36.24.3.1			M	√	M	SYSTEM
C01.34	Yes	Finance	Exchange Rate type	26.3.1			M	√	M	SYSTEM
C01.35		Finance	EEC-country codes (for validation VAT-numbers)	36.2.13	vat_ccode	mgcodemt	O		C	SYSTEM
C01.40		Finance	Country code	36.1.3.1.1			M	1	X	SYSTEM
C01.45		Finance	Alternate Code	36.2.13	ctry_code1	mgcodemt	M		C	SYSTEM
C01.50		Finance	Country Code Data	2.14.1		adctrymt	M		C	SYSTEM
C01.55		Finance	State	36.2.13	ad_state	mgcodemt	O		C	SYSTEM
C01.60		Finance	County	36.2.13	ad_county	mgcodemt	O		C	SYSTEM
C01.65		Finance	City	36.2.13	ad_city	mgcodemt	O		C	SYSTEM

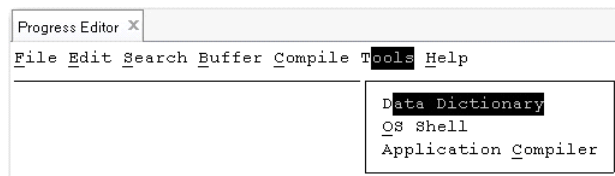
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CIM Load



CIM Load

- ▲ Available on all CHUI-based QAD functions (as in SE)
- ▲ CIM tool creates CIM files from XLS
- ▲ Dos2unix converts a DOS text file to UNIX format (36.25.80 Progress Editor -> Os shell)



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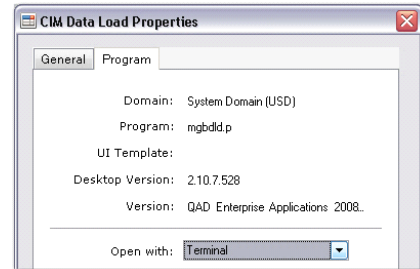
See *User Guide: QAD System Administration* for more information on the CIM interface.

How to Upload CIM Files



How to Upload CIM Files

- ▲ Terminal mode
- ▲ CIM Data Load (36.15.1)
- ▲ CIM Data Load Processor (36.15.2)
- ▲ CIM Data Load Report / Delete (36.15.3)



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XML Load



XML Load

- ▲ Available on all QAD Enterprise Financials functions (non-CHUI screens)
- ▲ Standard XML format
- ▲ XML Daemon
 - For data upload
 - Steering the behaviour
 - XML Queue
- ▲ XML dump of a record or a range of records as data example

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XML Daemon Functions



XML Daemon Functions

- ▲ XML Daemon Configure (36.14.16.6.1)
- ▲ XML Daemon Monitor (36.14.16.6.3)
- ▲ XML Daemon Start (36.14.16.6.4)
- ▲ XML Daemon Stop (36.14.16.6.5)
- ▲ XML Daemon Unconditional Stop (36.14.16.6.6)

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See *User Guide: QAD System Administration* for more information on the XML daemon.

Currency Code Load

The screenshot displays the QAD Enterprise Applications interface. The main window is titled "Currency Browse for Modify" and shows a search interface with filters for Currency Code, Currency Description, Number of Decimals, and Active. A table of currency codes is displayed, with a context menu open over the AED row, showing options like Create, View, Modify, Delete, and Dump XML. A secondary dialog box titled "Currency Browse for Modify - Dump XML" is open, showing a "Dump location" field.

Currency Code	Currency Description	Decimals
AED	UAE Dirham	2
AFA	Afghani	0
ALL	Lek	2
AMD	Armenian D	2
ANG	Neth. Antill	0

- 1 Go to the XML Data Files folder on the desktop of your training lab.
- 2 Move the file, `currency.xml`, and drop it in the input directory for XML files specified in XML Configure (`/qad/daemon/xml_daemon`).
- 3 Copy and paste the XML file into the `xml_daemon` folder on the desktop.



Currency XML File

```

AUD2.xml
<?xml version="1.0" encoding="UTF-8" ?>
<BCurrency xmlns:xsi="http://www.w3.org/2001/XMLSchema-instance">
  <tContextInfo>
    <tcCompanyCode>999 - SYSADM</tcCompanyCode>
    <tcInvolvedCompanyCodes>999 - SYSADM|US-EAST|US-WEST|EMEA-NL|EMEA-DE|CONS-US|CONS-EMEA|Training|USA-01|CAN-01|ME
    <tcAction/>
    <tcOriginator/>
    <tiPriority>0</tiPriority>
    <ttRequestStartDate xsi:nil="true"/>
    <tiRequestStartTime>0</tiRequestStartTime>
    <tcComment/>
    <tcCBFVersion>9.2</tcCBFVersion>
    <tcCorrelationId/>
    <tcComponentVersion/>
    <tcActivityCode/>
    <tcObjectIdentifier>44873</tcObjectIdentifier>
  </tContextInfo>
  <tCurrency>
    <Currency_ID>44873</Currency_ID>
    <RoundingMethod_ID>919</RoundingMethod_ID>
    <CurrencyCode>AUD</CurrencyCode>
    <CurrencyDescription>Australian Dollar</CurrencyDescription>
    <CurrencyDecimalDescription/>
    <CurrencyIsActive>true</CurrencyIsActive>
    <CurrencyNumberOfDecimals>2</CurrencyNumberOfDecimals>
    <tcRoundingMethodCode>2</tcRoundingMethodCode>
    <tcRoundingMethodDescription>Round to Hundredths</tcRoundingMethodDescription>
    <CustomShort0/>
    <CustomShort1/>
    <CustomShort2/>
    <CustomShort3/>
    <CustomShort4/>
    <CustomShort5/>
    <CustomShort6/>
  </tCurrency>

```

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XLS Load



XLS Load

- ▲ Available on a selected number of Enterprise Financials functions, such as:
 - GL Account Modify/Create
 - Customer Modify/Create
 - Supplier Modify/Create
 - Business Relation Modify/Create
 - County Modify/Create
 - Payment Format Modify/Create
 - Journal Entry Modify/Create
- ▲ Special XLS hotlink function for:
 - Budget Structure

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See *User Guide: Financials A* for more information on Excel integration.

Standard Bi-Directional Excel Integration

- ▲ GL Account
- ▲ Mirror GL Account
- ▲ Sub-Account
- ▲ Cost Center
- ▲ Project
- ▲ SAF
- ▲ SAF Concept
- ▲ SAF Structure
- ▲ COA Cross Reference
- ▲ Daybook
- ▲ Mirror Daybook
- ▲ Credit Terms
- ▲ Payment Format
- ▲ Exchange Rate
- ▲ Country
- ▲ State
- ▲ County
- ▲ Business Relation
- ▲ Supplier
- ▲ Customer
- ▲ End User
- ▲ Customer Ship To
- ▲ Employee
- ▲ Bank Number
- ▲ Journal Entry
- ▲ Customer Opening Balance
- ▲ Supplier Opening Balance

Business Relation Excel Integration

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Business Relation XLS Integration

The screenshot displays the QAD Business Relation XLS Integration interface. The top window shows a list of business relations with columns for Business Relation Code, Business Relation Name, Second Name, Search Name, Intercompany Code, Act, Intercompany, Internal Entity, DR/CR Compensation, and EAN Code. Below this, a detailed view shows address information for each relation, including Address, Zip Code, City, County Code, State, and Country.

The bottom window shows a Microsoft Excel spreadsheet titled "Business relation.xls [Shared]". The spreadsheet contains the following data:

Business Relation Code	Address	Address	Address	Zip Code	City	Name
<i>tBusinessRelation.BusinessRelationCode</i>	<i>tAddress.AddressStreet1</i>	<i>tAddress.Ac</i>	<i>tAddress.t</i>	<i>tAddress.AddressZip</i>	<i>tAddress.AddressCity</i>	<i>tAddress.AddressName</i>
Rosy's Bike Shop	North Brand Boulevard 433			CA91203	Glendale	Rosy's Bike Shop
Riverside Bicycles	East Colorado Boulevard 119			CA91105	Pasadena	Riverside Bicycles
Big Bear Bike Club	Morningside Road 52			CA92252	Joshua Tree	Big Bear Bike Club
Roxy	Carnegie Hill Road 139			NY12474	Roxbury	Roxy
	No.123, Big Ben Street			12747	New York	Roxy

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The Excel import and export functions in Address Maintenance lets you easily load address data from Excel and export data to Excel for maintenance.

Business Relation Code	Address	Zip Code	City	County Code	State	Country	Name	Search Name
Rosy's Bike Shop	North Brand Boulevard 433	CA91203	Glendale				Rosy's Bike Shop	Rosy's Bike Shop
Riverside Bicycles	East Colorado Boulevard 119	CA91105	Pasadena	Los Angeles	CA	US	Riverside Bicycles	Riverside Bicycles
Big Bear Bike Club	Morningside Road 52	CA92252	Joshua Tree	San Bernardino	CA	US	Big Bear Bike Club	Big Bear Bike Club
Roxy	Carriage Hill Road 139	NY12474	Roxbury				Roxy	Roxy
	No.123, Big Ben Street	12747	New York				Roxy	Roxy

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The Excel import and export functions in Address Maintenance lets you easily load address data from Excel and export data to Excel for maintenance.

Business Relation Code	Business Relation Name	Second Name	Search Name	Intercompany Code	Act	Intercompany	Internal Entity	Address	Zip Code	City	County Code	State	US
Rosy's Bike Shop	Rosy's Bike Shop							North Brand Boulevard 433					
Riverside Bicycles	Riverside Bicycles							East Colorado Boulevard 119	CA91105	Pasadena	Los Angeles	CA	US
Big Bear Bike Club	Big Bear Bike Clu							Morningside Road 52	CA92252	Joshua Tree	San Bernardino	CA	US

Business Relation Code	Address	Address	Address	Zip Code	City	Name
tBusinessRelation.BusinessRelationCode	tAddress.AddressStreet1	tAddress.Address	tAddress.Address	tAddress.AddressZip	tAddress.AddressCity	tAddress.AddressName
Rosy's Bike Shop	North Brand Boulevard 433			CA91203	Glendale	Rosy's Bike Shop
Riverside Bicycles	East Colorado Boulevard 119			CA91105	Pasadena	Riverside Bicycles
Big Bear Bike Club	Morningside Road 52			CA92252	Joshua Tree	Big Bear Bike Club
Roxy	Carriage Hill Road 139			NY12474	Roxbury	Roxy
	No.123, Big Ben Street			12747	New York	Roxy

QAD Proprietary

Excel Hotlink for Budgets

QAD
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Excel Hotlink/Synchronization for Budgets

Budget Create x

Excel Hotlink

Attachments

Budget Details

Budget Code: I/S 2009 Status: Valid

Description: Income statement budget 2009

Used for Allocation: Use as Report:

General | Budget Period | Levels | Structures | Versions

Versions: Initial Version (0/0) Auto Roll-Up

Topic	TC Amt (01)	TC Amt (02)	TC Amt (03)	TC Amt (04)	Forecast Cost (01)	Forecast Cost (02)	Forecast Cost (03)	Forecast Cost (04)
Revenue	1,231,972.96	1,231,972.96	1,231,972.96	1,231,972.96	0.00	0.00	0.00	0.00
Service income	516,391.67	516,391.67	516,391.67	516,391.67	0.00	0.00	0.00	0.00
Direct Sales	621,583.33	621,583.33	621,583.33	621,583.33	0.00	0.00	0.00	0.00
New Material	513,250.00	513,250.00	513,250.00	513,250.00	0.00	0.00	0.00	0.00
Sale of Scrap	108,333.33	108,333.33	108,333.33	108,333.33	0.00	0.00	0.00	0.00

Microsoft Excel - Income statement budget.xls

Topic	TC Amt (01)	TC Amt (02)	TC Amt (03)	TC Amt (04)	Forecast Cost (01)	Forecast Cost (02)	Forecast Cost (03)	Forecast Cost (04)
Revenue	1,231,973	1,231,973	1,231,973	1,231,973				
Service income	516,992	516,992	516,992	516,992				
Direct Sales	621,583	621,583	621,583	621,583				
New Material	513,250	513,250	513,250	513,250				
Sale of Scrap	108,333	108,333	108,333	108,333				
Other Income	200,200	200,200	200,200	200,200				
Finance Charge	134,406	134,406	134,406	134,406				
Extended Warranty	65,795	65,795	65,795	65,795				
Adjustments	-106,802	-106,802	-106,802	-106,802				
Discount Allowed	-25,083	-25,083	-25,083	-25,083				
Rework Done	-81,719	-81,719	-81,719	-81,719				
Direct Cost	570,891	570,891	570,891	570,891				

QAD Proprietary

The Excel Hotlink function in the Financials Budgeting module creates a dynamic link between the budget in QAD and budget revisions in Excel.

Topic	TC Amt (01)	TC Amt (02)	TC Amt (03)	TC Amt (04)	Forecast Cost (01)	Forecast Cost (02)	Forecast Cost (03)	Forecast Cost (04)
Revenue	1,231,972.96	1,231,972.96	1,231,972.96	1,231,972.96	0.00	0.00	0.00	0.00
Service income	516,991.67	516,991.67	516,991.67	516,991.67	0.00	0.00	0.00	0.00
Direct Sales	621,583.33	621,583.33	621,583.33	621,583.33	0.00	0.00	0.00	0.00
New Material	513,250.00	513,250.00	513,250.00	513,250.00	0.00	0.00	0.00	0.00
Sale of Scrap	108,333.33	108,333.33	108,333.33	108,333.33	0.00	0.00	0.00	0.00

Topic	TC Amt (01)	TC Amt (02)	TC Amt (03)	TC Amt (04)	Forecast Cost (01)	Forecast Cost (02)	Forecast Cost (03)	Forecast Cost (04)
Revenue	1,231,973	1,231,973	1,231,973	1,231,973				
Service income	516,992	516,992	516,992	516,992				
Billed Hours	300,000	300,000	300,000	300,000				
Other Service Income	216,992	216,992	216,992	216,992				
Direct Sales	621,583	621,583	621,583	621,583				
New Material	513,250	513,250	513,250	513,250				
Sale of Scrap	108,333	108,333	108,333	108,333				
Other Income	200,200	200,200	200,200	200,200				
Finance Charge	134,406	134,406	134,406	134,406				
Extended Warranty	65,795	65,795	65,795	65,795				
Adjustments	-106,802	-106,802	-106,802	-106,802				
Discount Allowed	-25,083	-25,083	-25,083	-25,083				
Rework Done	-81,719	-81,719	-81,719	-81,719				
Direct Cost	570,891	570,891	570,891	570,891				

The Excel Hotlink function in the Financials Budgeting module creates a dynamic link between the budget in QAD and budget revisions in Excel.

Topic	TC Amt (01)	TC Amt (02)	TC Amt (03)	TC Amt (04)	Forecast Cost (01)	Forecast Cost (02)	Forecast Cost (03)	Forecast Cost (04)
Revenue	1,231,972.96	1,231,972.96	1,231,972.96	1,231,972.96	0.00	0.00	0.00	0.00
Service income	516,991.67	516,991.67	516,991.67	516,991.67	0.00	0.00	0.00	0.00
Direct Sales	621,583.33	621,583.33	621,583.33	621,583.33	0.00	0.00	0.00	0.00
New Material	513,250.00	513,250.00	513,250.00	513,250.00	0.00	0.00	0.00	0.00
Sale of Scrap	108,333.33	108,333.33	108,333.33	108,333.33	0.00	0.00	0.00	0.00

Topic	TC Amt (01)	TC Amt (02)	TC Amt (03)	TC Amt (04)	Forecast Cost (01)	Forecast Cost (02)	Forecast Cost (03)	Forecast Cost (04)
Revenue	1,231,973	1,231,973	1,231,973	1,231,973				
Service income	516,992	516,992	516,992	516,992				
Billed Hours	300,000	300,000	300,000	300,000				
Other Service Income	216,992	216,992	216,992	216,992				
Direct Sales	621,583	621,583	621,583	621,583				
New Material	513,250	513,250	513,250	513,250				
Sale of Scrap	108,333	108,333	108,333	108,333				
Other Income	200,200	200,200	200,200	200,200				
Finance Charge	134,406	134,406	134,406	134,406				
Extended Warranty	65,795	65,795	65,795	65,795				
Adjustments	-106,802	-106,802	-106,802	-106,802				
Discount Allowed	-25,083	-25,083	-25,083	-25,083				
Rework Done	-81,719	-81,719	-81,719	-81,719				
Direct Cost	570,891	570,891	570,891	570,891				

Summary



Summary

- ▲ What are the different data load methods
- ▲ How to decide which data load method to use
- ▲ What are the different steps in using each data load method

QAD Proprietary

Chapter 3

System-Wide Data Setup

Overview



System-Wide Data Setup - Overview

- ▲ XML Daemon Setup
- ▲ Printer Setup
- ▲ Currencies, Exchange Rates, and Rounding
- ▲ Countries
- ▲ Alternate Country Codes
- ▲ States
- ▲ Counties

QAD Proprietary

System-Wide Data Setup - Overview

- ▲ Taxes
 - Tax Zone
 - Tax Type
 - Tax Class
 - Tax Usage
 - Tax Environment
- ▲ Invoice Status Codes
- ▲ Credit Terms
- ▲ Business Relations

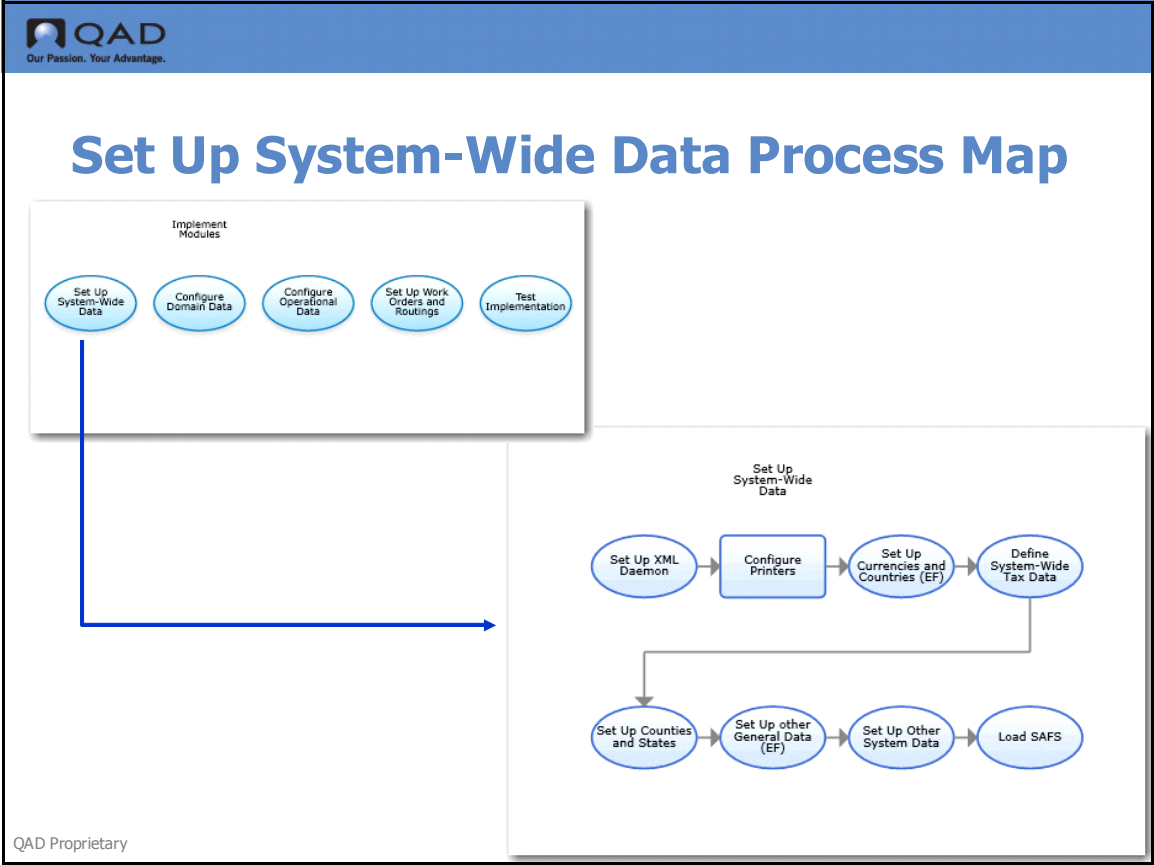


System-Wide Data Setup - Overview

- ▲ Shared Sets
- ▲ GL Layers
- ▲ SAFs
 - SAF Concepts
 - SAF Codes
 - SAF Structure

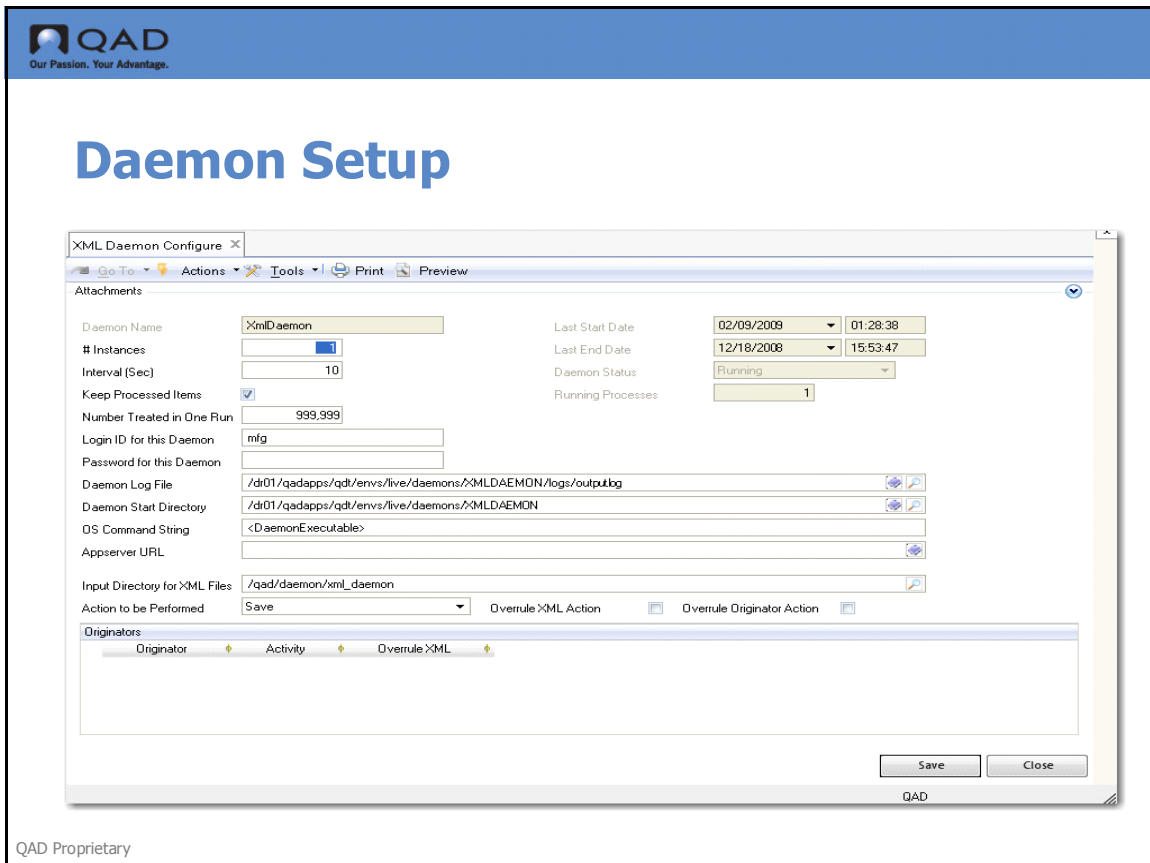
QAD Proprietary

Set Up System-Wide Data Process Map



The Set Up System-Wide Data process maps lists the steps required to implement all required system data. You can access the map from the Implement Modules map in Supply Chain View.

XML Daemon Setup



- 1 Open XML Daemon Configure (36.14.16.6.1).
- 2 Validate the set up of the XML daemon.
- 3 Specify the input directory for XML files (/qad/daemon/xml_daemon).
- 4 Click Save.
- 5 Start the XML daemon using XML Daemon Start (36.14.16.6.4).
- 6 Open XML daemon Monitor (36.14.16.6.3) and verify that the XML daemon is running.

Printer Setup

The screenshot displays the QAD Printer Setup Maintenance interface. At the top left is the QAD logo with the tagline "Our Passion. Your Advantage." Below this is the title "Printer Setup Maintenance".

The main content area shows two instances of the "Printer Definition" form. The top instance has the following fields:

- Output To: PAGE
- Description: Screen scroll - NO MAX
- Max Pages: 0
- Device Pathname:
- Destination Type:
- Printer Type:
- Lines / page: 60
- Scroll Output:
- Spooler:

The bottom instance has the following fields:

- Output To: printer
- Description:
- Max Pages: 0
- Device Pathname: printer
- Destination Type:
- Printer Type:
- Lines / page: 66
- Scroll Output:
- Spooler:

At the bottom left of the slide, it says "QAD Proprietary".

- 1 In Printer Setup Maintenance (36.13.2), create records for the values PAGE and printer, as shown in the slide.
- 2 In both cases, ensure that you select the Scroll Output field.

Exchange Rate Type

Exchange Rate Type Browse f... X

Actions Print Add to Favorites Chart Chart Designer Refresh

Search (3)

Exchange Rate Type equals [] + X

System-Owned equals yes + X

Active equals yes + X

Viewing 1 - 7 of 7 Records per page: 100

Rate Type	System	Active
ACCOUNTING	yes	yes
BUDGET	yes	yes
CASH	yes	yes
INTRASTAT	yes	yes
INVENTORY	yes	yes
REVALUATION	yes	yes
VAT	yes	yes

QAD Proprietary

- 1 Open Exchange Rate Type View (26.3.3) to validate the preloaded system exchange rate types according to the slide.

You can create your own exchange rate types in Exchange Rate Type Create (26.3.1).

Rounding Method

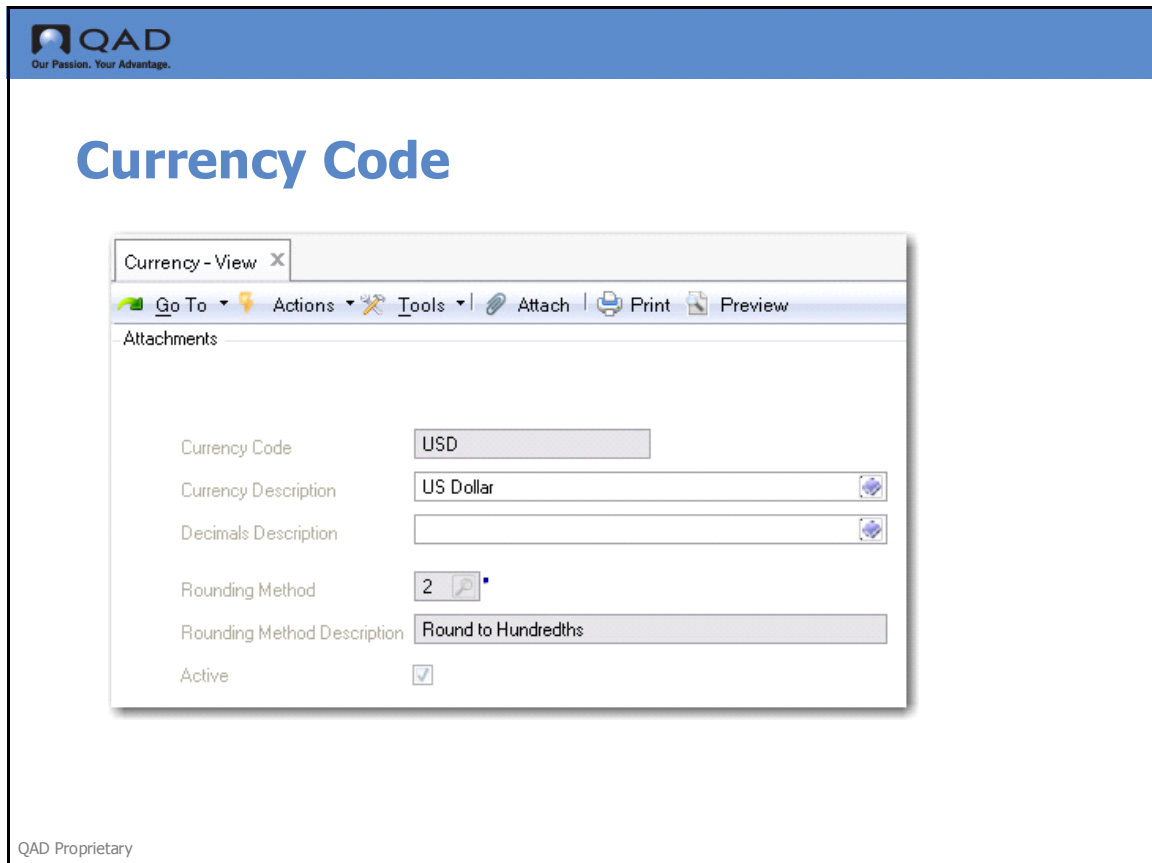
The screenshot shows the 'Rounding Method Browse for V...' window in the QAD system. The window has a search bar and a table of rounding methods. The table has the following data:

Code	Description	Threshold	Unit
0	Round to Ones	0.5000	1.000
1	Round to Tenths	0.0500	0.100
2	Round to Hundredths	0.0050	0.010

QAD Proprietary

In Rounding Method Modify (26.2.2), verify that the rounding methods shown in the slide are preloaded.

Currency



Use the XML load method to load the currency codes.

- 1 Go to the XML Data Files folder on the desktop of your training lab.
- 2 Move the `currency.xml` file and drop it in the input directory for XML files specified in XML Configure (`/qad/daemon/xml_daemon`).
- 3 You can simply copy/paste this XML file into the folder `xml_daemon` on the desktop.
- 4 Open XML Daemon Monitor (36.14.16.6.3).
- 5 Click the Refresh button a few times until you see that the daemon has processed the currency file.
The daemon request status should be PROCESSED-OK.
- 6 After the load, open Currency View (26.1.3) to verify the upload.

Set Management Currency

The screenshot shows the 'System Maintain' window with the following configuration:

Field	Value
Database Language	us
Domain	QAD
System Admin Login	mfg
System Admin Password	
Application ID	
MC Currency Code	USD
Budget Enabled	<input checked="" type="checkbox"/>
Check Budgets on Overlap	<input type="checkbox"/>
OL Check on Budgets	<input type="checkbox"/>
Specific SI Approval	<input type="checkbox"/>
Business Relations By Domain	<input type="checkbox"/>

QAD Proprietary

- 1 Open System Maintain (36.24.3.1).
- 2 In the MC Currency Code field, set USD as the management currency (the default is USD).

Address Data

Country Code

The screenshot shows the 'Country - Modify' form in the QAD system. The form includes the following fields and options:

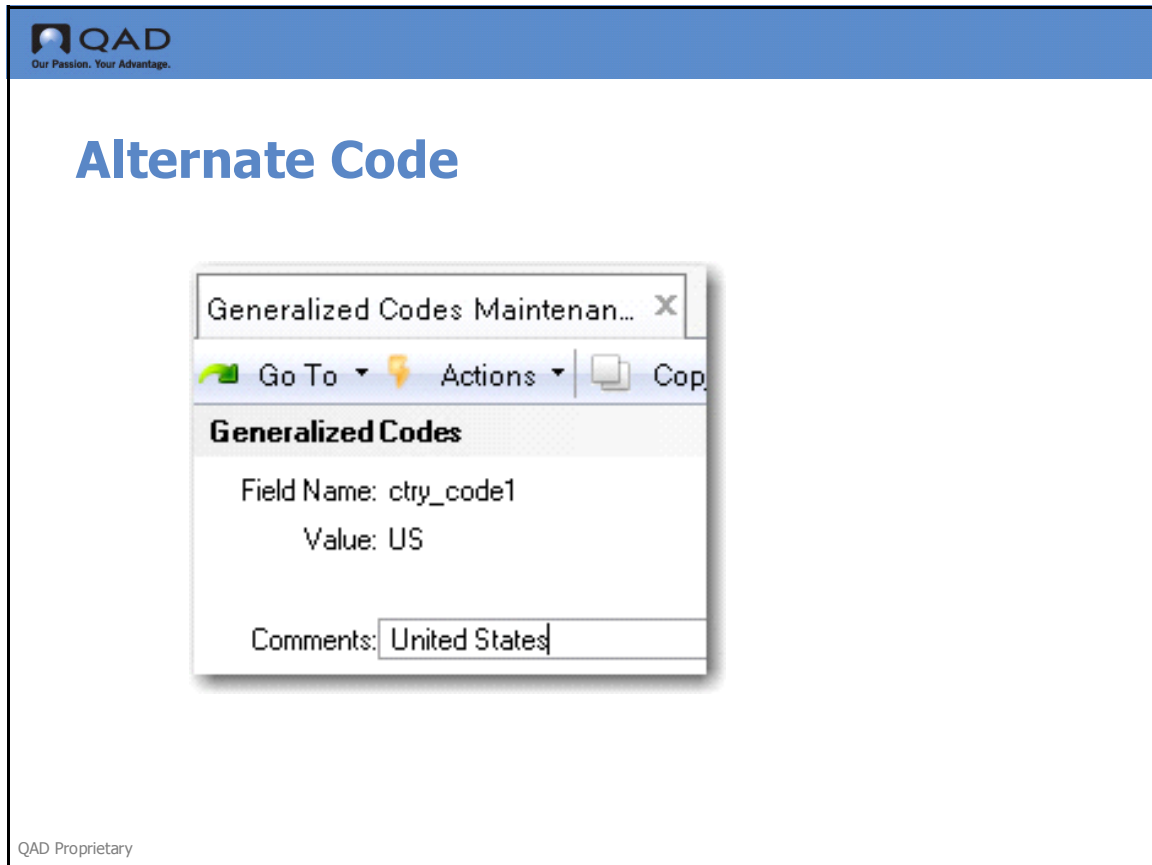
- Country Code:** DE
- Description:** GERMANY
- EU Member:**
- Postal Format:** Before
- Active:**
- Tax Format:** DE999999999

The QAD logo and tagline 'Our Passion. Your Advantage.' are visible in the top left corner of the interface.

Use Excel integration to upload country codes.

- 1 Use Country Excel Integration (36.1.3.1.5) to upload the file, `country.xls`.
- 2 View the result of the upload in Country View (36.1.3.1.3).
If needed, change the uploaded data using Country Modify (36.1.3.1.2).

Alternate Country Code



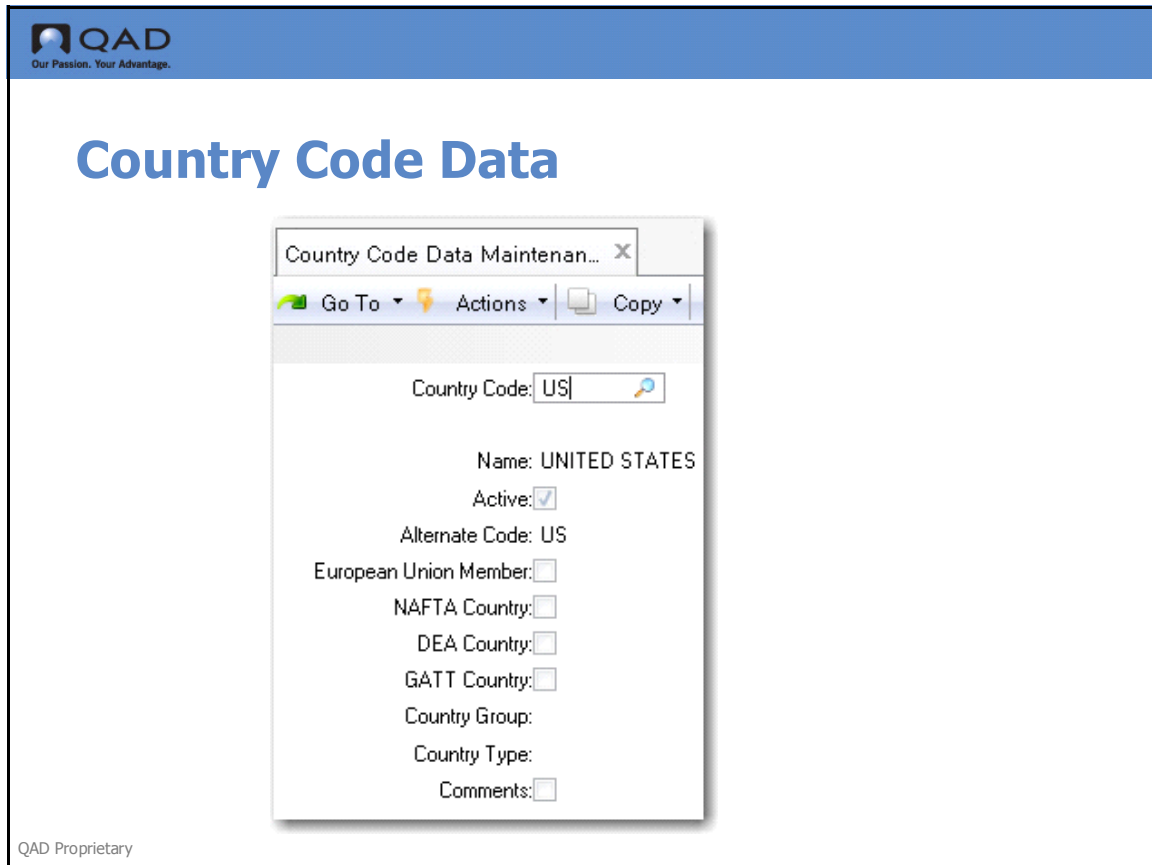
Alternate country codes are the ISO codes for the country. Each user is then associated with a country code in User Maintenance. The ISO country code helps determine the locale for the user. See *User Guide: Master Data* for more information.

Exercise

- 1 Upload the alternate country codes file `ctry1.cim` using CIM upload.
- 2 In Generalized Codes Browse (36.2.14), search using field name `ctry_code1` to ensure that the upload was successful.

If you need to make any changes to the uploaded values, use Generalized Codes Maintenance (36.2.13).

Country Code Data

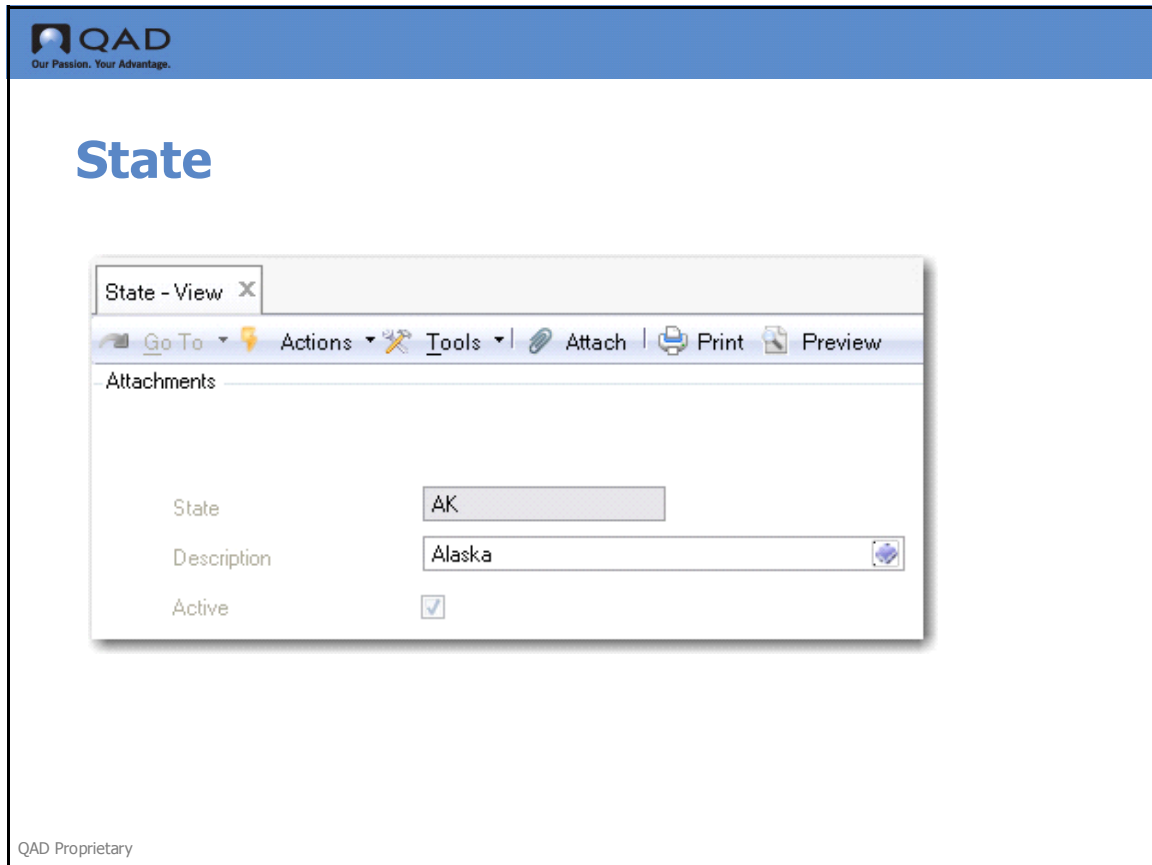


Set up additional operational data in Country Code Data Maintenance (2.14.1). See *User Guide: Master Data* for more information.

Exercise

- 1 Upload the country code data file `ctrydata.cim` using CIM upload.
- 2 Use Country Code Browse (2.14.2) to verify that the upload was successful.
If you need to make any changes to the uploaded values, use Country Code Data Maintenance (2.14.1).

