



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.

Benefits

- Greater understanding of functional set up
- Learn parameterization
- Improved familiarity with initial data load
- Understand complete process flow testing

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 be 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.

Virtual Environment Information

The hands-on exercises in this book should be used with the environment and workspace specified by your instructor.

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.

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

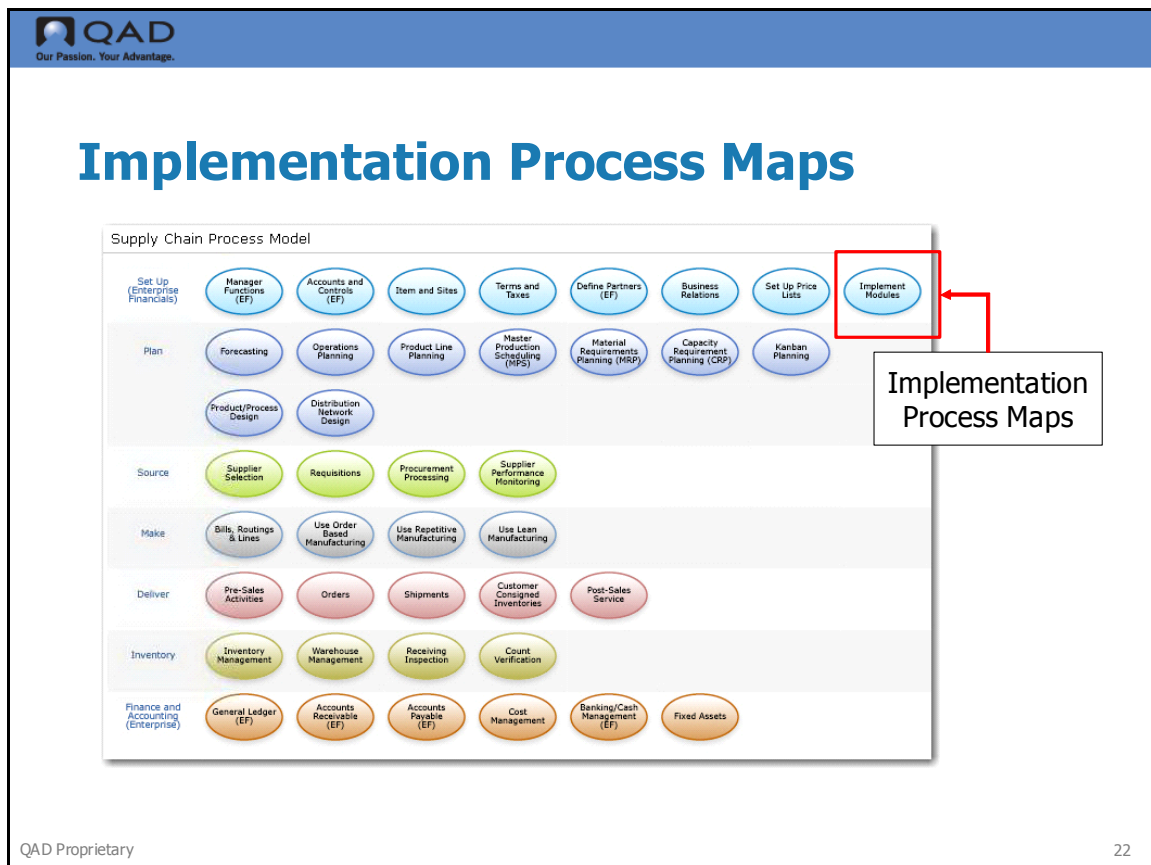
Training Material



Training Material

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

Implementation Process Maps

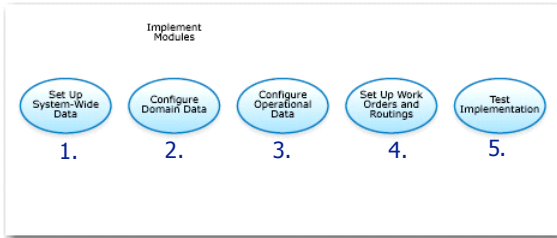


A set of implementation process maps complement this course, and maps each required implementation tasks. You can access the maps from the Supply Chain View in the application.



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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

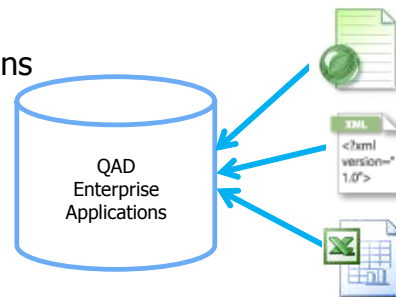
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Data Load



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



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#	A	B	C	D	E	F	G	H	I	J	K
1	 DATA DEFINITION PLANNING QAD Enterprise Financials										
	Steps	Extra QAD EF step	Working Party	QAD EF Description	QAD EF Menu	Field	Program	Mandatory / Optional	Pre-loaded	Load Method	Data Level
2											
24	B25.30		system Admin	View Maintenance			mbvwmt			M	SYSTEM
25	B25.35		system Admin	Multiple time zone mt	36.16.22.1		fstzomt			M	SYSTEM
26	C.		Finance / General	INITIAL SETUP (FINANCE)							
27	C02.	Yes	Finance	System settings							
28	C02.01	Yes	Finance	Invoice status code	36.1.11.1			M		M	SYSTEM
29	C02.05	Yes	Finance	Corporate group	36.1.4.2.1			O		M	SYSTEM
30	C02.10	Yes	Finance	Business relation	36.1.4.3.1			M		E	SYSTEM
31	C02.15	Yes	Finance	Shared Set	36.1.1.3.1			M		M	SYSTEM
32	C02.20	Yes	Finance	GL Layers	25.8.7.1			M		M	SYSTEM
33	C02.22	Yes	Finance	Budget Group	25.5.2.1			O		M	SYSTEM
34	C02.25	Yes	Finance	SAF Concepts	25.3.7.1.1			O		M	SYSTEM
35	C02.30	Yes	Finance	SAF Code	25.3.7.2.1			O		X	SYSTEM
36	C02.35	Yes	Finance	SAF Structure	25.3.7.4.1			O		M	SYSTEM
37	C02.40	Yes	Finance	Role	36.3.6.1			M		M	SYSTEM
38	C02.45	Yes	Finance	Role Permissions	36.3.6.5			M		M	SYSTEM
39	C02.50	Yes	Finance	GL Account UM	25.3.15.1			O		M	SYSTEM
40	C02.55	Yes	Finance	Cash Group	31.13.1			O		M	SYSTEM
41	C25.		Finance	Domain							
42	C25.05		system Admin	Domain Maint	36.1.1.1.1			M		M	SYSTEM
43	C01.		Finance	Currency / System Account Control							
44	C01.02		Finance	Entity	36.1.1.2.1			M		M	SYSTEM
45	C01.05		Finance	Rounding method	26.2.1			M	✓	M	SYSTEM
46	C01.18		Finance	Domain/Account Control	36.9.24		mgglpm	M		M	SYSTEM
47	C01.30		Finance	Currency code	26.1.1	cu_mstr	mccumt	M	1	X	SYSTEM
48	C01.33	Yes	Finance	Set Management currency	36.24.3.1			M	✓	M	SYSTEM
49	C01.34	Yes	Finance	Exchange Rate type	26.3.1			M	✓	M	SYSTEM
50	C01.35		Finance	EEC-country codes (for validation VAT-numbers)	36.2.13	vat_ccode	mgcodemt	O		C	SYSTEM
51	C01.40		Finance	Country code	36.1.3.1.1			M	1	X	SYSTEM
52	C01.45		Finance	Alternate Code	36.2.13	ctry_code1	mgcodemt	M		C	SYSTEM
53	C01.50		Finance	Country Code Data	2.14.1		adctrymt	M		C	SYSTEM
54	C01.55		Finance	State	36.2.13	ad_state	mgcodemt	O		C	SYSTEM
55	C01.60		Finance	County	36.2.13	ad_county	mgcodemt	O		C	SYSTEM
56	C01.65		Finance	City	36.2.13	ad_city	mgcodemt	O		C	SYSTEM

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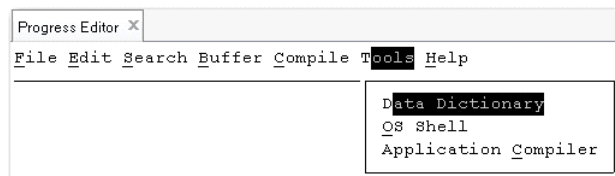
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CIM Load



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)



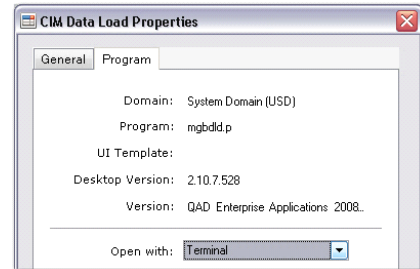
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See *User Guide: QAD System Administration* for more information on the CIM interface.