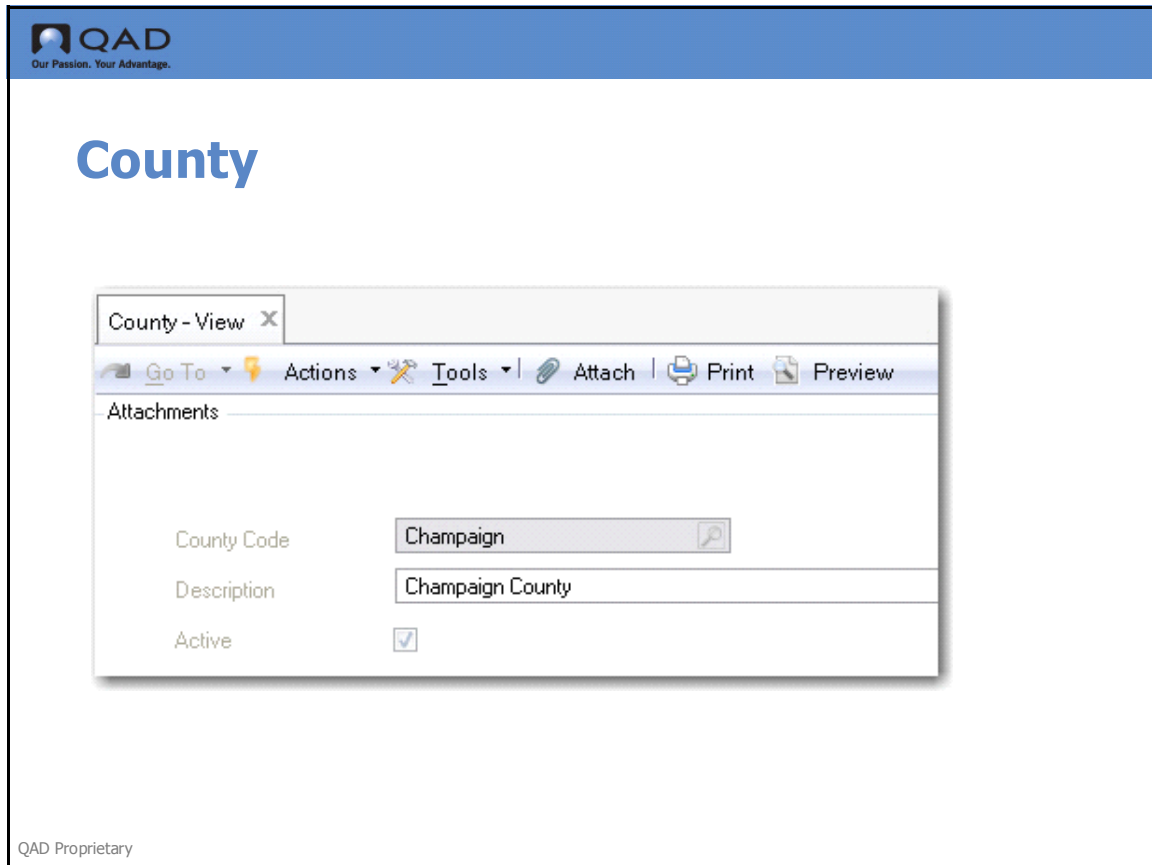
State



Use Excel integration to upload state codes.

- 1 Use State Excel Integration (36.1.3.2.5) to upload the file `state.xls`.
- 2 View the result of the upload in State View (36.1.3.2.3).
If you need to make any changes to the uploaded values, use State Modify (36.1.3.2.2).

County



Use Excel integration to upload county codes.

- 1 Use County Excel Integration (36.1.3.3.5) to upload the file `county.xls`.
- 2 Verify the result of the upload in County View (36.1.3.3.3).
- 3 If you need to make any changes to the uploaded values, use County Modify (36.1.3.3.2).

Tax Data

Tax Zone

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Tax Zone

Tax Zone Maintenance

Go To Actions Copy Print Preview

Tax Zone: DE

Description: us

Country Code: DE USA - TAX PURPOSE

State:

County:

City:

Postal Code:

Subtotal This Level:

Reporting Zone:

Update Translations:

Sums-Into TaxZone

Sums-Into Tax Zone: #EU

Description:

Country Code: #EU

State:

County:

City:

Postal Code:

QAD Proprietary

Tax zones identify geographic regions subject to the same set of tax types and levels of tax reporting. They apply to all domains in the database. All business relations, customers, suppliers, and site address records belong to a tax zone based on geographical elements associated with the address.

See *User Guide: Financials B* for more information.

Exercise

- 1 Use CIM to upload the tax zone data file `taxzone.cim`.
- 2 In Tax Zone Browse (29.2.2), verify that the upload was successful.
You can also enter tax zones manually using Tax Zone Maintenance (29.2.1).

Tax Type

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Tax Type

Tax Type Maintenance X

Go To Actions Copy Print Preview

Tax Type: NON-TAX

Description: Non-tax us

QAD Proprietary

Tax types are individually calculated and reported as regional taxes or tax exemptions. They apply to all domains in the database. Examples include Canadian PST/GST, California sales tax, federal excise tax. See *User Guide: Financials B* for more information.

Exercise

- 1 Use CIM to upload the tax type data file `taxtype.cim`.
- 2 In Tax Type Browse (29.1.2), verify that the upload was successful.
If you need to make any changes to the uploaded values, use Tax Type Maintenance (29.1.1).

Tax Class

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Tax Class

Tax Class Maintenance X

Go To Actions Copy Print Preview

Tax Class: TSC

Description: TRAILER SERVICE CHARGE us

QAD Proprietary

Set up tax class codes to accommodate differences in taxation within a tax zone. See *User Guide: Financials B* for more information.

Exercise

- 1 Use CIM to upload the tax class data file `taxclass.cim`.
- 2 In Tax Class Browse (29.1.6), verify that the upload was successful.
If you need to make any changes to the uploaded values, use Tax Class Maintenance (29.1.5).

Tax Usage

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Tax Usage

Tax Usage Maintenance x

Go To Actions Copy Print Preview

Tax Usage: IE

Description: US

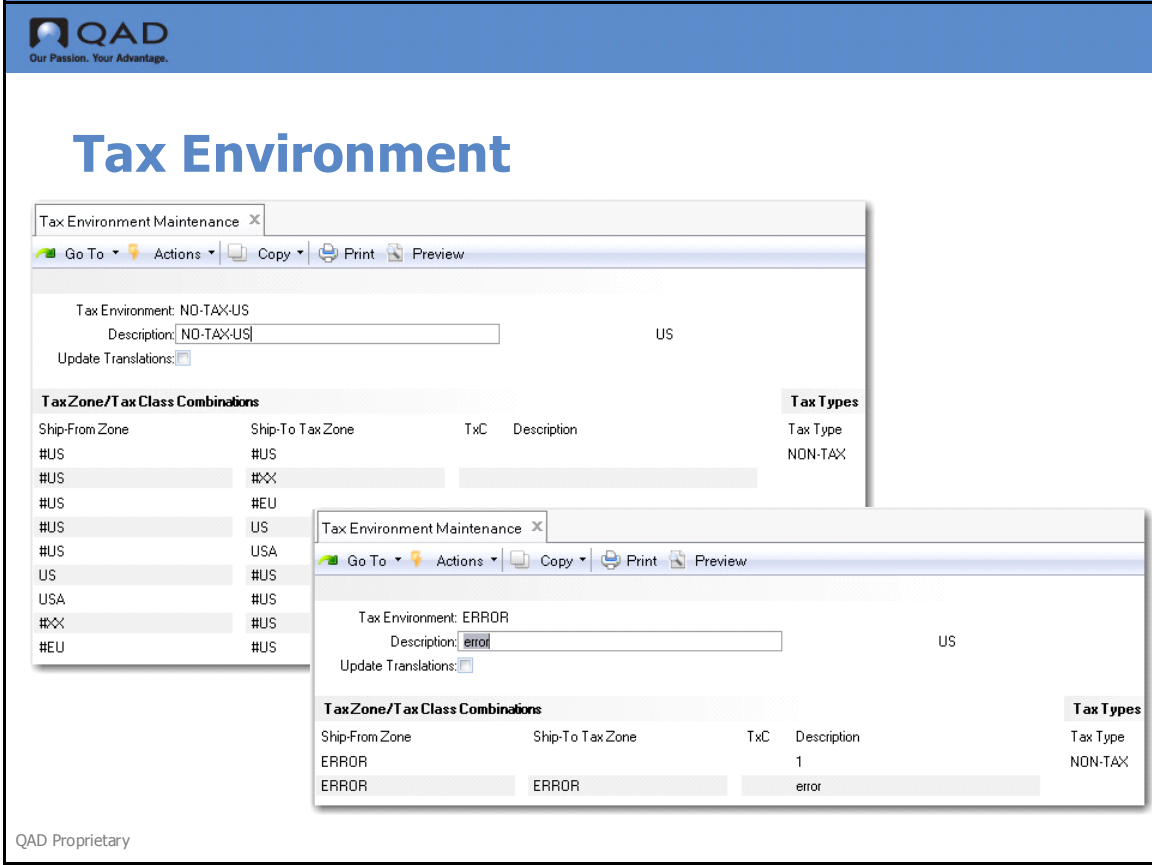
QAD Proprietary

Use Tax Usage Maintenance to define codes that identify the intended usage of the item relative to tax reporting requirements. Tax usage codes apply system wide and can be used in all domains in the database. See *User Guide: Financials B* for more information.

Exercise

- 1 Use CIM to upload the tax usage data file `taxusage.cim`.
- 2 In Tax Usage Browse (29.1.10), verify that the upload was successful.
If you need to make any changes to the uploaded values, use Tax Usage Maintenance (29.1.9).

Tax Environment



A tax environment is the set of tax types that applies to a combination of ship-from and ship-to tax zones and optionally a customer or supplier tax class. Tax environments apply to all domains in the database. See *User Guide: Financials B* for more information.

Exercise

- 1 In Tax Environment Maintenance (29.3.1), create the following tax environments:

Environment 1

Field	Description
Code:	ERROR
Description:	Error
Ship-from Zone	Ship-to Tax Zone
ERROR	
ERROR	ERROR
Tax Type:	NON-TAX

Environment 2

Field	Description
Code:	NO-TAX-US
Description:	NO-TAX-US
Ship-from Zone	Ship-to Tax Zone
#US	#US
#US	#XX
#US	#EU
#US	US
#US	USA
US	#US
USA	#US
#XX	#US
#EU	#US
#XX	US
#US	CA
US	CA
US	XX
Tax Type:	NON-TAX

Invoice Status Code

The screenshot displays the QAD 'Invoice Status - Modify' window. The window title is 'Invoice Status - Modify'. It features a menu bar with 'Go To', 'Actions', 'Tools', 'Attach', 'Print', and 'Preview'. Below the menu bar is an 'Attachments' section. The main area contains a form with the following fields and values:

Field	Value
Invoice Status Code	RM-HOLD
Description	Receiver Match - Not Matched Locked
Lock Payment	<input checked="" type="checkbox"/>
Invoice Approved	<input type="checkbox"/>
Allocation Status	No Allocation
Initial Status	<input type="checkbox"/>
Receiver Matching	<input checked="" type="checkbox"/>
Status After Match	RM-DK2PAY
Do not Increment Reminder Count	<input type="checkbox"/>
Active	<input checked="" type="checkbox"/>

The second window shows a different configuration:

Field	Value
Invoice Status Code	RM-DK2PAY
Description	Receiver Match - Matched Approve Release
Lock Payment	<input type="checkbox"/>
Invoice Approved	<input checked="" type="checkbox"/>
Allocation Status	Allocation
Initial Status	<input type="checkbox"/>
Receiver Matching	<input checked="" type="checkbox"/>
Status After Match	
Do not Increment Reminder Count	<input type="checkbox"/>
Active	<input checked="" type="checkbox"/>

QAD Proprietary

- 1 Use XML integration to upload two invoice status code files:
 - a Load the codes for which the Status After Match field is empty (*instcobef.xml* file).
 - b Load the codes that have the Status After Match field populated (*instcoaft.xml* file).
- 2 In Invoice Status Code View (36.1.11.3), verify that the upload was successful.
If you need to make any changes to the uploaded values, use Invoice Status Code Modify (36.1.11.2).

Credit Terms

QAD Proprietary

In this section, you will upload two credit term files. Two files are required because a staged credit term is a combination of normal credit terms.

- 1 Use Credit Term Excel Integration (36.1.10.5) to upload the following files:
 - Normal credit terms (*creditnorm.xls*)
 - Staged credit terms (*creditstag.xls*)
- 2 In Credit Term View (36.1.10.3), verify that the upload was successful.
- 3 If you need to change the uploaded values, use Credit Term Modify (36.1.10.2).

Business Relations

Business Relation - Modify

Go To Actions Tools Attach Print Preview

Attachments

Business Relation: US-WEST

Name: US-WEST

Search Name: US-WEST

Second Name:

Third Name:

Group Name:

Active:

Address Info General Defaults

Address	Name	Search Name
1 California Boule	US-WEST	US-WEST

Business Relation - Modify - Address Info

Go To Tools Print Preview

Name: US-WEST

Search Name: US-WEST

Address Type: HEADOFFICE

Address Info Tax Information Contact Persons

Address: 1 California Boulevard

Zip/City: 92104 San Diego

State: CA California

County Code:

Country Code: US UNITED STATES

Language Code: us english (U.S.)

Telephone:

Fax:

E-Mail:

Internet:

Address Info General Defaults

Language Code: us

Domain Restricted:

Internal Entity:

Intercompany Code: USWEST

Intercompany:

Customer/Supplier Compensation Allowed:

Tax Report:

Name Control:

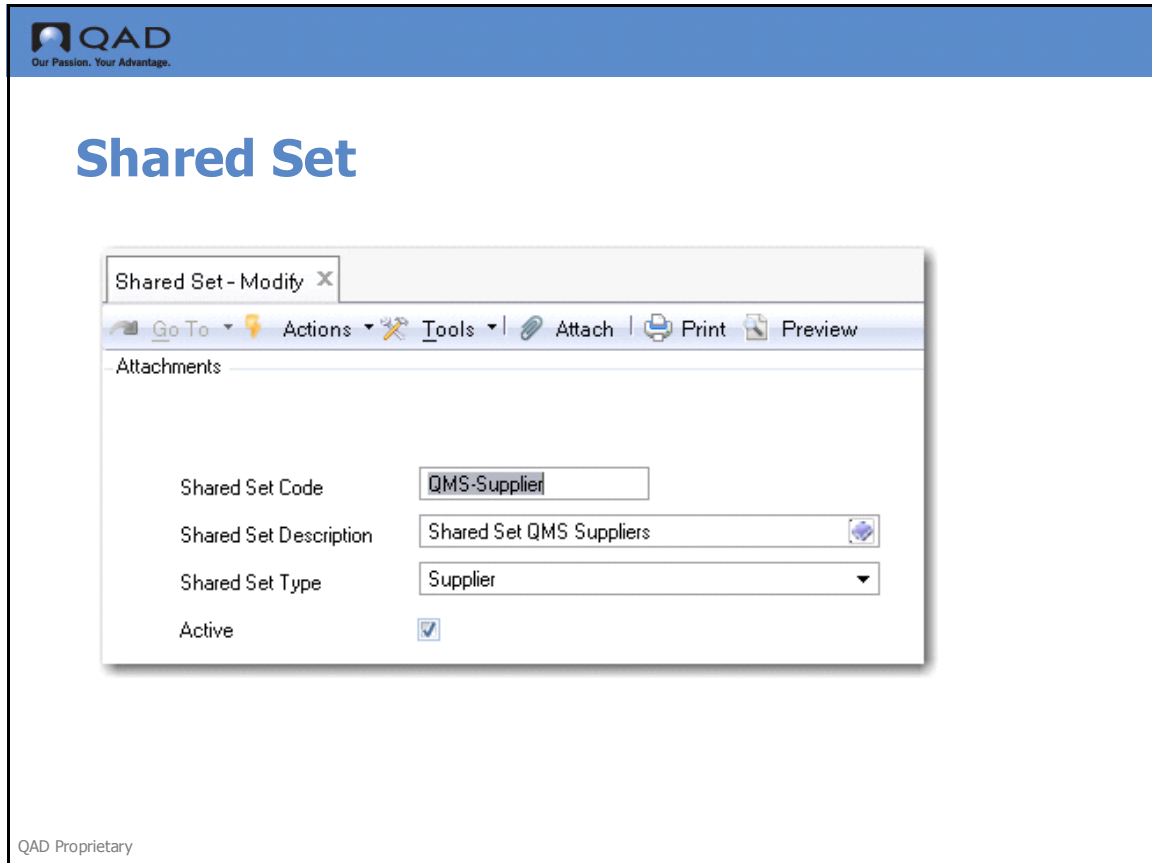
Last Filing:

QAD Proprietary

Use Excel integration to upload business relations

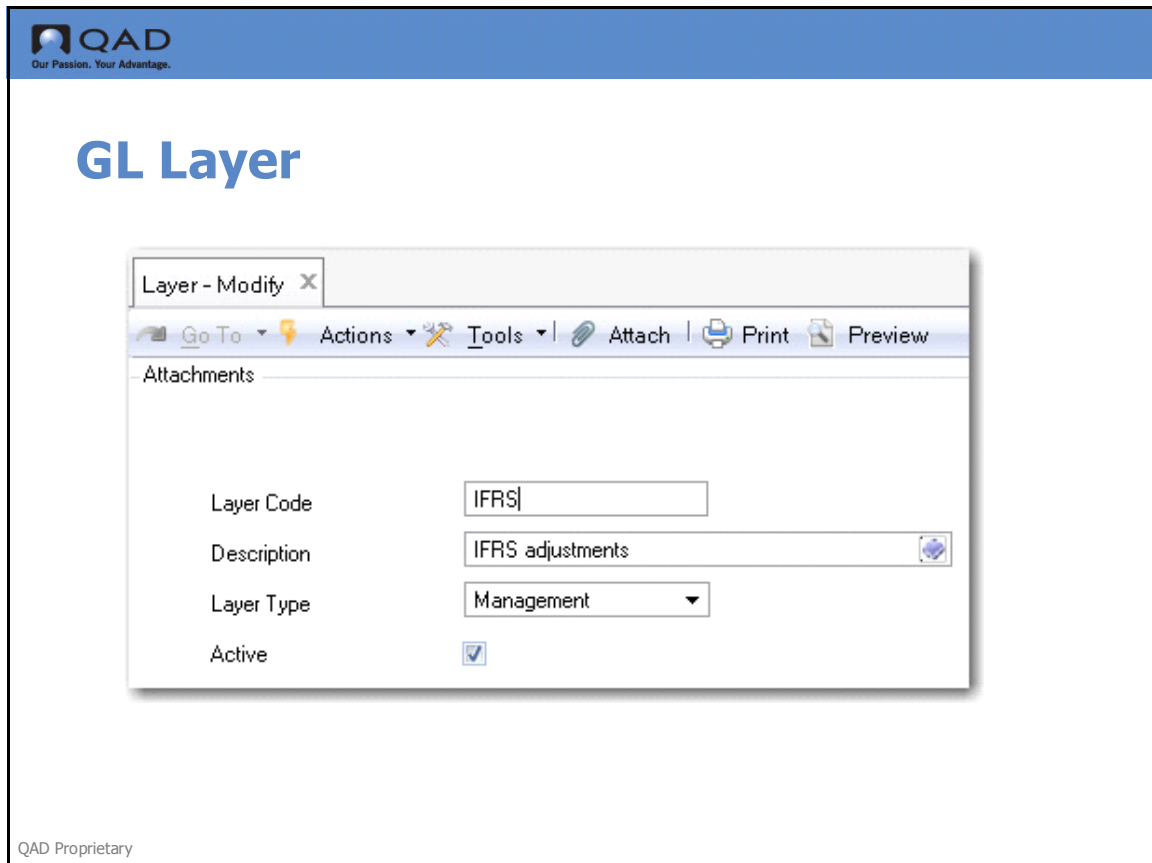
- 1 Use Business Relation Excel Integration (36.1.4.3.5) to upload the file `busrel.xls`.
- 2 In Business Relation View (36.1.4.3.3), verify the result of the upload.
If you need to make any changes to the uploaded values, use Business Relation Modify (36.1.4.3.2).

Shared Set



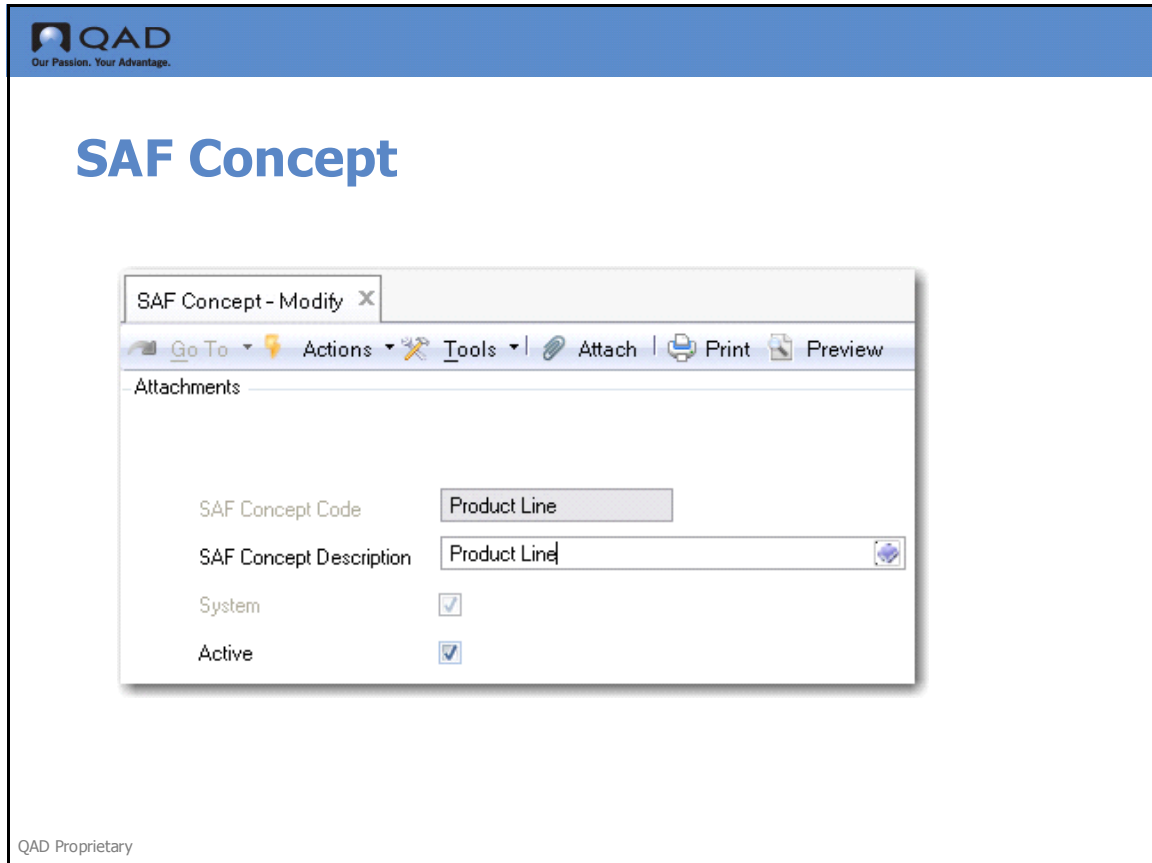
- 1 Use XML to upload shared sets file `shaset.xml`.
- 2 View the result of the upload in Shared Set View (36.1.1.3.3).
If needed, you can change the uploaded data in Shared Set Modify (36.1.1.3.2).

Layers



- 1 Use XML to upload the GL layers file `gllayer.xml`.
- 2 View the result of the upload in menu GL Layer View (25.8.14.3).
If needed, you can change the uploaded data in GL Layer Modify (25.8.14.2.2).

SAF Data



SAF Concepts

Use Excel integration to upload SAF concepts

- 1 Use SAF Concept Excel Integration (25.3.7.1.5) to upload the file `safconc.xls`.
- 2 View the result of the upload in SAF Concept View (25.3.7.1.3).
If needed, you can change the uploaded data in SAF Concept Modify (25.3.7.1.2).

SAF Codes

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SAF Code

SAF - Modify x

Go To Actions Tools Attach Print Preview

Attachments

SAF Code Def

SAF Description Default Product Line

SAF Concept Code Product Line

Budget Group

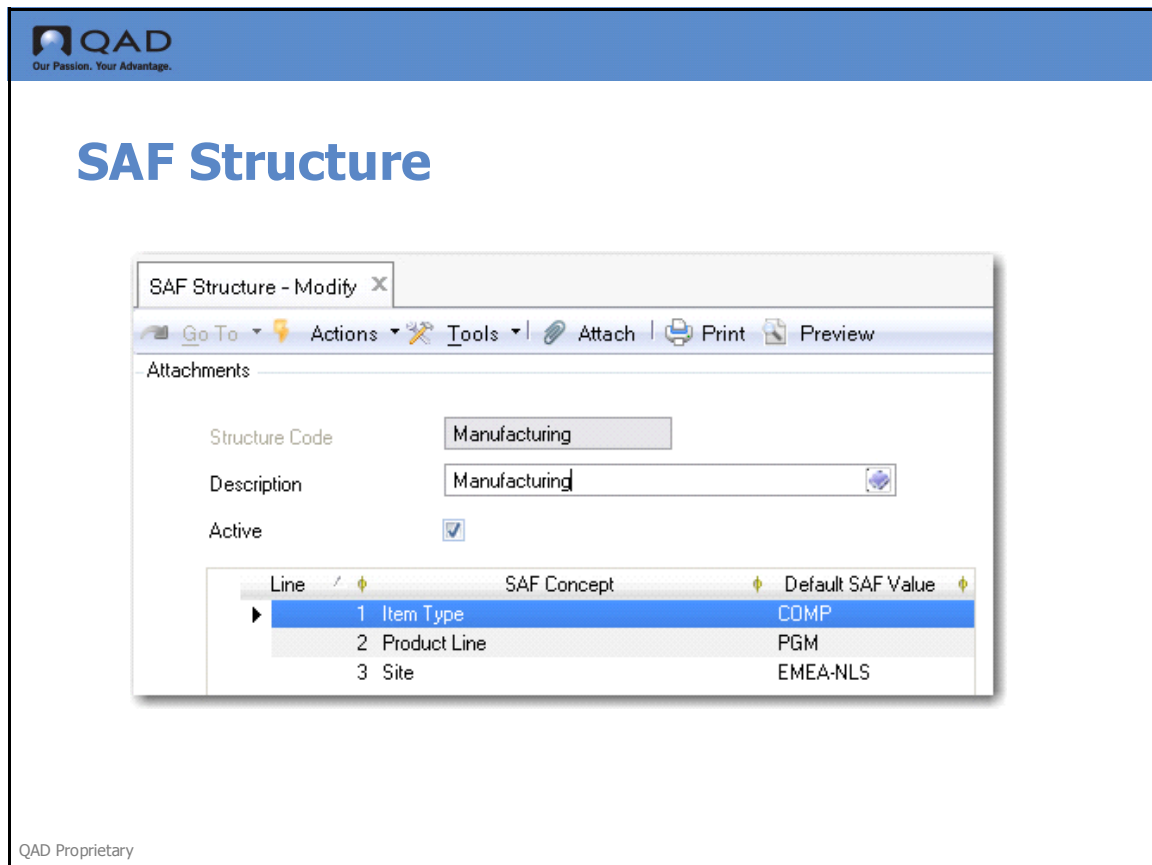
Active

QAD Proprietary

Use Excel integration to upload SAF codes.

- 1 Use SAF Code Excel Integration (25.3.7.2.5) to upload the file `safcode.xls`.
- 2 View the result of the upload in SAF Code View (25.3.7.2.3).
If needed, you can change the uploaded data in SAF Code Modify (25.3.7.2.2).

SAF Structures



Use Excel integration to upload SAF structures

- 1 Use SAF Structure Excel Integration (25.3.7.4.5) to upload the file `safstruc.xls`.
- 2 View the result of the upload in SAF Structure View (25.3.7.4.3).
If needed, you can change the uploaded data in SAF Structure Modify (25.3.7.4.2).

Chapter 4

Domain Setup Part 1

Overview



Domain Data Setup Part 1 - Overview

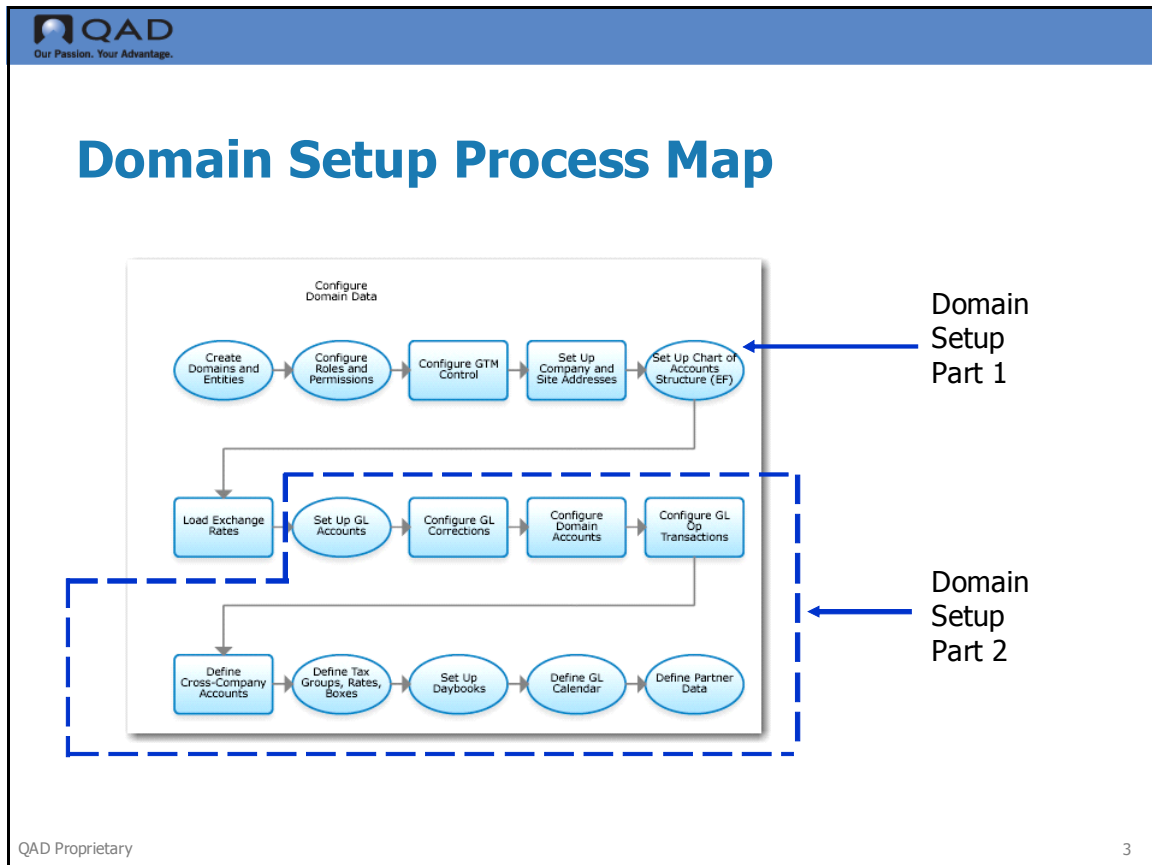
- ▲ Domain
- ▲ Entity
- ▲ Role
- ▲ Role Permissions
- ▲ Domain Modify
- ▲ Security
- ▲ GTM Control
- ▲ Company Address
- ▲ Site Address



Domain Data Setup Part 1 - Overview

- ▲ Sub-Account
- ▲ Sub-Account Profile
- ▲ Cost Center
- ▲ Cost Center Profile
- ▲ Project Group
- ▲ Project Status
- ▲ Project
- ▲ Project Profile
- ▲ Exchange Rates

Domain Setup Process Map



The Domain Setup process illustrates all of the tasks you need to perform in both the Domain Setup Part 1 and Domain Setup Part 2 chapters.

Domain

Domain - Modify

Domain: QMSUS
 Name: QMS US - Demo
 Search Name: QMS US]

Primary Entity: US-WEST
 Active:
 Setup Complete:

Base Currency: USD
 Language Code: us

Shared Set Code	Shared Set Type
QMS-Supplier	Supplier
QMS-Cust-US	Customer
QMS-CostCenter	Cost Center
QMS-GL-US	General Ledger
QMS-SubAccount	Sub-Account
QMS-ExRate-US	Exchange Rate
QMS-DB-US	Daybook
QMS-Project	Project

Accounts Receivable GL Account
 Accounts Payable GL Account
 Inventory GL Account
 Manual Journal Entry GL Account
 Fixed Assets GL Account

Propath
 Domain Code Page: ISO8859-1

QAD Proprietary 3

In Domain Create (36.1.1.1.1), create a new domain with the following parameters:

- Domain: QMSUS
- Name: QMS US-Demo
- Search name: QMS US
- Base currency: USD
- Language code: us
- Shared sets:
 - Supplier: QMS-Supplier
 - Customer: QMS-Cust-US
 - Cost center: QMS-CostCenter
 - General Ledger: QMS-GL-US
 - Sub-Account: QMS-SubAccount
 - Exchange rate: QMS-ExRate-US
 - Daybook: QMS-DB-US
 - Project: QMS-Project

See *Financials Fundamentals Training Guide* and *User Guide: Financials A* for more information on domains.

Entity

The screenshot displays the 'Entity - Modify' form in QAD. The 'General' tab is active, showing the following fields and values:

- Entity Code: US-WEST
- Entity Description: US-WEST Entity of QMS US
- Business Relation: US-WEST
- Localization Code: (empty)
- Active:
- Domain: QMSUS

The 'Shared Sets' tab is also visible, showing the following options:

- Additional GL Numbering:
- Reset Number Yearly:
- Source Numbering Entity: (empty)

The 'General' tab contains the following settings:

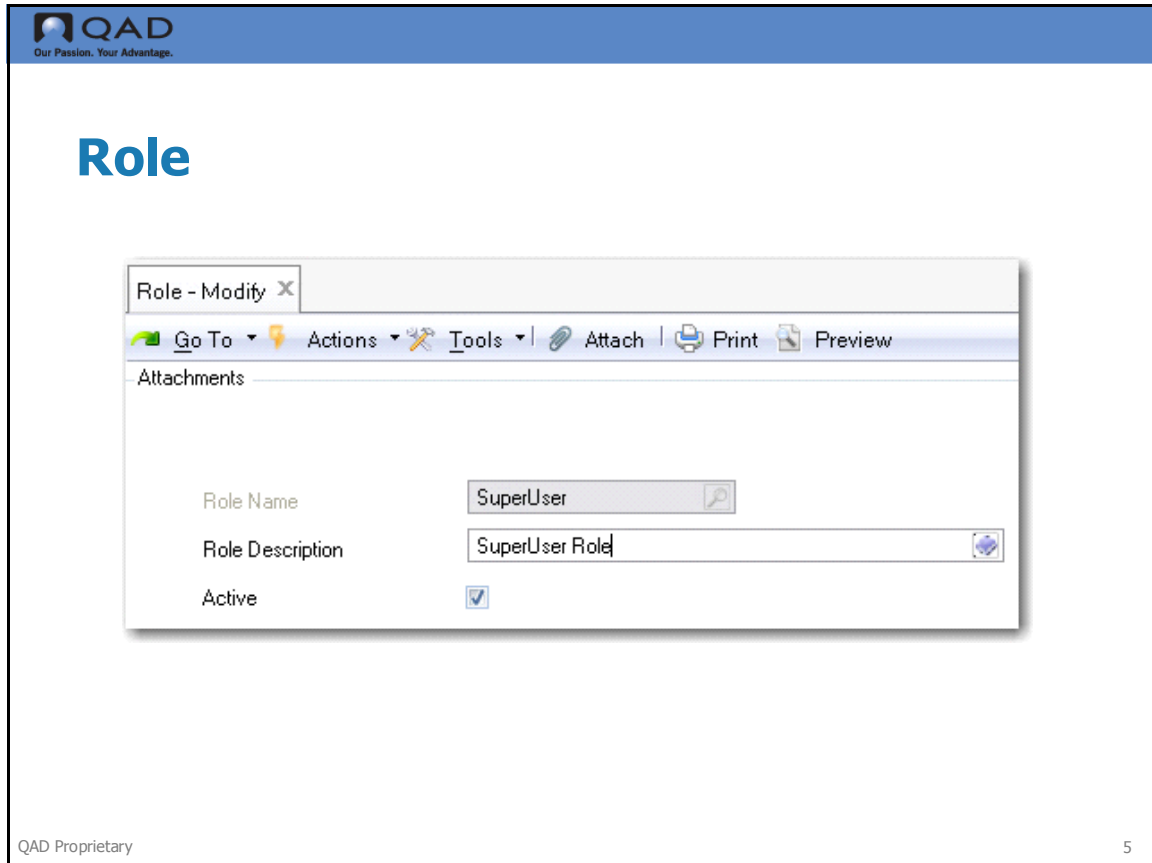
- Check Budgets on Overlap:
- Reverse P&L Revaluations:
- Consolidation Entity:
- Decimals for Qty: 2
- Invoice Upper Limit: 0.00
- Mirror Setup: None
- Suspended Tax: (empty)
- AP Exchange Tolerance %: 0.00
- AR Exchange Tolerance %: 0.00
- Delayed Tax: (empty)

- 1 In Entity Create (36.1.1.2.1), create two new entities with the following parameters:

Field	Value
Entity Code:	US-WEST
Entity Description	US-WEST entity of QMS US
Business Relation	US-WEST
Active	Yes
Domain	QMSUS
Reverse P&L revaluation	Yes
Decimals for qty	2
Mirror Setup	No
Entity Code:	US-EAST
Entity Description	US-EAST entity of QMS US
Business Relation	US-EAST
Active	Yes
Domain	QMSUS
Reverse P&L revaluation	Yes
Decimals for qty	2
Mirror Setup	No

See *Financials Fundamentals Training Guide* and *User Guide: Financials A* for more information on entities.

Role Settings



Roles

Roles determine the set of application resources that display for that user when they access their permitted workspaces. See *User Guide: Security and Controls* for more information.

Exercise

- 1 In Role View (36.3.6.3), validate the following roles:

Role	Description
SuperUser	SuperUser Role
EmployeeNotify	Create of employee
CustomerNotify	Create of customer
SupplierNotify	Create of supplier
EndUserNotify	Create of enduser
qadadmin	QAD Admin
uidesign	User Interface Design

Role Permissions

QAD Proprietary

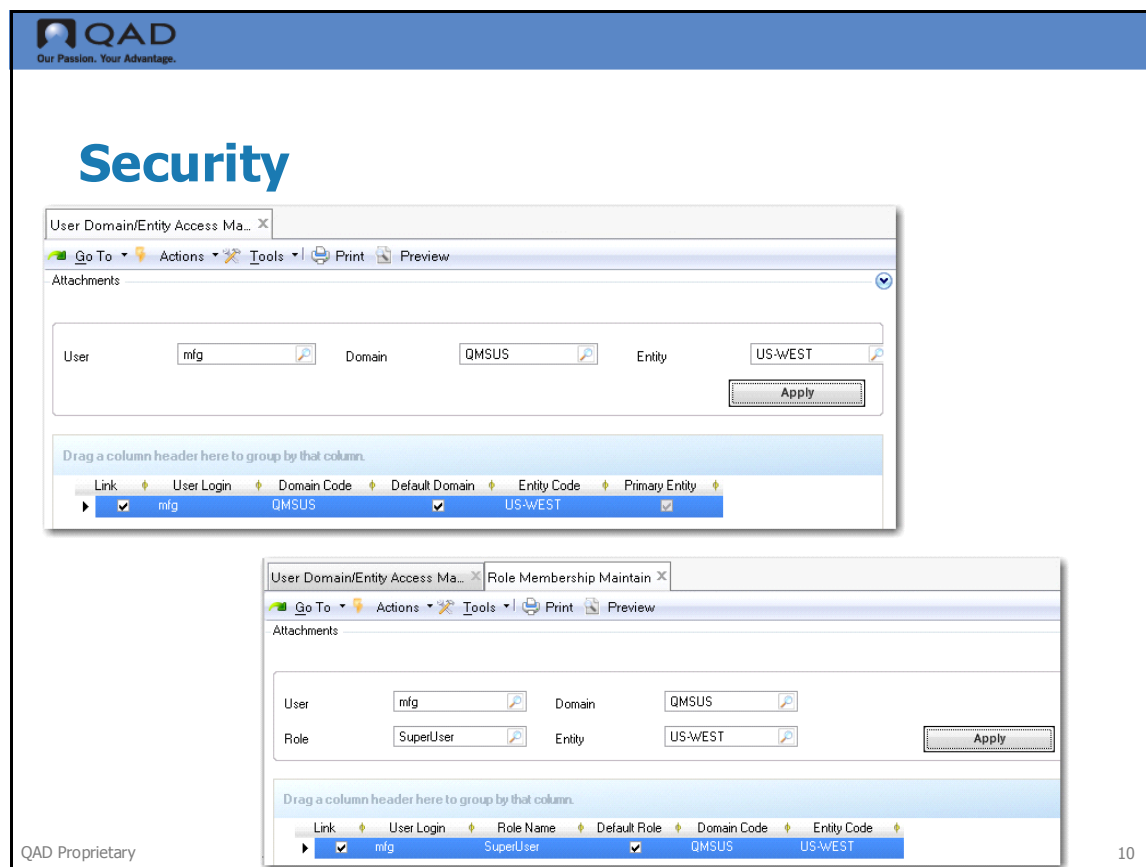
6

Use role permissions to indicate the components that a user with a particular role will have access to. See *User Guide: Security and Controls* for more information.