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



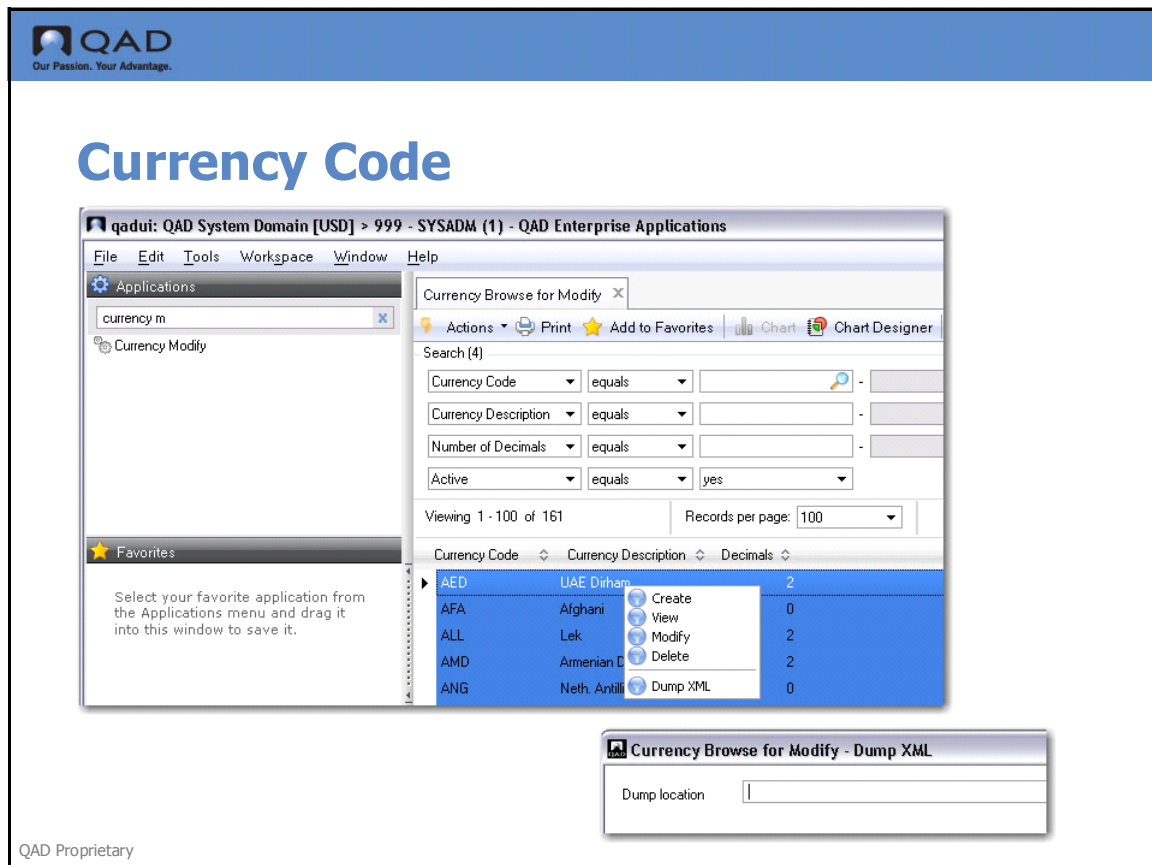
XML Daemon Functions

- ▲ 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



- 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>44073</tcObjectIdentifier>
  </tContextInfo>
  <tCurrency>
    <Currency_ID>44073</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.



Sample XLS Files

1	Period	Year	Local Currency	Journal Code	Type	Seq	Description	G/L Code	tc Debit	tc Credit	Cost Centre
2	tPosting.Posting	tPosting.Postin	tPosting.toLocalCurre	tPosting.toJournalCo	tPosting.toLayerType	tPostingLine.Pos	tPostingLine.PostingLineText	tPostingLine.tc	tPostingLine.F	tPostingLine.Pos	tPostingLine.PostingLine
3		12	2007 EUR	JE	OfficialLayer		1 Accrual December 2007	19100		8000	
4							2 Accrual December 2007	40000			1600 Adm
5							3 Accrual December 2007	40100			1200 Adm
6							4 Accrual December 2007	42000			2000 Adm
7							5 Accrual December 2007	43000			3200 Adm
8											
9											
10											

Journal Entry XLS file

1	GL ID	Account	Description	GL Type	Proj Analysis	Cost Center Account	Sub-Account	Intercompany Account	Quantity	Balance Account	Base Curr	SAF
2	nGL GL ID	nGL GLCode	nGL GLDescription	nGL GLTypeCode	nGL GLIsProjectAccount	nGL GLIsCostCentreAccount	nGL GLIsDivisionAccount	nGL GLIsIntercoAccount	nGL GLIsQuantityAccount	nGL GLIsBalanceAccount	nGL GLIsLocalCurrency	nGL GLIsSafAccount
3	50922	13300	Sales Tax Abs CN Acct	VAT	FALSE	FALSE	TRUE	FALSE	FALSE	TRUE	FALSE	FALSE
4	50941	40100	ICT Expense	STANDARD	TRUE	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
5	50942	40200	Car Expense	STANDARD	TRUE	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
6	50943	40300	Misc. Office Expense	STANDARD	TRUE	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
7	50944	40400	Fees	STANDARD	TRUE	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
8	50945	42000	Repair & Maintenance	STANDARD	TRUE	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
9	50946	43000	Housing Expense	STANDARD	TRUE	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
10	50947	44000	Marketing Expense	STANDARD	TRUE	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
11	50948	45000	Payroll Expense	STANDARD	TRUE	TRUE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
12	50949	50000	Other Fin. Expense	STANDARD	FALSE	FALSE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
13	50950	51000	Bank Charges	STANDARD	FALSE	FALSE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
14	50951	13400	AP Tax Retained	VAT	FALSE	FALSE	TRUE	FALSE	FALSE	TRUE	FALSE	FALSE
15	50952	52000	Miscel. Expense	STANDARD	FALSE	FALSE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
16	50953	53000	Other Revenue	STANDARD	FALSE	FALSE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
17	50954	54000	Other Fin. Revenue	STANDARD	FALSE	FALSE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
18	50955	55000	Miscel. Revenue	STANDARD	FALSE	FALSE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
19	50956	58000	Unrealized exchange gain	SYSTEM	FALSE	FALSE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
20	50957	58500	Realized exchange gain	SYSTEM	FALSE	FALSE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE
21	50958	59000	Rounding Differences	SYSTEM	FALSE	FALSE	FALSE	FALSE	FALSE	FALSE	FALSE	FALSE
22	50959	59900	Unrealized exchange loss	SYSTEM	FALSE	FALSE	TRUE	FALSE	FALSE	FALSE	FALSE	FALSE

GL Account XLS file

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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

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Business Relation Excel Integration

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Business Relation XLS Integration

The screenshot displays the 'Business Relation Excel Integr...' window. It features 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, EAN Code, and AV. The list includes entries for Rosy's Bike Shop, Riverside Bicycles, and Big Bear Bike Club.

Below the list, an Excel spreadsheet titled 'Microsoft Excel - Business relation.xls [Shared]' is shown. The spreadsheet contains the following data:

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

QAD Proprietary



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Business Relation Excel Integr...

Go To Actions Tools Print Preview

Attachments

Business Relation Code Business Relatio Second Name

Rosy's Bike Shop Rosy's Bike Shop

Address Address

North Brand Boulevard 433

Business Relation Code Business Relatio Second Name

Riverside Bicycles Riverside Bicycles

Address Address

East Colorado Boulevard 119

Business Relation Code Business Relatio Second Name

Big Bear Bike Club Big Bear Bike Clu

Address Address

Morningside Road 52

Search Name Intercompany Code Act Intercompany Internal Entity DR/CR Compensatio EAN Code AV

Riverside Bicycles Riverside Bicycles

Zip Code City County Code State Country Name Search Name

CA91105 Pasadena Los Angeles CA US Riverside Bicycles Riverside Bicycles

Search Name Intercompany Code Act Intercompany Internal Entity DR/CR Compensatio EAN Code AV

Big Bear Bike Club Big Bear Bike Clu

Zip Code City County Code State Country Name Search Name

CA92252 Joshua Tree San Bernardino CA US Big Bear Bike Clu Big Bear Bike Clu

Search Name Intercompany Code Act Intercompany Internal Entity DR/CR Compensatio EAN Code AV

Rosy's Bike Shop Rosy's Bike Shop

Zip Code City County Code State Country Name Search Name

CA91203 Glendale CA US Rosy's Bike Shop Rosy's Bike Shop

Microsoft Excel - Business relation.xls [Shared]

File Edit View Insert Format Tools Data Window Help

Type a question for help

WV4 North Brand Boulevard 433

	B	W	X	Y	Z	AA	AB
1	Business Relation Code	Address	Address	Address	Zip Code	City	Name
2	tBusinessRelation.BusinessRelationCode	tAddress.AddressStreet1	tAddress.Address	tAddress.Address	tAddress.AddressZip	tAddress.AddressCity	tAddress.AddressName
3	Rosy's Bike Shop	North Brand Boulevard 433			CA91203	Glendale	Rosy's Bike Shop
4							
5							
6	Riverside Bicycles	East Colorado Boulevard 119			CA91105	Pasadena	Riverside Bicycles
7							
8							
9	Big Bear Bike Club	Morningside Road 52			CA92252	Joshua Tree	Big Bear Bike Club
10							
11							
12	Roxy	Carriage Hill Road 139			NY12474	Roxbury	Roxy
13							
14		No.123, Big Ben Street			12747	New York	Roxy
15							
16							

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

QAD Proprietary

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Business Relation Excel Integr...

Go To Actions Tools Print Preview

Attachments

Business Relation Code Business Relatio Second Name
Rosy's Bike Shop Rosy's Bike Shop

Address Address
North Brand Boulevard 433

Business Relation Code Business Relatio Second Name Search Name Intercompany Code Act Intercompany Internal Entity
Riverside Bicycles Riverside Bicycles

Address Address Zip Code City County Code State US
East Colorado Boulevard 119 CA91105 Pasadena Los Angeles CA US

Business Relation Code Business Relatio Second Name Search Name Intercompany Code Act Intercompany Internal Entity
Big Bear Bike Club Big Bear Bike Clu

Address Address Zip Code City County Code State US
Morningside Road 52 CA92252 Joshua Tree San Bernardino CA US

Business Relation Code Business Relatio Second Name Search Name Intercompany Code Act Intercompany Internal Entity DR/CR Compensation EAN Code AV

Microsoft Excel - Business relation.xls [Shared]

File Edit View Insert Format Tools Data Window Help

W4 North Brand Boulevard 433

B	W	X	Y	Z	AA	AB
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

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

- Export to Excel
- Expand All
- Collapse All
- Delete a Row
- Columns...
- Reset to Initial Settings
- Print...
- Load Business Relations
- Export to Excel for Maintenance
- Import from Excel

Excel Hotlink for Budgets



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Excel Hotlink/Synchronization for Budgets

Budget Create

Go To Actions Tools Attach Print Preview

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	516,991.67	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

Microsoft Excel - Income statement budget.xls

File Edit View Insert Format Tools Data Window Help

Verdana 10

D7 513250

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				

QAD Proprietary

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Budget Create X

Go To Actions Tools Attach Print Preview

Excel Hotlink

Attachments

Budget Details

Budget Code: I/S 2009

Description: Income statement budget 2009

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	516,991.67	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

Microsoft Excel - income statement budget.xls

File Edit View Insert Format Tools Data Window Help

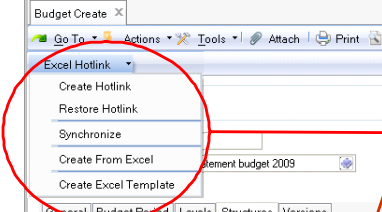
Verdana 10 B I U

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				

Total Actual 0.00

QAD

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



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

QAD Proprietary

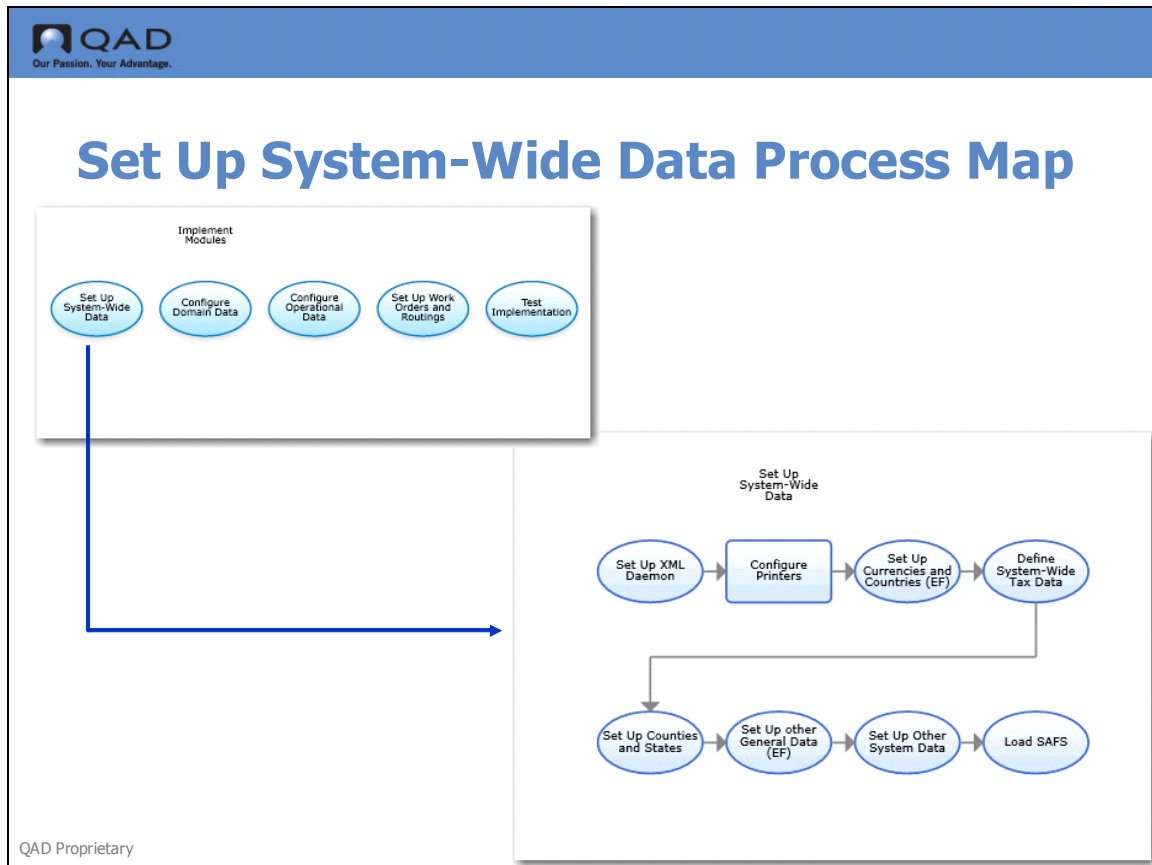


System-Wide Data Setup - Overview

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

QAD Proprietary

Exercises: 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.

Exercise: XML Daemon Setup

XML Daemon Configure

Attachments

Daemon Name: XmlDaemon

Instances: 1

Interval (Sec): 10

Keep Processed Items: ☒

Number Treated in One Run: 999,999

Login ID for this Daemon: mfg

Password for this Daemon:

Daemon Log File: /dr01/qadapps/qdt/envs/live/daemons/XMLDAEMON/logs/outputlog

Daemon Start Directory: /dr01/qadapps/qdt/envs/live/daemons/XMLDAEMON

OS Command String: <DaemonExecutable>

Appserver URL:

Input Directory for XML Files: /qad/daemon/xml_daemon

Action to be Performed: Save

Overrule XML Action: ☒

Overrule Originator Action: ☒

Running Processes: 1

Originators

Originator	Activity	Overrule XML
------------	----------	--------------

Save Close

QAD

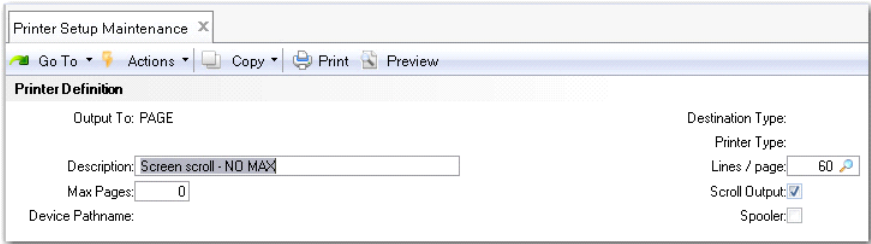
QAD Proprietary

- 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


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Printer Setup Maintenance



Printer Setup Maintenance x

Go To ▾ Actions ▾ Copy ▾ Print ▾ Preview ▾

Printer Definition

Output To: PAGE

Description: Screen scroll - NO MAX

Max Pages: 0

Device Pathname:

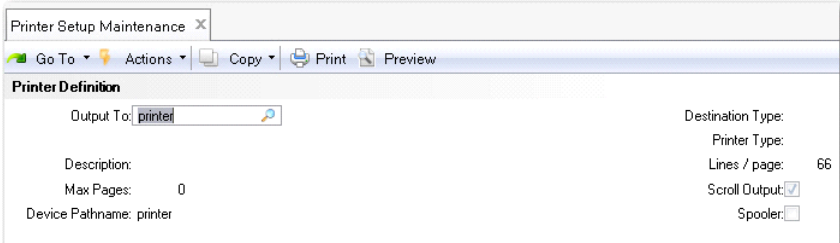
Destination Type:

Printer Type:

Lines / page: 60

Scroll Output: ☒

Spooler: ☐



Printer Setup Maintenance x

Go To ▾ Actions ▾ Copy ▾ Print ▾ Preview ▾

Printer Definition

Output To: printer

Description:

Max Pages: 0

Device Pathname: printer

Destination Type:

Printer Type:

Lines / page: 66

Scroll Output: ☒

Spooler: ☐

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

Exchange Rate Type Browse f... X

Actions Print Add to Favorites Chart Chart Designer Refresh

Search (3)

Exchange Rate Type equals

System-Owned equals yes

Active equals yes

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



Our Passion. Your Advantage.

Rounding Method

Rounding Method Browse for V...

Actions

Print

Add to Favorites

Chart

Chart Designer

Refresh

Stored Searches

Search (2)

Code equals

Description equals

Search

Viewing 1 - 3 of 3

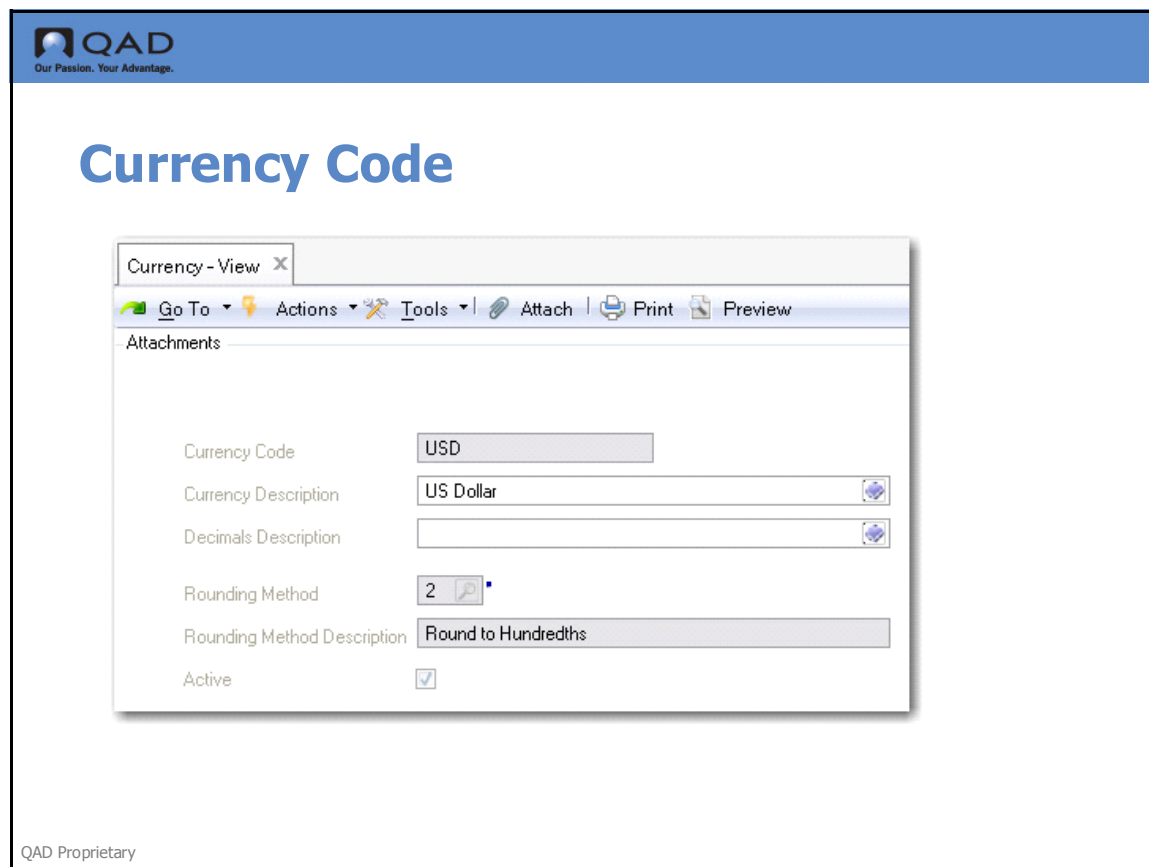
Records per page: 100

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



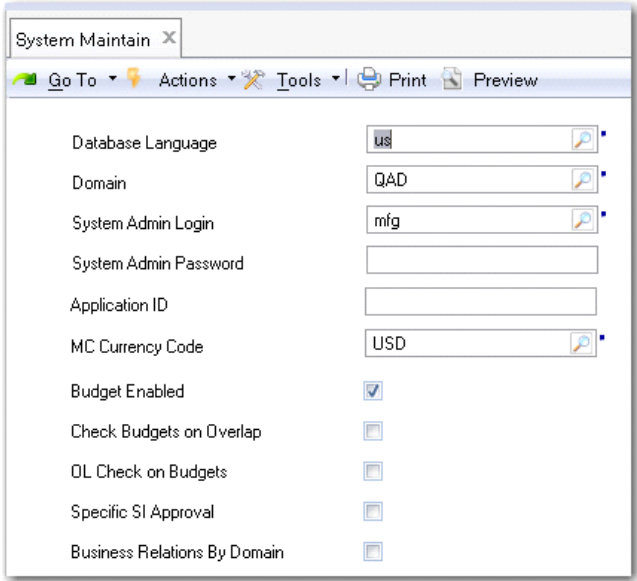
Use the XML load method to load the currency codes.