Exercise

- 1 Use Role Import (36.3.6.12) to upload the file, `role.xml`.
- 2 After the upload, you can validate the data in using Role Permissions View (36.3.6.9). If needed, you can create the data manually in Role Permissions Maintain (36.3.6.5).

Security



Use User Domain/Entity Access Maintenance (36.3.4) to create or maintain user access privileges for domains and entities. The combination of domain and entity represents a workspace in the .NET User Interface. See *User Guide: Security and Controls* for more information.

Exercise

- 1 Open User Domain/Entity Access Maintenance (36.3.4).
- 2 Specify the filter values:
 - User: mfg
 - Domain: QMSUS
- 3 Click Apply.
- 4 Enable the link for entities US-WEST and US-EAST, then click Save.
- 5 Open Role Membership Maintenance (36.3.6.6).
- 6 Specify the filter values:
 - User: mfg
 - Domain: QMSUS
 - Role: SuperUser

- 7 Click Apply.
- 8 Enable the link and click Save.
- 9 Exit the application.
- 10 Log on again in workspace (entity) US-WEST.
- 11 Open SAF Concept View (25.3.7.1.3), and validate that the previously uploaded concepts are displayed.
- 12 Open Country Code Browse (2.14.2), and validate that the previously uploaded country code data is displayed.

GTM Control

Global Tax Management Control (29.24) window showing default system-wide values for tax. The window displays various fields and checkboxes for configuration.

Fields and values shown:

- In City: [Empty]
- Tax Zone: ERROR
- Tax Environment: ERROR
- Country Code: ERR
- Rounding Method: 2
- Tax Method: 01
- Tax-By-Line:
- Accrue Tax at Receipt:
- Accrue Tax at Usage:
- Discount Tax at Invoice:
- Discount Tax at Payment:
- Update Tax Allowed:
- Customer Invoice Total Excludes Tax:
- Print VAT Registration:
- Display Detail on Reports:
- Display Taxable/Non-Taxable on Trailer:
- Taxable:
- Last Tax Code: 00000000
- Tax Comment Type: [Empty]

QAD Proprietary 10

Use Global Tax Management Control (29.24) to enter default system-wide values for tax. See *User Guide: Financials B* for more information.

Exercise

- 1 Open Global Tax Management Control (29.24).
- 2 Enter the default values as shown in the slide graphic.

Company Address

The screenshot shows the 'Company Address Maintenance' window in the QAD system. The window title is 'Company Address Maintenance' and it has a menu bar with 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The form contains the following fields:

Address: US-WEST	Business Relation: US-WEST		
Name: US-WEST			
Address: 1 California Boulevard			
Address:			
Address:			
City: San Diego	State: CA	Post: 92104	Format: After
Country: UNITED STATES	US	County:	
Attention: Jones	Attention:		
Telephone: 123	Telephone:		
Fax Number:	Fax Number:		

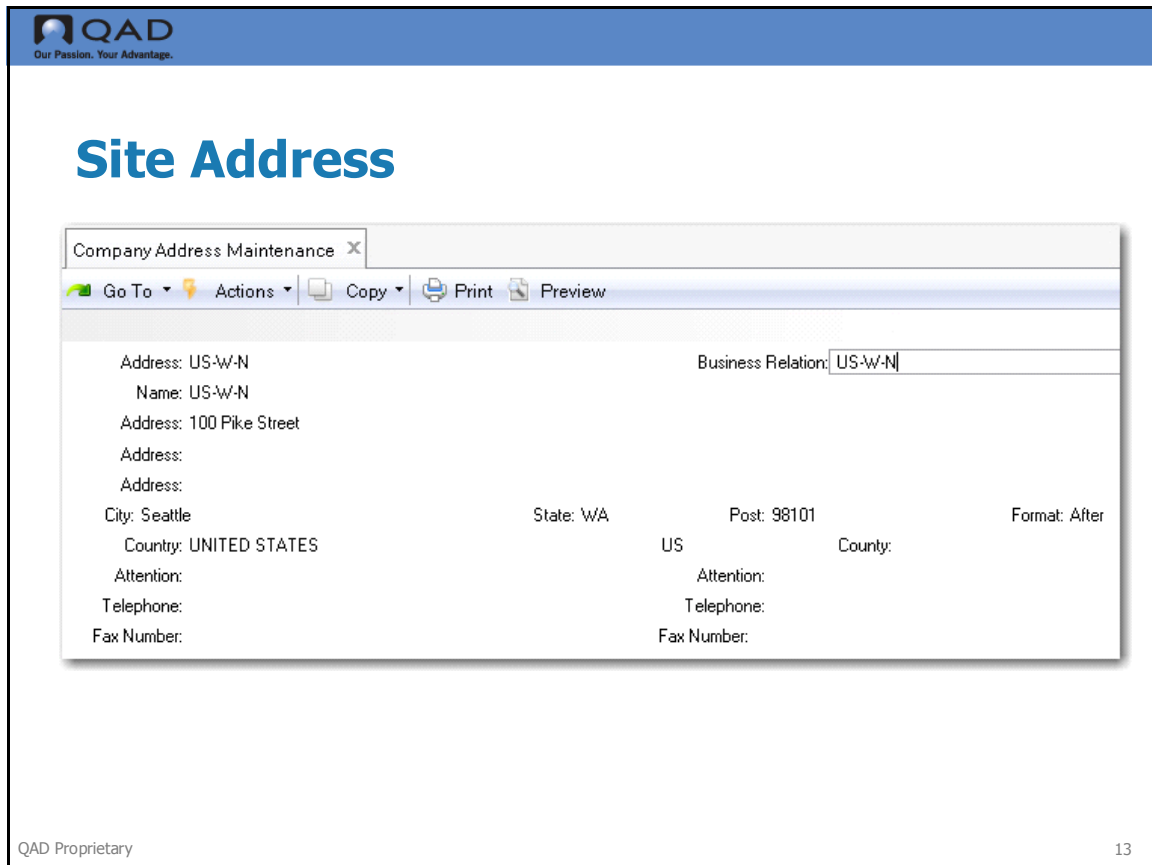
QAD Proprietary 12

Use Company Address Maintenance (2.12) to set up operational address records for your organization's sites and locations. The address record is linked to the headoffice type address in the specified business relation. See *User Guide: Master Data* for more information.

Exercise

- 1 Open Company Address Maintenance (2.12).
- 2 Create the following company addresses:
 - Address 1
 - Address: US-WEST
 - Business Relation: US-WEST
 - Address 2
 - Address: US-EAST
 - Business Relation: US-EAST

Site Address



1 In Company Address Maintenance (2.12), create the following site address:

US-W-N

- Address: US-W-N
- Business Relation: US-W-N

US-W-S

- Address: US-W-S
- Business Relation: US-W-S

US-E-US

- Address: US-E-US
- Business Relation: US-E-US

US-E-CA

- Address: US-E-CA
- Business Relation: US-E-CA

See *User Guide: Master Data* for more information on sites.

Sub-Accounts

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Sub-Account

Sub-Account Create x

Go To Actions Tools Attach Print Preview

Attachments

Sub-Account Gserv

Description General Services

Budget Group

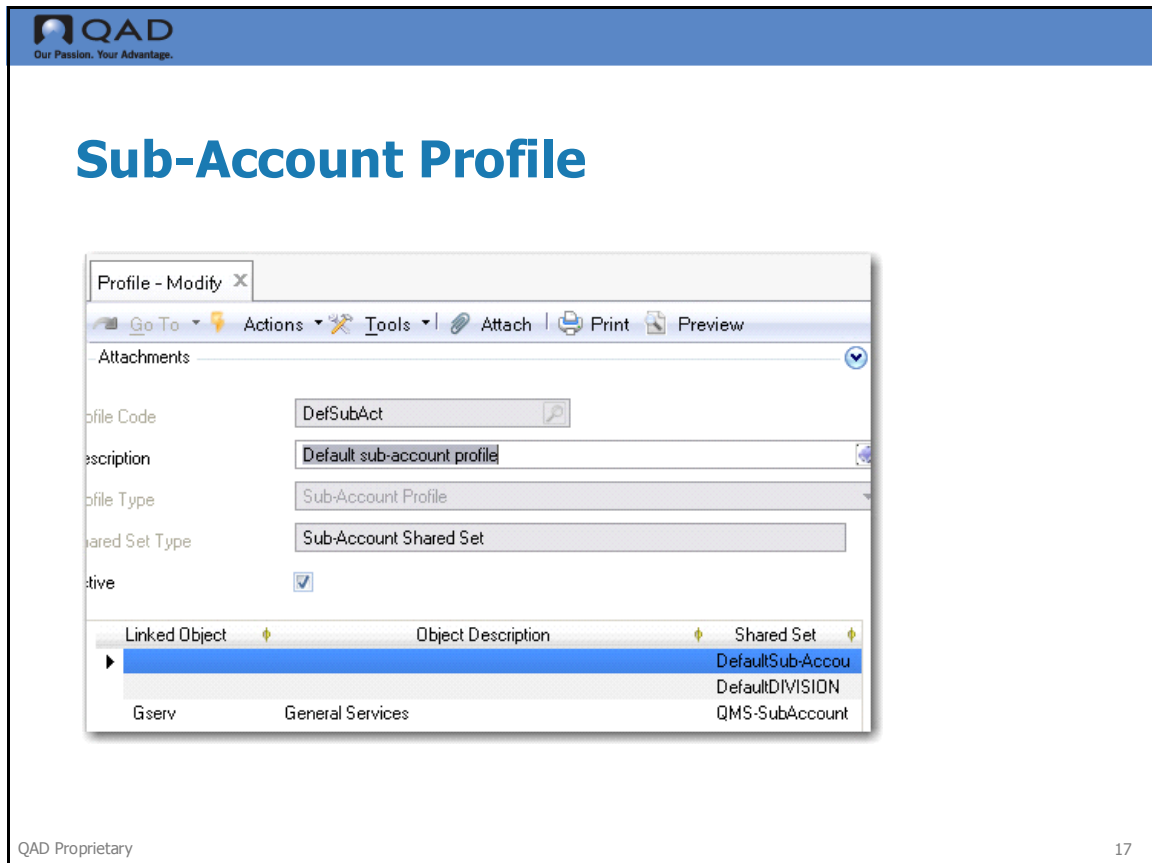
Active

QAD Proprietary 16

- 1 Use Sub-Account Excel Integration (25.3.17.5) to upload the file `subaccount.xls`.
- 2 View the result of the upload in Sub-Account View (25.3.17.3).
If needed, you can change the uploaded data in Sub-Account Modify (25.3.17.2).

See *Financials Fundamentals Training Guide* and *User Guide: Financials A* for more information on sub-accounts.

Sub-Account Profile



- 1 Use XML to upload profiles for sub-account file `Subacprof.xml`.
- 2 View the result of the upload in menu Profile View (36.1.1.4.3).
If needed, you can change the uploaded data in Profile Modify (36.1.1.4.2).

See *Financials Fundamentals Training Guide* and *User Guide: Financials A* for more information on profiles.

Cost Center

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Cost Center

Cost Center - Modify

Go To Actions Tools Attach Print Preview

Attachments

Cost Center: Adm

Description: Administration

Cost Center Administrator: [Empty]

Budget Group: [Empty]

Saf Set on Date: [Dropdown]

Active:

Retrieve SAF Structure from GL:

SAF Structure Code: [Empty]

Saf Set on by: [Empty]

SAF Defaults

SAF Concept Code: [Empty]

SAF Code: [Empty]

QAD Proprietary 22

Use Excel integration to upload cost centers

- 1 Use Cost Center Excel Integration (25.3.20.5) to upload the file `costcent.xls`.
- 2 View the result of the upload in Cost Center View (25.3.20.3).
If needed, you can change the uploaded data in Cost Center Modify (25.3.20.2).

Cost Center Profile

The screenshot shows the 'Profile - Modify' window in QAD. The window title is 'Profile - Modify' with a close button. The menu bar includes 'Go To', 'Actions', 'Tools', 'Attach', 'Print', and 'Preview'. Below the menu bar is an 'Attachments' section. The main form contains the following fields:

- Profile Code: Adm
- Description: General Admin
- Profile Type: Cost Center Profile
- Shared Set Type: Cost Center Shared Set
- Active:

Below the form is a table with three columns: 'Linked Object', 'Object Description', and 'Shared Set'. The table contains the following data:

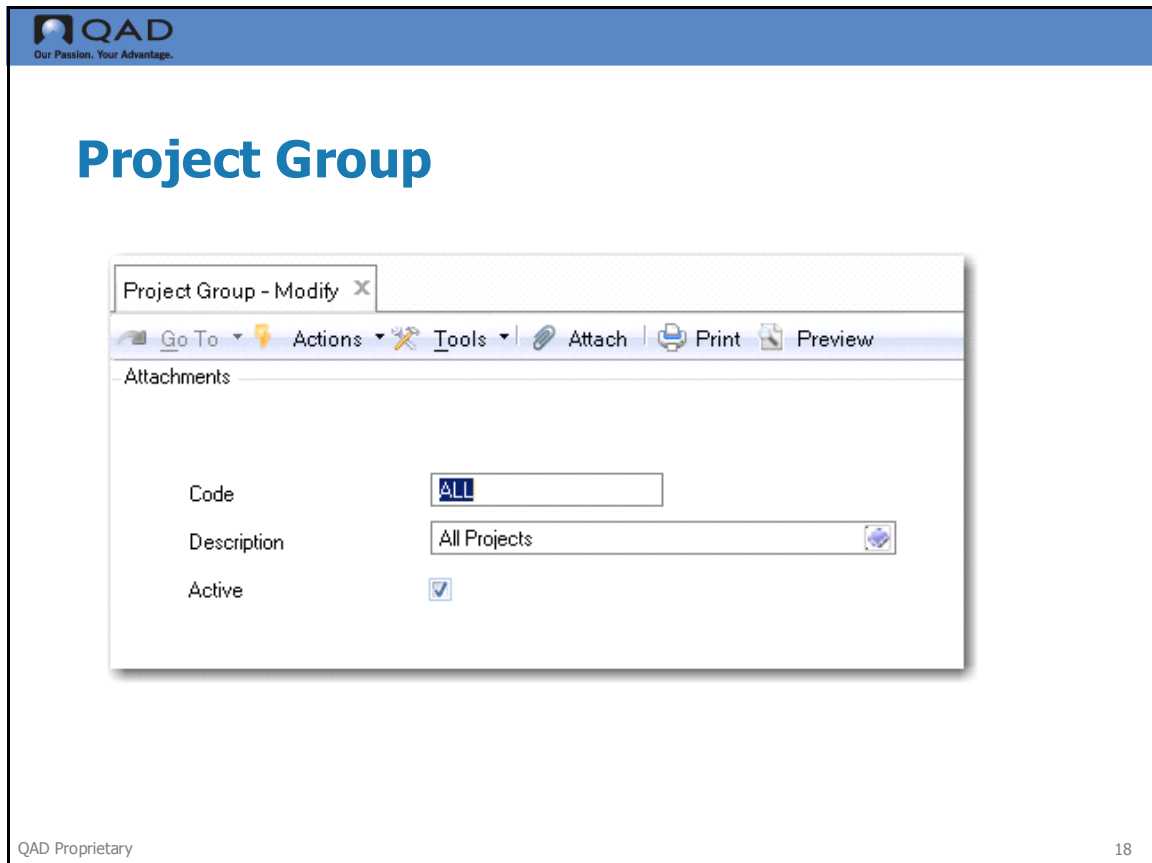
Linked Object	Object Description	Shared Set
Adm	Administration	DefaultCost Cente
		DefaultCOSTCEN
		QMS-CostCenter

The first row is highlighted in blue. The 'Shared Set' column has a dropdown arrow next to it.

QAD Proprietary 23

- 1 Use XML to upload the cost center profile file `Costcentprof.xml`.
- 2 View the result of the upload in Profile View (36.1.1.4.3).
If needed, you can change the uploaded data in Profile Modify (36.1.1.4.2).

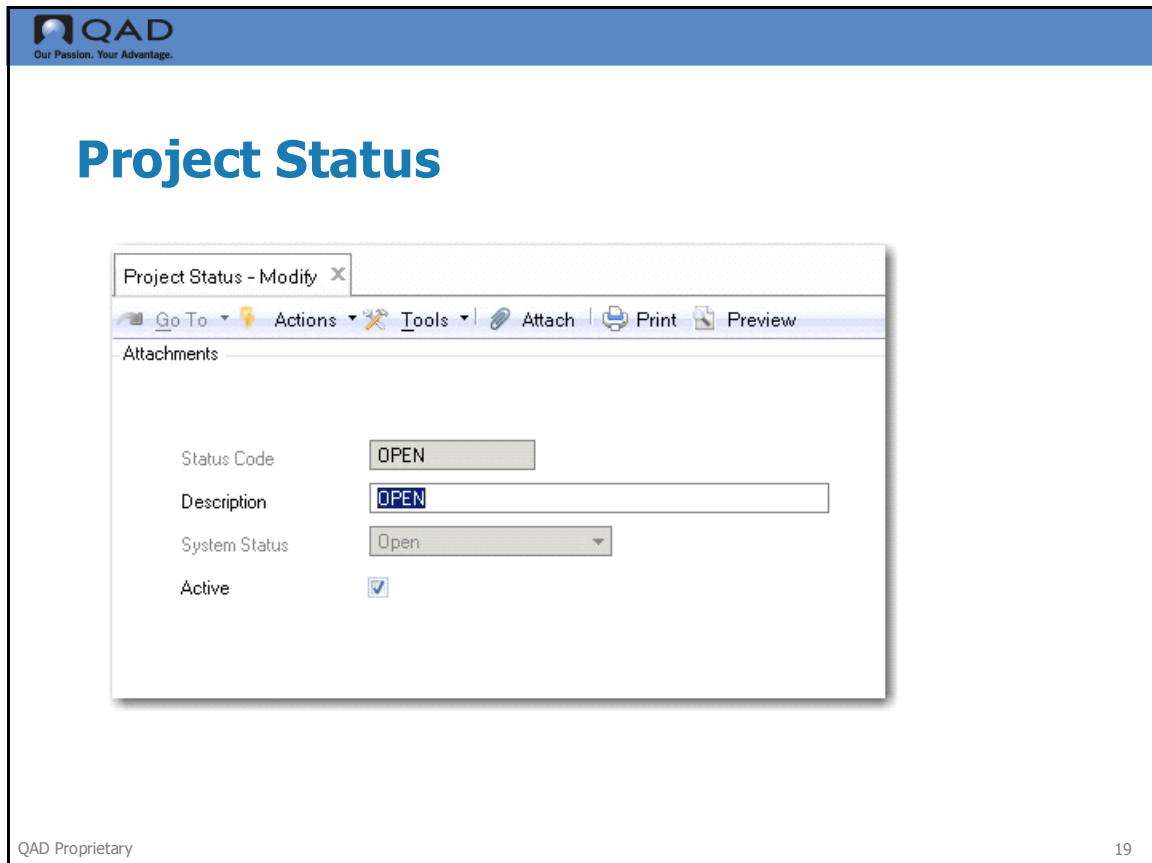
Project Groups



- 1 Use XML to upload the project group file `projgroup.xml`.
- 2 View the result of the upload in Project Group View (25.3.11.6.3).
If needed, you can change the uploaded data in Project Group Modify (25.3.11.6.2).

See *Financials Fundamentals Training Guide* and *User Guide: Financials A* for more information on project groups. See *Advanced Financials Training Guide* for more information on XML integration.

Project Status



- 1 Use XML to upload the project status file `projstat.xml`.
- 2 View the result of the upload in Project Status View (25.3.11.7.3).
If needed, you can change the uploaded data in Project Status Modify (25.3.11.7.2).

Project

Project - Modify

Go To Actions Tools Attach Print Preview

Attachments

Project: DEFAULT

Description: Default for consolidatio

Project Administrator:

Saf Set on Date:

Status Code: INITIAL

Retrieve SAF Structure from GL:

SAF Structure Code:

Saf Set on by:

General Defaults

Sub-Account Profile: DefSubAct

Budget Group:

Project Group: ALL

Main Project:

Currency: USD

Start Date: 01/01/2007

End Date:

Original Completion Date:

Revised Completion Date:

Date Revised:

QAD Proprietary 20

- 1 Use Project Excel Integration (25.3.11.1.5) to upload the file `project.xls`.
- 2 View the result of the upload in Project View (25.3.11.1.3).
If needed, you can change the uploaded data in Project Modify (25.3.11.1.2).

Project Profile

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Project Profile

Profile - Modify

Go To | Actions | Tools | Attach | Print | Preview

Attachments

Profile Code: FA Def

Description: Fixed Assets Default Project Profile

Profile Type: Project Profile

Shared Set Type: Project Shared Set

Active:

Linked Object	Object Description	Shared Set
FA Def	Fixed Assets Default	DefaultPROJECT
		QMS-Project

QAD Proprietary 21

- 1 Use XML to upload the project profile file, `projprof.xml`.
- 2 View the result of the upload in Profile View (36.1.1.4.3).
If needed, you can change the uploaded data in Profile Modify (36.1.1.4.2).

Exchange Rate

Exchange Rate

From Currency Code: USD

To Currency Code: EUR

Exchange Rate Type: ACCOUNTING

Valid From: 01/01/2009

Exchange Rate: 0.7400000000

Scale Factor: 1.00000000

QAD Proprietary 28

- 1 Use Exchange Rate Excel Integration (26.4.6) to upload the file `exchrates.xls`.
- 2 View the result of the upload in Exchange Rate View (26.4.3).
If needed, change the uploaded data using Exchange Rate Modify (26.4.2).

Chapter 5

Domain Setup Part 2

Overview



Domain Data Setup Part 2 - Overview

- ▲ GL Account
- ▲ GL Account Profile
- ▲ Cross-Company Accounts
- ▲ GL control
 - GL correction control
 - Domain/Account control
 - GL op. transaction control

Domain Data Setup Part 2 - Overview

- ▲ GTM
 - Tax box
 - Tax group
 - Tax rate
- ▲ Daybooks
 - Daybooks
 - Daybook Profile
 - Default daybook
 - Daybook set
- ▲ Bank GL Account



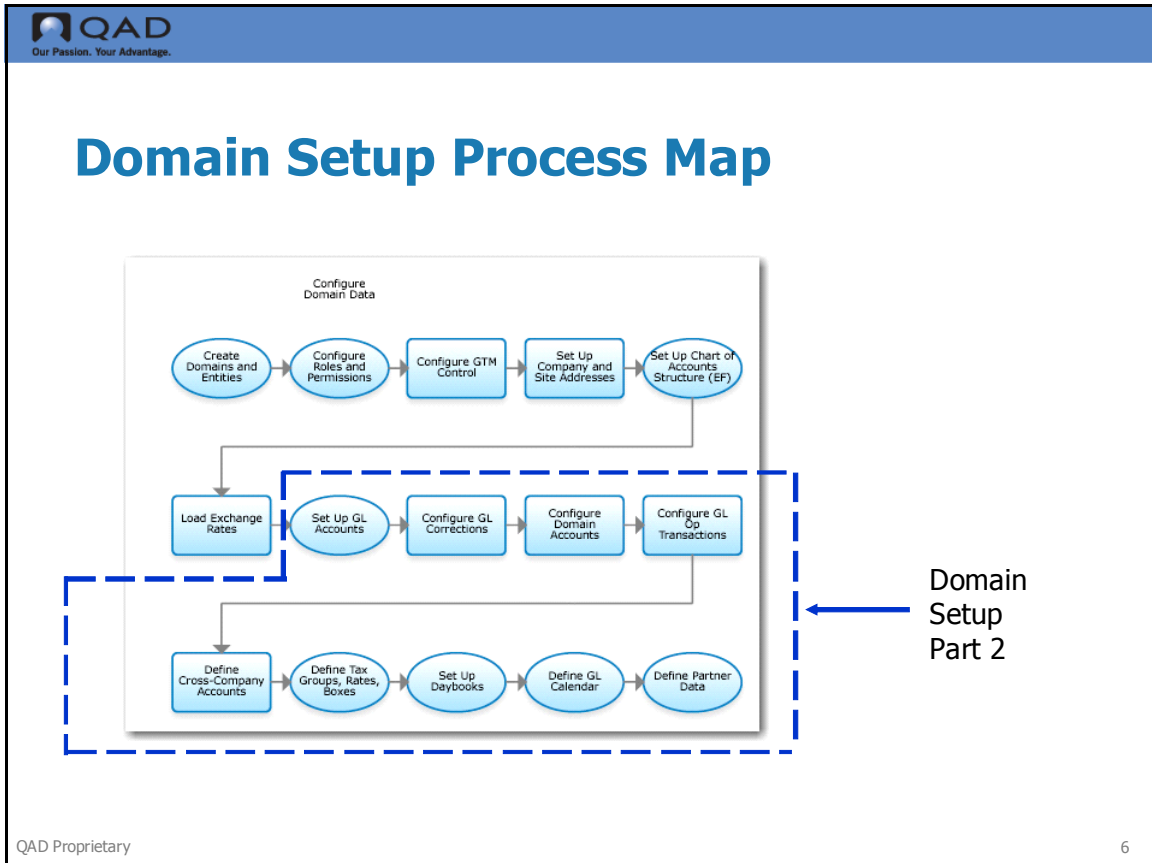
Domain Data Setup Part 2 - Overview

- ▲ Periods
 - Domain GL period
 - Tax period
- ▲ Payment
 - Payment status
 - Payment format
 - Bank payment format link

Domain Data Setup Part 2 - Overview

- ▲ Customer
 - Customer type
 - Customer
 - Customer bank number
 - Customer ship-to
- ▲ Supplier
 - Supplier type
 - Supplier
 - Supplier bank number

Configure Domain Data Process Map



The slide shows the Configure Domain Data process map—the steps for Domain Setup Part 2 are indicated by the dashed line.

GL Account

GL Account - Modify

Go To Actions Tools Attach Print

Attachments

GL Account: 4000
 Description: Sales
 GL Type: Standard Account
 Active:

Referenced:
 In Posting:
 System Type:
 Budget Group:
 Budget Enabled: Category: Income

Posting Currency Analysis Report Link Banking Cash Defaults

Balance/P&L: Profit and Loss Account Debit/Credit: Credit
 Auto/Manual: Manual
 Intercompany Account:
 Fixed Intercompany:
 Quantity:

Analysis Type: SAF Analysis Limitation: None
 Default Cost Center:
 SAF Structure Code: Sales Default Project:
 Sub-Account: Default Sub-Account: DefSubAct
 GL Analysis Set On Date: 05/30/2007 GL Analysis Set on by: mfg
 GL Sub-Account Set On Date:
 GL Sub-Account Set on by:
 24

Use Excel integration to upload GL accounts

- 1 Use GL Account Excel Integration (25.3.13.5) to upload the file `glaccount.xls`.
- 2 View the result of the upload in GL Account View (25.3.13.3).
 If needed, you can change the uploaded data in GL Account Modify (25.3.13.2).

GL Account Profile

Profile - Modify

Go To Actions Tools Attach Print Preview

Attachments

Profile Code: Sales

Description: Sales gl account

Profile Type: Sales Account Profile

Shared Set Type: Account Shared Set

Active:

Linked Object	Object Description	Shared Set
		DefaultGeneral Le
		DefaultGL
4000	Sales	QMS-GL-US
80000	Sales	QMS-GL-EMEA

QAD Proprietary 17

1 Use XML to upload profiles for GL account:

- Custacctprof.xml
- Supacctprof.xml
- Purchacctprof.xml
- Salacctprof.xml

2 View the result of the upload in Profile View (36.1.1.4.3).

If needed, you can change the uploaded data in Profile Modify (36.1.1.4.2).

Modify Domain

Modify Domain

Domain - Modify X

Go To Actions Tools Attach Print Preview

Attachments

Domain: QMSUS Primary Entity: US-WEST
 Name: QMS US - Demo Active:
 Search Name: QMS US\$ Setup Complete:

General Shared Sets Operational Cross-Company

Base Currency: USD Language Code: us
 Type:

Account GL Mask
 Sub-Account GL Mask
 Cost Center GL Mask
 Project GL Mask

General Shared Sets Operational Cross-Company

Shared Set Code	Shared Set Type
QMS-Supplier	Supplier
QMS-Cust-US	Customer
QMS-CostCenter	Cost Center
QMS-GL-US	General Ledger
QMS-SubAccount	Sub-Account
QMS-ExRate-US	Exchange Rate
QMS-DB-US	Daybook
QMS-Project	Project

General Shared Sets Operational Cross-Company

Accounts Receivable GL Account	1950
Accounts Payable GL Account	2950
Inventory GL Account	1960
Manual Journal Entry GL Account	1970
Fixed Assets GL Account	1980

Propath:
 Domain Code Page: ISO8859-1

QAD Proprietary 27

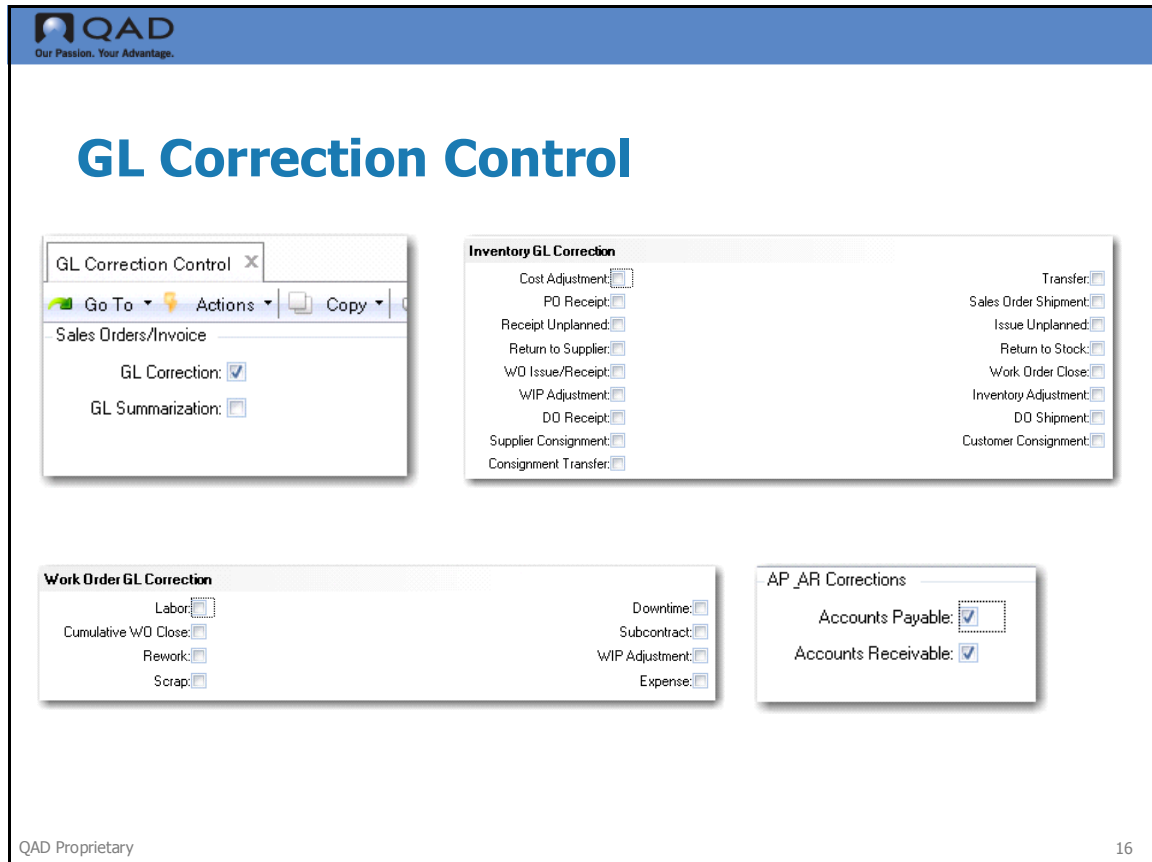
- 1 In Domain Modify (36.1.1.1.2), update the following parameters to define the accounts that will be used in cross-company postings:

Cross-Company:

- Accounts receivable GL account: 1950
- Accounts payable GL account: 2950
- Inventory GL account: 1960
- Manual journal entry GL account: 1970
- Fixed Assets GL account: 1980
- Setup Complete: Yes

GL Control

GL Correction Control



Using the settings in GL Correction Control, you can:

- Produce correction transactions for invoices generated as a result of sales orders for a total negative amount, such as credit notes.
- Configure invoice post to consolidate positive and negative GL postings to the same entity, account, sub-account, cost center, and project to produce a single GL posting instead of two.
- Configure specific areas of inventory control and work orders to generate correction transactions by selecting specific transaction types.
- Enable or disable the creation of daybooks for correction transactions for either AP or AR.

See *User Guide: Financials A* for more information.

Exercise

1 In GL Correction Control (25.13.24), select the following fields:

- GL Correction

Setting this field to Yes enables GL correction during invoice post.

When this is Yes, correction type transactions are produced for invoices in two cases:

Invoices generated as a result of normal (positive quantity) sales order shipments when the net effect of a GL distribution line is to reduce a customer's AR liability, such as discounts.

Invoices generated as a result of sales orders for a total negative amount, such as credit notes for customer returns.

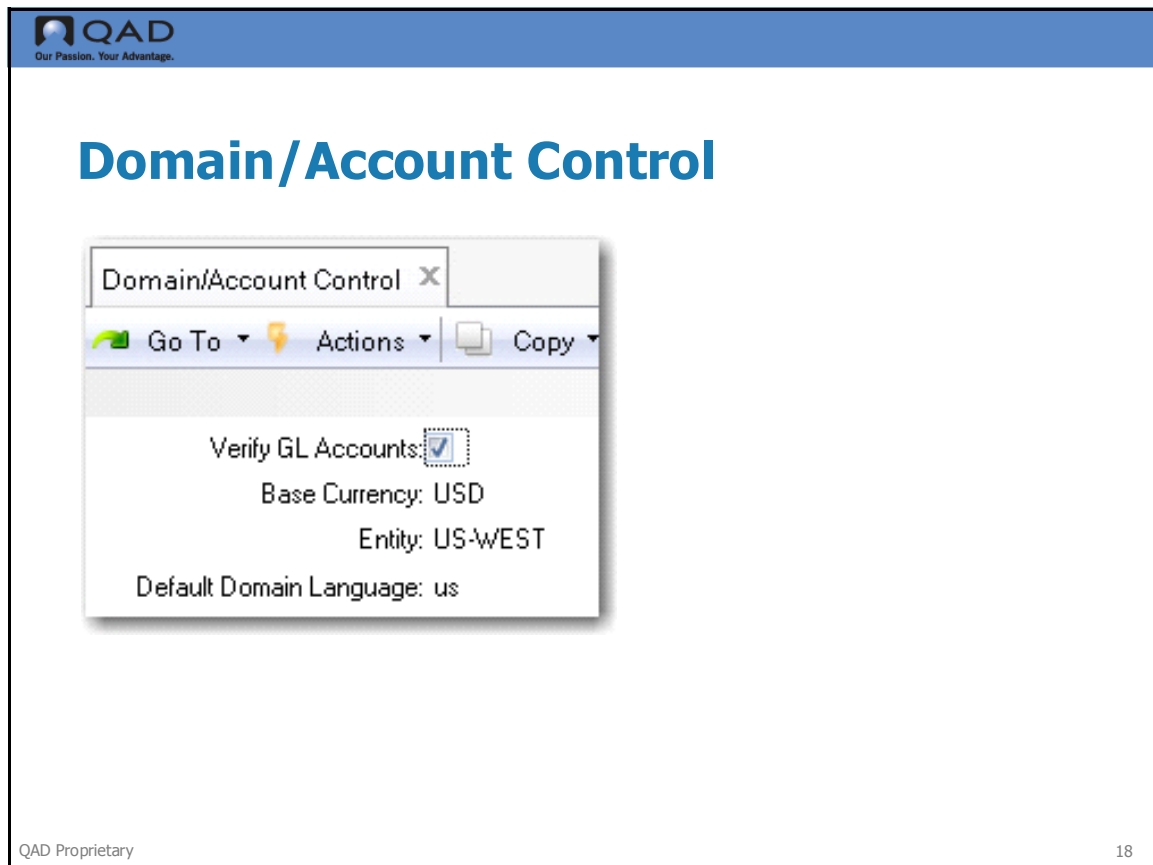
- Accounts Payable

Setting this field to Yes enables GL correction features for AP transactions.

- Accounts Receivable

Setting this field to Yes enables GL correction features for AR transactions.

Domain/Account Control



- 1 In Domain/Account Control (36.9.24), change the Verify GL Accounts field to Yes (enabled) to indicate that the system should validate GL accounts and effective dates for transactions created in modules other than General Ledger within the current working domain.

When Yes, the system validates the following:

- Each account, sub-account, cost center, and project code entered for a transaction must be defined in the appropriate GL setup function with the Active field set to Yes.
- The components of the account number must be valid in combination with each other, based on the ranges specified in the GL setup functions.
- The transaction effective date must be within an open GL calendar period.

The screenshot shows a window titled 'Sales Accounts' with a list of accounts and their corresponding values. Each row includes a description, a value, and a 'Cons' button. The values are: Sales (4000), Sales Discount (4200), Sales Inv Tax Acct (2400), Sales CN Tax Acct (1405), Sales Inv Tax Absorbed Acct (2410), Sales CN Tax Absorbed Acct (1415), Sales Returns (4300), COGS Material Acct (5000), COGS Labor Acct (5100), COGS Burden Acct (5200), COGS Overhead Acct (5300), COGS Subcontract Acct (5400), Sales Freight Accrued (2180), Sales Freight Applied (4680), and Terms Late Interest (4650).

Account	Value	Cons
Sales	4000	Cons
Sales Discount	4200	Cons
Sales Inv Tax Acct	2400	Cons
Sales CN Tax Acct	1405	Cons
Sales Inv Tax Absorbed Acct	2410	Cons
Sales CN Tax Absorbed Acct	1415	Cons
Sales Returns	4300	Cons
COGS Material Acct	5000	Cons
COGS Labor Acct	5100	Cons
COGS Burden Acct	5200	Cons
COGS Overhead Acct	5300	Cons
COGS Subcontract Acct	5400	Cons
Sales Freight Accrued	2180	Cons
Sales Freight Applied	4680	Cons
Terms Late Interest	4650	Cons

QAD Proprietary 19

Fill in the sales accounts according to the above slide. The following table describes the purpose of each field:

Account	Description
Sales	Used to track sales and is updated during invoice post.
Sales Discount	Used to track discounts given to customers for the items on sales orders. The Sales Discount account is updated during invoice post.
Sales Invoice Tax Account	Used to track sales tax for invoices. Companies typically report the sales tax collected from customers as a liability on the balance sheet. This must be a valid, active account of type Tax Control. The account entered here defaults to Tax Rate Maintenance (29.4.1).
Sales CN Tax Account	Used to track sales tax for credit notes. Companies typically report the sales tax collected from customers as a liability on the balance sheet. This must be a valid, active account of type Tax Control. The account entered here defaults to Tax Rate Maintenance (29.4.1).
Sales Invoice Tax Absorbed Account	Used to track sales tax absorbed. This must be a valid, active account of type Tax Control. The account entered here defaults to Tax Rate Maintenance (29.4.1). Absorbed sales tax is also known as withheld or retained sales tax.
Sales CN Tax Absorbed Account	Used to track sales tax absorbed for credit notes.

Account	Description
Sales Returns	Used to track sales returns. This must be a valid, active account of type Standard. The account entered here defaults to Receipts - Sales Order Return in the Inventory Control module.
COGS Material Account	Used to track the material portion of cost of goods sold (COGS). This must be a valid, active account of type Standard. When a sales order for inventory items is shipped, both inventory and cost of goods sold accounts are updated using the item's GL cost.
COGS Labor Account	Used to track the labor portion of COGS. This must be a valid, active account of type Standard.
COGS Burden Account	Used to track the burden portion of COGS. This must be a valid, active account of type Standard.
COGS Overhead Account	Used to track the overhead portion of COGS. This must be a valid, active account of type Standard.
COGS Subcontract Account	Used to track the subcontract portion of COGS. This must be a valid, active account of type Standard.
Sales Freight Accrued	Used to track accrued freight amounts. These amounts are posted during sales order shipment and accrue until the freight carrier bills you for incurred freight amounts. This must be a valid, active account of type Standard.
Sales Freight Applied	Used to track accrued freight amounts. These amounts are posted during sales order shipment and accrue until the freight carrier bills you for incurred freight amounts. This must be a valid, active account of type Standard.
Terms Late Interest	Used to track late charges calculated on the daily overdue interest percent associated with a credit terms code. This must be a valid, active account of type Standard.

Accounts Payable

AP Inv Tax Acct:	1400	Cons
AP CN Tax Acct:	2405	Cons
AP Inv Tax Retained Acct:	1420	Cons
AP CN Tax Retained Acct:	2415	Cons
Expensed Item Receipts:	2550	Cons
Expensed Item Usage Var:	5650	Cons
Expensed Item Rate Var:	5660	Cons

QAD Proprietary 20

Fill in the accounts payable accounts according to the above slide. The following table describes the purpose of each field:

Account	Description
AP Invoice Tax Acct	Used for AP tax recoverable on invoices. This must be a valid, active account of type Tax Control. A recoverable tax is a purchasing or AP tax amount covered by a government tax credit. The account entered here defaults to Tax Rate Maintenance (29.4.1).
AP CN Tax Acct	Used for AP tax recoverable on credit notes. This must be a valid, active account of type Tax Control. The account entered here defaults to Tax Rate Maintenance (29.4.1)
AP Invoice Tax Retained Acct	Used for retained (reverse charge) taxes on supplier invoices. This must be a valid, active account of type Tax Control. The account entered here defaults to Tax Rate Maintenance (29.4.1).
AP CN Tax Retained Acct	Used for retained (reverse charge) taxes on supplier credit notes. This must be a valid, active account of type Tax Control. The account entered here defaults to Tax Rate Maintenance (29.4.1).
Expensed Item Receipts	Used to track accrued accounts payable (AP) amounts for purchased expensed items that have been received but not yet invoiced. This must be a valid, active account of type PO Receipts.
Expensed Item Usage Variance	Used to track accounts payable (AP) usage variances for non-inventory (expensed) items. This must be a valid, active account of type Standard.
Expensed Item Rate Variance	Used to track accounts payable (AP) rate variances for non-inventory (expensed) items. This must be a valid, active account of type Standard.