- 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

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Set Management Currency



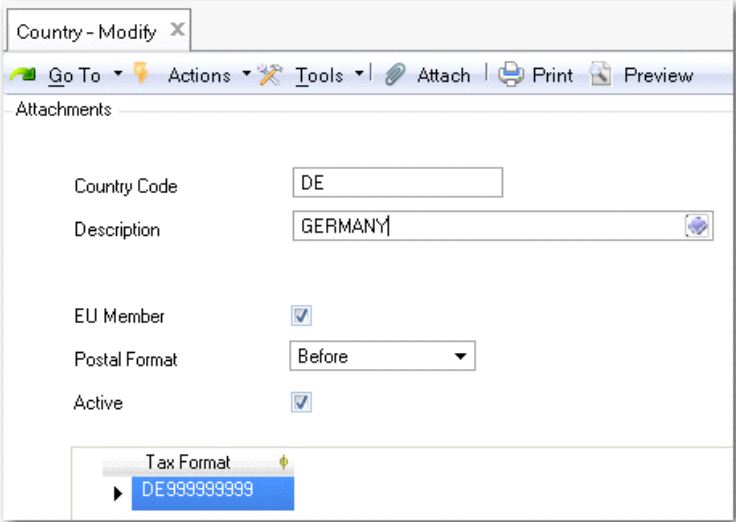
The screenshot shows the 'System Maintain' window with the following fields and values:

Field	Value
Database Language	us
Domain	QAD
System Admin Login	mfg
System Admin Password	
Application ID	
MC Currency Code	USD
Budget Enabled	☒
Check Budgets on Overlap	☐
OL Check on Budgets	☐
Specific SI Approval	☐
Business Relations By Domain	☐

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 has a title bar with the QAD logo and the text 'Our Passion. Your Advantage.'. Below the title bar is a menu bar with options: Go To, Actions, Tools, Attach, Print, and Preview. The main content area is titled 'Attachments' and contains the following fields:

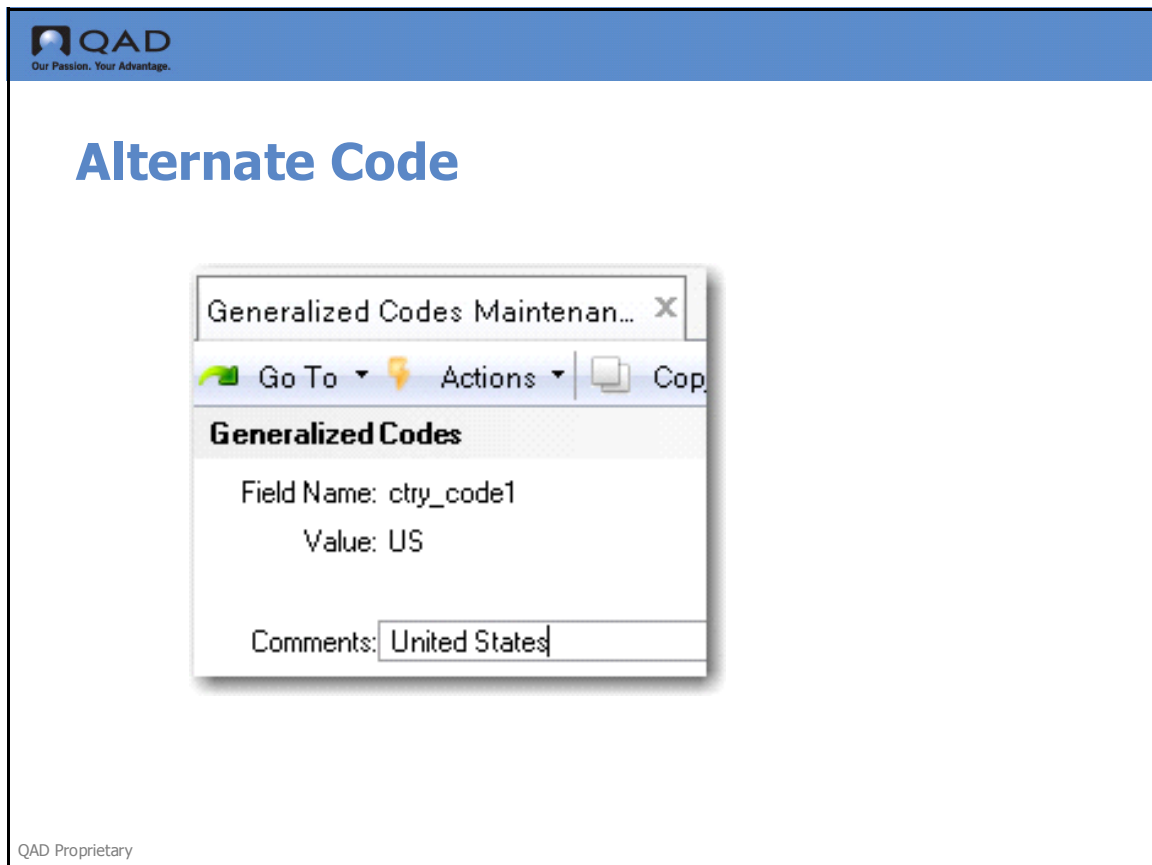
Country Code	DE
Description	GERMANY
EU Member	☒
Postal Format	Before
Active	☒
Tax Format	DE999999999

QAD Proprietary

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.

- 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

Country Code Data Maintenance

Go To Actions Copy

Country Code: US

Name: UNITED STATES

Active: ☒

Alternate Code: US

European Union Member: ☐

NAFTA Country: ☐

DEA Country: ☐

GATT Country: ☐

Country Group:

Country Type:

Comments: ☐

QAD Proprietary

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

- 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 - View

The screenshot shows the QAD State - View window. The window has a title bar with the QAD logo and the text "Our Passion. Your Advantage." Below the title bar is a menu bar with the following items: Go To, Actions, Tools, Attach, Print, and Preview. Below the menu bar is a section labeled "Attachments". Below the Attachments section is a form with the following fields:

State	AK
Description	Alaska
Active	☒

QAD Proprietary

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 - View

The screenshot shows the QAD software interface. At the top is a blue header with the QAD logo and the tagline "Our Passion. Your Advantage." Below the header, the word "County" is displayed in a large blue font. The main content area features a window titled "County - View" with a standard toolbar containing icons for "Go To", "Actions", "Tools", "Attach", "Print", and "Preview". Below the toolbar is an "Attachments" section. The main data area contains the following fields:

County Code	Champaign
Description	Champaign County
Active	☒

At the bottom left of the window, the text "QAD Proprietary" is visible.

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

Tax Zone

Tax Zone Maintenance

Go To Actions Copy Print Preview

TaxZone: DE

Description:

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.

- 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.

- 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).

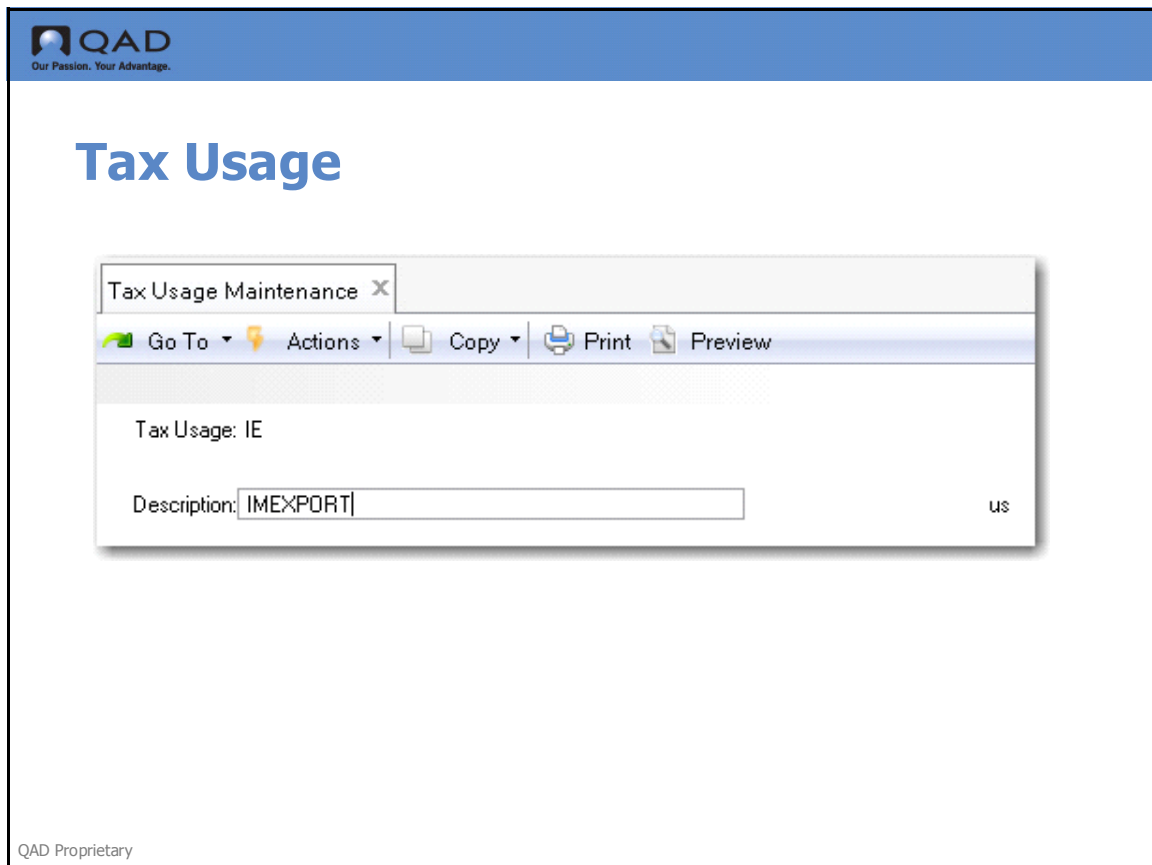
Tax Class

The screenshot shows the 'Tax Class Maintenance' window in the QAD system. The window has a title bar with the QAD logo and the text 'Our Passion. Your Advantage.'. Below the title bar is a menu bar with the following options: 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main content area displays 'Tax Class: TSC' and 'Description: TRAILER SERVICE CHARGE' with a currency code 'us'.

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

- 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

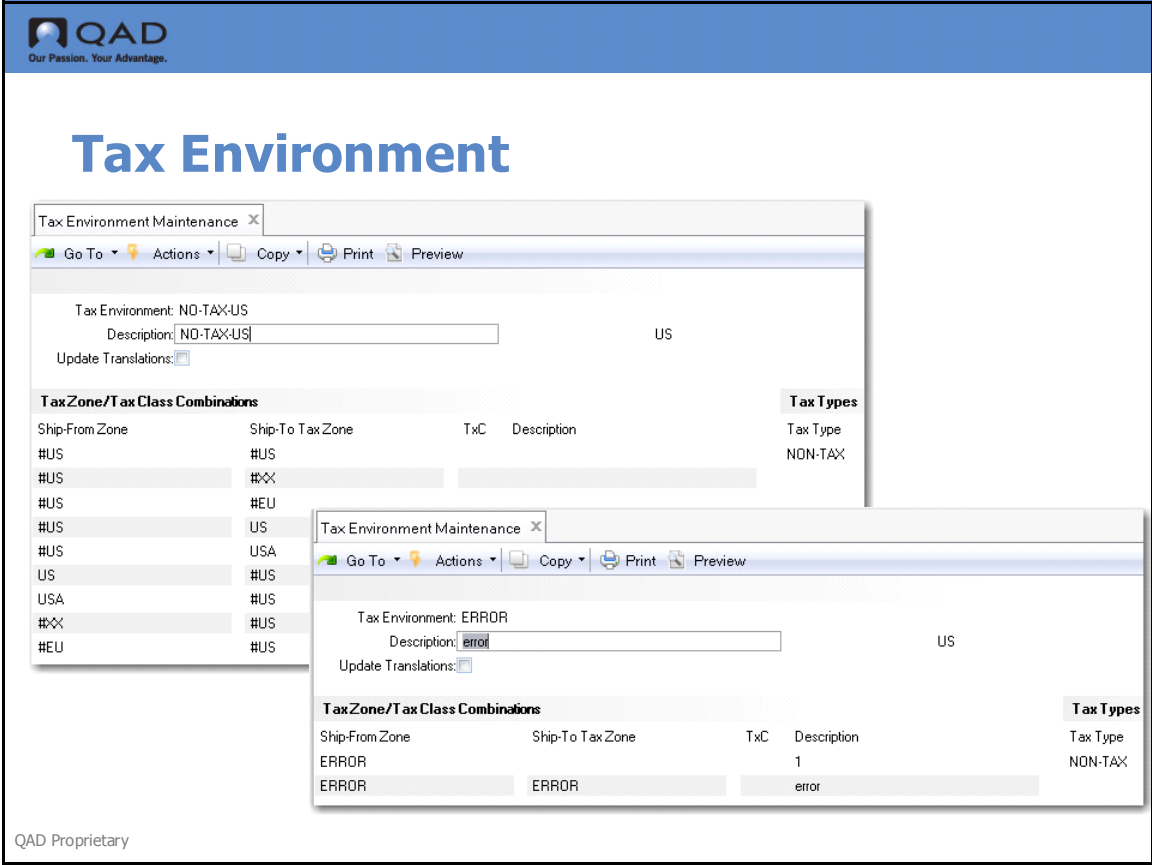


The screenshot shows the QAD Tax Usage Maintenance window. The window has a title bar with the QAD logo and the text "QAD Our Passion. Your Advantage." Below the title bar is a menu bar with "Go To", "Actions", "Copy", "Print", and "Preview". The main area of the window displays "Tax Usage: IE" and a text field for "Description" containing the value "IMEXPORT". A currency symbol "US" is visible to the right of the text field. The bottom left corner of the window displays "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.

- 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.

- 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

Field	Description
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 has a blue header with the QAD logo and tagline 'Our Passion. Your Advantage.' Below the header, the title 'Invoice Status Code' is prominently displayed. The main area contains two side-by-side panels, each representing a different invoice status code configuration.

Left Panel (RM-HOLD):

- Invoice Status Code: RM-HOLD
- Description: Receiver Match - Not Matched Locked
- Lock Payment: ☒
- Invoice Approved: ☐
- Allocation Status: No Allocation
- Initial Status: ☐
- Receiver Matching: ☒
- Status After Match: RM-OK2PAY
- Do not Increment Reminder Count: ☐
- Active: ☒

Right Panel (RM-OK2PAY):

- Invoice Status Code: RM-OK2PAY
- Description: Receiver Match - Matched Approve Release
- Lock Payment: ☐
- Invoice Approved: ☒
- Allocation Status: Allocation
- Initial Status: ☐
- Receiver Matching: ☒
- Status After Match: (empty field)
- Do not Increment Reminder Count: ☐
- Active: ☒

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

- 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

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Credit Terms

Credit Terms - View

Attachments

Credit Terms Code: 30D
Description: 30 days after invoice date
Payment Type: Normal
Active: ☒

Normal | Discount | Staged

Period Type: Days
No of Periods: 30
Supplementary Days: 0
Min Due Days: 0

Base Date
Base Days
Grace Days
Terms Interest Percentage
Daily Overdue Int Percentage

Credit Terms - View

Attachments

Credit Terms Code: 30-60
Description: 2 staged 40%-60%
Payment Type: Staged
Active: ☒

Normal | Discount | Staged

Credit Terms	Percentage	Description
30D	40.00	30 days after invoi
60D	60.00	60days after invoi

Normal | Discount | Staged

Discount Percentage: 0.00
Period Type: Days
No of Periods: 0
Supplementary Days: 0

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 - Address Info

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
 Country Code: US | UNITED STATES
 Language Code: us | english (U.S.)
 Telephone:
 Fax:
 E-Mail:
 Internet:

Business Relation - Modify

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 Boulevard	US-WEST	US-WEST

Language Code: us
 Domain Restricted: ☐
 Internal Entity: ☒
 Intercompany Code: USWEST
 Intercompany: ☒
 Customer/Supplier Compensation Allowed: ☐

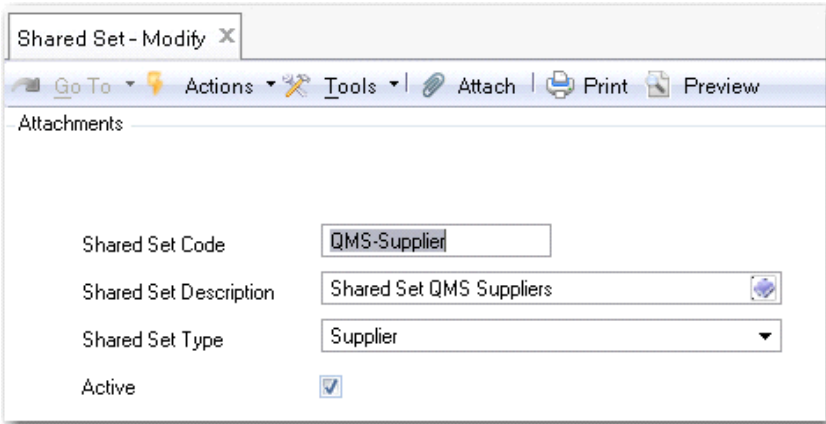
Tax Report: ☐
 Name Control: ☐
 Last Filing: ☐

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



The screenshot shows the QAD Shared Set Modify window. The window has a title bar "Shared Set - Modify" and a menu bar with "Go To", "Actions", "Tools", "Attach", "Print", and "Preview". Below the menu bar is an "Attachments" section. The main form contains the following fields:

Shared Set Code	QMS-Supplier
Shared Set Description	Shared Set QMS Suppliers
Shared Set Type	Supplier
Active	☒

QAD Proprietary

- 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

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GL Layer

Layer - Modify X

Go To Actions Tools Attach Print Preview

Attachments

Layer Code IFRS

Description IFRS adjustments

Layer Type Management

Active ☒

QAD Proprietary

- 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 Concept

SAF Concept - Modify

Go To Actions Tools Attach Print Preview

Attachments

SAF Concept Code Product Line

SAF Concept Description Product Line

System ☒

Active ☒

QAD Proprietary

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

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

SAF Structure - Modify

Go To Actions Tools Attach Print Preview

Attachments

Structure Code: Manufacturing

Description: Manufacturing

Active: ☒

Line	SAF Concept	Default SAF Value
1	Item Type	COMP
2	Product Line	PGM
3	Site	EMEA-NLS