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Domain/Account Control

Department

Cost of Production:	5770		Cons			
Labor:	5120		Cons		Adm	
Burden:	5220		Cons		Adm	

QAD Proprietary 21

Fill in the department accounts according to the above slide. The follow table describes the purpose of each field:

Account	Description
Cost of Production	Used to track indirect production costs. This must be a valid, active account of type Standard.
Labor	Used to track accrued labor costs. This must be a valid, active account of type Standard.
Burden	Used to track accrued (variable) burden costs. This must be a valid, active account of type Standard.

Product Line			
Inventory Acct:	1500	Cons	
PO Receipts Acct:	2520	Cons	
Purchases:	6600	Cons	
Overhead Appl Acct:	5330	Cons	
Scrap:	6000	Cons	
Work in Process:	1550	Cons	
Inv Discrep Acct:	5900	Cons	
Cost Revalue Acct:	6100	Cons	
Floor Stock Account:	1600	Cons	

QAD Proprietary 22

Fill in the product line accounts according to the above slide. The following tables describes the purpose of each field:

Account	Description
Inventory Account	Used to track inventory value. Inventory transactions include sales order shipments, purchase order receipts, service/support returns and shipments, work order issues and receipts, unplanned inventory issues and receipts, and physical inventory counts. Each of these affect inventory value by creating a GL transaction that either debit (increase) or credit (decrease) the Inventory account. This must be a valid, active account of type Inventory Control. The account entered here defaults to Product Line Maintenance (1.2.1).
PO Receipts Account	Used to track accrued purchase order receipts of inventory items. These items have been received into inventory but have not yet been invoiced, representing an accrued liability. This must be a valid, active system account of type PO Receipts.
Purchases	Used to track purchases of non-inventory (expense) items. This must be a valid, active account of type Standard. This account defaults to Product Line Maintenance (1.2.1).
Overhead Appl Account	Used to track applied overhead. This must be a valid, active account of type Standard. Applied overhead amounts are calculated on both manufacturing and purchase order receipts

Account	Description
Scrap Account	Used to track scrap. Scrap amounts are posted to the GL when work order or quality order rejects are reported. This must be a valid, active account of type Standard. The account entered here defaults to Product Line Maintenance (1.2.1).
Work in Process	Used to track work in process (WIP) inventory value. This must be a valid, active account of type WIP Control. The account entered here defaults to Product Line Maintenance (1.2.1).
Inventory Discrepany Account	Used to track inventory discrepancies. This must be a valid, active account of type Standard. Inventory discrepancies can occur during cycle counts or physical inventory.
Cost Revalue Account	Used to track changes in the value of inventory when item GL costs change. This must be a valid, active account of type Standard.
Floor Stock Account	Used to adjust Work in Process (WIP) for bulk issue items. This must be a valid, active account of type Standard.

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Domain/Account Control

Variances				
PO Price Var Acct:	6700	Cons		
AP Usage Variance:	6720	Cons		
AP Rate Variance:	6740	Cons		
Method Variance Acct:	6800	Cons		
Transfer Variance:	6820	Cons		
Material Usage Var:	5040	Cons		
Material Rate Var:	5050	Cons		
Labor Usage Variance Acct:	5140	Cons	adm	
Labor Rate Variance Acct:	5150	Cons	adm	
Burden Usage Variance:	5240	Cons	adm	
Burden Rate Variance:	5250	Cons	adm	
Subcontract Usage Variance:	5440	Cons		
Subcontract Rate Var:	5450	Cons		
Mix Variance:	6830	Cons		

QAD Proprietary 23

Fill in the variances accounts according to above slide. All variance accounts must be of type Standard. The following table describes the purpose of each field:

Account	Description
PO Price Variance Account	Used to track any purchase price variances (PPV). PPV is the difference between the standard cost of the item and the purchase order cost.
AP Usage Variance	Used to track accounts payable (AP) usage variances for inventory items.
AP Rate Variance	Used to track accounts payable (AP) rate variances for inventory items.
Method Variance Account	Used to track unaccounted manufacturing variances.
Transfer Variance	Used to track cost variances on inventory transfers between two sites.
Material Usage Variance	Used to track material usage variances. When you issue components to a work order, material costs post to work in process (WIP) as the quantity issued multiplied by the GL cost. When the work order is closed, usage variance can be calculated. The account entered here defaults to Product Line Maintenance (1.2.1).
Material Rate Variance	Used to track material rate variances. Rate variance reflects differences in cost caused by using substitute items or items issued at a different cost (from a different site). When using work orders, the GL cost of each component is copied into the work order bill at the time the work order is released. If costs change, a material rate variance results. The account entered here defaults to Product Line Maintenance (1.2.1).
Labor Usage Variance Account	Used to track labor usage variances.

Account	Description
Labor Rate Variance Account	Used to track labor rate variances.
Burden Usage Variance	Used to track burden usage variance.
Burden Rate Variance	Used to track burden rate variance.
Subcontract Usage Variance	Used to track subcontract usage variance. When purchase orders are recorded for subcontract operations, the purchase order receipt posts the standard subcontract cost to Work in Process (WIP) and the actual subcontract expense amount to the PO Receipts accrual account. Any variance is posted as a rate variance. When the work order is closed, a usage variance is calculated.
Subcontract Rate Variance	Used to track subcontract rate variance. Rate variance is posted as the difference between the purchase order cost and the standard subcontract cost.
Mix Variance	Used to track mix variance amounts for co-product and by-product work orders. The account entered here defaults to Product Line Maintenance (1.2.1).

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Domain/Account Control

Service Accounts

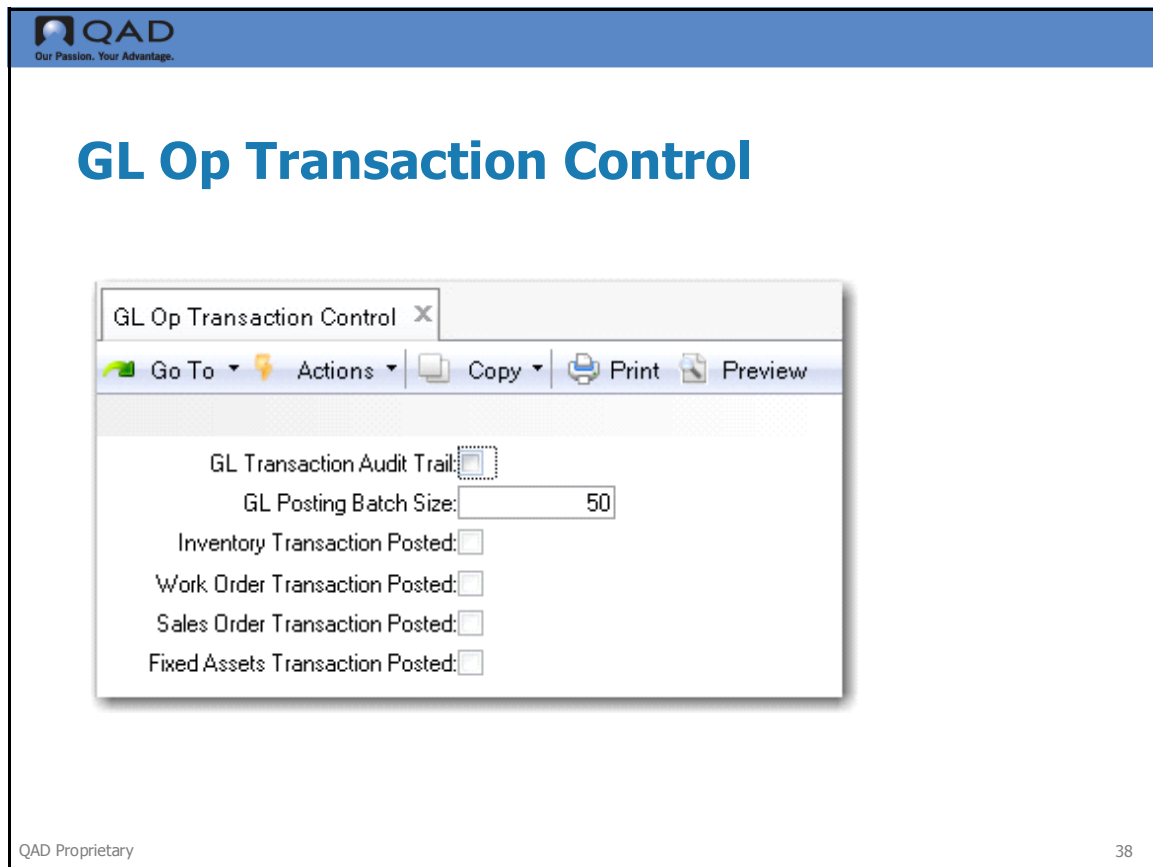
Service Labor:	6900		Cons		
Service Overhead:	6905		Cons		
Service Expense:	6910		Cons		
Expense Due:	6915		Cons		
Service Returns:	6920		Cons		
Deferred Revenue:	2450		Cons		
Accrued Revenue:	1450		Cons		

QAD Proprietary 24

Fill in the service accounts according to the above slide. All Service accounts must be valid, active accounts of type Standard. The accounts defined here default to Product Line Maintenance (1.2.1). The following table describes the purpose of each field:

Account	Description
Service Labor	Used to track labor expended in activity related to Service/Support Management (SSM) call tracking functions.
Service Overhead	Used to track labor burden for activity related to SSM call tracking functions. The standard formula for burden is used, although the number of machines is not relevant in a service context.
Service Expense	Used to track service expenses related to SSM call tracking functions.
Expense Due	Used to track the amounts due to employees for expenses that occur in service activity related to SSM call tracking functions.
Service Returns	Used to track the financial impact of items returned for credit in Call Activity Recording. This must be a valid, active account of type Standard.
Deferred Revenue	Used to track deferred revenue for contracts. Collected revenue is held in a deferred account and is posted periodically over the contract duration.
Accrued Revenue	Used to track accrued revenue from contracts. In accrual-basis accounting, revenue is recorded in the period in which it is earned, regardless of whether cash is received in that period.

GL Op Transaction Control



- 1 In GL Op Transaction Control (36.9.13), configure the settings according to the slide.
- 2 In the GL Transaction Audit Trail field, specify No (Disabled).
This field determines whether the system maintains an audit trail of changes made in Unposted GL Transaction Correction. When set to No, an audit trail is not created.
- 3 In the GL Posting Batch Size field, enter 50.
50 will be the number of transactions included in an operational transaction posting batch.
The other fields are read-only.

Tax Data

Tax Box

Tax Box - Modify

Go To Actions Tools Attach Print

Attachments

Tax Box Code TAXIN

Description input tax

Tax Box Type Tax

Tax Country Code DE

Active

QAD Proprietary 5

Tax Box

Tax boxes represent tax subtotal fields on tax declaration forms required for filing legal reports. See *User Guide: Financials B* for more information.

Exercise

- 1 Use XML to upload tax boxes file `taxbox.xml`.
- 2 View the result of the upload in Tax Box View (29.6.1.1.3).
If needed, you can change the uploaded data in Tax Box Modify (29.6.1.1.2).

Tax Group

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Tax Group

Tax Group - Modify

Go To Actions Tools Attach Print Preview

Attachments

Tax Group Code: DOMP

Description: Domestic purchases

Active:

Tax Box Code	Description
DOMP	Domestic purchases
TAXIN	input tax

QAD Proprietary 6

Tax groups link related tax boxes, generally one of each type. Associate tax groups with tax rates in Tax Rate Maintenance (29.4.1). See *User Guide: Financials B* for more information.

Exercise

- 1 Use XML to upload the tax group file `taxgroup.xml`.
- 2 View the result of the upload in Tax Group View (29.6.1.2.3).
If needed, you can change the uploaded data in Tax Group Modify (29.6.1.2.2).

Tax Rate

Tax Rate Maintenance

Go To Actions Copy Print Preview

Tax Type: NON-TAX Tax Rate: 0.00%

Item Tax Class: IE Description: NON-TAX

Tax Usage: IE Tax-By-Line:

Effective Date: 2/1/1994 Expiration Date:

Tax Code: 1 Tax Base:

Minimum Taxable Amount: 0.00

Maximum Taxable Amount: 999,999,999.99

Percent Recoverable: 0.00%

Tax Method: 01

Update Tax Allowed:

Allow Tax Included:

Discount Tax at Payment:

Discount Tax at Invoice:

Accrue Tax at Receipt:

Accrue Tax at Usage:

Sales Tax Absorbed:

AP Tax Retained:

Tax Group

Customer Invoice Tax Group: NON-TAX

Credit Note Tax Group: NON-TAX

Supplier Invoice Tax Group: NON-TAX

Supplier Credit Note Tax Group: NON-TAX

Absorbed Invoice Tax Group:

Absorbed CN Tax Group:

Retained Invoice Tax Group:

Retained Credit Note Tax Group:

Tax Account

Sales Inv Tax Acct:	2400	Cons
Sales CN Tax Acct:	1405	Cons
Sales Inv Tax Absorbed Acct:	2410	Cons
Sales CN Tax Absorbed Acct:	1415	Cons
AP Inv Tax Acct:	1400	Cons
AP CN Tax Acct:	2405	Cons
AP Inv Tax Retained Acct:	1420	Cons
AP CN Tax Retained Acct:	2415	Cons
AR Discount Acct:		
AP Discount Acct:		
Sales Inv Suspended Tax Acct:		
Sales CN Suspended Tax Acct:		
AP Inv Delayed Tax Acct:		
AP CN Delayed Tax Acct:		

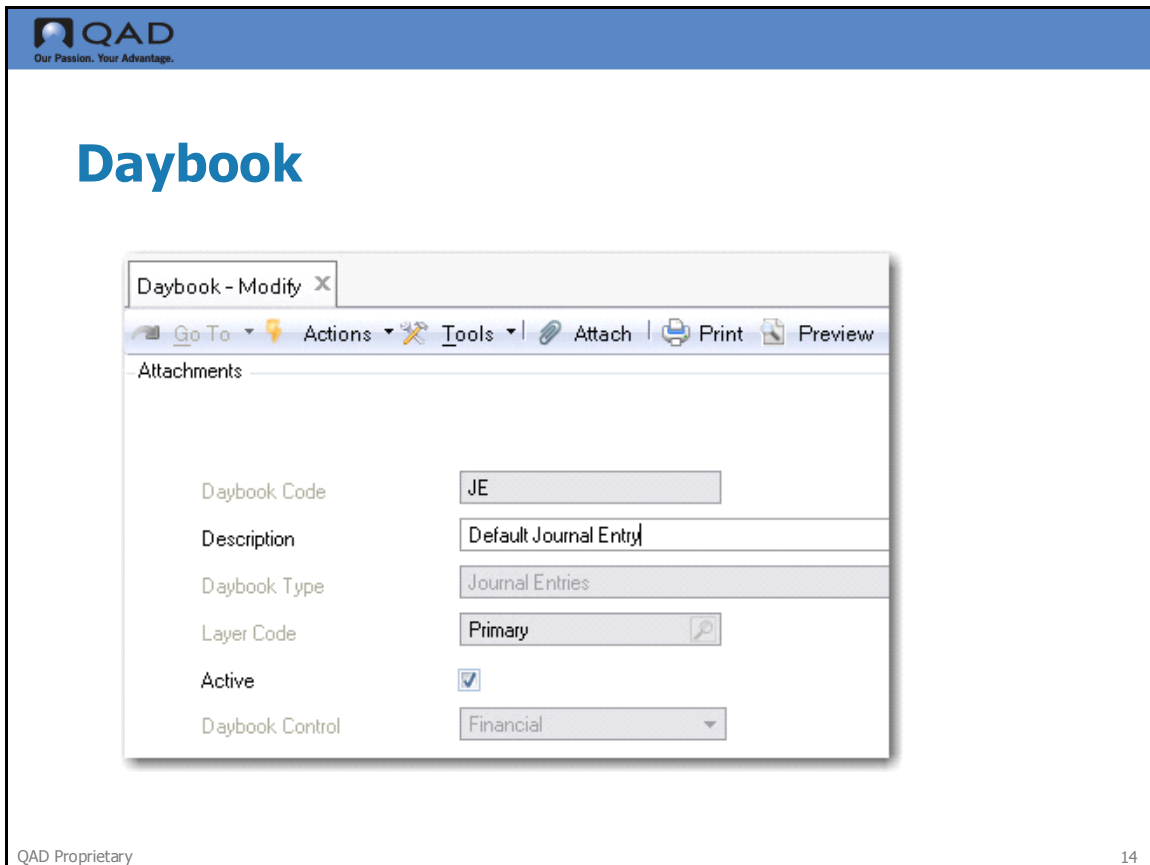
QAD Proprietary

Tax rate records enable you to configure the system to support many different kinds of taxes and transaction conditions. The rates are domain-specific since the types of taxes relevant to each of a company’s business units are likely to vary widely. See *User Guide: Financials B* for more information.

Exercise

- 1 Use CIM to upload the tax rates file `taxrate.cim`.
- 2 After the upload, verify the data using Tax Rate Inquiry (29.4.2).
You can enter tax rates manually using Tax Rate Maintenance (29.4.1).

Daybook



Daybooks, also known as journals, are system or user-defined views of the general ledger and contain all transactions.

For more information on daybooks, see *User Guide: Financials A* and *Financials Fundamentals Training Guide*.

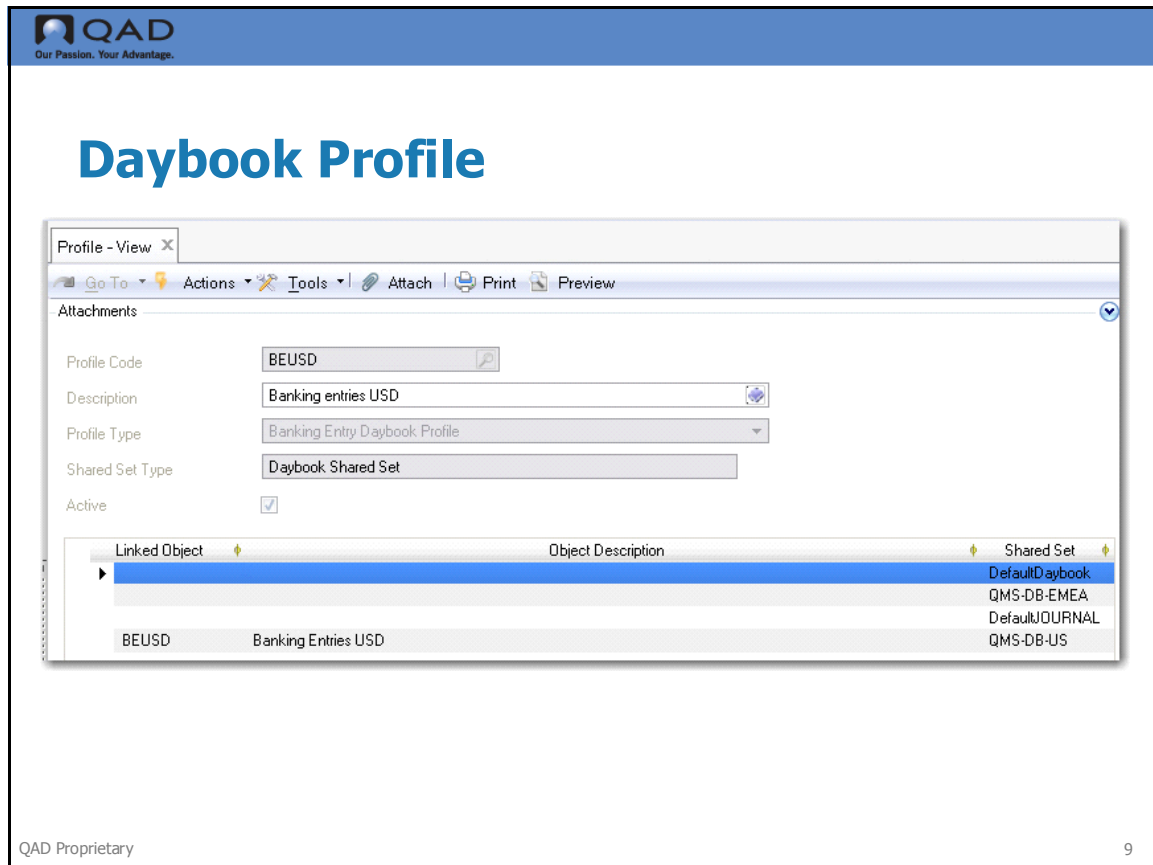
Exercise

- 1 Ensure you are logged into the newly-created entity US-WEST.
- 2 In Daybook Excel Integration (25.8.1.5), upload the file `daybook.xls`.
- 3 View the result of the upload in Daybook View (25.8.1.3).
If needed, you can change the uploaded data in Daybook Modify (25.8.1.2).
- 4 Create the following daybooks manually in Daybook Create (25.8.1.1):

Code	Description	Daybook Type	Layer Type	Layer Code	Controlled By
Memo	Only in transient JE	Journal Entries	Transient	Trans-Memo	Financial
Template	Posting templates JE	Journal Entries	Transient	Trans-Template	Financial

Code	Description	Daybook Type	Layer Type	Layer Code	Controlled By
TRAJE	JE to approve	Journal Entries	Transient	Trans-Approve	Financial
TRASINV	Transient Supplier invoice matching	Matching daybook	Transient	Trans-Approve	Financial

Daybook Profiles



- 1 Use XML to upload the daybook profile file `bedbprof.xml`.
- 2 View the result of the upload in Profile View (36.1.1.4.3).
If needed, you can change the uploaded data in Profile Modify (36.1.1.4.2).

See *Financials Fundamentals Training Guide* and *User Guide: Financials A* for more information on profiles.

Default Daybook

The screenshot displays the QAD Default Daybook Maintenance interface. The top window shows a search for 'US system daybook' with 'USSFYSDB' in the Daybook field. The bottom window shows a search for 'SO shipments' with 'ISS-SO' in the Daybook field. The interface includes fields for Transaction Type, Document Type, From Entity, and To Entity.

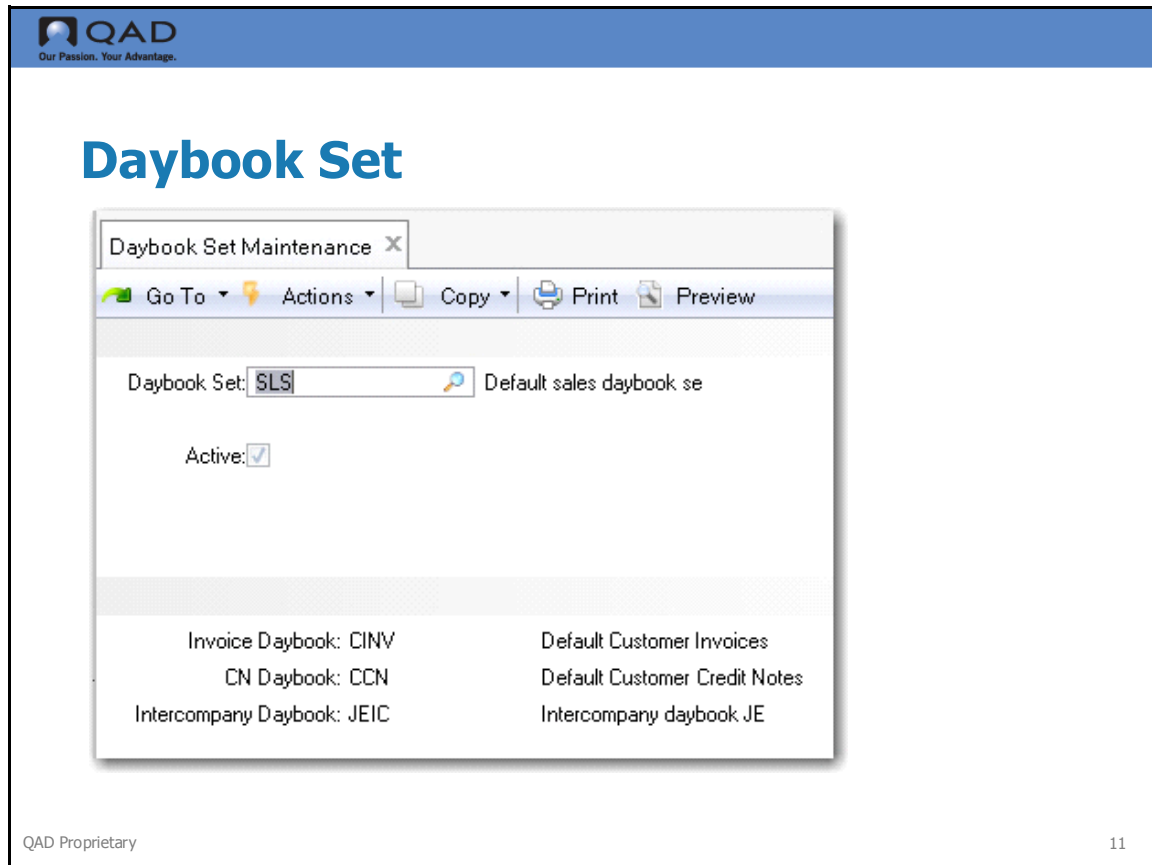
QAD Proprietary 8

Use default daybooks to group fixed assets, inventory control, work order, and certain non-invoice sales order transactions. You can control the granularity of daybook assignments by defining default daybooks based on transaction type, document type, or entity. See *User Guide: Financials A* for more information.

Exercise

- 1 Use CIM to upload the default daybook settings stored in the file `defdb.cim`.
- 2 After the upload, verify the data using Default Daybook Browse (25.8.5).
- 3 You can specify default daybooks manually using Default Daybook Maintenance (25.8.4).

Daybook Set



Use daybook sets to control which daybooks are assigned to specific kinds of AR-related transactions created when sales order invoices are posted. See *User Guide: Financials A* for more information.

Exercise

- 1 In Daybook Set Maintenance (25.8.7), enter the default values according to the details below:

Code	Description
Daybook Set	SLS
Description	Default Sales Daybook Se
Active	Yes (Enabled)
Invoice Daybook	CINV
CN Daybook	CCN
Intercompany Daybook	JEIC
Daybook Set	SLSCA
Description	Sales Daybook Set CA
Active	Yes (Enabled)
Invoice Daybook	CINV-CA

Code	Description
CN Daybook	CCN-CA
Intercompany Daybook	JEIC

Bank GL Account

Bank GL Account

GL Account - Modify

Base Currency Only Currency Code USD

GL Account: 1100
 Description: Current bank account USD
 GL Type: Bank Account
 Active:

In Posting:
 System Type:
 Budget Group:
 Budget Enabled: Category: Asset

Entity Code	Default	Bank Format	Own Bank Number	Business Relation Code	Active
US-B	<input checked="" type="checkbox"/>	XX	88888889		<input checked="" type="checkbox"/>
US-D	<input checked="" type="checkbox"/>	XX	454697884		<input checked="" type="checkbox"/>
US-C	<input checked="" type="checkbox"/>	XX	542334891		<input checked="" type="checkbox"/>
USA-01	<input checked="" type="checkbox"/>	XX	88436944		<input checked="" type="checkbox"/>
US-WEST	<input checked="" type="checkbox"/>	XX	12345678		<input checked="" type="checkbox"/>

Banking Daybook Profile: BEUSD
 AP Discount Account: 5700
 AR Discount Account: 4220

QAD Proprietary 26

- 1 Use GL Account Excel Integration (25.3.13.5) to upload the file `bankgl.xls`.
- 2 View the result of the upload in GL Account View (25.3.13.3).
If needed, you can change the uploaded data in GL account modify (25.3.13.2).

You must then add your company's bank account number.

- 1 Open GL Account Modify (25.3.13.2) for GL account 1100.
- 2 Go to the Banking tab.
- 3 Insert a row and enter the following details:
 - Entity code: US-WEST
 - Default: Yes
 - Bank Format: XX
 - Own Bank Number: 12345678
- 4 Active: Yes

Domain GL Period

The screenshot shows the QAD Domain GL Period Create dialog box and the resulting GL Calendar Year table. The dialog box has a 'New Year' field set to 2010 and two options: 'Copy From GL Calendar Year' (set to 2009) and 'Create Manually' (selected). The resulting table shows 12 GL periods for the year 2010, all with a 'Normal' type.

GL Pd	Start Date	End Date	GL Period Type
01	01/01/2010	01/31/2010	Normal
02	02/01/2010	02/28/2010	Normal
03	03/01/2010	03/31/2010	Normal
04	04/01/2010	04/30/2010	Normal
05	05/01/2010	05/31/2010	Normal
06	06/01/2010	06/30/2010	Normal
07	07/01/2010	07/31/2010	Normal
08	08/01/2010	08/31/2010	Normal
09	09/01/2010	09/30/2010	Normal
10	10/01/2010	10/31/2010	Normal
11	11/01/2010	11/30/2010	Normal
12	12/01/2010	12/31/2010	Normal

Use the Domain GL Period function to create, modify, and view the GL calendar year and its related GL periods for a specific domain. The GL periods defined at the domain level are copied to all entities linked to the current domain.

See *User Guide: Financials A* for more information.

Exercise

- 1 In Domain GL Period (25.4.1.1), create a new year using the year of the system date.
- 2 Select the Create Manually option.

Tax Period

The screenshot displays the QAD Tax Period Create interface. It includes a 'New Year' dialog box and a 'Tax Period Create' window.

New Year Dialog Box:

- New Year: 2010
- How to Create:
 - Copy From GL Calendar Year
 - Copy From Tax Year (2009)
 - Create Manually
- Buttons: OK, Cancel

Tax Period Create Window:

Tax Year: 2010

Tax Pd	Start Date	End Date	Status
01	01/01/2010	01/31/2010	Open
02	02/01/2010	02/28/2010	Open
03	03/01/2010	03/31/2010	Open
04	04/01/2010	04/30/2010	Open
05	05/01/2010	05/31/2010	Open
06	06/01/2010	06/30/2010	Open
07	07/01/2010	07/31/2010	Open
08	08/01/2010	08/31/2010	Open
09	09/01/2010	09/30/2010	Open
10	10/01/2010	10/31/2010	Open
11	11/01/2010	11/30/2010	Open
12	12/01/2010	12/31/2010	Open

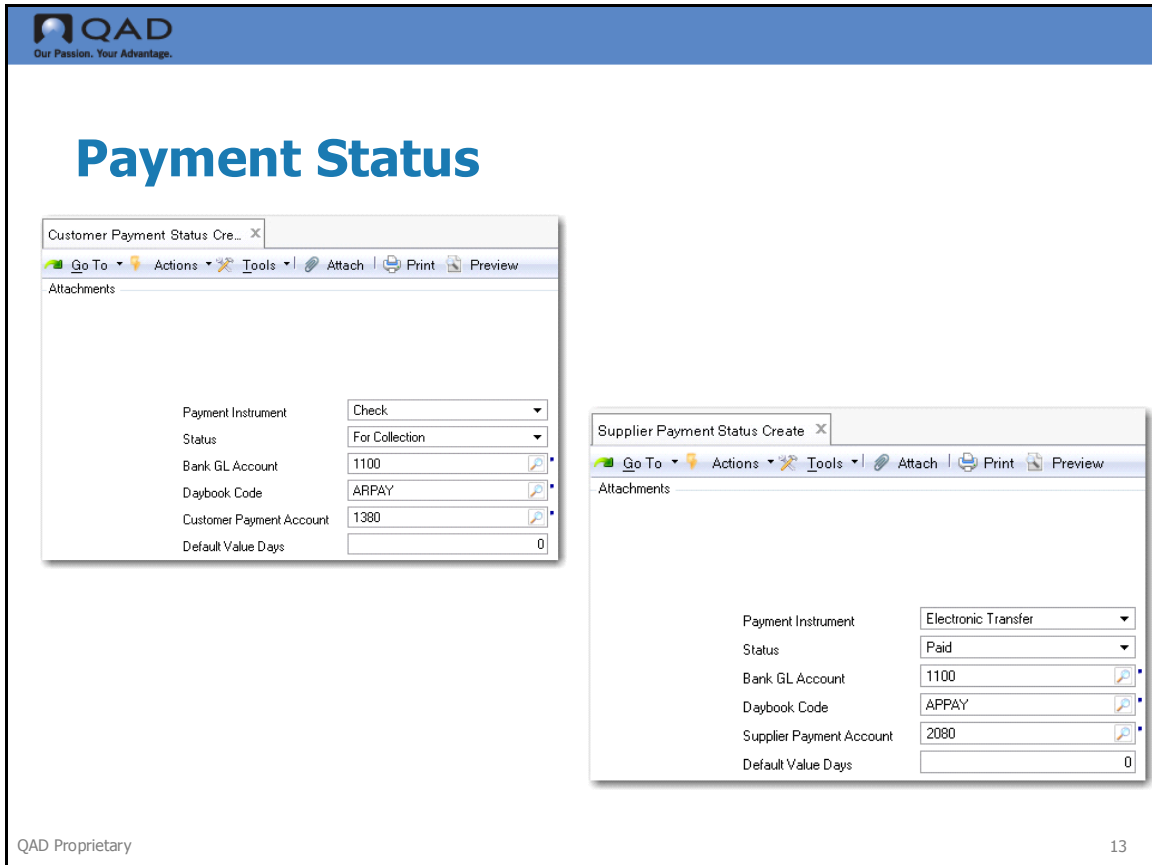
QAD Proprietary 16

Use Tax Period Create (25.4.5.1) to define entity-based calendars for tax reporting periods. When defined, closing a tax period prevents additional tax transactions from being posted. Tax periods and reporting are described in the Global Tax Management chapter in *User Guide: Financials B*.

Exercise

- 1 In Tax Period Create (25.4.4.1), create a new year for the system date year.
- 2 Select the option Copy from GL Calendar Year (year of the system date).

Payment Status



Payment processing is controlled by payment status codes. Different payment instruments follow different status sequences. See *User Guide: Financials A* for more information.

Customer Payment Status

Exercise

- 1 In Customer Payment Status Create (27.6.2.1), create payment statuses using the following details:

Field	Value
Payment instrument	Check
Status	Initial For collection Paid Bounced
Bank GL account	1100
Daybook code	ARPAY
Customer Payment Account:	1380
Customer Payment Account (if status = Bounced):	1390

- 2 View the result in menu Customer Payment Status View (27.6.2.3).

If needed, you can change the data in Customer Payment Status Modify (27.6.2.2).

Supplier Payment Status

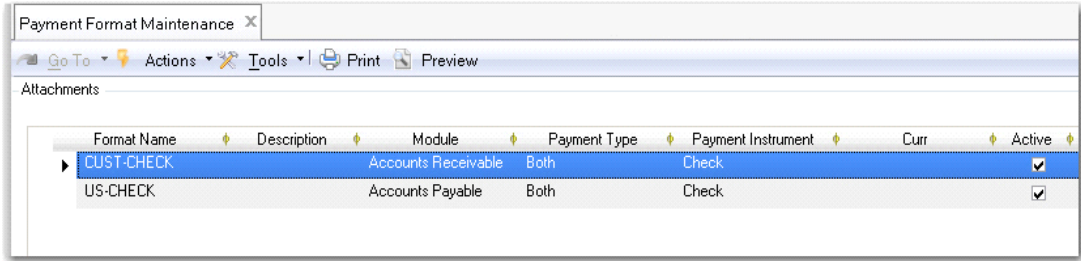
- 1 In Supplier Payment Status Create (28.9.1.1), create payment statuses using the following details:

Field	Value
Payment instrument	Check
Status	Initial
	For collection
	Paid
	Bounced
Bank GL account	1100
Daybook code	APPAY
Supplier Payment Account:	2080
Supplier Payment Account (if status = Bounced):	2090

- 2 View the result in Supplier Payment Status View (28.9.1.3).

If needed, you can change the data in Supplier Payment Status Modify (28.9.1.2).

Payment Format



The screenshot shows the 'Payment Format Maintenance' window in QAD. The window title is 'Payment Format Maintenance'. Below the title bar is a menu bar with 'Go To', 'Actions', 'Tools', 'Print', and 'Preview'. Below the menu bar is an 'Attachments' section. The main area contains a table with the following columns: Format Name, Description, Module, Payment Type, Payment Instrument, Curr, and Active. The table has two rows: 'CUST-CHECK' and 'US-CHECK'. The 'CUST-CHECK' row is highlighted in blue.

Format Name	Description	Module	Payment Type	Payment Instrument	Curr	Active
CUST-CHECK		Accounts Receivable	Both	Check		<input checked="" type="checkbox"/>
US-CHECK		Accounts Payable	Both	Check		<input checked="" type="checkbox"/>

QAD Proprietary 19

Payment formats are used in customer and supplier payments to define the layout of the payment output. These codes ensure that each payment from your account is formatted according to the requirements of the receiving customer or supplier bank. See *User Guide: Financials A* for more information.

The screenshot shows the 'Bank Payment Format Link' window in QAD. It includes a search bar for 'Own Bank Number' (12345678) and 'Entity Code' (US-WEST). Below the search fields is a table of payment formats.

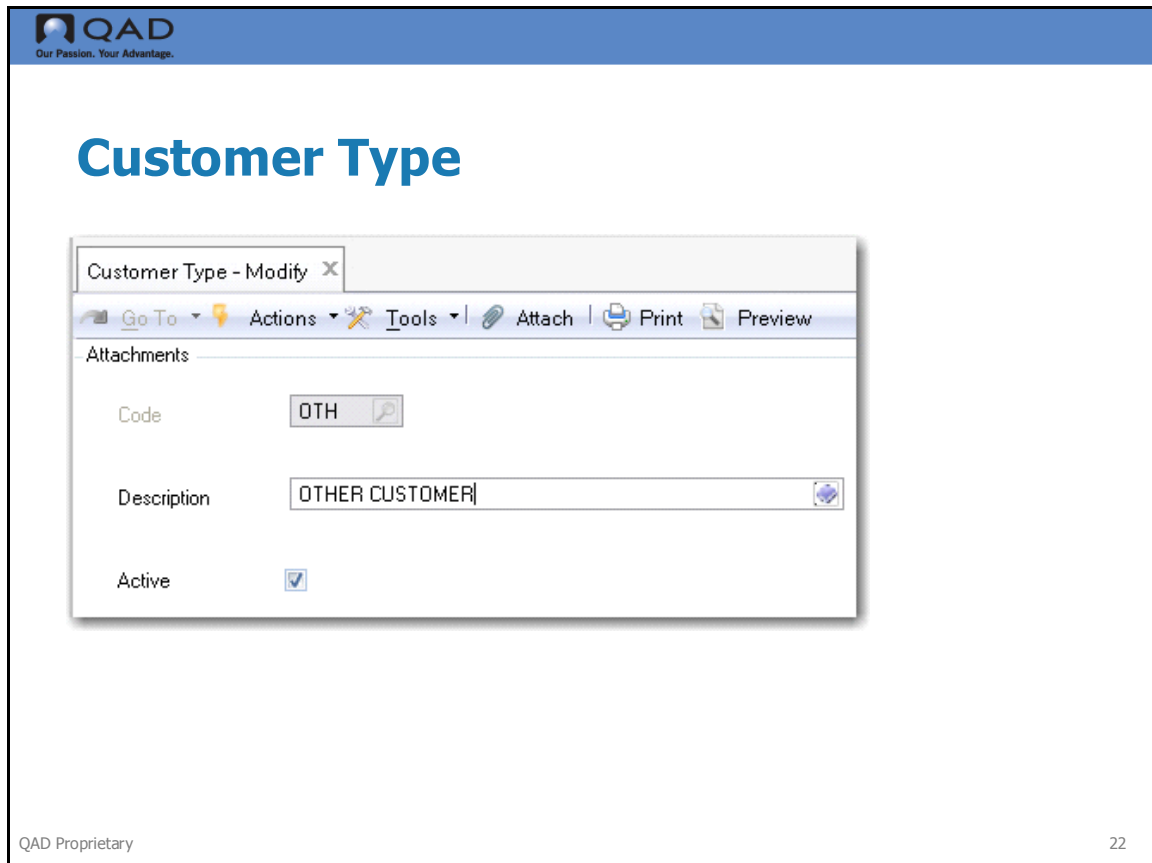
Payment Format	Next Pre-Printed	Extension	Validation	Bank File Forma	AR/AP	Payment Instrument	Payment Type
CUST-CHECK	0000000		XX		Accounts Receiva	Check	Both
US-CHECK	2008001		XX		Accounts Payable	Check	Both

QAD Proprietary 21

Exercise

- 1 Use Payment Format Excel Integration (25.11.6) to upload the file `payformat.xls`.
- 2 View the result of the upload in Payment Format Maintenance (25.11.1).
If needed, you can change the uploaded data in Payment Format Maintenance (25.11.1).
- 1 In Bank Payment Format Link (25.11.2), link the bank account with bank number 12345678 to the payment formats:
 - US-CHECK
 - CUST-CHECK
- 2 View the result in Bank Payment Format View (25.11.3).

Customer Data



Customer Type

You can use customer type to select groups of customers for reporting, in particular for sales analysis reports. Customer types are system-wide data and apply to all domains and entities.

See *User Guide: Financials A* for more information.

Exercise

- 1 Use XML to upload the customer type file `custype.xml`.
- 2 View the result of the upload in Customer Type View (27.20.4.3).
If needed, you can change the uploaded data in Customer Type Modify (27.20.4.2).

Customer

The screenshot displays the QAD Customer form with the following sections and fields:

- Header:** QAD logo with tagline "Our Passion. Your Advantage."
- Customer Information:**
 - Customer Code: CU1500
 - Business Relation: Roxy
 - Status: Active
 - Bill-To Customer: Bill-To Customer
- Address Information:**
 - Name: Roxy
 - Address: Carriage Hill Road 139
 - Zip/City: NY12474, Roxbury
 - Country Code: US, UNITED STATES
 - State: NY, New York
- Accounting and Defaults (Top Tab):**
 - Control GL Profile (Invoice): ARcontrol3rdparty
 - Control GL Profile (Credit Note): ARcontrol3rdparty
 - Control GL Profile (Pre-payment): ARcontrol3rdparty
 - Sales Account GL Profile: Sales
 - Finance Charge Profile: FinCharge1
 - Sub-Account Profile: Elec
 - Currency Code: USD
 - Customer Type: WHSL
- Tax Information (Bottom Tab):**
 - Taxable Customer:
 - Tax Is Included:
 - Federal Tax: [Field]
 - State Tax: [Field]
 - Miscellaneous Tax 1: [Field]
 - Miscellaneous Tax 2: [Field]
 - Miscellaneous Tax 3: [Field]
 - Tax in City:
 - Tax Zone: US
 - Tax Class: [Field]
 - Tax Usage: [Field]
- Business Defaults (Bottom Tab):**
 - Credit Terms Code: 30D
 - Invoice Status Code: [Field]
 - Payment Group: [Field]
 - Invoice by Authorization:
 - Finance Charge:
 - Statement Cycle: SC1
 - BLW/ Group Code:
 - Print Reminder:
 - Print Statement:

QAD proprietary 23

Use Excel integration to upload customers.

- 1 Use Customer Excel Integration (27.20.1.5) to upload the file `customer.xls`.
- 2 View the result of the upload in Customer View (27.20.1.3).
If needed, you can change the uploaded data in Customer Modify (27.20.1.2).



Customer (Continued)

Business Relation		Accounting	Payment	Banking	Defaults	Credit Limit	Tax Info	Comments
Currency Code	USD					Reminder Count Reset		
Apply Fixed Ceiling	<input checked="" type="checkbox"/>	Fixed Credit Limit				25,000.00		
Apply % of Turnover	<input type="checkbox"/>	Percentage of Turnover			0.00	Credit on Turnover	0.00	
Maximum Days Overdue	<input type="checkbox"/>	Maximum Number of Days			0	Credit Agency Reference		
Credit Hold on Overrun	<input type="checkbox"/>	Credit Hold		<input type="checkbox"/>		Credit Rating		
Credit Check								
Include Sales Orders	<input checked="" type="checkbox"/>	Balance of Sales Orders				50.00		
Include Open Items	<input checked="" type="checkbox"/>	Balance of Open Items				150.00		
Include Drafts	<input type="checkbox"/>	Balance Of Drafts				0.00		
Calculate before Order Entry	<input checked="" type="checkbox"/>	Calculate after Order Entry		<input type="checkbox"/>	Overrule Allowed		<input type="checkbox"/>	
Calculate before Invoice Entry	<input checked="" type="checkbox"/>	Calculate after Invoice Entry		<input type="checkbox"/>	Overrule Allowed		<input type="checkbox"/>	
Warning Ceiling %								
High Credit								
Last Credit Update								

Business Relation		Accounting	Payment	Banking	Defaults	Credit Limit	Tax Info	Comments
SAF Concept Code							SAF Code	
Customer Type	WHSL							
Region	DDM							

Customer Bank Number

Customer Code: CU1500 Active:

Business Relation: Roxy Bill-To Customer: CU1500

Business Relation	Accounting	Payment	Banking	Defaults	Credit Limit	Tax Info	Comments
Default	Bank Forma	Customer Bank Number	Own Bank Number	Payment Format	Payment Instrument		
<input checked="" type="checkbox"/>	XX	100500	12345678	CUST-CHECK	CHEQUE		
<input type="checkbox"/>	XX	100600	12345678	US-CHECK	CHEQUE		

QAD Proprietary 25

Use Excel integration to upload the customer bank number.

- 1 Use Customer Bank Number Import (27.20.1.9) to upload the file `cusbanr.xls`.
- 2 View the result of the upload in Customer View (27.20.1.3).
If needed, you can change the uploaded data in Customer Modify (27.20.1.2).

Customer Ship-To

Customer Ship-To - Modify

Go To Actions Tools Attach Print Preview

Attachments

Customer Code CU1500 Link To Another Customer

Ship-To Code 15001 Link To End User Address

Link To Ship-to Address Ship-to Address

Address Information

Business Relation Roxy Create

Address Type SHIP-TO Maintain

Name Roxy View

Address No.123, Big Ben Street

Address

Address

Zip/City 12747 New York

State NY New York

County Code

Country Code US UNITED STATES

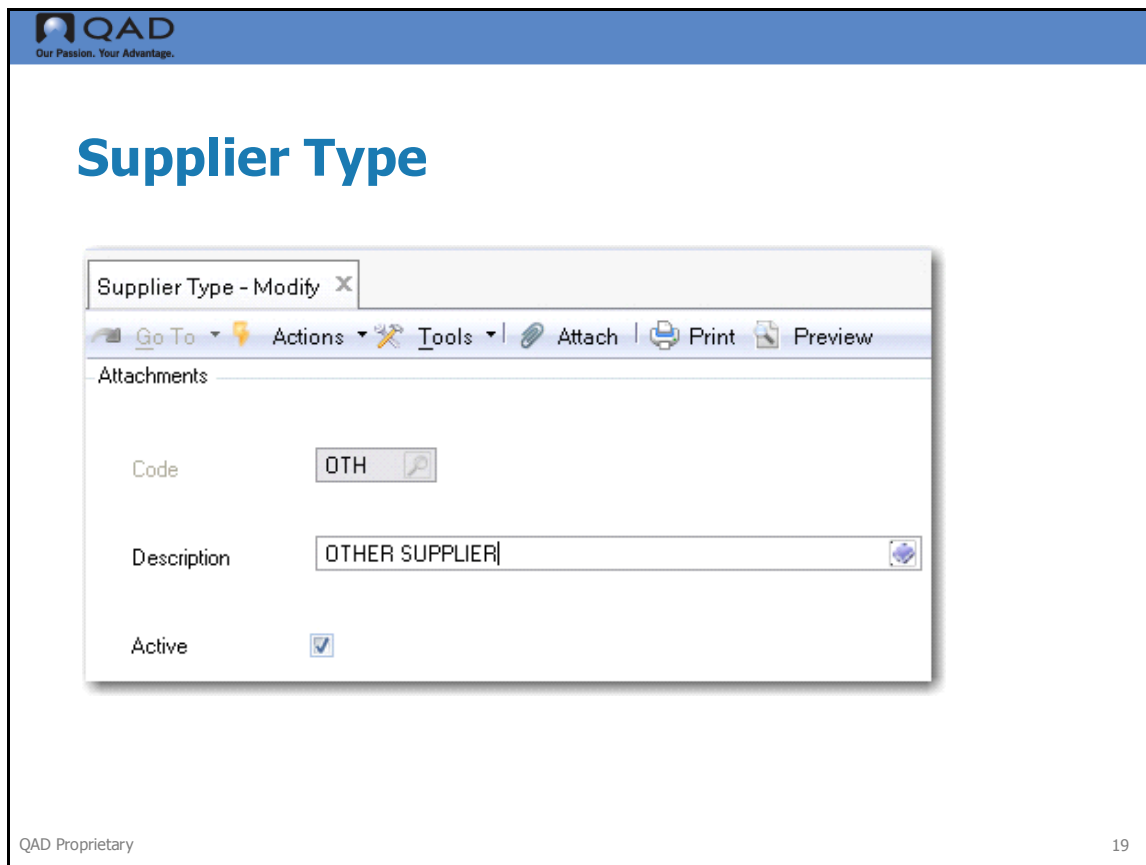
QAD Proprietary 25

Ship-to addresses are used for the receipt of goods and services. This address type is automatically associated with addresses created in the Customer Ship-To Create activity. A business relation can have multiple ship-to addresses. See *User Guide: Financials A* for more information.

Exercise

- 1 Using Customer Ship-To Excel Integration (27.20.2.5), upload the customer ship-to file `cussho.xls`.
- 2 View the result of the upload in Customer Ship-To View (27.20.2.3).
If needed, you can change the uploaded data in Customer Ship-To Modify (27.20.2.2).

Supplier Data



Supplier Type

Use supplier types to select groups of suppliers for reporting. See *User Guide: Financials A* for more information.

Exercise

- 1 Use XML to upload the supplier type file `suptype.xml`.
- 2 View the result of the upload in Supplier Type View (28.20.2.3).
If needed, you can change the uploaded data in Supplier Type Modify (28.20.2.2).

Supplier

The screenshot displays the QAD Supplier Modify interface. The main window is titled "Supplier - Modify" and includes a menu bar with "Go To", "Actions", "Tools", "Attach", "Print", and "Preview". The "Attachments" section is visible at the top left. The main form area is divided into several sections:

- Supplier Information:** Supplier Code (S01200), Business Relation (BMW), Name (BMW), Address (Maximilianstrasse 3), Zip/City (80788 Munchen), Country Code (DE), and State (GERMANY).
- Business Relation Tab:** Credit Terms (2-10/30), Invoice Status Code (999), Individual Payments (checkbox), and Send Remittance (checkbox).
- Accounting Tab:** Control GL Profile (Invoice), Control GL Profile (Credit Note), Control GL Profile (Pre-payment), Purchases Account GL Profile, Sub-Account Profile, Credit Agency Reference, Chamber of Commerce Number, TID Notice, and External Customer Number.
- Tax Info Tab:** Taxable Supplier (checked), Tax Is Included (checkbox), Federal Tax (DE987654321), State Tax, Miscellaneous Tax 1, 2, and 3, Tax in City (checkbox), Tax Report (checkbox), Tax Zone (DE), Tax Class (H), and Tax Usage.
- Payment Tab:** Currency Code (EUR).

The QAD logo and tagline "Our Passion. Your Advantage." are visible in the top left corner. The page number "20" is located in the bottom right corner.

Use Excel integration to upload suppliers.

- 1 Use Supplier Excel Integration (28.20.1.5) to upload the file `supplier.xls`.
- 2 View the result of the upload in Supplier View (28.20.1.3).
If needed, you can change the uploaded data in Supplier Modify (28.20.1.2).

Supplier Bank Number

Supplier Code: S01200 Active

Business Relation: BMW

Business Relation | Accounting | Payment | Banking | Defaults | Tax Info | Comments

Default	Bank Format	Supplier Bank Number	Own Bank Number	Payment Format	Payment Instrument	SWIFT Code	Active	Bank GL Account
▷	XX	DE89 37040044 00532013	0417164300	GENERIC-PAY-AP	ELECTRONIC	COBADEFF001	<input checked="" type="checkbox"/>	12200
▷	<input checked="" type="checkbox"/>	DE	37040044_0053201300	300209000001112223	DE-DTAUS-AP	ELECTRONIC	<input checked="" type="checkbox"/>	12200

QAD Proprietary 21

Use Excel integration to upload supplier bank numbers.

- 1 Use Supplier Bank Number Import (28.20.1.7) to upload the file `supbanr.xls`.
- 2 View the result of the upload in Supplier View (28.20.1.3).
If needed, you can change the uploaded data in Supplier Modify (28.20.1.2).

Chapter 6

Operational Data Setup

Overview



Operational Data Setup - Overview

- ▲ Inventory Status
- ▲ Site
- ▲ Location Type
- ▲ Location
- ▲ Inventory Control
- ▲ Product Line
- ▲ Trailer Codes

Operational Data Setup - Overview

- ▲ Sales Order Control
- ▲ Sales Order Accounting Control
- ▲ Daybook Sets by Site
- ▲ Customer Region
- ▲ Customer Data
- ▲ End User
- ▲ Supplier Data

Operational Data Setup - Overview

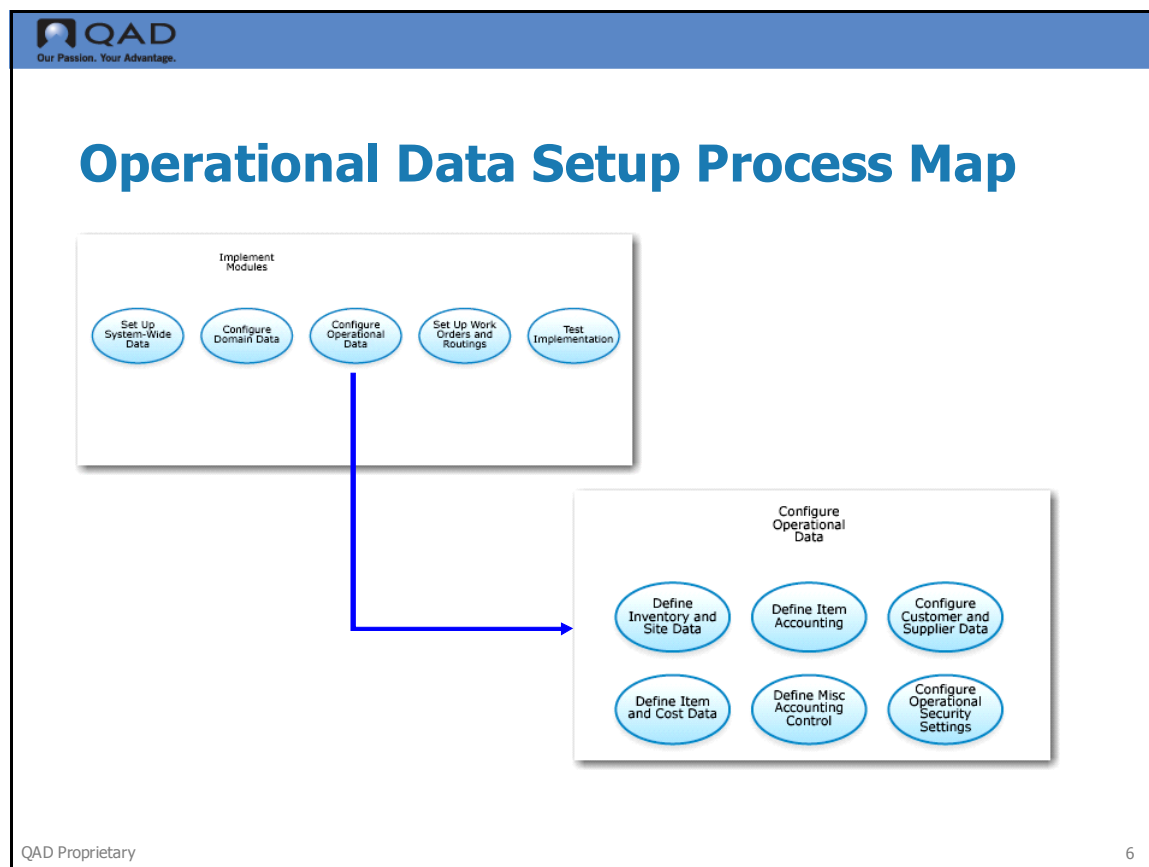
▲ Item

- Item unit of measure
- Item promotion group
- Item type
- Item group
- Item ABC
- Item size UM
- Item status
- Item data
- Item inventory
- Item planning

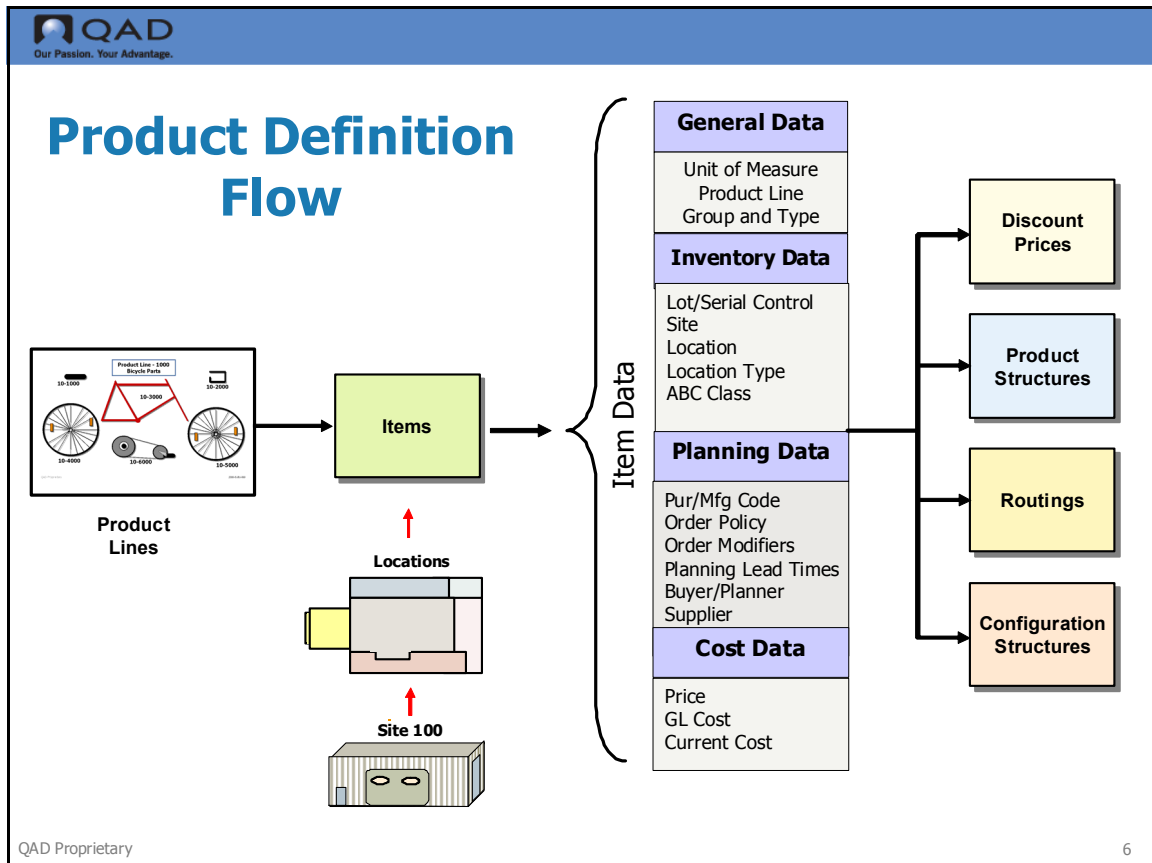
Operational Data Setup - Overview

- ▲ Cost Set
- ▲ Item Cost
- ▲ Item Site Inventory Data
- ▲ Reason Code
- ▲ Users
- ▲ Inventory Accounting Control
- ▲ Purchasing Account Control
- ▲ Supplier Invoice Control
- ▲ Security
 - User/domain/entity/access
 - Role membership

Operation Data Setup Process Map

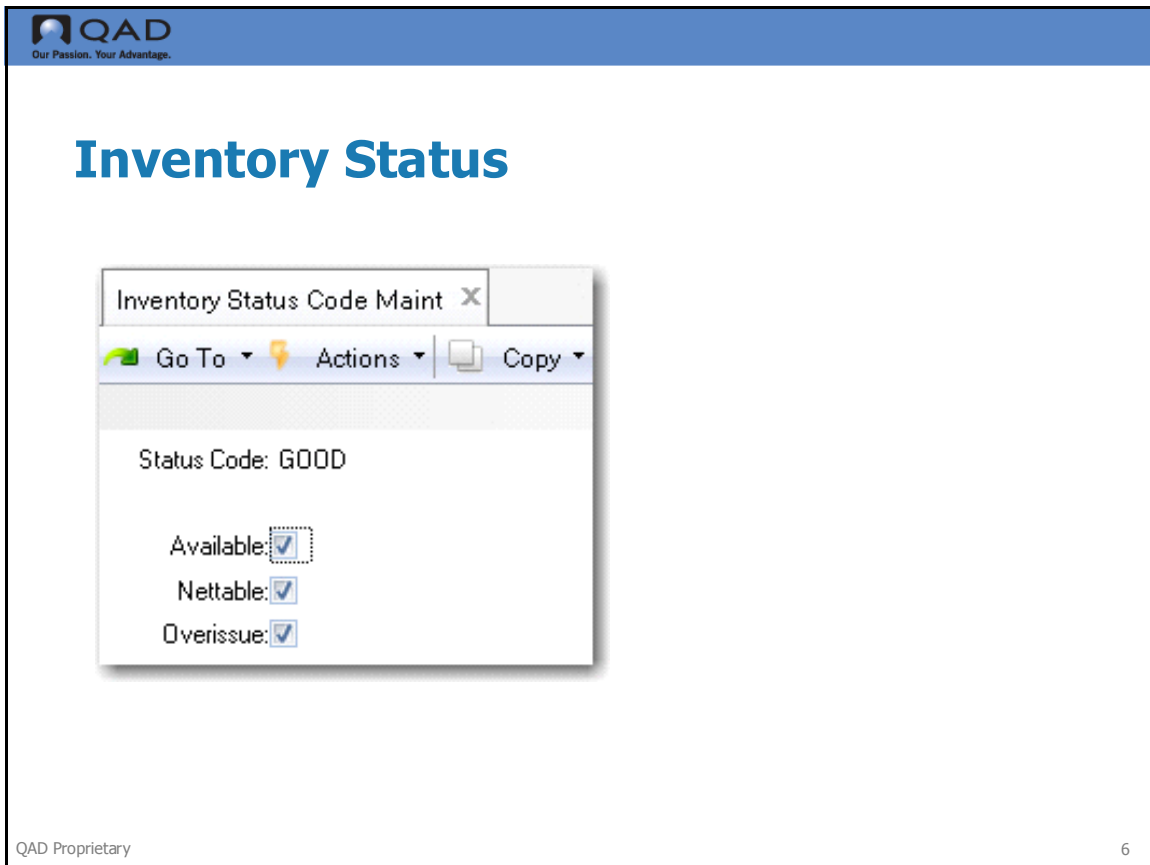


Product Definition Flow



Item records are created primarily for items and products that are stored in inventory and/or planned by Material Requirements Planning (MRP) or Distribution Requirements Planning (DRP). Items are assigned to product lines, and default data used in inventory control, sales, purchasing, planning, and costing is defined. You can customize costs and other information by site once you set up the initial record.

Inventory Status



Use Inventory Status Code Maintenance (1.1.1) to create and modify inventory status codes, which identify the status of inventory at a specific site and location with a specific lot/serial number and lot reference. Inventory status codes determine whether specific inventory balances on hand are available for allocation to sales orders or work orders.

See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the inventory status codes file `invstat.cim`.
- 2 After upload, you can verify the data in Inventory Status Code Browse (1.1.2).
- 3 You can also enter the data manually in Inventory Status Code Maintenance (1.1.1).

Site

The screenshot shows the 'Site Maintenance' form in a QAD application. The form is titled 'Site Maintenance' and has a toolbar with 'Go To', 'Actions', 'Copy', 'Print', 'Preview', and 'Attach'. Below the toolbar is an 'Attachments' section. The main form area contains the following fields:

- Site: US-W-N
- Description: US West North Prod Site
- Domain: QMSUS
- Entity: US-WEST
- Declarant:
- Default Inventory Status: GOOD
- Automatic Locations:
- Inspection Location:
- EMT Supplier:
- External Supplier:
- Transfer Variance Acct: 6820 cons
- Transfer Ownership:
- PD Transit Location:

QAD Proprietary 7

Use Site Maintenance (1.1.13) to define records that identify the places where you manufacture or store inventory. See *User Guide: Master Data* for more information on sites.

Exercise

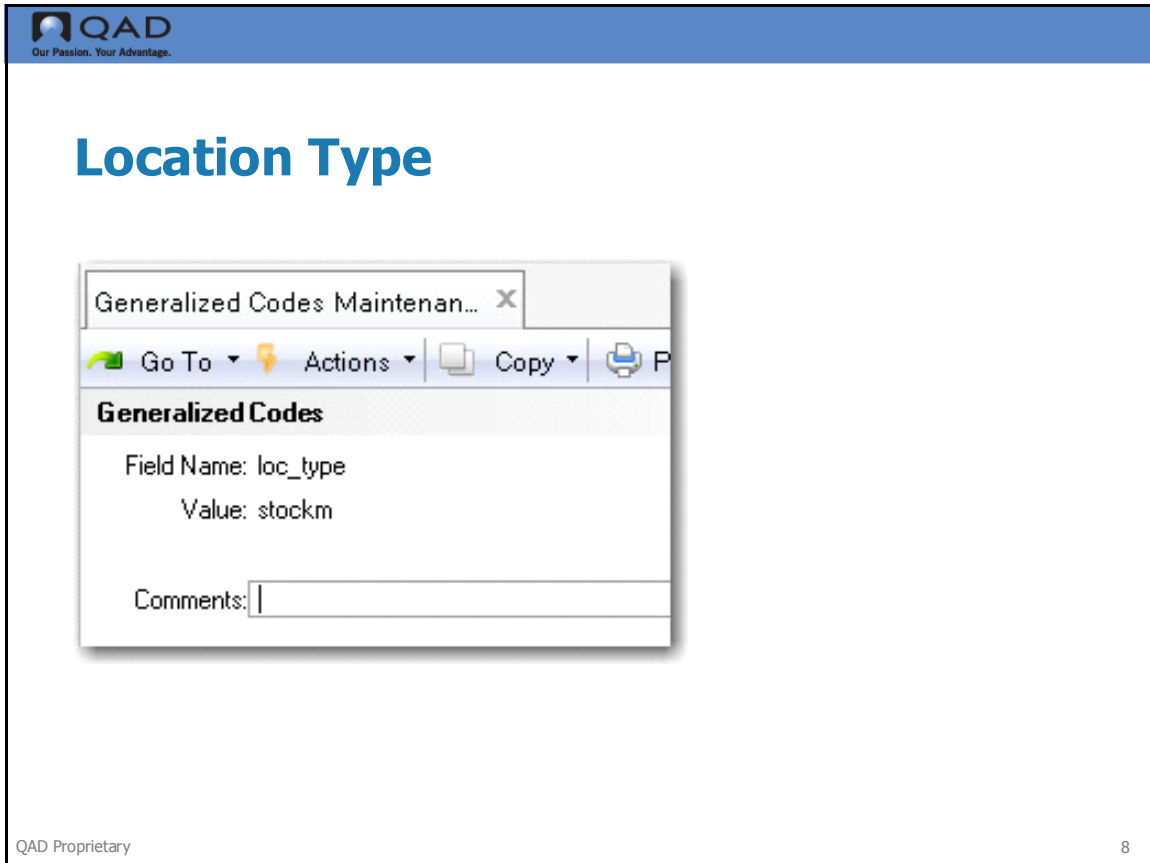
- 1 In Site Maintenance (1.1.13), create sites, and enter the settings according to the details below.

Code	Description
Site	US-W-N
Description	US West - North Prod M
Domain	QMSUS
Entity	US-WEST
Default Inventory Status	Good
Automatic Locations	Yes (Enabled)
Transfer Variance Acct	6820 cons
Transfer Clearing Acct	1670 cons
Site	US-W-S
Description	US West - South WHSE
Domain	QMSUS

Code	Description
Entity	US-WEST
Default Inventory Status	Good
Automatic Locations	Yes (Enabled)
Transfer Variance Acct	6820 cons
Site	US-E-CA
Description	US South CA Sales
Domain	QMSUS
Entity	US-EAST
Default Inventory Status	Good
Automatic Locations	Yes (Enabled)
Transfer Variance Acct	6820 cons
Site	US-E-US
Description	US East US Sales
Domain	QMSUS
Entity	US-EAST
Default Inventory Status	Good
Automatic Locations	Yes (Enabled)
Transfer Variance Acct	6820 cons

Location Data

Location Type



Location type codes enable you to control the type of inventory stored in a location. You specify the type code for a location in Location Maintenance. Then, identify the items that require this type of storage by specifying the same type code for them in Item Master Maintenance (1.4.1), Item Inventory Data Maintenance (1.4.5), or Item-Site Inventory Data Maintenance (1.4.16).

When the item is received, transferred, or counted using a cycle count or a tag count, the system verifies that the type associated with the location and item match. If the types do not match, an error displays and the transaction cannot be processed. This is useful for items with special storage requirements. See *User Guide: Master Data* for more information on locations.

Exercise

- 1 Use CIM to upload the location types file `loctype.cim`.
- 2 After upload, you can verify the data in Generalized Codes Browse (36.2.14) (field name = `loc_type`).
- 3 You can also enter the data manually in Generalized Codes Maintenance (36.2.13).

Location Maintenance

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Location

Location Maintenance

Go To Actions Copy Print Preview

Site: US-W-N US WEST - NORTH PROD M
Location: 10

Description: MATERIAL

Inventory Status: GOOD

Project:

Date Created: 5/30/2007

Permanent:

Type: stockm

Single Item:

Single Lot/Reference:

Capacity: 0.0 UM:

Reserved Locations:

Transfer Ownership:

Physical Address:

QAD Proprietary 9

Use Location Maintenance (1.1.18) to specify areas within a particular site where inventory is stored. See *User Guide: Master Data* for more information on locations.

Exercise

- 1 Use CIM to upload the locations file `location.cim`.
- 2 Repeat this process for each entity, while logged in to that particular entity.
- 3 After upload, you can verify the data in Location Browse (1.1.19)
You can also enter the data manually in Location Maintenance (1.1.18).

Inventory Control

Inventory Control x

Go To Actions Copy Print Preview

Inventory Count Parameters

Tolerance From Qty On Hand or Annual Usage: Qoh

Issue Days: 7 Default Site: US-W-N

Item Tolerances:

Class A:	3.00%	300.00	Class C:	5.00%	500.00
Class B:	4.00%	400.00	All Others:	5.00%	500.00

Picking Logic

- 1) Location
- 2) Lot/Serial
- 3) Date
- 4) Expire Date

Picking Order: 1
Ascending or Descending: Ascending

QAD Proprietary 10

Use Inventory Control (3.24) to make operations-related settings, such as picking logic and inventory count parameters. These determine how the system handles inventory balance variations during counts. See *User Guide: Master Data* for more information.

Exercise

- 1 In Inventory Control (3.24), enter the following settings:
 - Tolerance from Qty on hand or Annual Usage: Qoh
 - Issue days: 7
 - Default site: US-W-N
 - Item tolerance:
 - Class A: 3%
 - Class B: 4%
 - Class C: 5%
 - All other: 5%
 - Picking order: 1
 - Ascending or Descending: Ascending

Product Line

Product Line Maintenance

Product Line: ACE
Description: ACCESSORIES ELECTRON.

Taxable:
Tax Class: H
Default Sub-Account: Override:
Default Cost Center: Override:

Inventory Accounts

Inventory Acct:	1500	ELEC
Inv Discrep Acct:	5900	ELEC
Scrap Account:	6000	ELEC
Cost Revalue Acct:	6100	ELEC

Service Accounts

Service Labor:	6900	ELEC
Service Overhead:	6905	ELEC
Service Expense:	6910	ELEC
Expense Due:	6915	ELEC
Service Returns:	6920	ELEC
Deferred Revenue:	2450	ELEC
Accrued Revenue:	1450	ELEC

Sales Accounts

Sales Account:	4000	ELEC
Sales Disc Acct:	4200	ELEC
COGS Material Acct:	5000	ELEC
COGS Labor Acct:	5100	ELEC
COGS Burden Acct:	5200	ELEC
COGS Overhead Acct:	5300	ELEC
COGS Subcontract Acct:	5400	ELEC

Purchasing Accounts

Purchases Acct:	6600	ELEC
PO Receipts Acct:	2520	ELEC
Overhead Appl Acct:	5330	ELEC
PO Price Var Acct:	6700	ELEC
AP Usage Var Acct:	6720	ELEC
AP Rate Var Acct:	6740	ELEC

Work Order Accounts

Floor Stock Account:	1600	ELEC
Material Usage Var:	5040	ELEC
Material Rate Var:	5050	ELEC
Mix Variance:	6830	ELEC
Cost of Production:	5770	ELEC
Sub Usage Var:	5440	ELEC
Subcontract Rate Var:	5450	ELEC
Work in Process Acct:	1550	ELEC
Method Variance Acct:	6800	ELEC

QAD Proprietary 11

Use Product Line Maintenance (1.2.1) to define product lines that identify major item and product groupings. Every item or product must be assigned to a product line for planning and accounting purposes.

At least one product line must be defined before you can enter items. Each item must belong to exactly one product line.

See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the product lines file `prodline.cim`.
- 2 After upload, you can verify the data in Product Line Inquiry (1.2.2).
You can also enter the data manually in Product Line Maintenance (1.2.1).

Trailer Codes

Trailer Code Maintenance

Go To Actions Copy Print Preview

Trailer Code: 10

Description: Service

Trailer Acct: 4681

Project:

Taxable:

Tax Class:

Discount at Payment:

QAD Proprietary 12

Use Trailer Code Maintenance (2.19.13) to set up special add-on charges that apply to sales quotes, sales orders, return material authorizations, invoices, service quotes, and service contracts.

In Sales Order Accounting Control, you specify the trailer charges most frequently used on transactions.

See *User Guide: Master Data* and *User Guide: Sales* for more information.

Exercise

- 1 Use CIM to upload the trailer codes file `trailer.cim`.
- 2 After upload, you can verify the data in Trailer Code Browse (2.19.14).
You can also enter the data manually in Trailer Code Maintenance (2.19.13).

Sales Order Control

The screenshot displays the QAD Sales Order Control configuration interface. The window title is "Sales Order Control" and it features a menu bar with "Go To", "Actions", "Copy", "Print", and "Preview". The settings are organized into several sections:

- Allocation Settings:**
 - Use Which Calc for Qty: []
 - Allocate Sales Order Lines Due in Days: (0 for no allocation)
 - Limit Allocate to Avail Only:
- ATP Enforcement:**
 - ATP Enforcement Enabled:
 - Family ATP Calculation:
 - Pick Only Allocated Lines:
 - Are Sales Orders Printed:
 - Keep Booking History:
 - Shipping Lead Time:
 - Sales Order Header Comments:
- Enterprise Material Transfer (EMT):**
 - Use Enterprise Material Transfer:
 - EMT Type: []
 - EMT Sequence: abcd
 - Automatic EMT Processing:
 - Calculate Due Date:
 - Direct Allocation:
 - Direct Shipment Location: []
- Batch and Confirmation Settings:**
 - Auto Batch Confirmation:
 - Confirmation Batch ID:
 - Confirmation Printer:
 - Pending Inv Update ISB:
 - Auto Batch Shipment:
 - Shipment Batch ID:
 - Shipment Batch Printer:
- Forecast Consumption:**
 - Consume Forward:
 - Consume Back:
 - Check Customer Item Nbr First:

QAD Proprietary 13

Sales Order Control (7.1.24) controls standard sales orders, forecast consumption, trailer codes, and history retention.

- 1 In Sales Order Control (7.1.24), validate the default settings according to the slide.

Sales Order Accounting Control

The screenshot displays the 'Sales Order Accounting Control' window in QAD. The window title is 'Sales Order Accounting Control'. It features a menu bar with 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main area contains several configuration options:

- Company Address: US-WEST
- Use Correction Invoices:
- Print Only Lines to Invoice:
- Use Daybook Set By Site:
- Default Daybook Set:
- Calculate Freight by Site:
- Price Table Required: (Applies to Discrete Sales Orders)
- Disc Table Required: (Applies to Scheduled Orders)
- Vary Pricing Date by SO Line:
- Minimum Shipment Amount: 0
- Print Shipper Number On Invoices:
- Use SO Freight List Trailer:
- Taxable Trailer Code 1: 11
- Taxable Trailer Code 2: 21
- Taxable Trailer Code 3: 31
- Nontaxable Trailer Code 1: 10
- Nontaxable Trailer Code 2: 20
- Nontaxable Trailer Code 3: 30
- Enable Rounding Function:
- Hold Orders Over Credit Limit:
- SO Interest Accrued Acct: 1475 Gserv
- SO Interest Applied Account: 4675 Gserv
- Allow Maintenance of Reviewed Orders:

QAD Proprietary 14

Use Sales Order Accounting Control to:

- Define the company address to appear on printed sales order documents,
- Specify whether all sales order line items or only lines with non-zero quantity to invoice should print on invoices
- Specify whether to base daybook defaulting and validation on site-specific setup records
- Indicate whether to use correction invoices. When activated, additional fields display in Sales Order Maintenance that let you create a correction sales order for an original invoice.

Exercise

1 In Sales Order Accounting Control (36.9.6), specify the following settings:

Field	Value
Company Address	US-WEST
Use Correction Invoices	No (Disabled)
Use Daybook Set by Site	Yes (Enabled)
Taxable Trailer Code 1	11
Taxable Trailer Code 2	21
Taxable Trailer Code 3	31
Nontaxable Trailer Code 1	10

Field	Value
Nontaxable Trailer Code 2	20
Nontaxable Trailer Code 3	30
Hold Orders over Credit Limit	Yes (Enabled)
SO Interest Accrued Account	1475 Gserv
SO Interest Applied Account:	4675 Gserv

Daybook Sets by Site

Daybook Set by Site Maintenance

Go To Actions Copy Print Preview

Daybook Set: SLS

Site:

Active:

Copy From Site:

Invoice Daybook: CINV Default Customer Invoices
 CN Daybook: CORCIP Correction customer invoices positive
 Intercompany Daybook: JEIC Intercompany daybook JE

QAD Proprietary 15

Use Daybook Set by Site Maintenance (25.8.10) to define site-specific default sets of daybooks that are used for recording invoices, credit notes, and intercompany transactions. See *User Guide: Financials A* for more information.

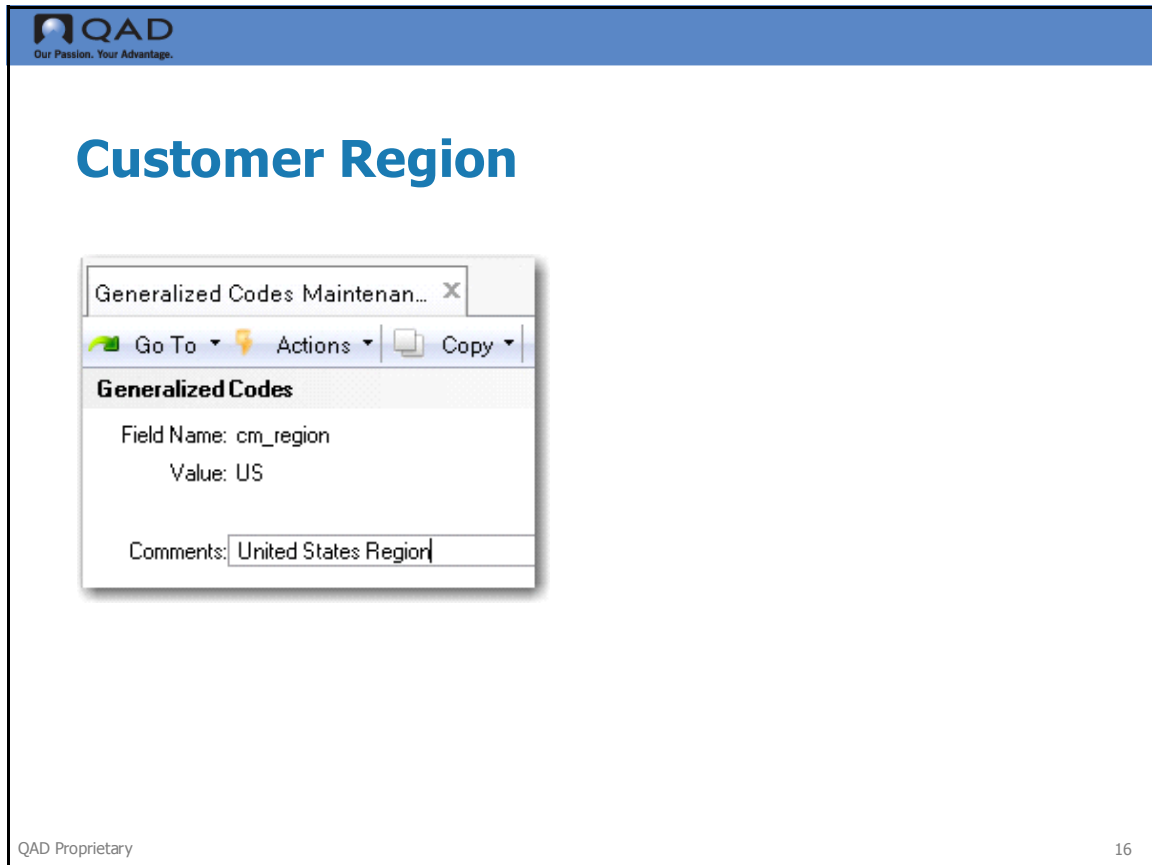
Exercise

- 1 In Daybook Set by Site Maintenance (25.8.10), enter the following settings:

Field	Value
Daybook Set	SLS
Site	US-W-N
Active	Yes (Enabled)
Daybook Set	SLS
Site	US-W-S
Active	Yes (Enabled)
Daybook Set	SLS
Site	US-E-US
Active	Yes (Enabled)

Field	Value
Daybook Set	SLSCA
Site	US-E-CA
Active	Yes (Enabled)

Region



The customer region value is specified in Customer Data Maintenance, and is used in sales analysis reporting. See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the customer region codes file `cmregion.cim`.
- 2 After upload, you can verify the data in Generalized Codes Browse (36.2.14) (field name = `cm_region`).
You can also enter the data manually in Generalized Codes Maintenance (36.2.13).