QAD Proprietary

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

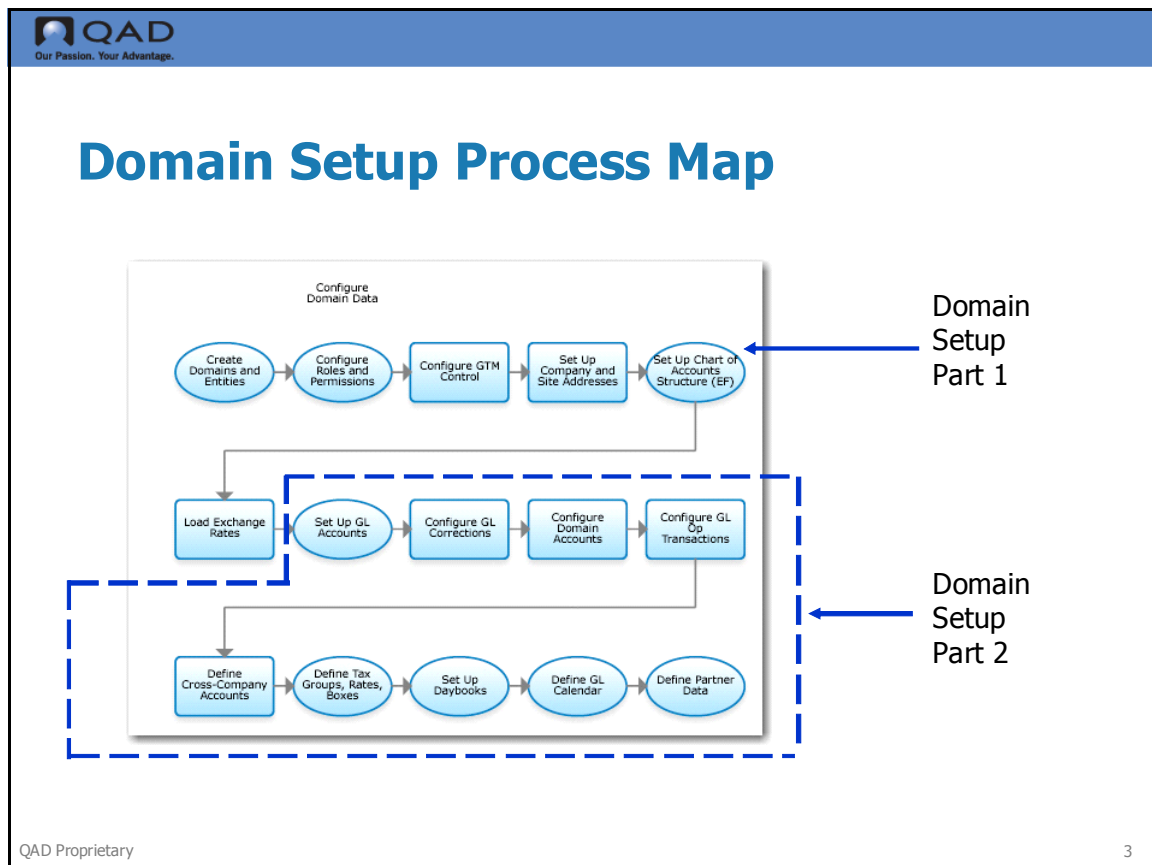
- ▲ Domain
- ▲ Entity
- ▲ Role
- ▲ Role Permissions
- ▲ Domain Modify
- ▲ Security
- ▲ GTM Control
- ▲ Company Address
- ▲ Site Address



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

Exercises: 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

Domain - Modify X

Go To Actions Tools Attach Print

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 ☐

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

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

QAD Proprietary 3

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

Field	Value
Domain:	QMSUS
Name:	QMS US-Demo
Search Name:	QMS US
Base Currency:	USD
Language Code:	us

Shared sets:

Field	Value
Supplier:	QMS Supplier
Customer:	QMS-Cust-US
Cost Center:	QMS-CostCenter
General Ledger:	QMS-GL-US
Subaccount:	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

Entity - Modify

Entity Code: US-WEST ☐ Active ☒

Entity Description: US-WEST Entity of QMS US Domain: QMSUS

Business Relation: US-WEST

Localization Code:

General | Shared Sets | Additional GL Numbering

Additional GL Numbering ☐

Reset Number Yearly ☒

Source Numbering Entity:

Check Budgets on Overlap ☐

Reverse P&L Revaluations ☒

Consolidation Entity ☐

Decimals for Qty: 2

Invoice Upper Limit: 0.00

Mirror Setup: None

Suspended Tax:

AP Exchange Tolerance %: 0.00

AR Exchange Tolerance %: 0.00

Delayed Tax:

QAD Proprietary 8

- 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

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Role

Role - Modify X

Go To Actions Tools Attach Print Preview

Attachments

Role Name

SuperUser

Role Description

SuperUser Role

Active

☒

QAD Proprietary 5

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:

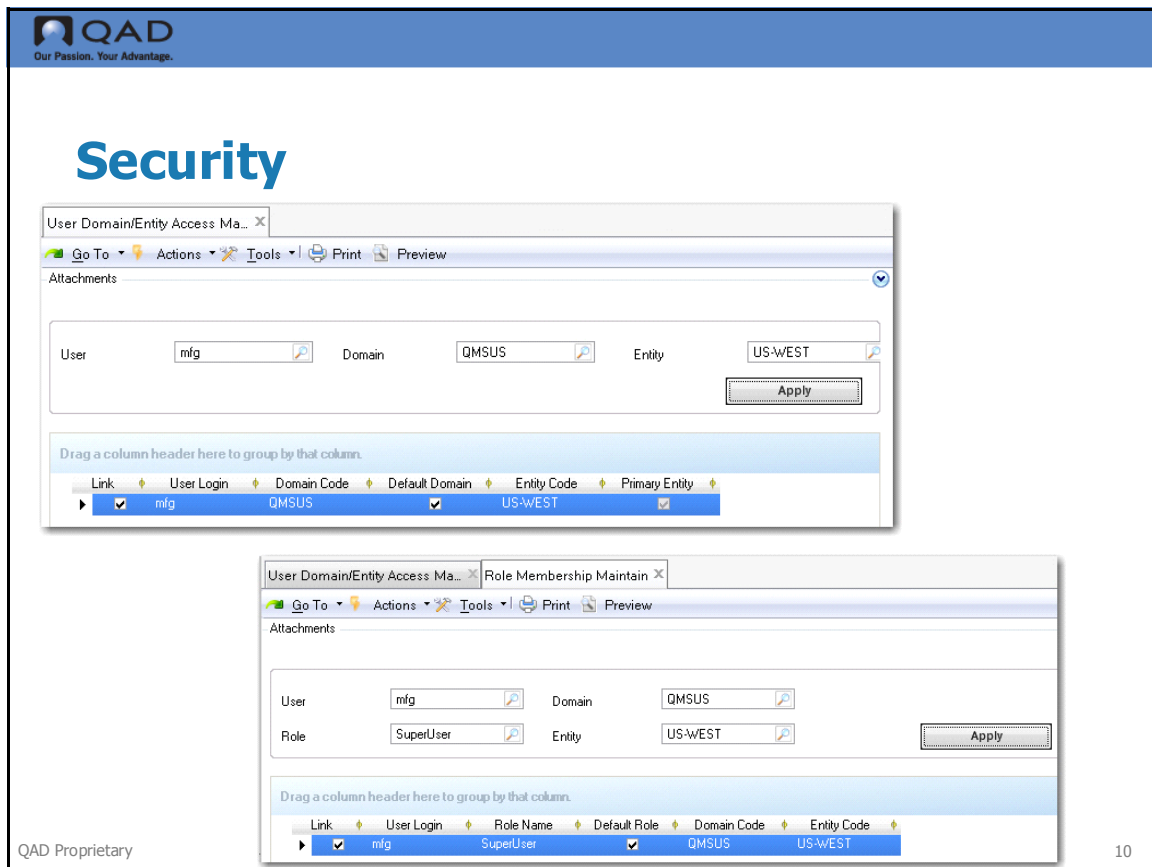
Role	Description
SuperUser	SuperUser Role
EmployeeNotify	Create of employee
CustomerNotify	Create of customer
SupplierNotify	Create of supplier
EndUserNotify	Create of enduser
qadadmin	QAD Admin
udesign	User Interface Design

Role Permissions

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.

- 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.

- 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

The screenshot shows the 'Global Tax Management Control' window in the QAD software. The window has a title bar with the QAD logo and the text 'Our Passion. Your Advantage.'. Below the title bar is a menu bar with 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main area contains a list of settings with checkboxes and text boxes. The settings are as follows:

Setting	Value
In City:	
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:	

At the bottom left of the window, it says 'QAD Proprietary'. At the bottom right, it says '10'.

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

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

Company Address

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Company Address

Company Address Maintenance

Go To Actions Copy Print Preview

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.

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

The screenshot shows the 'Company Address Maintenance' window in the QAD software. The window has a title bar with the QAD logo and the text 'Our Passion. Your Advantage.'. Below the title bar is a menu bar with 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main form contains the following fields:

Address: US-W-N		Business Relation: US-W-N	
Name: US-W-N			
Address: 100 Pike Street			
Address:			
Address:			
City: Seattle	State: WA	Post: 98101	Format: After
Country: UNITED STATES	US	County:	
Attention:	Attention:		
Telephone:	Telephone:		
Fax Number:	Fax Number:		

QAD Proprietary 13

- 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

Sub-Account Create

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

The screenshot shows the 'Profile - Modify' window in the QAD system. The window has a title bar with the QAD logo and the text 'Our Passion. Your Advantage.'. Below the title bar is a menu bar with 'Go To', 'Actions', 'Tools', 'Attach', 'Print', and 'Preview'. The main area is divided into sections: 'Attachments', 'Profile Code' (set to 'DefSubAct'), 'Description' (set to 'Default sub-account profile'), 'Profile Type' (set to 'Sub-Account Profile'), 'Shared Set Type' (set to 'Sub-Account Shared Set'), and 'Active' (checked). Below these fields is a table with three columns: 'Linked Object', 'Object Description', and 'Shared Set'. The table contains three rows of data.

Linked Object	Object Description	Shared Set
▶		DefaultSub-Accou
		DefaultDIVISION
Gserv	General Services	QMS-SubAccount

QAD Proprietary 17

- 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

Cost Center - Modify

Go To Actions Tools Attach Print Preview

Attachments

Cost Center: Adm

Description: Administration

Cost Center Administrator:

Budget Group:

Saf Set on Date:

Active: ☒

Retrieve SAF Structure from GL: ☐

SAF Structure Code:

Saf Set on by:

SAF Defaults

SAF Concept Code:

SAF Code:

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 has a title bar with 'Profile - Modify' and a close button. Below the title bar is a menu bar with 'Go To', 'Actions', 'Tools', 'Attach', 'Print', and 'Preview'. The main area is divided into sections: 'Attachments' (with a dropdown arrow), 'Profile Code' (text field with 'Adm'), 'Description' (text field with 'General Admin'), 'Profile Type' (dropdown menu with 'Cost Center Profile'), 'Shared Set Type' (text field with 'Cost Center Shared Set'), and 'Active' (checkbox checked). Below these fields is a table with three columns: 'Linked Object', 'Object Description', and 'Shared Set'. The table has three rows: the first row is highlighted in blue with 'Adm' in the first column, 'Administration' in the second, and 'DefaultCost Cente' in the third; the second row has 'Adm' in the first column, 'Administration' in the second, and 'DefaultCOSTCEN' in the third; the third row has 'Adm' in the first column, 'Administration' in the second, and 'QMS-CostCenter' in the third.