Customer Data

Customer Data Maintenance

Customer Data Maintenance

Customer Data

Partial OK: Class:

Discount Tbl: SIC:

Fixed Price: Invoice by Authorization:

Daybook Set: SLS RSS Calendar Option: 1 Customer/Shop

Non-Sales Order Price List:

Business Relation: Roxy Active:

Added: 7/2/2007

Customer Address

Customer: CU1500

Name: Roxy

Address: Carriage Hill Road 139

Address:

Address:

City: Roxbury

Country: UNITED STATES

Attention: Andrew Jeffrey

Telephone: 123

Fax:

Customer Credit Data

Disc Pct: 0.00%

PO Required:

Terms: 30D

Bill To: CU1500

Last Sale:

Customer Data

Sort Name: Roxy

Salespsn1: Multiple:

Ship Via:

Resale:

Remarks:

Type: WHSL

Region: US

Currency: USD

Site: US-W-S

Lang: us

Customer Freight Data

Freight List:

Min Frt Wt: 0

Freight Terms:

Enterprise Material Transfer Data

EMT Type: NON-EMT

Customer Shipping LT: 0

Confirmed EMT SD:

EMT Credit Flow:

QAD Proprietary 17

Use Customer Data Maintenance (2.1.1) to complete operational data for each company that purchases your products. After a customer record is created in Customer Create, you must complete the setup here before you can reference the customer in sales quotations, sales orders/invoicing, service/support management, or AR functions.

See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the customer data file `cusdata.cim`.
- 2 After upload, you can verify the data in Customer Data Report (2.1.4).
You can also enter the data manually in Customer Data Maintenance (2.1.1).

End User

End User - Modify X

Go To Actions Tools Attach Print Preview

Attachments

Customer Code CU1500 Link To Customer

End User Code 15001 Link To Ship-to Address

Link To End User Address End User Address

Address Information

Business Relation Roxy Create

Address Type SHIP-TO Maintain

Name Roxy View

Address No.123, Big Ben Street

Address

Address

Zip Code/City 12747 New York

State NY New York

Country Code

Country Code US UNITED STATES

QAD Proprietary 27

Use Excel integration to upload end-users.

- 1 Use End User Excel Integration (27.20.3.9) to upload the file `enduser.xls`.
- 2 View the result of the upload in End User View (27.20.3.3).
If needed, you can change the uploaded data in End User Modify (27.20.3.2).

Supplier Data

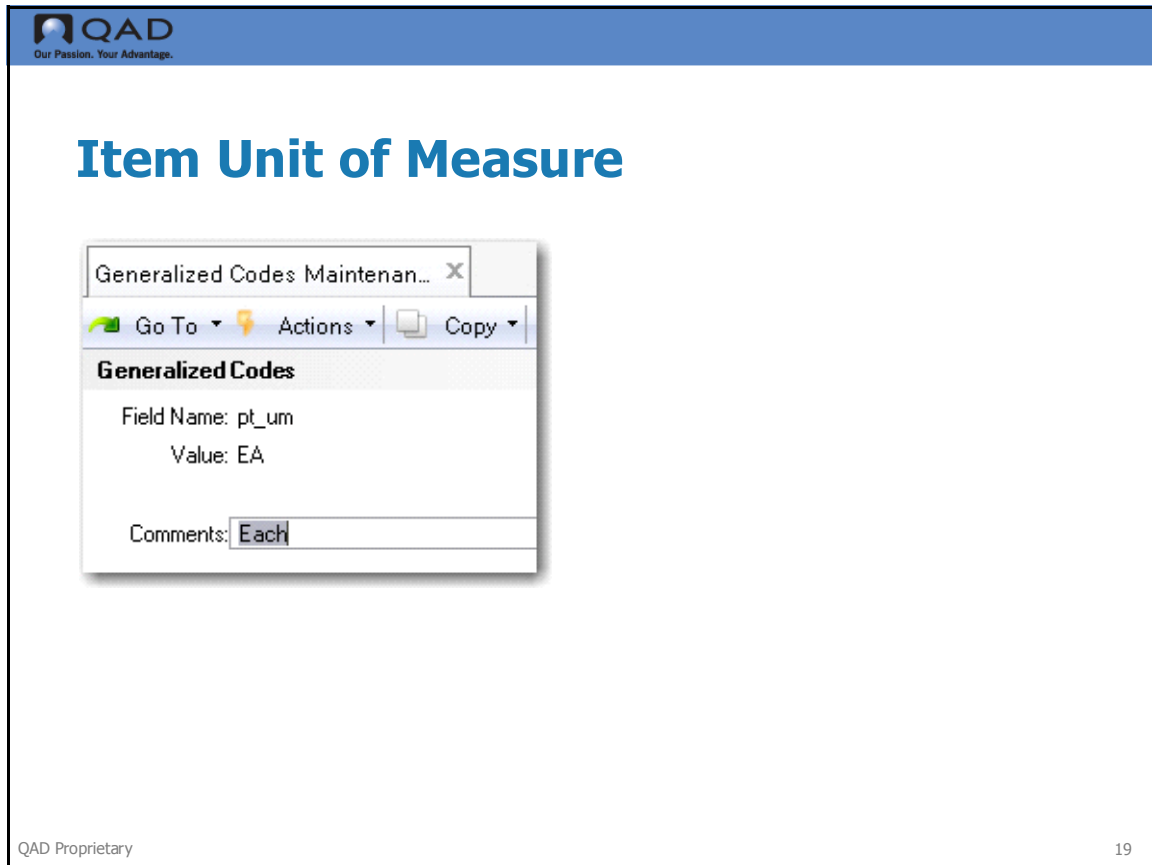
Use Supplier Data Maintenance (2.3.1) to complete operational data setup for each company that you buy products from.

After the supplier record is created in Supplier Create, you must complete the setup here before you can reference the supplier in purchasing or AP functions. Completing the operational data creates an operational address code for the supplier. See *User Guide: Purchasing* for more information.

Exercise

- 1 Use CIM to upload the supplier data file `supdata.cim`.
- 2 After upload, you can verify the data in Supplier Data Report (2.3.4).
You can also enter the data manually in Supplier Data Maintenance (2.3.1).

Item Unit of Measure



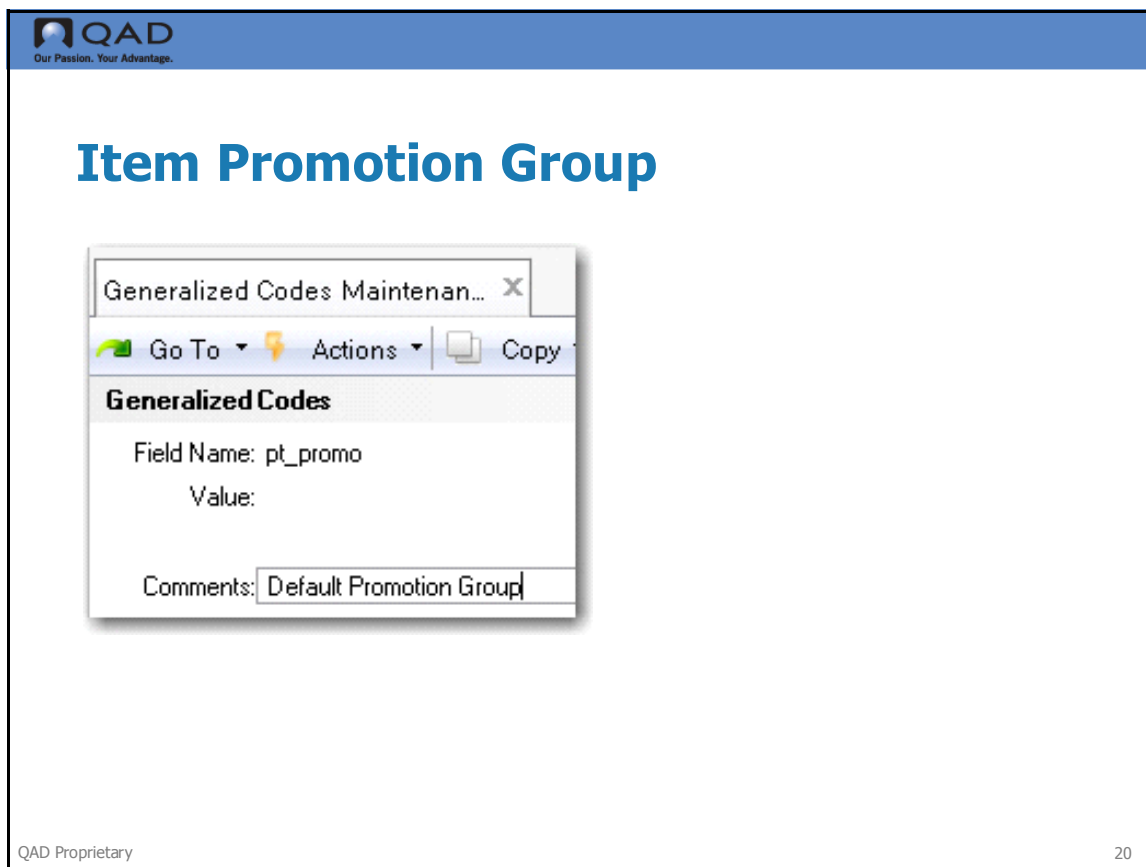
The item unit of measure is used for inventory quantity on hand, forecasts, product structures, routing operation run times, manufacturing orders, planning, and reporting. It defaults to all inventory transactions for this item, but you can change it if needed. Both purchase and selling prices for one unit of the item are defined using the item unit of measure.

See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the item unit of measure codes file `ptum.cim`.
- 2 After upload, you can verify the data in Generalized Codes Browse (field name = `pt_um`). You can also enter the data manually in Generalized Codes Maintenance (36.2.13).

Item Promotion Group

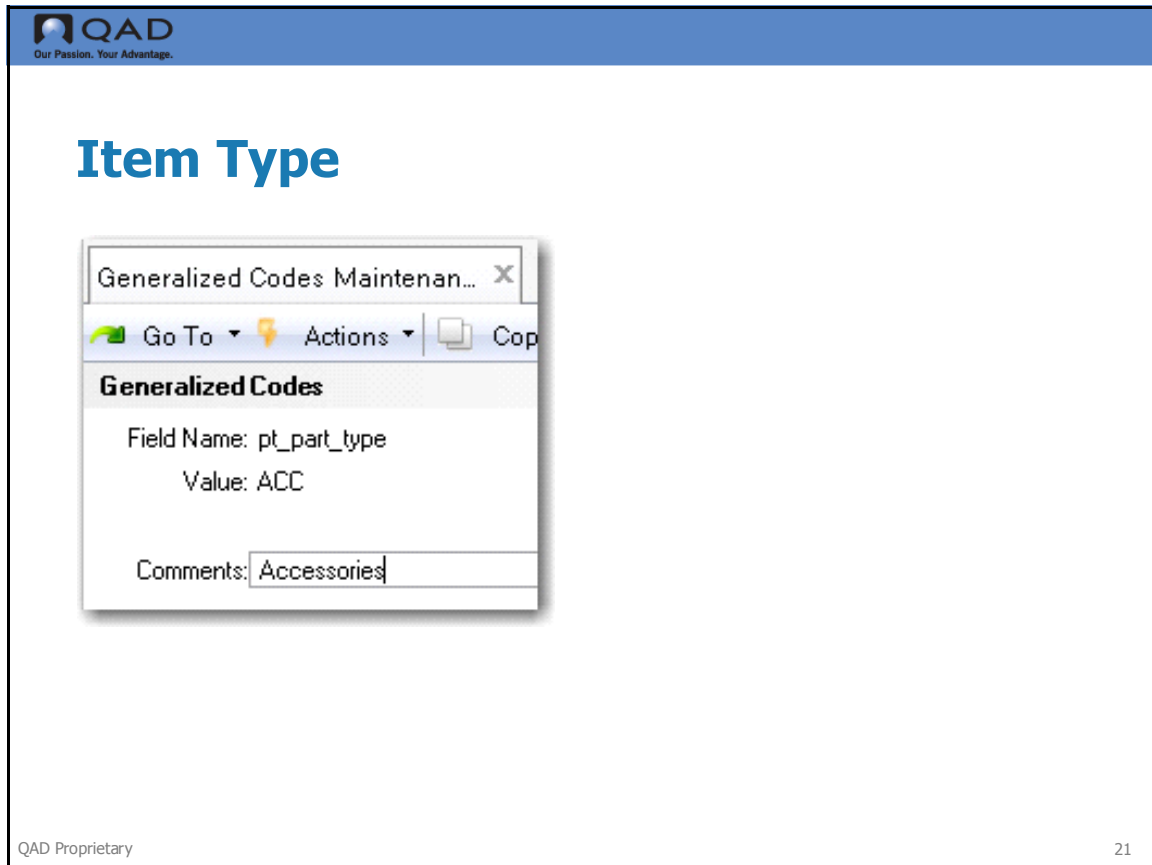


The item promotion group is an optional code indicating the group an item is included in for sales promotions. See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the item promotion group codes file `ptpromo.cim`.
- 2 After upload, you can verify the data in Generalized Codes Browse (36.2.14) (field name = `pt_promo`).
You can also enter the data manually in Generalized Codes Maintenance (36.2.13).

Item Type



Item type values provide a short, convenient way to categorize and identify items.

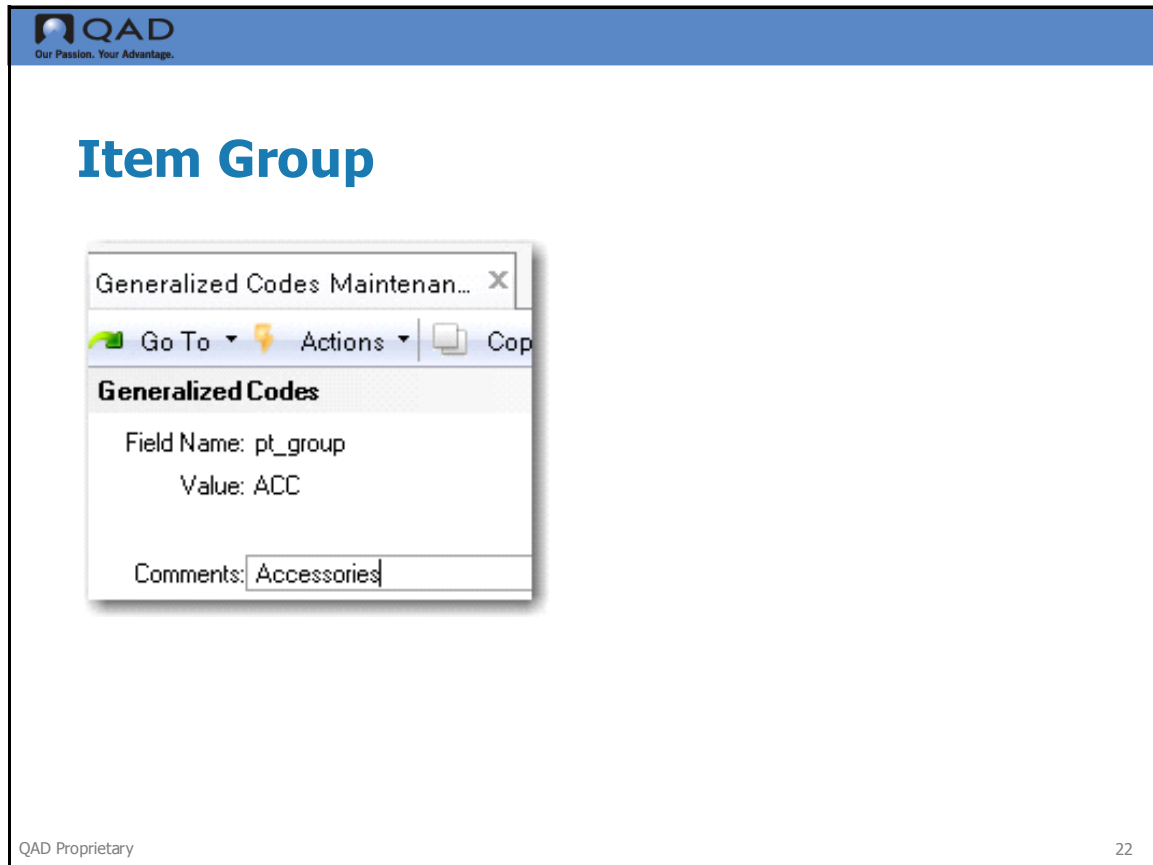
Product line, group, and type all categorize items. You can use item group and type to subdivide product lines or create categories that cross product lines, providing an entirely different view of your items. You can use both item group and item type to process and report sales and planning information, and to update product costs. Most item and inventory reports can be selected by group and type. You can also assign group or type codes to correspond with the level in the product structure where the component item appears.

See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the item type codes file `ptparttype.cim`.
- 2 After upload, you can verify the data in Generalized Codes Browse (36.2.14) (field name = `pt_part_type`).
You can also enter the data manually in Generalized Codes Maintenance (36.2.13).

Item Group



Item group values provide a short, convenient way to categorize and identify items.

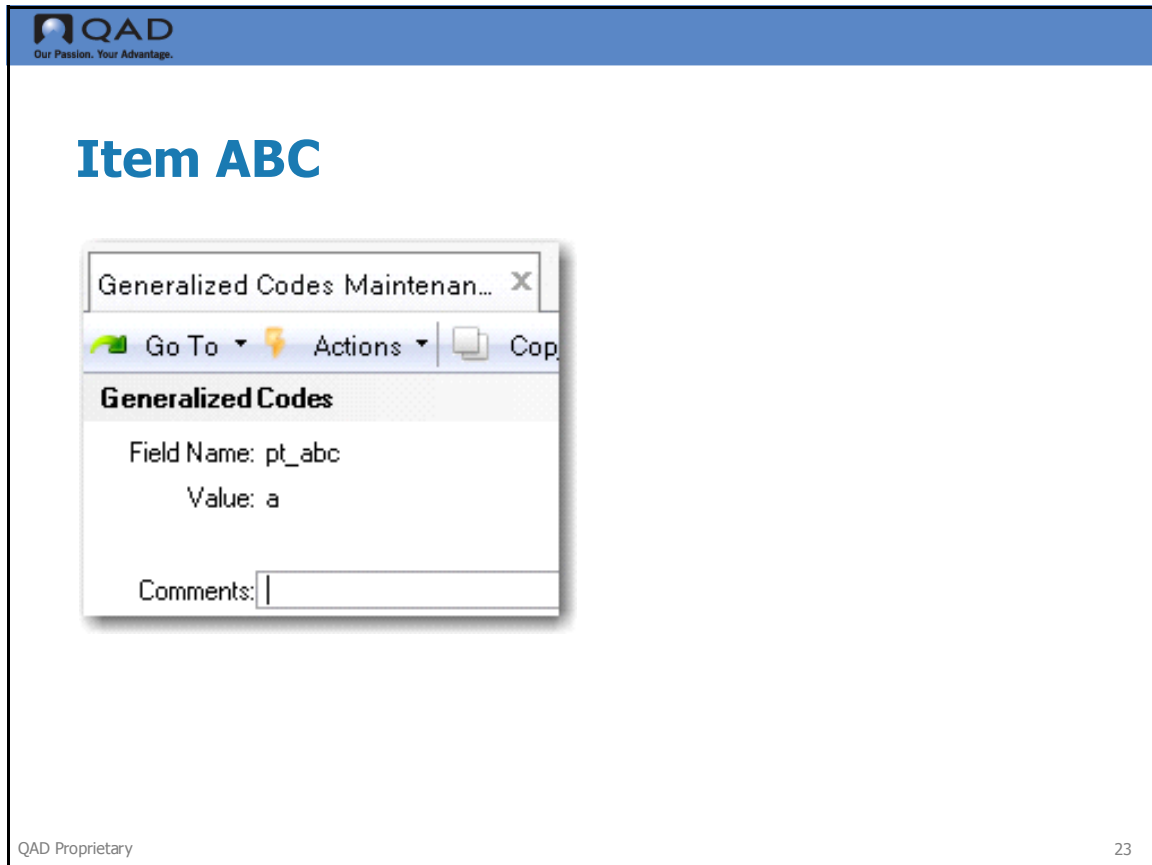
Items are often grouped based on similar characteristics, such as method of manufacture. In this case, you can use group or type to identify manufactured items with similar setups or routings. Then you can release planned orders for these items at the same time.

See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the item group codes file `ptgroup.cim`.
- 2 After upload, you can verify the data in Generalized Codes Browse (36.2.14) (field name = `pt_group`)
You can also enter the data manually in Generalized Codes Maintenance (36.2.13).

Item ABC Class



The ABC class classifies items by level of importance, such as dollar value, with class A being the most important. The system uses the ABC class code with cycle counting. Class A items are counted more frequently than class B items. Class B items are counted more frequently than class C items.

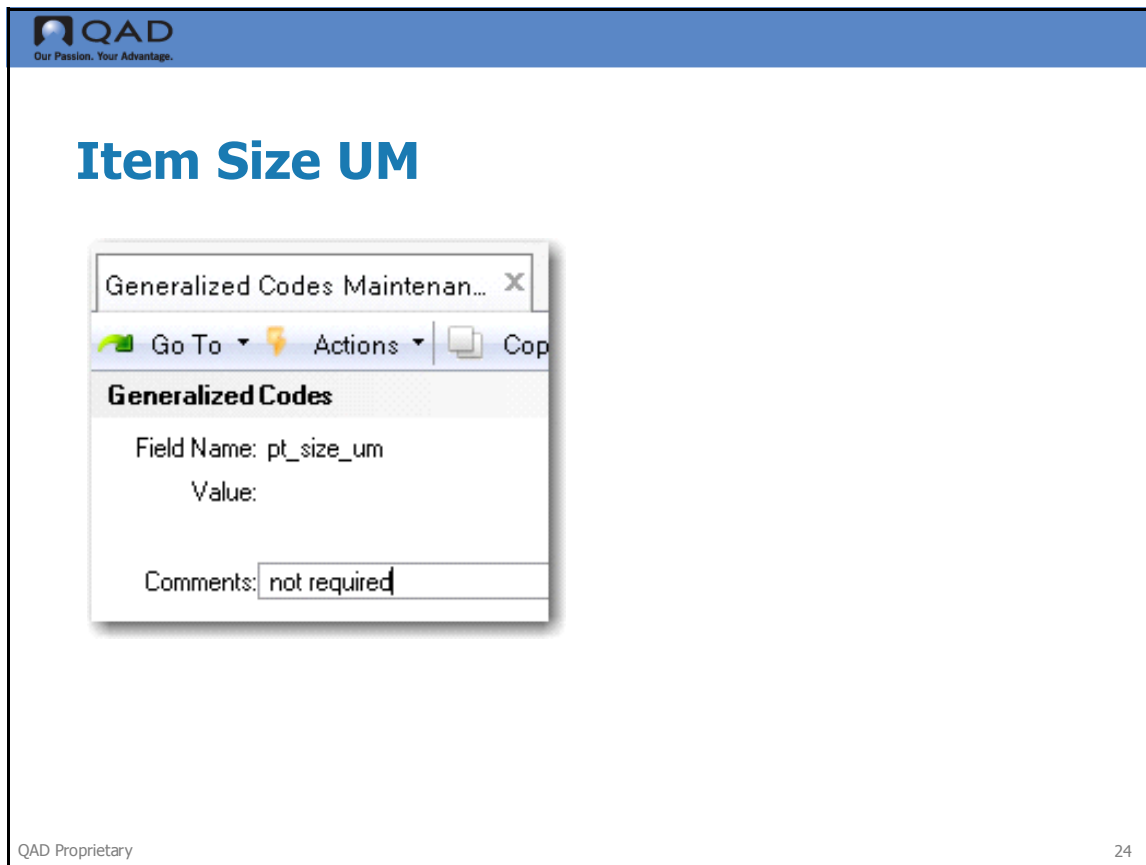
Use Item Master Maintenance (1.4.1) or Item Inventory Data Maintenance (1.4.5) to assign ABC class. For each ABC class, you can assign item tolerances (percentage and amount) in Inventory Control.

See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the item abc codes file `ptabc.cim`.
- 2 After upload, you can verify the data in Generalized Codes Browse (36.2.14) (field name = `pt_abc`).
You can also enter the data manually in Generalized Codes Maintenance (36.2.13).

Item Size UM

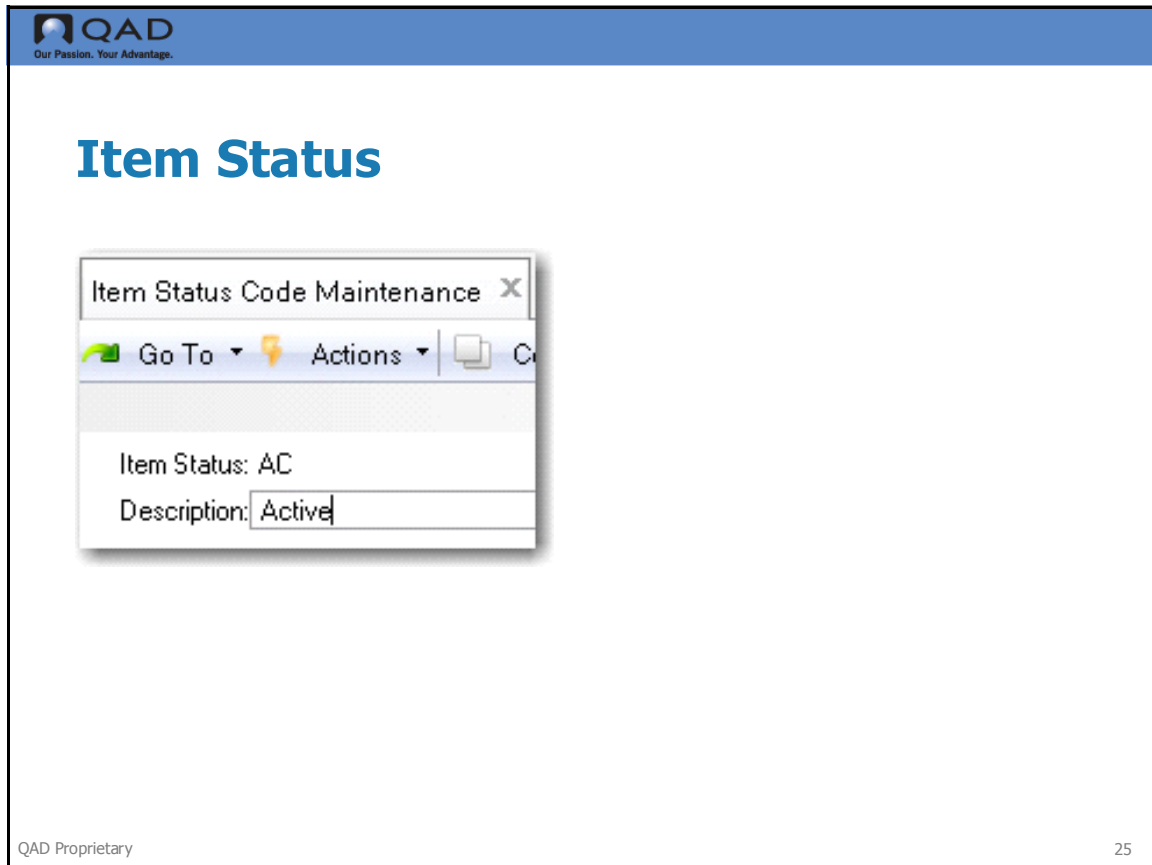


The item unit of measure is used for inventory balances, product structures, manufacturing orders, planning, and reporting. See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the item size UM codes file `ptsizeum.cim`.
- 2 After upload, you can verify the data in Generalized Codes Browse (36.2.14) (field name = `pt_size_um`).
You can also enter the data manually in Generalized Codes Maintenance (36.2.13).

Item Status Code



Item status codes identify the engineering status of an item. For example, use codes such as A (active), I (inactive), E (engineering design), P (prototype), or O (obsolete).

Each status code can specify one or more restricted transactions. For example, you can use a status code for obsolete items to prevent an item from being issued to a work order. Before starting an inventory transaction, the system verifies if the item status permits the transaction.

See *User Guide: Master Data* for more information.

Exercise

- 1 In Item Status Code Maintenance (1.1.5), create the following code:
 - Item Status: AC
 - Description: Active

Item Data

Item Data Maintenance

Go To Actions Copy Print Preview Attach

Attachments

Item Number: 10-10000-001 Description: Aluminium Tube 1.5
Unit of Measure: FT High Grade-Extra Light 2

Item Data

Prod Line: RMM Item Type: RAW Drawing:
Added: 6/1/2007 Status: AC Item Rev:
Design Group: Group: RAW Drawing Loc: Size:
Promo Group: Price Break Category:

QAD Proprietary 26

Use Item Data Maintenance (1.4.3) to identify items that you stock in inventory, purchase, manufacture, sell, or service. These are primarily items stored in inventory and planned by MRP.

Item data applies to an item at all sites and can determine what items are included on reports or in calculations. Some data applies to the item regardless of the site. This includes all static data, some inventory control data, shipping data, and the price. See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the item data file `item.cim`.
- 2 After upload, you can verify the data in Item Data Inquiry (1.4.4).
You can also enter the data manually in Item Data Maintenance (1.4.3).

Item Inventory

Item Inventory Data Maintenance

Go To Actions Copy Print Preview Attach

Attachments

Item Number: 10-10000-001 Description: Aluminium Tube 1.5
Unit of Measure: FT High Grade-Extra Light 2

Item Inventory Data

ABC Class: A Average Interval: 90
Lot/Serial Control: Cycle Count Interval: 120
Site: US-W-N Shelf Life:
Location: 10 Allocate Single Lot:
Location Type: STOCKRM Key Item:
Auto Lot Numbers: PO Receipt Status: Active:
Lot Group: WD Receipt Status: Active:
Article Number: Memo Order Type:

Item Shipping Data

Corp Comm Code:
Ship Weight: Net Weight:
Freight Class: Volume:

QAD Proprietary 27

Item Inventory Data Maintenance (1.4.5) is used to set up inventory control data for an item.

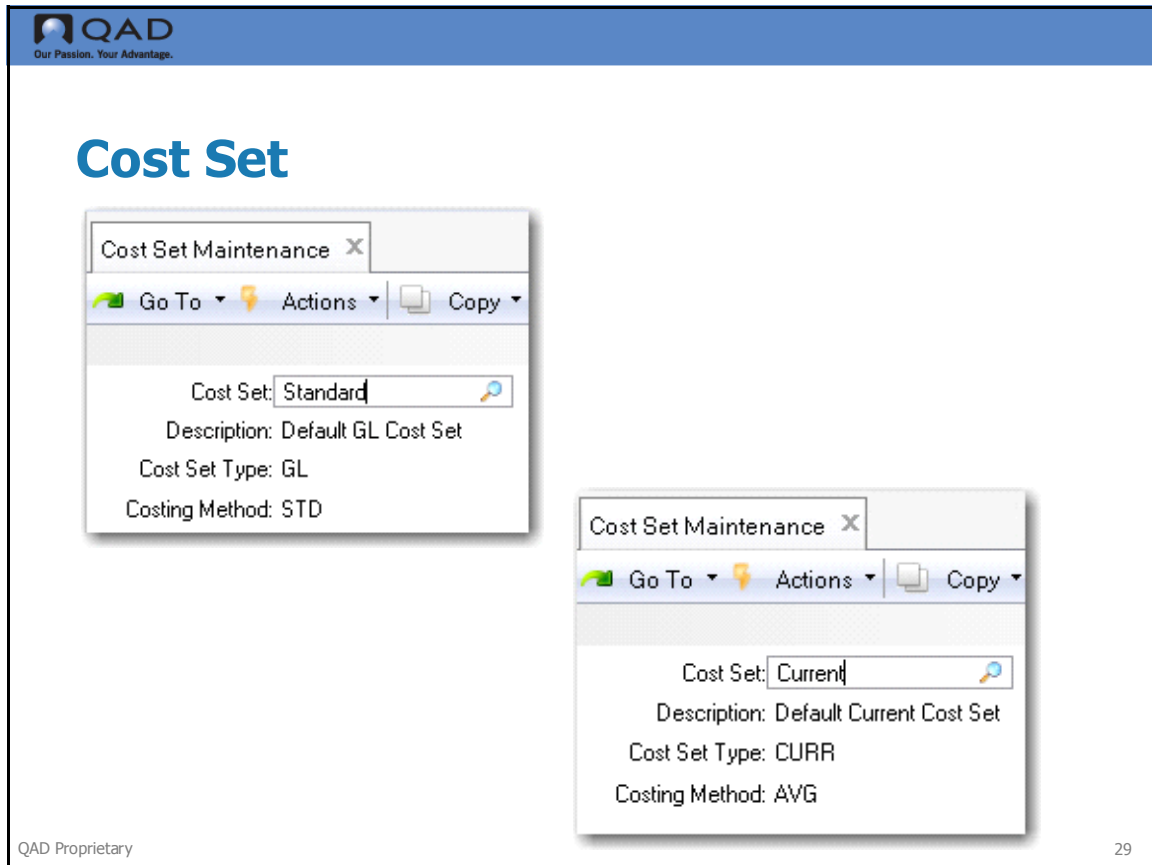
Item inventory data is accessed by all inventory transactions, including receipts, returns, issues, shipments, and transfers. It is also accessed by sales and work order allocations, and work order release functions.

See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the item inventory data file `iteminvent.cim`.
- 2 After upload, you can verify the data in Item Inventory Data Maintenance (1.4.5). You can also enter the data manually in Item Inventory Data Maintenance (1.4.5).

Cost Set



Use Cost Set Maintenance to set up general ledger (GL), current, and standard cost sets and specify the method for updating each set. Every item has at least two cost sets: GL and current. Additional cost sets can be maintained in the Cost Management module.

You assign each cost set a type code indicating its purpose. Valid cost set types are GL, Curr (Current), and Sim (Simulated). In this exercise, you will assign cost set types of GL and Current.

- **GL**
Cost sets of type GL, when associated with sites using Cost Set to Site Assignment, are used with GL transactions to value inventory and determine cost of sales.
- **Current**
Current cost sets are typically system maintained and used for reporting purposes. You can use Current Cost Set Move to GL Set to update GL costs at a particular site using the current cost set at that site.

See *User Guide: Financials B* for more information.

Exercise

- 1 In Cost Set Maintenance (30.1), validate the following cost sets:
 - Standard
 - Current

Item Cost

Item Cost Maintenance

Go To Actions Copy Print Preview Attach

Attachments:

Item Number: 10-10000-001 Description: Aluminium Tube 1.5
Unit of Measure: FT High Grade-Extra Light 2

Totals

Totals:	19.80	0.00	19.80	<input type="checkbox"/>	10/29/07	<input type="checkbox"/>
---------	-------	------	-------	--------------------------	----------	--------------------------

GL Cost Data (GL Cost Source Site: US-W-N / Set: Standard)

Element	This Level	Lower Level	Total	Pri	Category	A/O
Material	18.00	0.00	18.00	<input checked="" type="checkbox"/>	Material	<input type="checkbox"/>
Labor	0.00	0.00	0.00	<input checked="" type="checkbox"/>	Labor	<input type="checkbox"/>
Burden	0.00	0.00	0.00	<input checked="" type="checkbox"/>	Burden	<input type="checkbox"/>
Overhead	1.80	0.00	1.80	<input checked="" type="checkbox"/>	Overhead	<input type="checkbox"/>
Subcontr	0.00	0.00	0.00	<input checked="" type="checkbox"/>	Subcontr	<input type="checkbox"/>
				<input type="checkbox"/>		<input type="checkbox"/>

QAD Proprietary 30

Use Item Cost Maintenance (1.4.9) to maintain an item’s price, tax status, and costs. Item costs are accessed by many system functions, particularly those creating general ledger transactions. If an item is used at multiple sites, you can enter different costs for each site using Item-Site Cost Maintenance. Every item has at least two cost sets: GL and current. See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the item cost data file `itemcost.cim`.
- 2 After upload, you can verify the data in Item Cost Maintenance (1.4.9). You can also enter the data manually in Item Cost Maintenance (1.4.9).

Cost Set Copy

Cost Set Copy to Cost Set

From: US-W-N Cost Set: Standard To: US-W-S Cost Set: Standard

Item Number: [] To: []

Prod Line: [] To: []

Item Type: [] To: []

Group: [] To: []

ABC Class: [] To: []

Pur/Mfg: [] To: []

Buyer/Planner: [] To: []

Pct Change Allowed: 10.0% To: + 10.0%

Copy Material Cost:

Copy Labor Cost:

Copy Burden Cost:

Copy Overhead Cost:

Copy Subcontract Cost:

Sum Costs To MTL TL For DRP: []

Item Number	UM	Material	Labor	Burden	Overhead	Subcontract	Cost Total
40-10000-001	FT Standard	18.00	0.00	0.00	1.80	0.00	19.80
Aluminum Tube 1.5	Standard	19.80	0.00	0.00	1.98	0.00	21.78
High Grade-Extra L	New Cost	18.00	0.00	0.00	1.80	0.00	19.80
	% Change	-9.1%	0.0%	0.0%	-9.1%	0.0%	-9.1%
	GL Amt Chg	-1.80	0.00	0.00	-0.18	0.00	-1.98
30-10000-001	EA Standard	0.25	0.00	0.00	0.025	0.00	0.275
Spoke - LB - HT 2	Standard	0.25	0.00	0.00	0.025	0.00	0.275
Long - High Tensio	New Cost	0.25	0.00	0.00	0.025	0.00	0.275
	% Change	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
	GL Amt Chg	0.00	0.00	0.00	0.00	0.00	0.00

Use Cost Set Copy (30.3) to copy the costing data from one site or cost to another site or cost set.

- Copy the following site and cost set combinations:

From Site	Cost Set	To Site	Cost Set
US-W-N	Standard	US-W-S	Standard
US-W-N	Standard	US-E-US	Standard
US-W-N	Standard	US-E-CA	Standard

Item Site Inventory Data

Item-Site Inventory Data Maint

Go To Actions Copy Print Preview Attach

Attachments

Item Number: 10-10000-001 Description: Aluminium Tube 1.5
 Site: US-W-N UM: FT High Grade-Extra Light 2

ABC Class: A Average Interval: 90 Last Issue:
 Lot/Serial Control: [] Cycle Count Interval: 120 Last Average:
 Location: 10 Shelf Life: [] Last Count:
 Location Type: STOCKRM
 Auto Lot Numbers: [] Key Item: []
 PO Receipt Status: [] Active: []
 W/O Receipt Status: [] Active: []
 Memo Order Type: []

QAD Proprietary 31

Use Item-Site Inventory Data Maintenance (1.4.16) to set up a subset of inventory control data for an item at a particular site.

You can record end-item sales, production, and inventory data for the operations plan and performance measurement reports. For operations planning, one site calculates the plans and generates performance reports for multiple sites. To support these activities, this planning site collects sales, inventory, and production data from other sites both in the current domain

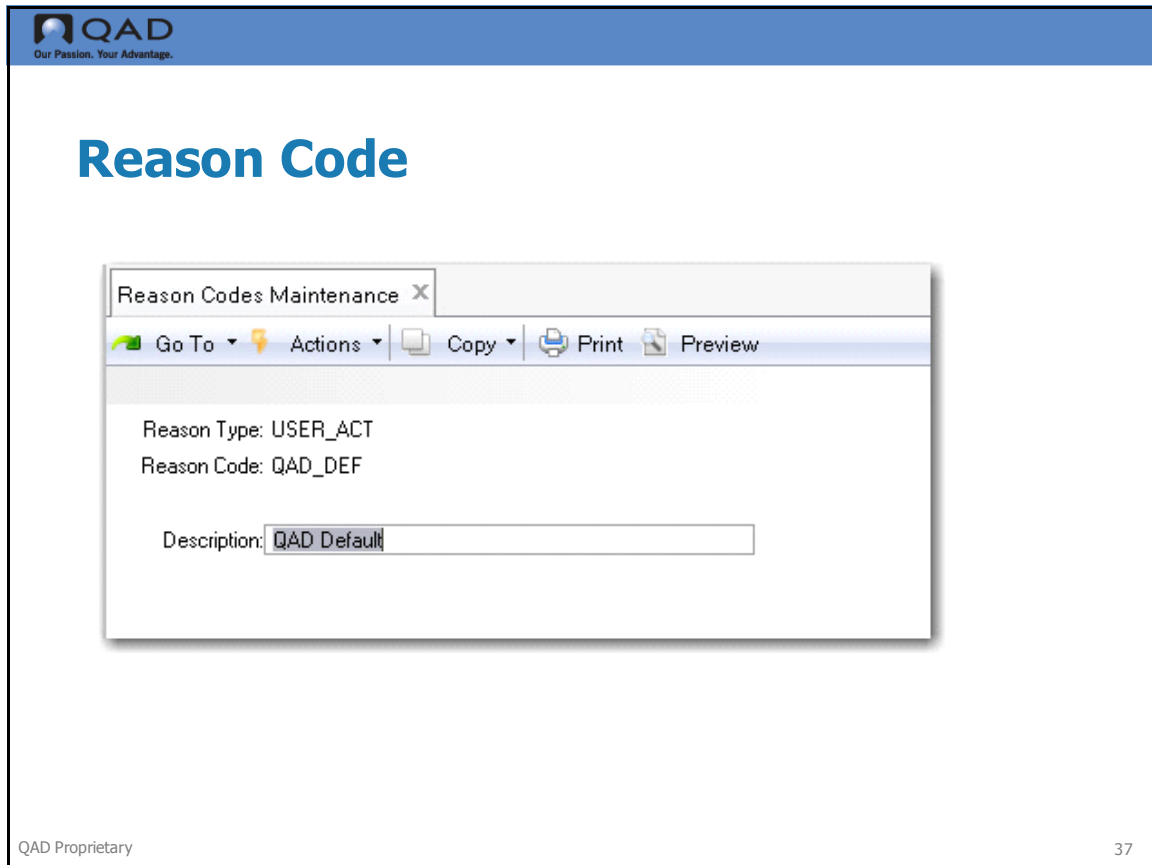
You can load data by manually typing it in. Or, to load large amounts of data efficiently, you can create an ASCII file and load it into Item-Site Data Maintenance using the CIM data load programs.

See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the item site inventory data file `itsiinv.cim`.
- 2 After upload, you can verify the data in Item Site Inventory Data Inquiry (1.4.6).
 You can also enter the data manually in Item Site Inventory Data Maintenance (1.4.16).

Reason Code



The screenshot shows the 'Reason Codes Maintenance' window in the QAD system. The window title is 'Reason Codes Maintenance' with a close button. Below the title bar is a menu bar with 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main area of the window displays the following information:

- Reason Type: USER_ACT
- Reason Code: QAD_DEF
- Description: QAD Default

The 'Description' field is highlighted with a selection box. The QAD logo and tagline 'Our Passion. Your Advantage.' are visible in the top left corner of the window. At the bottom left of the window, it says 'QAD Proprietary' and at the bottom right, the page number '37'.

- 1 In Reason Codes Maintenance (36.2.17), create the following reason code:
 - Reason Type: USER_ACT
 - Reason Code: QAD_DEF
 - Description: QAD Default

Users

The screenshot displays the 'User Maintenance' window in the QAD system. The window title is 'User Maintenance' and it includes a menu bar with 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main content area shows the following details for user 'QAD':

- User ID: QAD, User Name: QAD
- Language: us, Variant: (empty)
- Country Code: US, Restricted:
- User Type: Employee, Access Location: PRIMARY
- Time Zone: PST/PDT, Initials: QAD
- E-mail Def: (empty), Active:
- E-mail Address: (empty)
- Menu Substitution:
- Remark: (empty)

The 'System Access' section shows:

- Enabled:
- Last Logon: 3/10/2009 01:46 PST/PDT
- Enabled Reason: QAD_DEF QAD Default
- Force Password Change:
- Update Password:
- Last Password Change: 6/18/2007

The 'Application List' section contains the following table:

Application	Description	Active	Date	Last Access
MFG/PRO	Enterprise Application	<input checked="" type="checkbox"/>	6/18/2007	9/23/2008
SSD	Shared Services Domain	<input checked="" type="checkbox"/>	6/18/2007	
		<input type="checkbox"/>		

QAD Proprietary 32

Use User Maintenance to define the users that can access the system. User definitions—operating in conjunction with roles—are required to log in to the system, and perform functions in the system. To log in to the system, each user must specify a unique user ID and a password; in addition each user must have been assigned a valid role and access to one or more domains and entities. See *User Guide: Security and Controls* for more information.

Exercise

- 1 In User Maintenance (36.3.1), create a new user, and enter the settings according to the slide.

Inventory Accounting Control

Inventory Accounting Control

Go To Actions Copy Print Preview

Accounting

Current Cost (AVG/LAST/NONE): Summarized Journal:

Sum LL Costs Into Matl Cost: Journal Reference Method:

Current Cost from AP:

Create GL Transactions:

Transfer Clearing Acct:

QAD Proprietary 33

Inventory Accounting Control (36.9.2) determines costing impacts of inventory transactions, and how GL transactions are created. Inventory Control is described in *User Guide: Master Data*.

Exercise

- In Inventory Accounting Control (36.9.2), enter/validate the following settings:
 - Current cost: AVG
 - Current cost from AP: Yes
 - Create GL transactions: Yes
 - Transfer clearing acct: 6820 Mech

Purchasing Accounting Control

QAD
Our Passion. Your Advantage.

Purchasing Accounting Control

Purchasing Accounting Control x

Go To Actions Copy Print Preview

Bill To: US-W-N

Price by PO Line Due Date:

PO Interest Accrued Acct: 2470 Mech

PO Interest Applied Acct: 7600 Mech

Next Fiscal Batch: 1

Print Tax ID - Misc on PO:

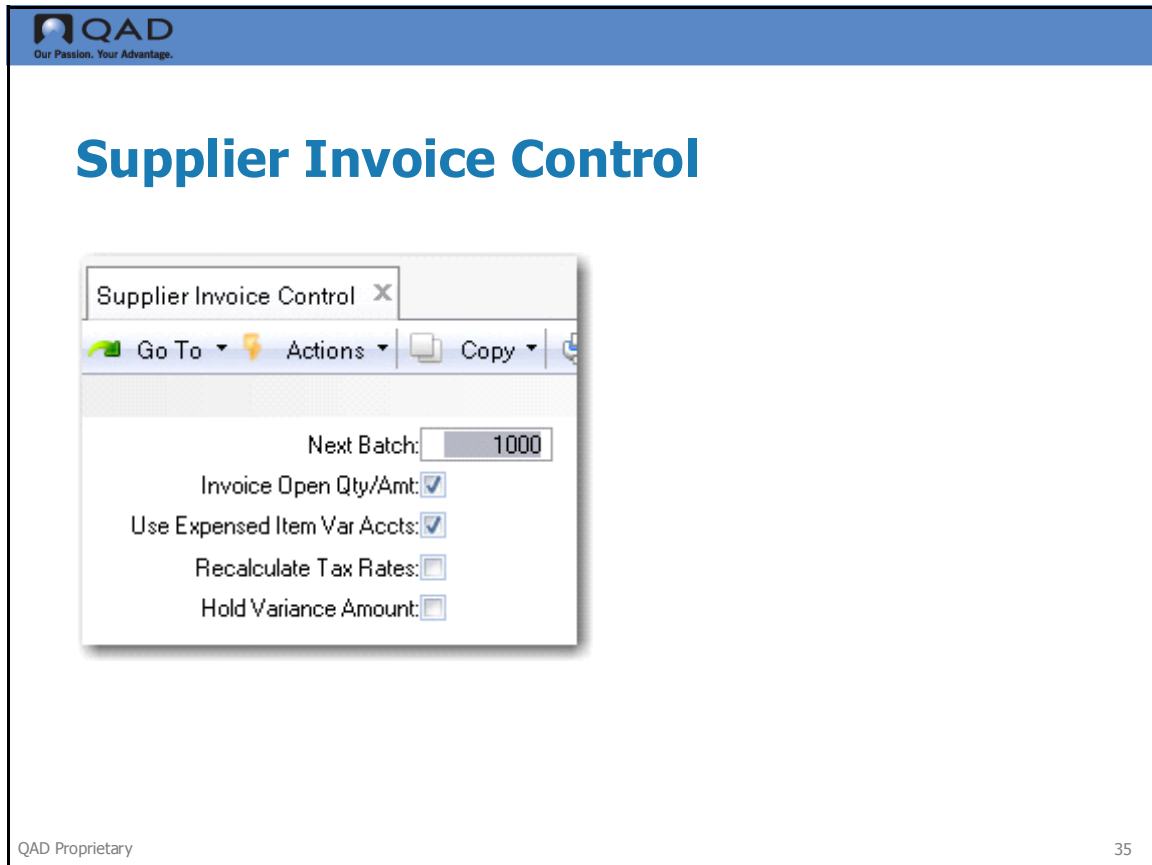
QAD Proprietary 34

Purchasing Accounting Control (36.9.5) contains settings that affect the financial impact of purchasing activities. Purchasing is described in *User Guide: Purchasing*.

Exercise

- In Purchasing Accounting Control (36.9.5), enter/validate the following settings:
 - Bill to: US-W-N
 - PO interest accrued acct: 2470 Mech
 - PO interest applied acct: 7600 Mech
 - Next fiscal batch: 1

Supplier Invoice Control



Use Supplier Invoice Control (28.24) to set defaults that affect the invoice process. See *User Guide: Financials A* for more information.

Exercise

- 1 In Supplier Invoice Control (28.24), enter/validate the following settings:
 - Next Batch: 1000
 - Invoice Open Qty/Amt: Yes
 - Use Expensed Item Var Accts: Yes

User, Domain, and Entity Access

The screenshot displays the 'User Domain/Entity Access Maintenance' window. At the top, there is a search bar with the following values: User: QAD, Domain: QMSUS, and Entity: US-WEST. An 'Apply' button is located to the right of the search fields. Below the search bar is a table with the following columns: Link, User Login, Domain Code, Default Domain, Entity Code, and Primary Entity. The table contains one row with the following values: Link (checked), User Login: QAD, Domain Code: QMSUS, Default Domain (checked), Entity Code: US-WEST, and Primary Entity (checked).

You will now update the security settings for the created users. Use User Domain/Entity Access Maintenance to specify user access to domains and entities. See *User Guide: Security and Controls* for more information.

Exercise

- 1 In User Domain/Entity Access Maintenance (36.3.4), give the user QAD access to the entities US-WEST and US-EAST.
- 2 Specify the following filter values:
 - User: QAD
 - Domain: QMSUS
- 3 Click Apply.
- 4 Enable the link and click Save.

Role Membership

Role Membership Maintain

Go To Actions Tools Print Preview

Attachments

User: QAD Domain: QMSUS

Role: SuperUser Entity: US-WEST

Drag a column header here to group by that column.

Link	User Login	Role Name	Default Role	Domain Code	Entity Code
<input checked="" type="checkbox"/>	QAD	SuperUser	<input type="checkbox"/>	QMSUS	US-WEST

QAD Proprietary 37

You must now use Role Membership Maintenance (36.3.6.6) to provide the user QAD with access to the newly-created entities US-WEST and US-EAST with the role superuser. See *User Guide: Security and Controls* for more information.

Exercise

- 1 In Role Membership Maintenance (36.3.6.6), specify the following filter values:
 - User: QAD
 - Domain: QMSUS
 - Role: SuperUser
- 2 Click Apply.
- 3 Enable the link for the entities US-WEST and US-EAST and click Save.

Chapter 7

Work Order Setup

Work Order Setup



WO Set Up

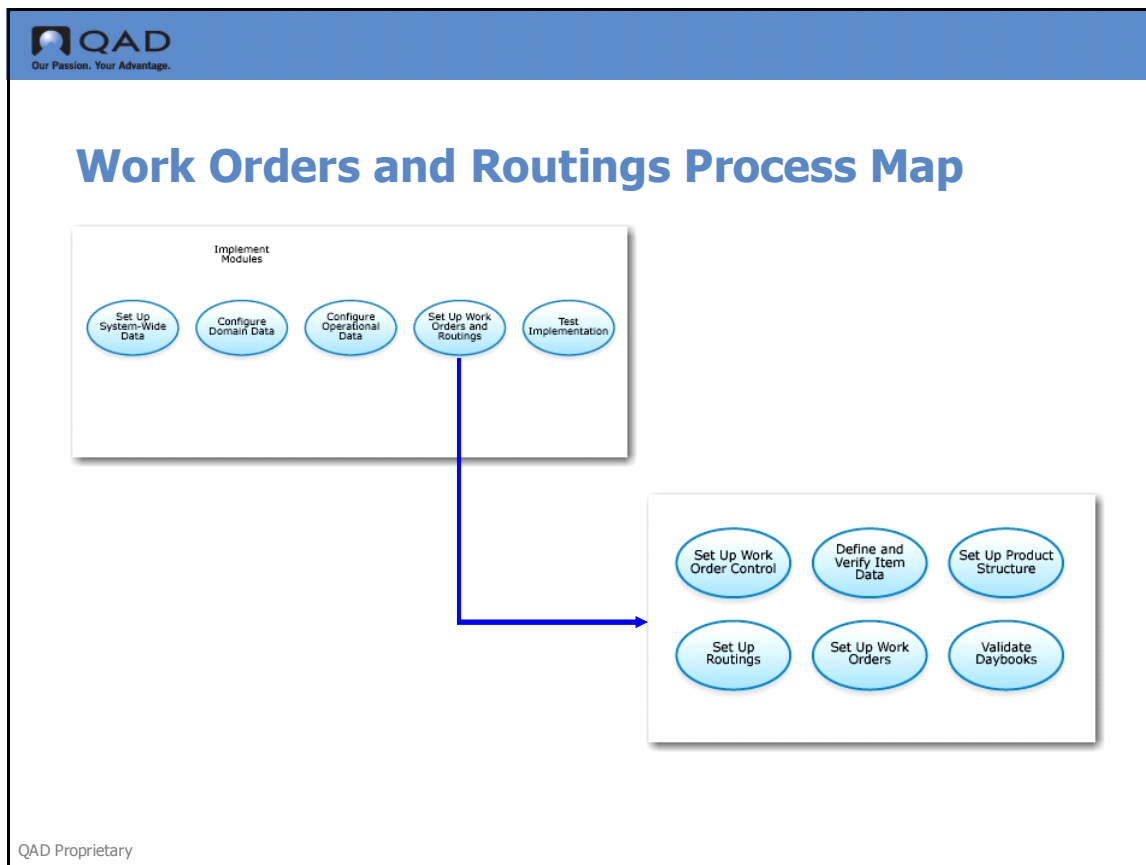
- ▲ Control files
 - Work Order Control
 - Work Order Accounting Control
- ▲ Generalized codes
 - Item group
 - Item type
- ▲ Item
 - Item master data
 - Costing
 - Product structure

QAD Proprietary

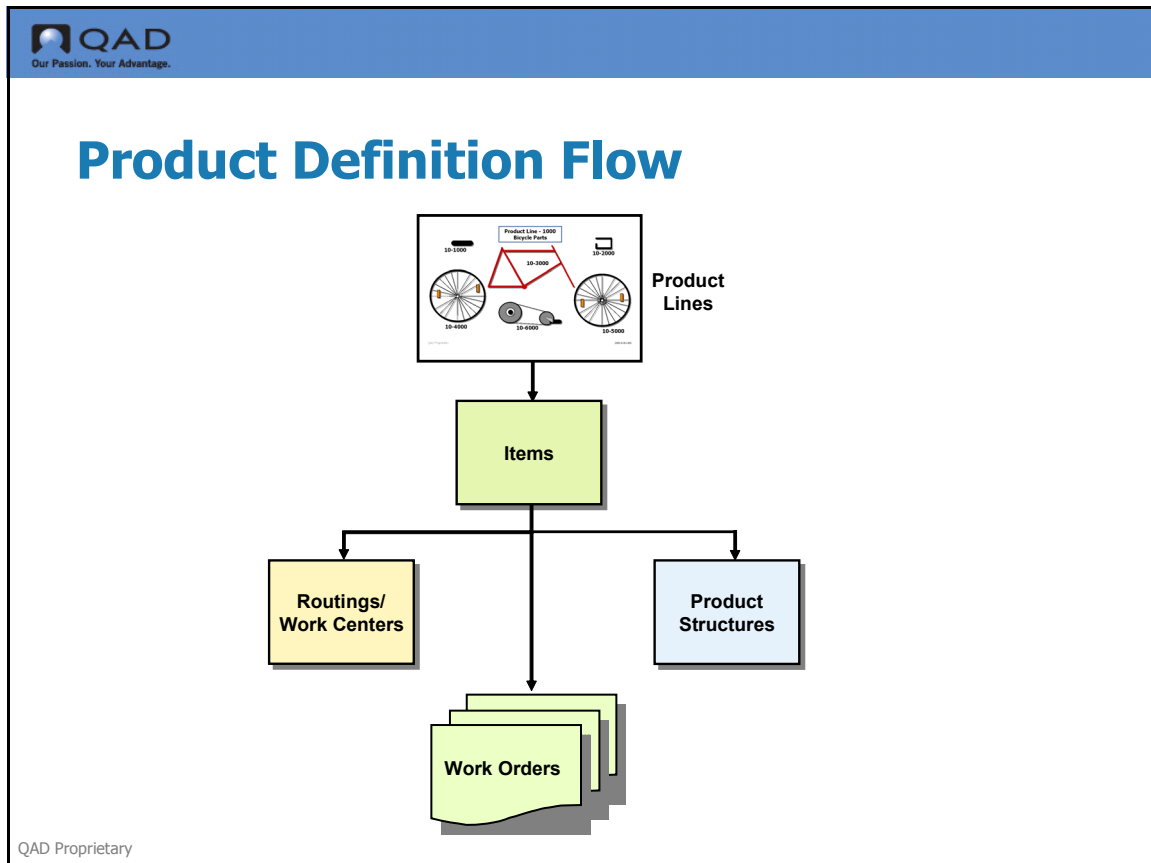
WO Set Up – Continued

- ▲ Routing
 - Department
 - Work center
 - Standard operations
 - Routing
- ▲ Roll-up
 - Routing cost
 - Product structure cost
- ▲ Daybooks
 - Daybook
 - Default daybook

Work Orders and Routings Process Map



Product Definition Flow



To manufacture an item or product, you must complete one or more activities or operations. The list of required operations is called a routing, which basically defines the process needed to make the item. If a product structure is the list of ingredients in a recipe, a routing is the directions.

Specifically, routings can be used to:

- Calculate the cost of producing an item.
- Calculate the time it takes to manufacture an item.
- Schedule operations for work orders
- Calculate work center and department load.
- Print routings for work orders.

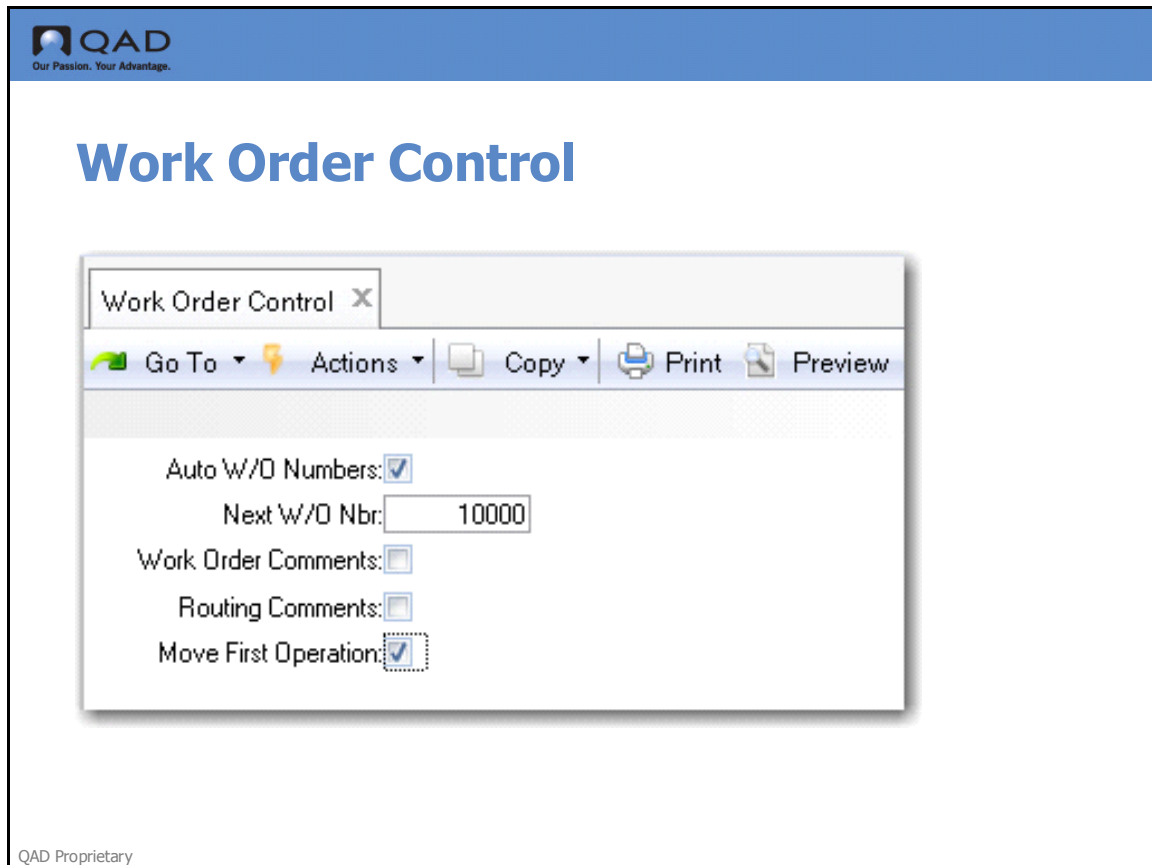
A work center is a group of people and/or machines. Work centers also link departments with routing operations. Departments group similar work centers. Departments are like product lines because they are used to organize information on planning reports and to determine the GL accounts on transactions.

Product structures are much like the list of ingredients for a recipe—they indicate the components and quantities needed to make a product.

A work order is an authorization to produce a specific quantity of an item for a specific date, and are typically created in response to current or projected demand for an item.

See *User Guide: Manufacturing* for more information on these topics.

Work Order Control



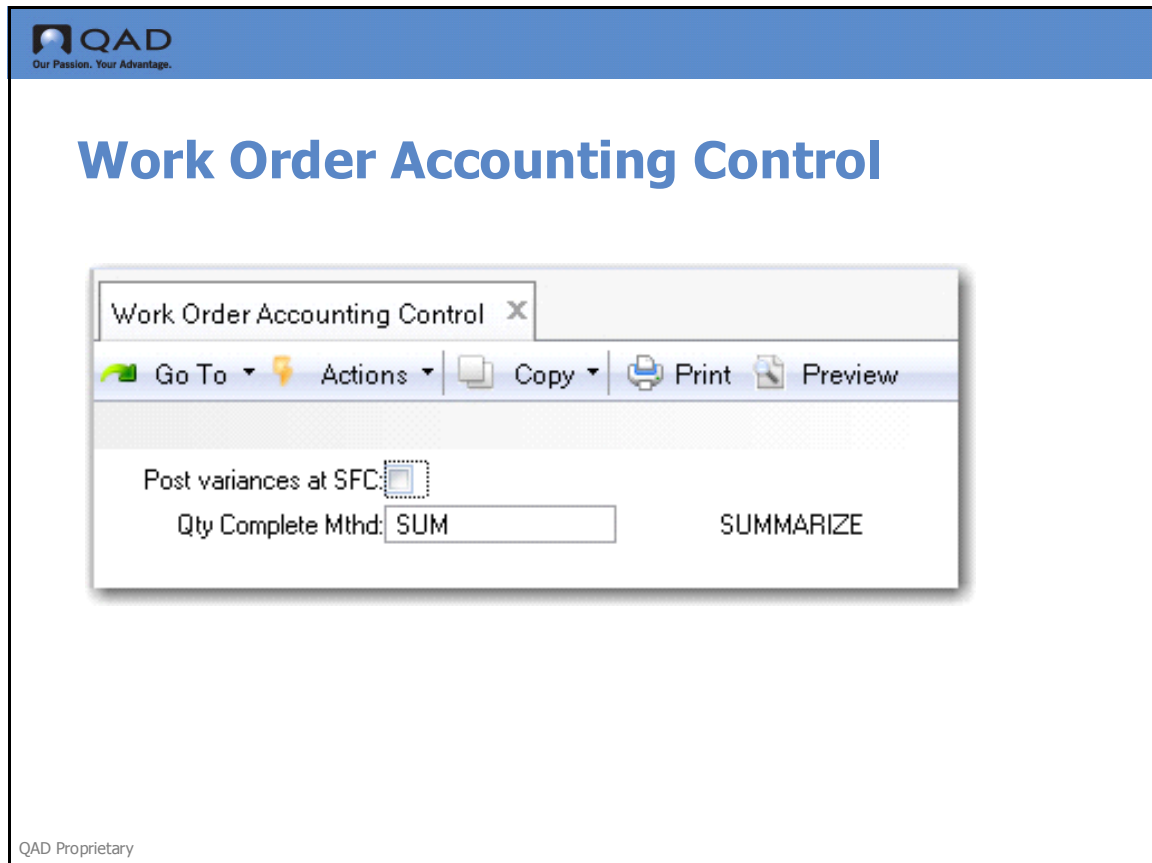
Use Work Order Control (16.24) to configure several settings that mainly affect numbering and comment defaults. An additional field affects the work order release process. See *User Guide: Manufacturing* for more information.

Exercise

- 1 In Work Order Control (16.24), specify the following settings:

Field	Value
Auto W/O Numbers	Yes
Next W/O Nbr	10000
Move First operation	Yes

Work Order Accounting Control



Work Order Accounting Control (36.9.11) includes two settings that impact the general ledger transactions created by work orders.

The Post variances at SFC field is used to set the default for the same field in Work Order Maintenance. The possible values are:

- Yes: Labor and burden variances are calculated and posted whenever shop floor labor feedback transactions are entered.
- No: Variances are suppressed and not calculated or posted until the work order is received. Setting the field to No reduces the number of variance transactions posted to the general ledger, particularly if there are many shop floor labor transactions processed before material receipts are recorded.

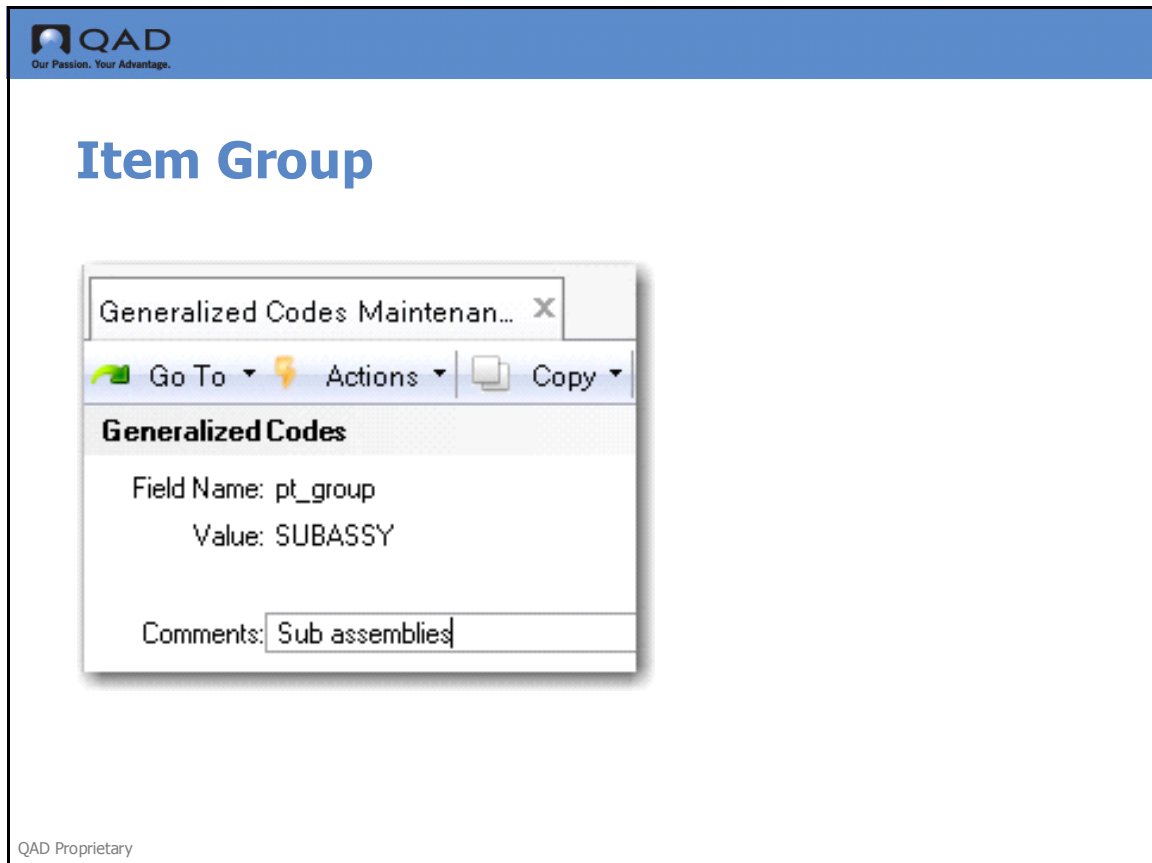
The Quantity Complete Method field defaults to Process/Formula Maintenance (15.18) and Co/By-Product Maintenance (15.12.1) and affects the calculation of mixed variances.

Exercise

- 1 In Work Order Accounting Control (36.9.11), specify the following settings:

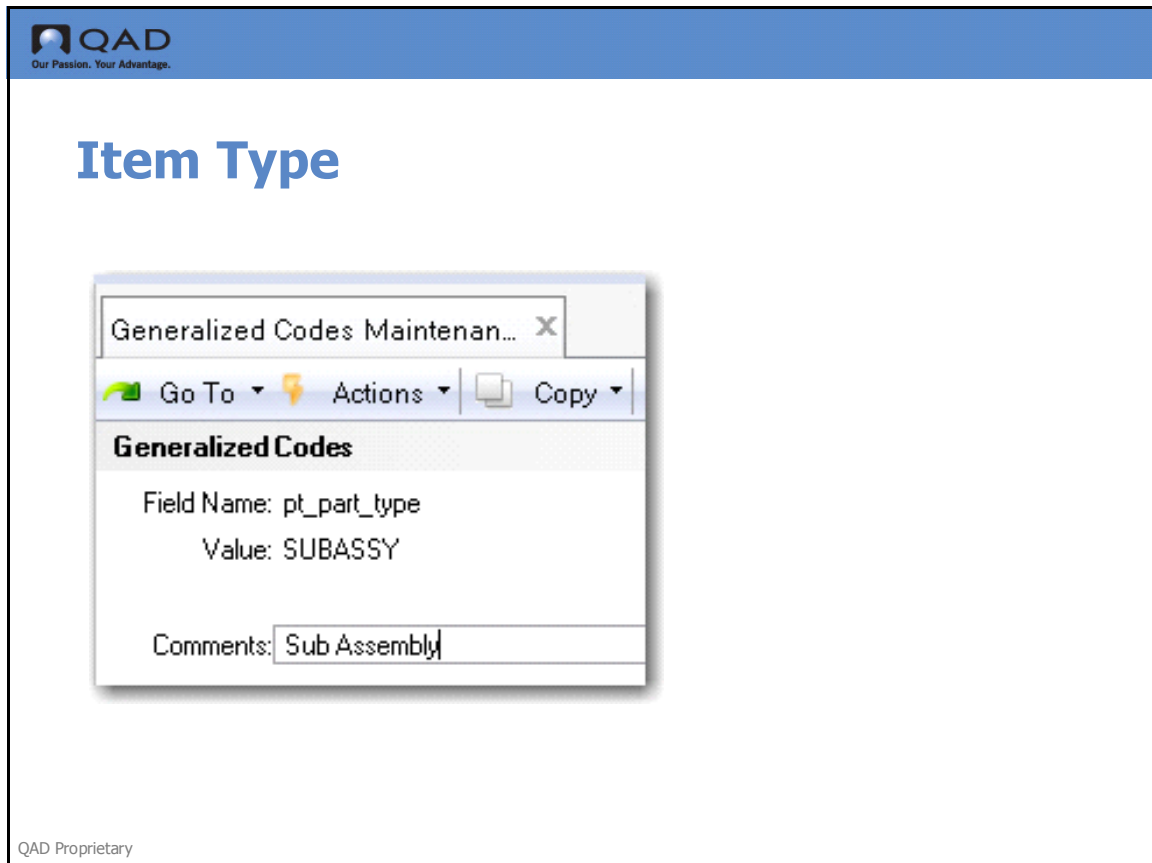
Field	Value
Post Variances at SFC	No
Qty Complete Mthd	SUM

Item Group



- 1 In Generalized Codes Browse (36.2.14), validate the item group SUBASSY (field name = pt_group)
You can also enter the data manually in Generalized Codes Maintenance (36.2.13).

Item Type



- 1 In Generalized Codes Browse (36.2.14), validate the item type SUBASSY (field name = pt_part_type).
You can also enter the data manually in Generalized Codes Maintenance (36.2.13).

Item Master Data

Item Master Maintenance

Go To Actions Copy Print Preview Attach

Attachments

Item Planning Price

Item Item Data Inventory Item Shipping Data

Item

Item Number: 20-30000-001 Description: Hub-26 Narrow 2-AA36
Unit of Measure: EA Type AA, High Speed

Item Data

Prod Line: PGM Item Type
Added: 4/14/2009 Status
Design Group: Group
Promo Group: Group

Item Inventory Data

ABC Class: A
Lot/Serial Control:
Site: US-W-N
Location: 10
Location Type: STOCKRM
Auto Lot Numbers:
Lot Group:
Article Number:

Item Planning Data

Item Number: 20-30000-001 Description: Hub-26 Narrow 2-AA36
Unit of Measure: EA Type AA, High Speed

Mstr Sched: Buyer/Planner:
Plan Orders: Supplier:
Time Fence: 0 PO Site: US-W-N
MRP Required: Purchase/Manufacture: P
Order Policy: POQ Configuration Type:
Order Qty: 0 Inspect:
Batch Qty: 1.0 Ins LT: 0 Cum LT: 0
Order Period: 7 Mfg LT: 0 Pur LT: 1
Safety Stock: 0
Recorder Point: 0 ATP Enforcement: NONE
Revision: 0 Family ATP:
Issue Policy: ATP Horizon: 0
Run Seq 1:
2:

Phantom:
Minimum Order: 0
Maximum Order: 0
Order Multiple: 0
Op Based Yield:
Yield Percent: 100.00%
Run Time: 0.000
Setup Time: 0.000
EMT Type: NON-EMT
Auto EMT Processing:
Network Code:
Routing Code:
BOM/Formula:

QAD Proprietary

1 Use CIM to upload the following item data files:

- WOitem1.cim
- WOitem2.cim
- WOitem3.cim
- WOitem4.cim

2 After upload, you can verify the data in Item Data Inquiry (1.4.4).

You can also enter the data manually in Item Data Maintenance (1.4.1).

Costing

Item Master Maintenance x

Go To Actions Copy Print Preview Attach

Attachments

Item Planning Price

Price Cost

Item

Item Number: 20-30000-001 Description: Hub-26 Narrow 2-AA36
Unit of Measure: EA Type AA, High Speed

Totals

Totals:	21.45	0.00	21.45	<input type="checkbox"/>	04/14/09	<input type="checkbox"/>
---------	-------	------	-------	--------------------------	----------	--------------------------

GL Cost Data (GL Cost Source Site: US-W-N / Set: Standard)

Element	This Level	Lower Level	Total	Pri	Category	A/O
Material	19.50	0.00	19.50	<input checked="" type="checkbox"/>	Material	<input type="checkbox"/>
Labor	0.00	0.00	0.00	<input checked="" type="checkbox"/>	Labor	<input type="checkbox"/>
Burden	0.00	0.00	0.00	<input checked="" type="checkbox"/>	Burden	<input type="checkbox"/>
Overhead	1.95	0.00	1.95	<input checked="" type="checkbox"/>	Overhead	<input type="checkbox"/>
Subcontr	0.00	0.00	0.00	<input checked="" type="checkbox"/>	Subcontr	<input type="checkbox"/>

QAD Proprietary

You will now load item cost data. The item cost data is divided into three sections:

- Price and tax data
- General ledger (GL) cost
- Current cost

The item master price is the default list price in sales transactions, if price lists are not being used. The item GL costs are the standard costs used for GL transactions. Both the GL costs and current costs are the costs for the item at the site specified in the inventory data section. In turn, each of these costs has five cost categories: material, labor, burden, overhead, and subcontract. Burden is sometimes known as variable burden or variable overhead. Overhead is known as fixed burden or fixed overhead.

See *User Guide: Master Data* for more information.

Exercise

- 1 Use CIM to upload the following item data file: `WOCost.cim`.
- 2 After upload, you can verify the data in Item Data Inquiry (1.4.4).
You can also enter the data manually in Item Master Maintenance (1.4.1).

Product Structure Maintenance

Product Structure Maintenance

Top Level Parent: 30-10000-001 Product Structure: Component: Levels: 1 (All)

Component	Description	Unit of Measure	Quantity	Reference	Start Date	End Date
- 30-10000-001	Wheel - 26 - Narrow 2	EA	1			
20-10000-001	Spoke - L8 - HT 2	EA	36			
20-11000-001	Nipple - Brass - 15	EA	36			
20-20000-001	Rim-26 Narrow 2-SS36	EA	1			
20-30000-001	Hub-26 Narrow 2-AA36	EA	1			

QAD Proprietary

Use Product Structure Maintenance (13.5) to define the structure of a product, such as which components constitute the product and how many of each component is required.

Typically, the parent item is already defined in the item master and, when entered here, becomes the code for the product structure. The top level parent item is a finished product; at lower levels the parent item is a subassembly. The quantities entered for each component are used to determine how much each manufactured product costs.

Exercise

1 In Product Structure Maintenance (13.5), link the following components:

- 20-100000-001 Spoke
- 20-200000-001 Rim
- 20-300000-001 Hub
- 20-110000-001 Nipple

To the Subassembly 30-100000-001 Wheel

2 Use the quantities shown in the slide above.

Department

The screenshot shows the 'Department Maintenance' window in QAD. The window title is 'Department Maintenance x'. The menu bar includes 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main content area displays the following information:

- Department: 10
- Default Sub-Account: Mech Override:
- Default Cost Center: Override:
- Description: Assembly - Mechanical
- Labor Capacity: 0
- Cost of Production: 5770 Mech
- Labor: 5120 Mech Mfg
- Burden: 5220 Mech Mfg
- Labor Usage Variance Acct: 5140 Mech Mfg
- Labor Rate Variance Acct: 5150 Mech Mfg
- Burden Usage Variance: 5240 Mech mfg
- Burden Rate Variance: 5250 Mech Mfg

QAD Proprietary

Use Department Maintenance (14.1) to define departments and set up labor capacity and GL accounts for each department. At least one department must be defined before you can enter work centers or routings. Every work center must belong to exactly one department.

See *User Guide: Manufacturing* for more information.

Exercise

- 1 In Department Maintenance (14.1), create the following department:
 - Department: 10
 - Description: Assembly – Mechanical
- 2 Use the accounting details shown in the above slide.

Work Center

QAD Proprietary

Use Work Center Maintenance (14.5) to define work centers, which are production areas with one or more people or machines having identical capabilities.

Work center data is accessed by most manufacturing functions, and work center data controls processing in four areas:

- **Scheduling**
When a routing operation is specified at this work center, lead time fields default to those for the routing.
- **CRP**
Capacity for this work center is the number of machines in a work center multiplied by the number of available hours (from Calendar Maintenance).
- **Costing**
Manufacturing costs are calculated in Routing Cost Roll-Up. Labor costs are calculated by multiplying the setup and run times at each operation by the setup rate and labor rate. Burden costs use machine burden rate, labor burden rate, and labor burden %. Subcontract costs are taken from subcontract cost at the operation level.
- **Accounting**
Each work center belongs to a department, which determines the GL accounts that track variances, labor and burden costs.

Exercise

- 1 In Work Center Maintenance (14.5), create the following work center:
 - Work Center: 10000
 - Description: Wheel Assembly
- 2 Use the details shown in the above slide.

Calendar Setup

Calendar Maintenance x

Go To Actions Copy Print Preview

Site: US-W-N
Work Center: 10000 Machine:
Wheel Assembly

Work Day	Hours
Sunday: <input type="checkbox"/>	0.00
Monday: <input checked="" type="checkbox"/>	8.00
Tuesday: <input checked="" type="checkbox"/>	8.00
Wednesday: <input checked="" type="checkbox"/>	8.00
Thursday: <input checked="" type="checkbox"/>	8.00
Friday: <input checked="" type="checkbox"/>	8.00
Saturday: <input type="checkbox"/>	0.00

Reference:
Start:
End: Daily Hours:

QAD Proprietary

Use Calendar Maintenance (36.2.5) to define the standard work week for all sites in a domain or for a specific site and its associated work centers. At least one calendar must be defined in each domain. Calendars provide the basis for all manufacturing scheduling functions.

Exercise

- In Calendar Maintenance (36.2.5), define the calendar for the following:
 - Site: US-W-N
 - Work Center: 10000
 - Days: From Monday to Friday
 - Hours: 8 hours for each day

Standard Operations

The screenshot shows a window titled "Standard Operation Maintenance" with a menu bar containing "Go To", "Actions", "Copy", "Print", and "Preview". The form displays the following data:

Standard Operation:	10
Description:	Wheel Assembly
Work Center:	10000
Machine:	
Setup Time:	0.0
Run Time:	0.17
Move Time:	0.0
Yield Percent:	100.00%
Tool Code:	
Supplier:	
Milestone Operation:	<input checked="" type="checkbox"/>
Inventory Value:	0.00
Subcontract Cost:	0.00
Subcontract LT:	0
Overlap Units:	0
Comments:	

QAD Proprietary

A Standard Operation is a template for multiple similar or identical routing operations. In Routing Maintenance (14.13.1), you can specify a Standard Operation rather than enter it manually. All the Operation data is filled in with default Standard Operation values.

Exercise

- 1 In Standard Operations Maintenance (14.9), create the following operation:
 - Standard Operation: 10
 - Description: Wheel Assembly
- 2 Use the details shown in the above slide.

Routing

The screenshot shows the 'Routing Maintenance' window in QAD. The window title is 'Routing Maintenance' and it has a menu bar with 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main content area displays the following information:

Routing Code: 30-10000-001 | Wheel - 26 - Narrow 2
 Operation: 0 | Start Date: | End Date:

Standard Operation: 10
 Work Center: 10000 | Wheel Assembly
 Machine:
 Description: Wheel Assembly
 Machines per Operation: 1 | Milestone Operation:
 Overlap Units: 0 | Subcontract LT: 0
 Queue Time: 0.0 | Setup Crew: 0.00
 Wait Time: 0.0 | Run Crew: 1.00
 Setup Time: 0.0 | Tool Code:
 Run Time: 0.0 | 0.17 | Supplier:
 Move Time: 0.0 | Inventory Value: 0.00
 Start Date: | Subcontract Cost: 0.00
 End Date: | Comments:
 Yield Percent: 100.00%

QAD Proprietary

Use Routing Maintenance (14.13.1) to specify the sequence of operations used to produce a finished product or subassembly. Set up routings before using Work Orders, Repetitive, Advanced Repetitive, or Capacity Requirements Planning (CRP). Typically, you define routings in Routing Maintenance when production run time is in hours per unit.

Exercise

- 1 In Routing Maintenance (14.13.1), set up the routing for the assembly of a wheel according to the above slide.

Routing Cost

QAD Proprietary

Use Routing Cost Roll-Up (14.13.13) to update the costs for items based on their routing (process) operations. This function can also update the Yield % field in the item planning data based on rolling up the percentages associated with each routing operation.