QAD
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Cost Center Profile

Profile - Modify X

Go To Actions Tools Attach Print Preview

Attachments

Profile Code: Adm

Description: General Admin

Profile Type: Cost Center Profile

Shared Set Type: Cost Center Shared Set

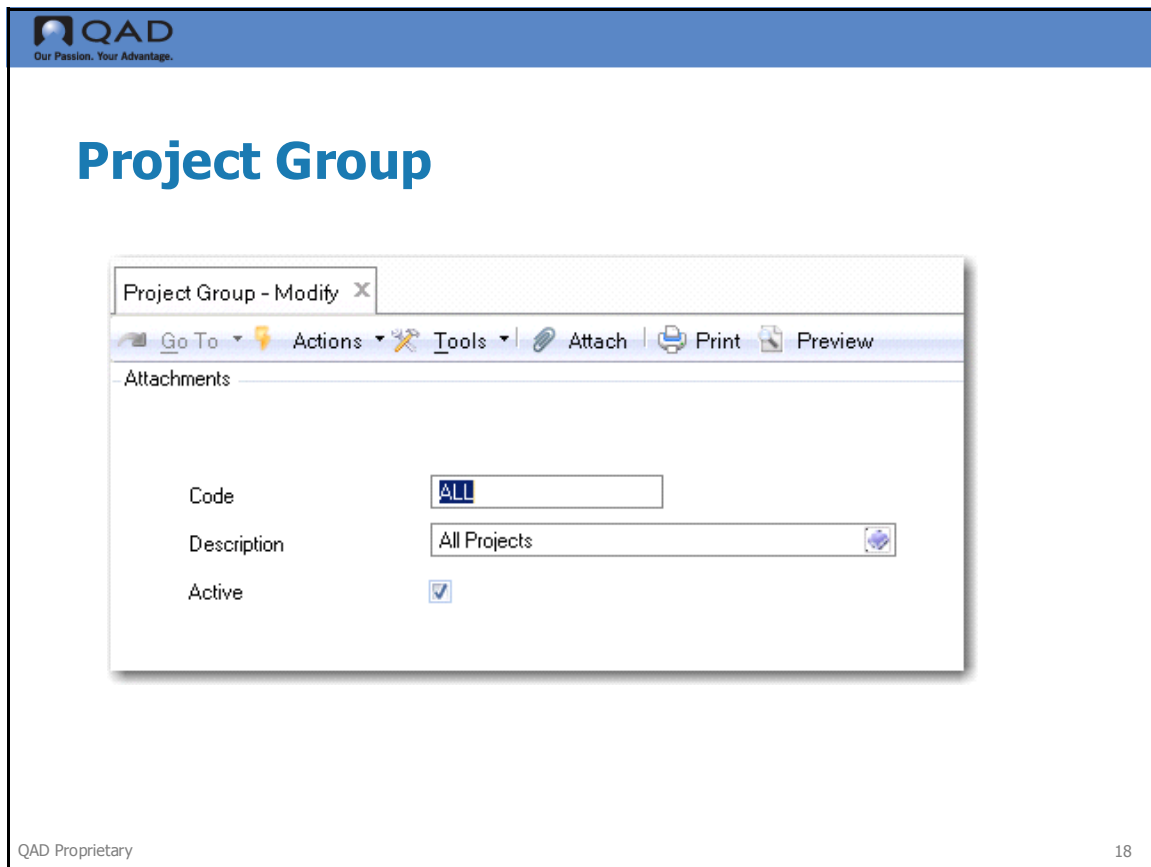
Active: ☒

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

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

The screenshot shows a web application window titled "Project Status - Modify". The window has a blue header bar with the QAD logo and the tagline "Our Passion. Your Advantage.". Below the header, the main content area has a large blue heading "Project Status". The form itself is titled "Project Status - Modify" and includes a toolbar with buttons for "Go To", "Actions", "Tools", "Attach", "Print", and "Preview". Below the toolbar is a section labeled "Attachments". The form contains four fields: "Status Code" with a text input containing "OPEN", "Description" with a text input containing "OPEN", "System Status" with a dropdown menu showing "Open", and "Active" with a checked checkbox.

QAD Proprietary 19

- 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

The screenshot shows the 'Project - Modify' window in QAD. The window has a title bar with 'Project - Modify' and a close button. Below the title bar is a menu bar with 'Go To', 'Actions', 'Tools', 'Attach', 'Print', and 'Preview'. The main area is divided into two tabs: 'General' and 'Defaults'. The 'Defaults' tab is currently selected. The 'Attachments' section is at the top. Below it, the 'Project' section contains fields for 'Project' (DEFAULT), 'Description' (Default for consolidation), 'Project Administrator', 'Saf Set on Date', 'Status Code' (INITIAL), 'Retrieve SAF Structure from GL', 'SAF Structure Code', and 'Saf Set on by'. The 'General' section contains fields for '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', and 'Date Revised'.

QAD Proprietary

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- 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

QAD
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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: ☒

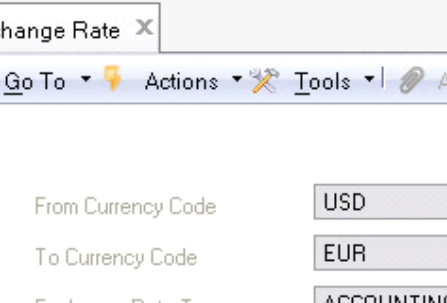
Linked Object	Object Description	Shared Set
FA Def	Fixed Assets Default	DefaultPROJECT

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



The screenshot shows a software window titled "Exchange Rate" with a close button (X). The window has a menu bar with "Go To", "Actions", "Tools", "Attach", and "Print". Below the menu bar, there are several input fields:

Field	Value
From Currency Code	USD
To Currency Code	EUR
Exchange Rate Type	ACCOUNTING
Valid From	01/01/2009
Exchange Rate	0.7400000000
Scale Factor	1.0000000

The "Exchange Rate" field is highlighted with a blue border.

- 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

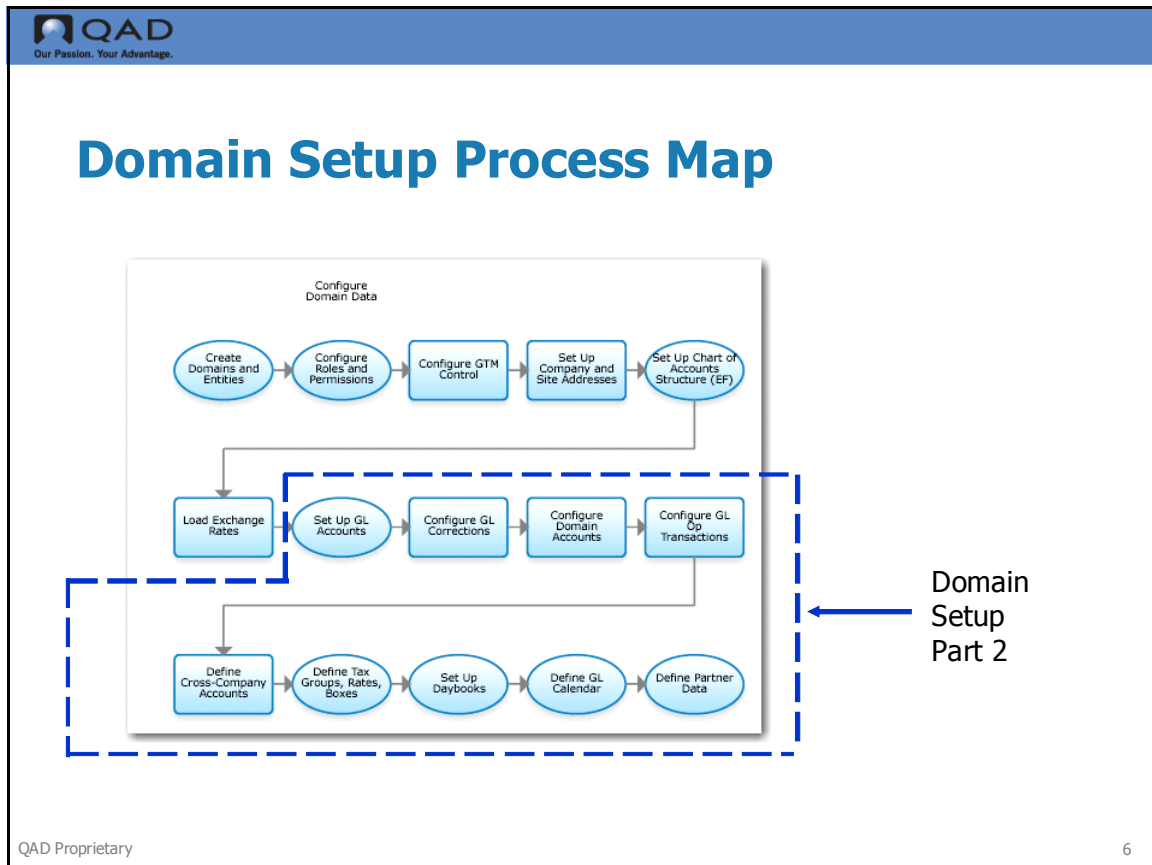
▲ Customer

- Customer type
- Customer
- Customer bank number
- Customer ship-to

▲ Supplier

- Supplier type
- Supplier
- Supplier bank number

Exercises: 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

The screenshot displays the 'GL Account - Modify' window in the QAD system. The window has a blue header with the QAD logo and tagline 'Our Passion. Your Advantage.' Below the header, the title 'GL Account' is prominently displayed. The main area is divided into several sections:

- GL Account - Modify X**: A tabbed interface with tabs for Posting, Currency, Analysis, Report Link, Banking, Cash, and Defaults. The 'Posting' tab is currently active.
- Attachments**: A section for managing account attachments.
- GL Account Fields**: Includes 'GL Account' (4000), 'Description' (Sales), 'GL Type' (Standard Account), and 'Active' (checked).
- Referenced Fields**: Includes 'Referenced' (checked), 'In Posting' (checked), 'System Type' (dropdown), 'Budget Group' (dropdown), 'Budget Enabled' (checked), and 'Category' (Income).
- Balance/P&L**: Includes 'Balance/P&L' (Profit and Loss Account), 'Debit/Credit' (Credit), 'Auto/Manual' (Manual), 'Intercompany Account' (checkbox), 'Fixed Intercompany' (checkbox), and 'Quantity' (checkbox).
- Analysis Tab (Highlighted)**: This tab is highlighted with a blue border. It contains fields for 'Analysis Type' (SAF), 'Analysis Limitation' (None), 'Default Cost Center' (dropdown), 'Default Project' (dropdown), 'SAF Structure Code' (Sales), 'Sub-Account' (checkbox), 'Default Sub-Account' (DefSubAct), 'GL Analysis Set On Date' (05/30/2007), 'GL Analysis Set on by' (mfg), 'GL Sub-Account Set On Date' (dropdown), and 'GL Sub-Account Set on by' (dropdown).