The system automatically posts labor, burden, and subcontract costs when you run Routing Cost Roll-Up.

See *User Guide: Manufacturing* and *User Guide: Financials B* for more information.

Exercise

- 1 In Routing Cost Roll-Up (14.13.13), enter the following:
 - Site: US-W-N
 - Cost Set: Standard
 - Item number: 30-10000-001
- 2 Run this function to total the labor hours and cost, and the burden cost.

Product Structure Cost

Product Structure Cost

Product Structure Cost Roll-Up

Site: US-W-N
 Cost Set: Standard Default GL Cost Set [STD / GL]
 Item Number: 30-10000-001 To: 30-10000-001
 Prod Line: To:
 Item Type: To:
 Group: To:

As of Date: 4/15/2009

Low Level Material: Set Cost Update Field for: All/Changed Only: All
 Low Level Labor:
 Low Level Burden:
 Low Level Overhead:
 Low Level Subcontract:
 Low Level Labor Time: Include Yield %:
 Low Level Setup Time:
 Print Audit Trail:

Output:
 Batch ID:

Item Number	Material	Labor	Burden	Overhead	Subcontract	Cost Total
30-10000-001	Old Cost	0.00	6.80	1.70	0.00	8.50
Wheel - 26 - Narrow 2	New Cost	37.80	6.80	1.70	3.78	50.08
High Tension-Extra Light	% Change	100,000+ %	0.0%	0.0%	100,000+ %	489.2%
	Amt Chg	37.80	0.00	0.00	3.78	41.58

Use Product Structure Cost Roll-Up (13.12.13) to calculate the total cost for manufactured items, and also lower-level run and setup times.

Purchased components have material and overhead costs; manufactured components also have labor, burden, and subcontract costs. Product Structure Cost Roll-Up uses these costs to calculate total cost by item, and lower-level run and setup times.

Note If a product structure is not fully rolled up, a manufacturing variance occurs in work orders. See *User Guide: Manufacturing* for more information.

Exercise

- 1 In Product Structure Cost Roll-Up (13.12.13), enter the following details:
 - Site: US-W-N
 - Item number: 30-10000-001
- 2 Run this function to:
 - a Obtain this level labor and burden cost from the item master.
 - b Perform the level-by-level computation for the costs of the five cost set categories.

Daybook

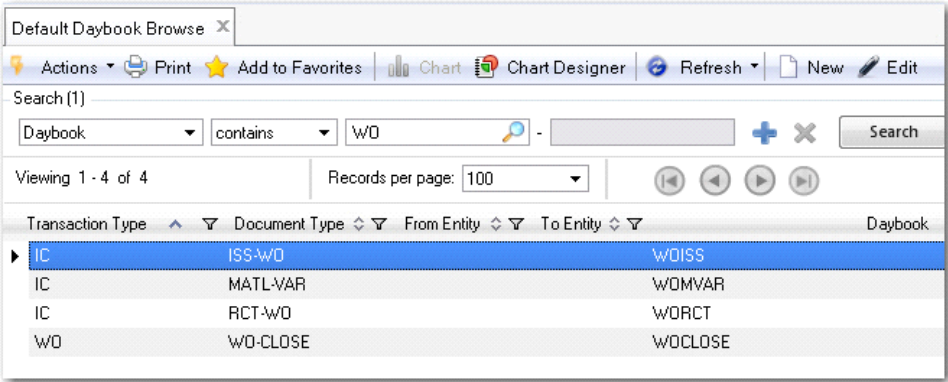
The screenshot shows the QAD Daybook interface. At the top, the QAD logo and tagline 'Our Passion. Your Advantage.' are visible. Below the logo, the word 'Daybook' is displayed in a large blue font. The main area contains a search window titled 'Daybook Browse for View'. This window includes a toolbar with options like 'Actions', 'Print', 'Add to Favorites', 'Chart', 'Chart Designer', 'Refresh', and 'Stored Searches'. Below the toolbar, there are search criteria fields: 'Daybook Code' (starts at 'WO'), 'Description', 'Active', and 'Daybook Type', each with a dropdown menu and a search button. Below the search criteria, it shows 'Viewing 1 - 4 of 4' records and 'Records per page: 100'. The main table displays the following data:

Daybook Code	Daybook Description	Type	Layer Type	Layer Code	Control	Active	Daybook.Ctl	Daybook Type
WOCLOSE	WO Close	Journal Entries	Official	Primary	Operational	yes	OPERATIONAL	JOURNALENTRY
WOISS	WO Issues	Journal Entries	Official	Primary	Operational	yes	OPERATIONAL	JOURNALENTRY
WOMVAR	WO Material Usage variance	Journal Entries	Official	Primary	Operational	yes	OPERATIONAL	JOURNALENTRY
WORCT	WO Receipts	Journal Entries	Official	Primary	Operational	yes	OPERATIONAL	JOURNALENTRY

At the bottom left of the screenshot, the text 'QAD Proprietary' is visible.

- 1 Make sure you are logged in to the entity US-WEST.
- 2 Validate the daybooks for WO processing in Daybook View (25.8.1.3):
 - WOCLOSE for WO close
 - WOISS for WO issues
 - WOMVAR for WO material usage variance
 - WORCT for WO receipts
- 3 If the daybooks do not exist, use Excel integration to upload them.
 - a In Daybook Excel Integration (25.8.1.5), upload the file WODaybook.xls.
 - b View the result of the upload in Daybook View (25.8.1.3).
 - c If needed, you can change the uploaded data in Daybook Modify (25.8.1.2).

Default Daybook



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Default Daybook

Default Daybook Browse

Actions Print Add to Favorites Chart Chart Designer Refresh New Edit

Search (1)

Daybook contains WO Search

Viewing 1 - 4 of 4 Records per page: 100

Transaction Type	Document Type	From Entity	To Entity	Daybook
IC	ISS-WO			WOISS
IC	MATL-VAR			WOMVAR
IC	RCT-WO			WORCT
WO	WO-CLOSE			WOCLOSE

QAD Proprietary

- 1 Validate the default daybooks for WO processing in Default Daybook Browse (25.8.5).
- 2 If the default daybooks do not exist, use CIM to upload the default daybook settings in the file WDefdb.cim.
- 3 After upload, you can verify the data in Default Daybook Browse (25.8.5).
You can also enter the data manually in Default Daybook Maintenance (25.8.4).

Chapter 8

Testing the Implementation

Overview



Testing the Implementation

- ▲ Test 1: Purchases and Sales
 - From PO to supplier invoice and receiver matching
 - From SO to customer invoice

- ▲ Test 2: Customers and Suppliers
 - Opening balance upload
 - Financial invoices and credit notes
 - Open item adjustment
 - Customer collections
 - Supplier payments

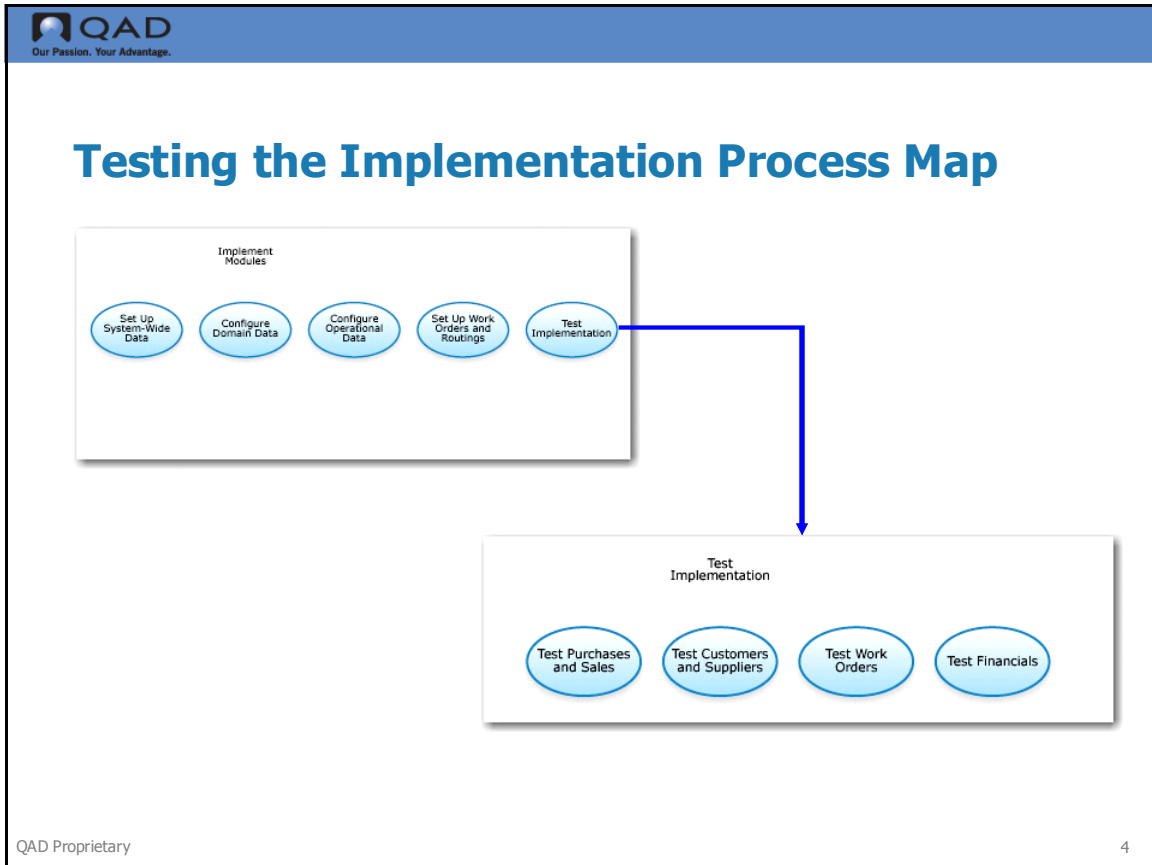


Testing the Implementation— Continued

- ▲ Test 3: Work Orders
 - Unplanned Receipts
 - Inventory Detail
 - WO Maintenance and release
 - WO Component Issue and Receipt
 - WO Accounting
 - Operational Transaction Post

- ▲ Test 4: Financials
 - Journal entries
 - Banking entries

Testing the Implementation Process Map



Test 1: Purchases and Sales

From PO to Supplier Invoice and Receiver Matching



From PO to Supplier Invoice and Receiver Matching

- ▲ Purchase Order Maintenance (5.7)
- ▲ Purchase Order Receipts (5.13.1)
- ▲ Unposted Transaction Register (25.13.14)
- ▲ Operational Transaction Post (25.13.7)
- ▲ Journal Entry View (25.13.1.3)
- ▲ Supplier Invoice Create (28.1.1.1)
- ▲ Supplier Invoice View (28.1.1.3)
- ▲ Receiver Matching Create (28.2.1)
- ▲ Supplier Invoice View (28.1.1.3)


QAD Proprietary

3

- 1 Log in to entity US-West.
- 2 Create a purchase order (PO) using the following details:
 - Code: PO-1
 - Supplier: S06000 Shangs Bikes
 - Ship-to/Bill-to/Site: US-W-N
 - Currency: USD
 - Tax: not taxable
 - Tax environment: No-Tax-US
 - Item: 80-10000-001 Home Trainer HT-001
 - Quantity: 100 EA
 - Unit price: 245 USD
- 3 Receive all 100 units for PO-1.
- 4 Check the Unposted Transaction Register.
- 5 Post the PO receipt using Operational Transaction Post.
- 6 Check the posting in Journal Entry View.
- 7 Create a supplier invoice using the following details:

- Supplier: S06000
 - Reference: inv T1
 - PO: PO-1
 - Invoice posting date: system date
 - Daybook: SINV
 - Invoice status code: 999
 - Taxable: Yes
 - Amount: 24500 USD
- 8 View the supplier invoice.
 - 9 Create the receiver matching for the above create supplier invoice and PO-1.
 - 10 View the matched supplier invoice in Supplier Invoice View.

From SO to Customer Invoice



From SO to Customer Invoice

- ▲ Sales Order Maintenance (7.1.1)
- ▲ Sales Order Shipments (7.9.15)
- ▲ Unposted Transaction Register (25.13.14)
- ▲ Operational Transaction Post (25.13.7)
- ▲ Journal Entry View (25.13.1.3)
- ▲ Preview Invoice Print (7.13.3)
- ▲ Invoice Post and Print (7.13.4)
- ▲ Customer Invoice View (27.1.1.3)

QAD Proprietary 4


- 1 Log in to entity US-West.
- 2 Create a sales order (SO) using the following details:
 - Code: SO-1
 - Customer (sold to/ bill to/ship to): CU9000 Explore
 - Currency: USD
 - Tax: not taxable
 - Tax environment: No-Tax-US
 - Item: 80-10000-001 Home Trainer HT-001
 - Quantity: 10 EA
 - Unit price: 500 USD
- 3 Ship all 10 units.
- 4 Check the Unposted Transaction Register.
- 5 Post the SO shipment using Operational Transaction Post.
- 6 Check the posting in Journal Entry View.
- 7 Preview the customer invoice.

- 8 Post and print the customer invoice.
- 9 Check the customer invoice in Customer Invoice View.



Test 2: Customers and Suppliers

Opening Balance Load




Opening Balance Upload

- ▲ Customer Opening Balance Create (27.1.10)
- ▲ Supplier Opening Balance Create (28.1.15)
- ▲ Customer Invoice View (27.1.1.3)
- ▲ Supplier Invoice View (28.1.1.3)

QAD Proprietary 5

- 1 Log in to entity US-West.
- 2 Load customer open items using Customer Opening Balance Create (27.1.10).
 - Use file `cusopbal.xls`.
 - Transfer GL account: 1670
 - GL period: use the previous GL period to the system date.
- 3 Load customer open items using Supplier Opening Balance Create (28.1.15).
 - Use file `supopbal.xls`.
 - Transfer GL account: 1670
 - GL period: use the previous GL period to the system date.
- 4 View the uploaded data in Customer Invoice View (27.1.1.3) and Supplier Invoice View (28.1.1.3).

Financial Invoices and Credit Notes



Financial Invoices and Credit Notes: Customers

- ▲ Customer Invoice Create (27.1.1.1)
- ▲ Customer Invoice View (27.1.1.3)


QAD Proprietary 6

Customers

- 1 Log in to entity US-West.
- 2 Create a customer invoice using the following details:
 - Customer: CU3000 Mountain Travel
 - Reference: Fin inv1
 - Posting/invoice date: system date
 - Daybook: CIHO
 - Invoice status code: C-OK
 - Amount: 850 USD
 - Not taxable
 - Sales GL account: 4000
- 3 Check the customer invoice in Customer Invoice View (27.1.1.3).
- 4 Create a customer credit note using the following details:
 - Customer: CU3000 Mountain Travel
 - Reference: Fin inv1
 - Posting/invoice date: system date

- Daybook: CCNHO
 - Invoice status code: C-OK
 - Amount: 250 USD
 - Not taxable
 - Sales GL account: 4000
- a** Link this customer credit note to the customer invoice created in Step 2.
- Adjustment daybook: CUSTADJ

Suppliers



Financial Invoices and Credit Notes: Suppliers


- ▲ Supplier Invoice Create (28.1.1.1)
- ▲ Supplier Invoice View (28.1.1.3)

QAD Proprietary 7

- 1 Log in to entity US-West.
- 2 Create a supplier invoice with the following details:
 - Supplier: S00500 2Wheels Magazine
 - Reference: Sup inv1
 - Posting/invoice date: system date
 - Daybook: SINV
 - Invoice Status Code: OK2PAY
 - Amount: 120 USD
 - Taxable
 - Purchase GL account/Sub-Account/ Cost Center: 7400 Gserv Mar
- 3 Check the supplier invoice in Supplier Invoice View (28.1.1.3).
- 4 Create a supplier credit note using the following details:
 - Supplier: S00500 2Wheels Magazine
 - Reference: CN for sup inv1
 - Posting/invoice date: system date
 - Daybook: SCN
 - Invoice Status Code: OK2PAY

- Amount: 120 USD
 - Taxable
 - Purchase GL account/Sub-Account/Cost Center: 7400 Gserv Mar
- a** Link this to the supplier invoice created in Step 2.
- Adjustment daybook: SUPADJ
- 5** Check the supplier invoice in Supplier Invoice View (28.1.1.3).

Open Item Adjustment




Open Item Adjustment

- ▲ Open Item Adjustment Create (25.13.5)
- ▲ Open Item Adjustment View (25.13.6)

QAD Proprietary 11

- 1 Log in to entity US-West.
- 2 Net open items in Open Item Adjustment Create (25.13.5).
 - a Customer CU8000: Riverside Bikes
 - An invoice with value: 30 USD (new balance = 0 USD)
 - An invoice with value: 825 USD (new balance = 600 USD)
 - A credit note with value: 255 USD (new balance = 0 USD)
 - b Supplier S05800: Sandwich Factory
 - An invoice with value: 200 USD (new balance = 0 USD)
 - A credit note with value: 150 USD (new balance = 0 USD)
 - Balance of 50 USD to B/S GL account 1670
 - c Business relation Tube City (validate in Business Relation Modify with netting field set to Yes)
 - Customer CU7500
 - An invoice with value: 105 USD (new balance = 0 USD)
 - Supplier S07500
 - An invoice with value: 245 USD (new balance = 140 USD)

Customer Collections



Open Item Adjustment


- ▲ Open Item Adjustment Create (25.13.5)
- ▲ Open Item Adjustment View (25.13.6)

QAD Proprietary 11

- 1 Log in to entity US-West.
- 2 Create a customer check with:
 - Customer: CU9000 Explore
 - Amount: 2000 USD
 - Reference: prepayment
 - Prepayment
 - Status: For collection
- 3 Create a customer check with:
 - Customer: CU9000 Explore
 - Amount: 3000 USD
 - Reference: CH for balance
 - Link this to open invoice for 3000 USD
 - Status: For collection
- 4 View the received and created customer checks in Customer Payment View.
- 5 Change the status of the checks to Paid in Customer Payment Mass Change.
- 6 View the received/created customer checks in Customer Payment View.

- 7 View the invoice and payment in Customer Activity Dashboard.
- 8 View the movements in the Customer Account Activity report.
- 9 View the open items in the Customer open item report.
- 10 View the postings generated by the customer collection activity in Journal Entry View.

Supplier Payments



Supplier Payments

- ▲ Supplier Payment Selection Create (28.9.4.1)
- ▲ Supplier Payment Selection Confirm (28.9.4.5)
- ▲ Supplier Payment Selection Detail Print (28.9.9.7)
- ▲ Supplier Check Print (28.9.9.3)
- ▲ Supplier Payment View (28.9.3.3)
- ▲ Supplier Activity Dashboard (28.18.1)

QAD Proprietary 10

- 1 Log in to entity US-West.
- 2 Create a supplier payment selection with the following details:
 - Code: SPS-1
 - Bank GL: 1100
 - Payment format: US-Check
 - Supplier: S06000 Shangs Bikes
 - Amount: 24500 USD
- 3 Confirm supplier payment selection SPS-1.
- 4 Print details of supplier payment selection SPS-1.
- 5 Print the supplier check for SPS-1.
- 6 View the created supplier payment (check) in Supplier Payment View.
- 7 View the invoice and the payment in Supplier Activity Dashboard.

Test 3: Work Orders

Work Orders



Work Orders

- ▲ Unplanned Receipts (3.9)
- ▲ Inventory Detail (3.3)
- ▲ WO Maintenance (16.1)
- ▲ WO Release (16.6)
- ▲ WO Browse (16.2)
- ▲ WO Component Issue (16.10)
- ▲ WO Receipt (16.11)
- ▲ WO Accounting Close (16.21)
- ▲ Unposted Transaction Register (25.13.14)
- ▲ Operational Transaction Post (25.13.7)

Unplanned Receipts

The screenshot displays the 'Receipts - Unplanned' window in QAD. The window contains the following information:

- Item Number:** 20-10000-001
- Description:** Spoke - L8 - HT 2
- Lot/Serial Control:** (blank)
- UM:** EA
- Quantity:** 1,000.0
- Unit of Measure:** EA
- Conversion:** 1.0000
- Site:** US-W-N
- Location:** 10
- Unit Cost:** 0.275
- Total Qty:** 1,000.0
- Total Cost:** 1,000.0
- Order:** (input field)
- Line:** 0
- Sales/Job:** (input field)
- Address:** (input field)
- Remarks:** (input field)
- Effective Date:** 4/15/2009
- Debit Account:** (input field)
- Credit Account:** 6600
- MECH:** (input field)
- Purchases:** (input field)

QAD Proprietary 16

- 1 In Unplanned Receipts (3.9), receive the following material so that you have components in inventory to run the WO processing testing:

Item Number	Item Description	Quantity
20-10000-001	Spoke	1000
20-11000-001	Nipple	1000
20-20000-001	Rim	20
20-30000-001	Hub	20

Inventory Detail

Inventory Detail by Site Browse

Actions Print Add to Favorites Chart Chart Designer Refresh New Edit

Search (1)

Item Number contains 20 Search Clear All

Viewing 1 - 4 of 4 Records per page: 100

Site	Item Number	Quantity On Hand	Location	Lot/Serial	Reference	Status	Date Created	Expire Date	Total On Hand
US-W-N	20-10000-001	1,000.0	10			GOOD	04/15/2009		1,000.0
US-W-N	20-11000-001	1,000.0	10			GOOD	04/15/2009		1,000.0
US-W-N	20-20000-001	20.0	10			GOOD	04/15/2009		20.0
US-W-N	20-30000-001	20.0	10			GOOD	04/15/2009		20.0

QAD Proprietary 17

- 1 In Inventory Detail by Site Browse (3.3), validate that you have the quantities received in the previous step.

WO Maintenance

Work Order Maintenance

Go To Actions Copy Print Preview

Work Order: 400007 ID: 2280528

Item Number: 30-10000-001 Wheel - 26 - Narrow 2
 Type: High Tension-Extra Light
 Site: US-W-N

Quantity Ordered: 10.0 Order Date: 4/21/2009
 Quantity Completed: 0.0 Release Date: 4/21/2009
 Qty Rejected: 0.0 Due Date: 4/21/2009

Work Order Status: F Site: US-W-N
 Sales/Job: Routing Code:
 Supplier: BOM/Formula Code:
 Yield Percent: 100.00%

Remarks:
 Comments: Post variances at SFC:

Attributes

Assay Percentage: 0.00%
 Grade:
 Expire Date:
 Receipt Status: Active:
 Batch:
 Single Lot:
 Lot Number:

QAD Proprietary 18

1 In WO Maintenance (16.1), create a standard work order for the following:

- Item: 30-10000-001 Wheel
- Site: US-W-N
- Quantity: 10 wheels

Work Order Release

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WO Release

Work Order Release/Print X

Go To Actions Copy Print Preview

Work Order: 400007
ID: 2280528

Batch:

Print Picklist:
Print Routing:
Print Co/By-Products:

Deliver To:
Print Bar Code:
Operation:

Item Number: 30-10000-001
Wheel - 26 - Narrow 2

Release Date: 4/21/2009

Quantity Ordered: 10.0
Quantity Completed: 0.0

Work Order Due Date: 4/21/2009
Work Order Status: F


Sales/Job: Supplier:

Remarks:

Output:
Batch ID:

QAD Proprietary 19

- 1 In WO Release (16.6), release the WO for production.




04/21/09 08:05:07

Page: 1

WO Release

Work Order Release/Print
Work Order Release/Print - 4/2...



Work Order Release/Print

QMS US

Work Order Picklist

Work Order: 400007 Issue Date: 04/21/09
 ID: 2280528
 Batch: Rev: Work Order Due Date: 04/21/09
 Item Number: 30-10000-001 Wheel - 26 - Narrow 2 High Tension-Extra Light
 Remarks: Qty Ordered: 10.0 EA Sales/Job: Deliver To:

Item Number	Rev	Site Location	Lot/Serial Ref	Required Qty to Issue	UM	Issued
20-10000-001		US-W-N		360.0	EA	
Spoke - L8 - HT 2						
Long - High Tension 2						
	10			360.0	()
20-11000-001		US-W-N		360.0	EA	
Nipple - Brass - 15						
Brass Nipple gauge 15						
	10			360.0	()
20-20000-001		US-W-N		10.0	EA	
Rim-26 Narrow 2 - SS36						
StainlessSteel 36 spokes						
	10			10.0	()
20-30000-001		US-W-N		10.0	EA	
Hub-26 Narrow 2 - AA36						
Type AA, High Speed						
	10			10.0	()

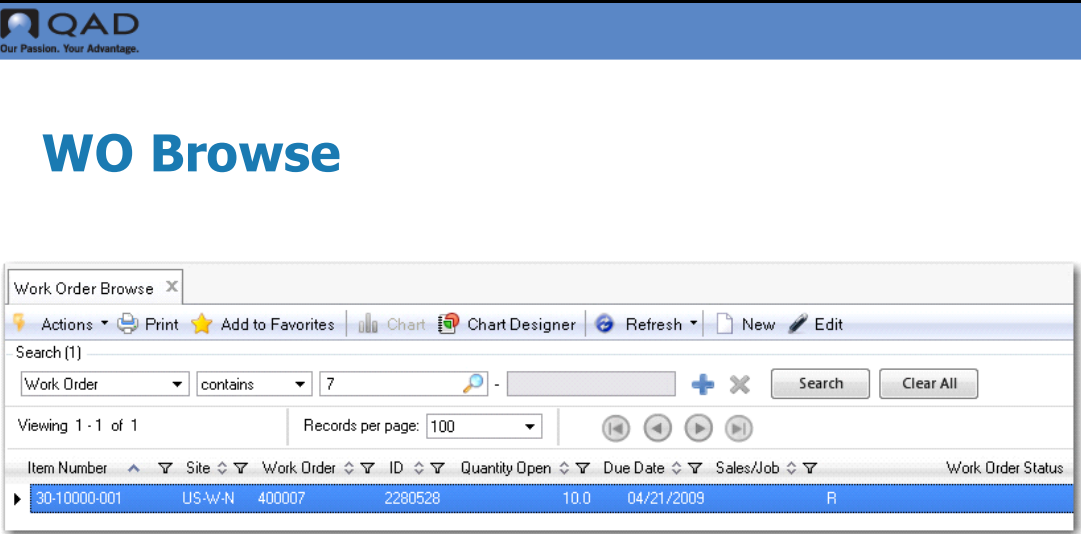
Work Order Routing

Work Order: 400007
 ID: 2280528
 Batch: Rev: Work Order Due Date: 04/21/09
 Item Number: 30-10000-001 Wheel - 26 - Narrow 2 High Tension-Extra Light
 Remarks: Qty Ordered: 10.0 EA Sales/Job: Deliver To:

Op	Work Center	Std Op	Tooling Supplier	Setup Time	Run Time	Actual	By
10	10000	10		0.0			()
	Wheel Assembly			1.7			()
	Wheel Assembly						()

20

WO Browse



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WO Browse

Work Order Browse X

Actions Print Add to Favorites Chart Chart Designer Refresh New Edit

Search (1)

Work Order contains 7 Search Clear All


Viewing 1 - 1 of 1 Records per page: 100

Item Number	Site	Work Order	ID	Quantity Open	Due Date	Sales/Job	Work Order Status
30-10000-001	US-W-N	400007	2280528	10.0	04/21/2009	R	R

QAD Proprietary 21

- 1 In WO Browse (16.2), validate that the WO has been released for production. The WO status must be “R” (Released).

WO Component Issue


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WO Component Issue

Work Order Component Issue X
Go To Actions Copy Print Preview

Work Order: 400007	ID: 2280528	Op:	Effective: 4/21/2009
Item Number: 30-10000-001	WO Stat: R		Issue Alloc: <input type="checkbox"/>
Wheel - 26 - Narrow 2			Issue Picked: <input checked="" type="checkbox"/>

Item Number	Qty Open	Qty Alloc	Qty Picked	Qty to Iss	Qty B/O
20-10000-001	360.0	0.0	360.0	360.0	0.0
20-11000-001	360.0	0.0	360.0	360.0	0.0
20-20000-001	10.0	0.0	10.0	10.0	0.0
20-30000-001	10.0	0.0	10.0	10.0	0.0

Item Number: <input type="text"/>	Op: <input type="text"/>	Site:	Loc:
Description:	UM:	Lot/Serial:	Reference:
Substitute: <input type="checkbox"/>	Cancel B/O: <input type="checkbox"/>	Multi Entry: <input type="checkbox"/>	

QAD Proprietary
22

- 1 In WO Component Issue (16.10), issue WO materials to WIP.

WO Receipt

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WO Receipt

Work Order Receipt X

Go To Actions Copy Print Preview

Work Order: 400007 ID: 2280528 Effective: 4/21/2009

Remarks: Batch:

Item Number: 30-10000-001 Lot/Serial Control: UM: EA

Description: Wheel - 26 - Narrow 2 W/O Stat: R

Open Quantity: 10.0 Automatic Lot Numbers:

Quantity: 10.0 Site: US-W-N

UM: EA Location: 20

Conversion: 1.0000 Lot/Serial:

Scrapped Qty: 0.0 Reference:

UM: EA Multi Entry:

UM Conversion: 1.0000 Set Attributes:

Total Units: 10.0

Remarks:

Close:

QAD Proprietary 23

- 1 In WO Receipt (16.11), receive the 10 assembled wheels back in inventory.
- 2 Select the Close field to close the work order.

WO Accounting Close

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WO Accounting Close

Work Order Accounting Close
Work Order Accounting Close - ...

Work Order Accounting Close
QMS US

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Work Order	ID	Item Number	Site	Qty Ordered	Qty Completed	Qty Rejected	SO/Job	Project	Eff Date
400007	2280528	30-10000-001	US-W-N	10.0	10.0	0.0			04/21/09
Wheel - 26 - Narrow 2 High Tension-Extra Light									

Reference ID	Type	DR Acct	Sub-Acct CC	Description	Cr Acct	Sub-Acct CC	Description	Amount
W0090421000005	WO-CLOSE	1550	MECH	Inventory WIP	5120	Mech	Labor Absorbed	68.00
W0090421000006	WO-CLOSE	1550	MECH	Inventory WIP	5220	Mech	Burden Absorbed	17.00
	Method Change	6800	MECH	Method Variance	1550	MECH	Inventory WIP	0.00

Work Order Accounting Close
QMS US

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General Ledger Summary

Account	Sub-Acct CC	Project	Date	Eff Date	Debit Amount	Credit Amount	Consolidated Account Debit	Consolidated Account Credit
1550	MECH		04/21/09	04/21/09	85.00		85.00	
5120	Mech		04/21/09	04/21/09		68.00		68.00
5220	Mech		04/21/09	04/21/09		17.00		17.00
							85.00	85.00

QAD Proprietary
24

- 1 In WO Accounting Close (16.21), close WO accounting to absorb labor and burden and to recognize material variances (if any).

Unposted Transaction Register

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Unposted Transaction Register

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Reference ID	Entered Date	User ID	Line	Account	Project	Entity	Description	Amount	Cur	Daybook
IC090421000001	04/21/09	QAD	1	1500-MECH		US-WEST	RCT-UNP	275.00	USD	RCT-UNP
			2	6600-MECH		US-WEST	RCT-UNP	-275.00	USD	RCT-UNP
								0.00	USD	
IC090421000002	04/21/09	QAD	1	1500-MECH		US-WEST	RCT-UNP	55.00	USD	RCT-UNP
			2	6600-MECH		US-WEST	RCT-UNP	-55.00	USD	RCT-UNP
								0.00	USD	
IC090421000003	04/21/09	QAD	1	1500-MECH		US-WEST	RCT-UNP	165.00	USD	RCT-UNP
			2	6600-MECH		US-WEST	RCT-UNP	-165.00	USD	RCT-UNP
								0.00	USD	
IC090421000004	04/21/09	QAD	1	1500-MECH		US-WEST	RCT-UNP	429.00	USD	RCT-UNP
			2	6600-MECH		US-WEST	RCT-UNP	-429.00	USD	RCT-UNP
								0.00	USD	

QAD Proprietary 25

- 1 In Unposted Transaction Register (25.13.14), produce a report with the unposted transactions generated by the WO processing flow.
- 2 Validate the postings as follows:
 - Unplanned receipts:
 - Spokes: $1000 \times 0.275 = 275.00$
 - Nipples: $1000 \times 0.055 = 55.00$
 - Rims: $20 \times 8.25 = 165.00$
 - Hubs: $20 \times 21.45 = 429.00$

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Unposted Transaction Register

Unposted Transaction Register X Unposted Transaction Register. X

IC090421000011	04/21/09	QAD	1	1550-MECH		US-WEST	ISS-WO 400007		99.00	USD	WOISS
	04/21/09		2	1500-MECH		US-WEST	ISS-WO 400007		-99.00	USD	WOISS

									0.00	USD	

Unposted Transaction Register 04/21/09 08:11:06

QMS US **Page: 2**

Reference ID	Date	Entered	User ID	Line	Account	Project	Entity	Description	Amount	Cur	Daybook
IC090421000012	04/21/09	QAD	1	1550-MECH		US-WEST	ISS-WO 400007		19.80	USD	WOISS
	04/21/09		2	1500-MECH		US-WEST	ISS-WO 400007		-19.80	USD	WOISS

									0.00	USD	
IC090421000013	04/21/09	QAD	1	1550-MECH		US-WEST	ISS-WO 400007		82.50	USD	WOISS
	04/21/09		2	1500-MECH		US-WEST	ISS-WO 400007		-82.50	USD	WOISS

									0.00	USD	
IC090421000014	04/21/09	QAD	1	1550-MECH		US-WEST	ISS-WO 400007		214.50	USD	WOISS
	04/21/09		2	1500-MECH		US-WEST	ISS-WO 400007		-214.50	USD	WOISS

									0.00	USD	
IC090421000015	04/21/09	QAD	1	1500-MECH		US-WEST	RCT-WO 400007		500.80	USD	WORCT
	04/21/09		2	1550-MECH		US-WEST	RCT-WO 400007		-500.80	USD	WORCT

									0.00	USD	
W0090421000001	04/21/09	QAD	1	1550-MECH		US-WEST	WO-CLOSE 141		68.00	USD	WOCLOSE
	04/21/09		2	5120-Mech		US-WEST	WO-CLOSE 141		-68.00	USD	WOCLOSE

									0.00	USD	
W0090421000002	04/21/09	QAD	1	1550-MECH		US-WEST	WO-CLOSE 141		17.00	USD	WOCLOSE
	04/21/09		2	5220-Mech		US-WEST	WO-CLOSE 141		-17.00	USD	WOCLOSE

									0.00	USD	

QAD Proprietary 26

WO Component Issue

- Spokes: $360 \times 0.275 = 99.00$
- Nipples: $360 \times 0.055 = 19.80$
- Rims: $10 \times 8.25 = 82.5$
- Hubs: $10 \times 21.45 = 214.50$

WO Receipt

Wheels: $10 \times 50.08 = 500.80$

WO Accounting Close

- Labor: $10 \times 0.17 \times 40 = 68.00$
- Burden: $10 \times 0.17 \times 10 = 17.00$

Operational Transaction Post

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Operational Transaction Post

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Reference ID	Entered Date	Eff Date	Line	Account	Project	Entity	Description	Amount	Cur	Daybook
IC090421000001	04/21/09 QAD	04/21/09 04/21/09	1	1500-MECH		US-WEST	RCT-UNP	275.00	USD	RCT-UNP
			2	6600-MECH		US-WEST	RCT-UNP	-275.00	USD	RCT-UNP

								0.00 USD		
IC090421000002	04/21/09 QAD	04/21/09 04/21/09	1	1500-MECH		US-WEST	RCT-UNP	55.00	USD	RCT-UNP
			2	6600-MECH		US-WEST	RCT-UNP	-55.00	USD	RCT-UNP

								0.00 USD		
IC090421000003	04/21/09 QAD	04/21/09 04/21/09	1	1500-MECH		US-WEST	RCT-UNP	165.00	USD	RCT-UNP
			2	6600-MECH		US-WEST	RCT-UNP	-165.00	USD	RCT-UNP

								0.00 USD		
IC090421000004	04/21/09 QAD	04/21/09 04/21/09	1	1500-MECH		US-WEST	RCT-UNP	429.00	USD	RCT-UNP
			2	6600-MECH		US-WEST	RCT-UNP	-429.00	USD	RCT-UNP

								0.00 USD		

W0090421000005	04/21/09 QAD	04/21/09 04/21/09	1	1550-MECH		US-WEST	WO-CLOSE 145	68.00	USD	WO-CLOSE
			2	5120-Mech-Mfg		US-WEST	WO-CLOSE 145	-68.00	USD	WO-CLOSE

								0.00 USD		
W0090421000006	04/21/09 QAD	04/21/09 04/21/09	1	1550-MECH		US-WEST	WO-CLOSE 145	17.00	USD	WO-CLOSE
			2	5220-Mech-Mfg		US-WEST	WO-CLOSE 145	-17.00	USD	WO-CLOSE

								0.00 USD		

QAD Proprietary
27

- 1 In Operational Transaction Post (25.13.7), post the transactions generated by the WO processing flow to the GL.
- 2 If corrections are needed, use Unposted GL Trans Correction (25.13.16).

Journal Entry View

The screenshot displays the QAD Journal Entry View interface. At the top, the QAD logo and tagline "Our Passion. Your Advantage." are visible. The main heading "Journal Entry View" is prominently displayed. Below this, there are two main panels. The upper panel, titled "Journal Entry Browse for View", contains a search bar with "Search (6)", a pagination indicator "Viewing 1 - 21 of 21", and a "Records per page" dropdown set to 100. It also features navigation buttons and a "Daybook Code" filter set to "WOISS (4 items)". A table lists four journal entries with columns for Year, GL Period, Posting Date, Voucher, Description, and Layer Code. The lower panel shows a detailed view of a selected entry with columns for GL Account, Sub-Account Code, Cost Center, Description, Trans Curr, TC Debit, and TC Credit. The selected entry shows a debit of 99.00 and a credit of 0.00.


Year	GL Period	Posting Date	Voucher	Description	Layer Code
2009	04	04/21/2009	000000005	ISS-WO 400007	Primary QAD
2009	04	04/21/2009	000000006	ISS-WO 400007	Primary QAD
2009	04	04/21/2009	000000007	ISS-WO 400007	Primary QAD
2009	04	04/21/2009	000000008	ISS-WO 400007	Primary QAD

GL Account	Sub-Account C	Cost Ce	Description	Trans Curr	TC Debit	TC Credit
1550	Mech		ISS-WO 400007	USD	99.00	0.00

- 1 In Journal Entry View (25.13.1.3), view the postings generated by the WO processing flow.

Test 4: Financials

Journal Entries




Journal Entries

- ▲ Journal Entry Create (25.13.1.1)
- ▲ Journal Entry View (25.13.1.3)

QAD Proprietary 11

- 1 Log in to entity US-West.
- 2 Create a journal entry with:
 - Daybook: JE
 - Posting date: system date
 - GL 7000 Travel 5000 USD DR
 - GL 7010 ICT 2500 USD DR
 - GL 7200 Repair & Maint 3500 USD DR
 - GL 2470 Accrual account 11000 USD CR
- 3 View the journal entry created in Step 2.

Journal Entry Templates



Journal Entry Templates


- ▲ Journal Entry Create (25.13.1.1)
- ▲ Journal Entry View (25.13.1.3)
- ▲ Journal Entry Modify (25.13.1.2)

QAD Proprietary 12

- 1 Log in to entity US-West.
- 2 Create a journal entry with:
 - Daybook: Template
 - Posting date: system date
 - Template code TPL-1 and flag save as template enabled/yes
 - GL 7000 Travel 5000 USD DR
 - GL 7010 ICT 2500 USD DR
 - GL 7200 Repair & Maint 3500 USD DR
 - GL 2470 Accrual account 11000 USD CR
- 3 Modify the above journal entry as follows:
 - Template code TPL-1 and flag save as template enabled/yes
 - GL 7000 Travel 4000 USD DR
 - GL 7010 ICT 2500 USD DR
 - GL 7200 Repair & Maint 3500 USD DR
 - GL 2470 Accrual account 10000 USD CR
- 4 Create a journal entry and use the template TPL-1 with:
 - Daybook: TRAJE

- Posting date: system date
- Total amount: 8 000 USD

Journal Entry Integration



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JE Excel Integration

- ▲ Journal Entry Excel Integration (25.13.1.6)
- ▲ Journal Entry View (25.13.1.3)

QAD Proprietary 13

- 1 Log in to entity US-West.
- 2 Use Excel integration to upload the following journal entries:
 - JE1.xls
 - JE2.xls
 - JE3.xls

Mass Layer Transfer




Mass Layer Transfer

- ▲ Mass Layer Transfer Execute (25.13.11)
- ▲ Journal Entry View (25.13.1.3)

QAD Proprietary 14

- 1 Log in to entity US-West.
- 2 Use Mass Layer Transfer Execute to transfer all postings in daybook TRAJE, posted during the system date GL period, to daybook JE.
- 3 View the transferred journal entries in Journal Entry View.

Banking Entries



Banking Entries

- ▲ Banking Entry Create (31.1.1)
- ▲ Banking Entry View (31.1.3)
- ▲ Banking Entry Allocate (31.1.5)

QAD Proprietary 15

In this section, you will create the entries by entering the bank statement lines by statement and saving them as unallocated bank statements.

- 1 Log in to entity US-West.
- 2 In Banking Entry Allocate, allocate each of the following statement lines and save it. Repeat this for each bank statement line.

Statement 1

- a Incoming amount 1 500 USD, prepayment customer CU2000 Big Bear
- b Outgoing amount 500 USD against GL 1670 petty cash funding.
- c Outgoing amount 50 USD against GL 7700 Bank charges.
- d Outgoing amount 100 USD against GL 2480 new open item “suspense BE-1”.

Statement 2

- a Incoming amount 100 USD against GL 2480 allocate to open item “suspense BE-1”.