QAD Proprietary

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

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GL Account Profile

Profile - Modify X

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
4000	Sales	DefaultGL
80000	Sales	QMS-GL-US
		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

Propath:

Domain Code Page: ISO8859-1

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

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:

Field	Value
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 Correction Control

The screenshot displays the QAD GL Correction Control interface. At the top is the QAD logo with the tagline "Our Passion. Your Advantage." Below this is the main title "GL Correction Control". The interface is divided into four panels, each with a title bar and a list of transaction types with checkboxes.

GL Correction Control

- Go To: Sales Orders/Invoice
- Actions: GL Correction: ☒ GL Summarization: ☐

Inventory GL Correction

- Cost Adjustment: ☐ Transfer: ☐
- PO Receipt: ☐ Sales Order Shipment: ☐
- Receipt Unplanned: ☐ Issue Unplanned: ☐
- Return to Supplier: ☐ Return to Stock: ☐
- WO Issue/Receipt: ☐ Work Order Close: ☐
- WIP Adjustment: ☐ Inventory Adjustment: ☐
- DO Receipt: ☐ DO Shipment: ☐
- Supplier Consignment: ☐ Customer Consignment: ☐
- Consignment Transfer: ☐

Work Order GL Correction

- Labor: ☐ Downtime: ☐
- Cumulative WO Close: ☐ Subcontract: ☐
- Rework: ☐ WIP Adjustment: ☐
- Scrap: ☐ Expense: ☐

AP/AR Corrections

- Accounts Payable: ☒
- Accounts Receivable: ☒

QAD Proprietary 16

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.

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.

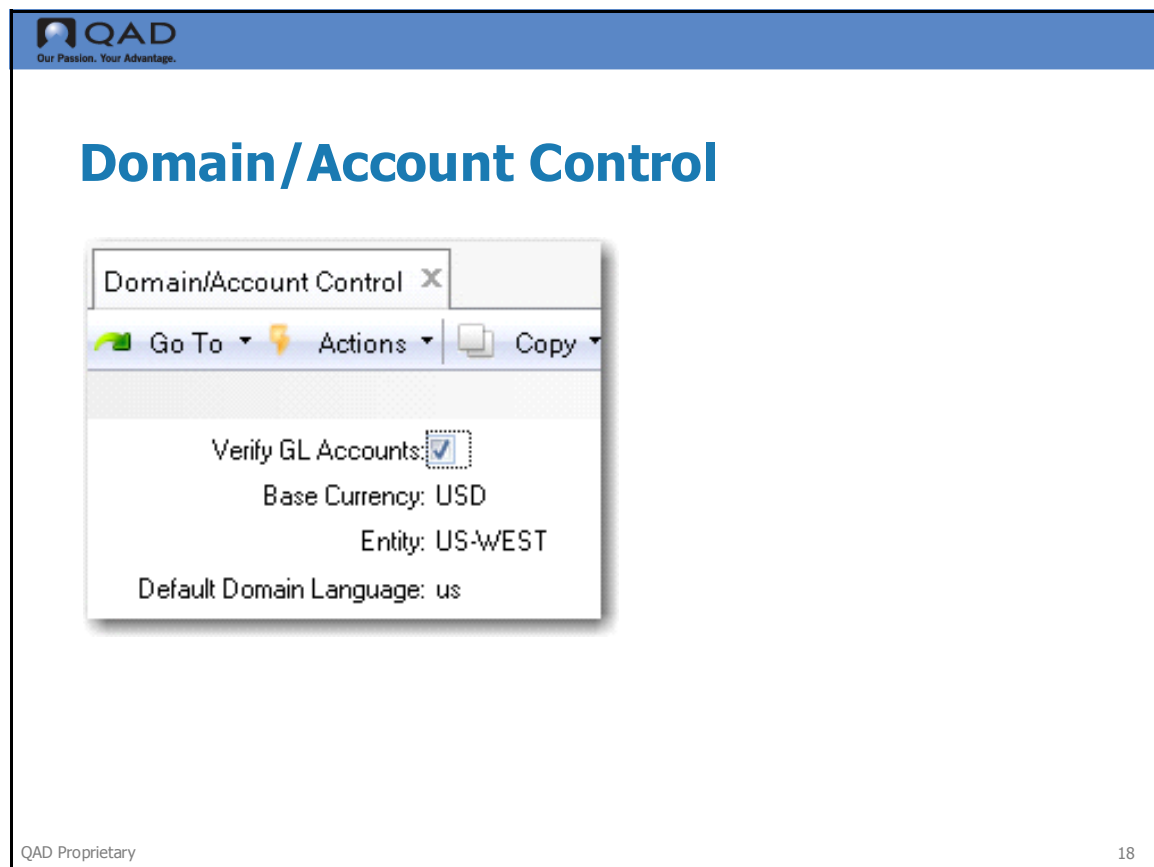
When this is Yes, correction type transactions are produced for invoices in two cases:

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.

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Domain/Account Control

Sales Accounts

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
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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.

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Domain/Account Control

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.

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Domain/Account Control

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.
Work in Process	The account entered here defaults to Product Line Maintenance (1.2.1). 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.

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	
Labor Rate Variance Acct:	5150		Cons	
Burden Usage Variance:	5240		Cons	
Burden Rate Variance:	5250		Cons	
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).

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		

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

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GL Op Transaction Control

GL Op Transaction Control

Go To Actions Copy Print Preview

GL Transaction Audit Trail:

GL Posting Batch Size:

Inventory Transaction Posted: ☐

Work Order Transaction Posted: ☐

Sales Order Transaction Posted: ☐

Fixed Assets Transaction Posted: ☐

QAD Proprietary 38

- 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 X

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

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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

Daybook - Modify

Go To Actions Tools Attach Print Preview

Attachments

Daybook Code JE

Description Default Journal Entry

Daybook Type Journal Entries

Layer Code Primary

Active ☒

Daybook Control Financial

QAD Proprietary 14

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

The screenshot shows the 'Profile - View' window in QAD. The window has a menu bar with 'Go To', 'Actions', 'Tools', 'Attach', 'Print', and 'Preview'. Below the menu bar is a section for 'Attachments'. The main area contains the following fields:

- Profile Code: BEUSD
- Description: Banking entries USD
- Profile Type: Banking Entry Daybook Profile
- Shared Set Type: Daybook Shared Set
- Active: ☒

Below these fields is a table with three columns: 'Linked Object', 'Object Description', and 'Shared Set'. The table contains one row of data:

Linked Object	Object Description	Shared Set
BEUSD	Banking Entries USD	QMS-DB-US

The bottom left corner of the window says 'QAD Proprietary' and the bottom right corner says '9'.

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 shows the QAD Default Daybook Maintenance window. The window has a title bar 'Default Daybook Maintenance' and a menu bar with 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main area contains the following fields:

- Transaction Type:
- Document Type:
- From Entity:
- To Entity:
- Daybook: [USSYSDB] (US system daybook)
- System Daybook

The bottom form shows the following fields:

- Transaction Type: IC (Inventory Control)
- Document Type: ISS-SO (Sales Order Shipment)
- From Entity:
- To Entity:
- Daybook: [ISS-SO] (SD shipments)

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

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Daybook Set

Daybook Set Maintenance

Go To Actions Copy Print Preview

Daybook Set: SLS Default sales daybook se

Active: ☒

Invoice Daybook: CINV Default Customer Invoices
 CN Daybook: CCN Default Customer Credit Notes
 Intercompany Daybook: JEIC Intercompany daybook JE

QAD Proprietary 11

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

Go To Actions Tools Attach Print

Attachments

GL Account: 1100

Description: Current bank account USD

GL Type: Bank Account

Active: ☒

In Posting: ☒

System Type:

Budget Group:

Budget Enabled: ☒ Category: Asset

Posting Currency Analysis Report Link Banking Cash Defaults

Base Currency Only ☒ Currency Code: USD

Entity Code	Default	Bank Format	Own Bank Number	Business Relation Code	Active
US-B	☒	XX	88888889		☒
US-D	☒	XX	454697884		☒
US-C	☒	XX	542334891		☒
USA-01	☒	XX	88436944		☒
US-WEST	☒	XX	12345678		☒

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 software interface. At the top, the QAD logo and tagline "Our Passion. Your Advantage." are visible. Below this, the title "Domain GL Period" is displayed in large blue font. On the left, a sidebar shows a tree view with "domain gl period c" and "Domain GL Period Create". The main window is titled "Domain GL Period Create". It contains a "New Year" field set to "2010". Under the "How to Create" section, there are two radio buttons: "Copy From GL Calendar Year" (selected) and "Create Manually". A dropdown menu next to "Copy From GL Calendar Year" shows "2009". At the bottom of this dialog are "Save" and "Cancel" buttons. To the right, a separate window titled "Domain GL Period Create" shows a table of GL periods for the year 2010. The table has columns: "GL Pd", "Start Date", "End Date", and "GL Period Type". The data rows show 12 periods, 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

QAD Proprietary 10

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 application. On the left, the 'Applications' pane shows 'Tax Period Create'. The main window is titled 'New Year' and contains a 'New Year' field set to '2010'. Below this, the 'How to Create' section has three radio buttons: 'Copy From GL Calendar Year' (selected), 'Copy From Tax Year' (with a dropdown set to '2009'), and 'Create Manually'. 'OK' and 'Cancel' buttons are at the bottom. To the right, the 'Tax Period Create' window shows a 'Tax Year' field set to '2010' and a table of tax periods.

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

The screenshot displays the QAD software interface for creating payment statuses. The main window is titled 'Payment Status'. Below the title bar, there are two sub-windows visible:

- Customer Payment Status Create:** This window contains the following fields:
 - Payment Instrument: Check
 - Status: For Collection
 - Bank GL Account: 1100
 - Daybook Code: ARPAY
 - Customer Payment Account: 1380
 - Default Value Days: 0
- Supplier Payment Status Create:** This window contains the following fields:
 - Payment Instrument: Electronic Transfer
 - Status: Paid
 - Bank GL Account: 1100
 - Daybook Code: ARPAY
 - Supplier Payment Account: 2080
 - Default Value Days: 0

At the bottom left of the interface, it says 'QAD Proprietary'. At the bottom right, the page number '13' is displayed.

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


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Payment Format

Payment Format Maintenance x

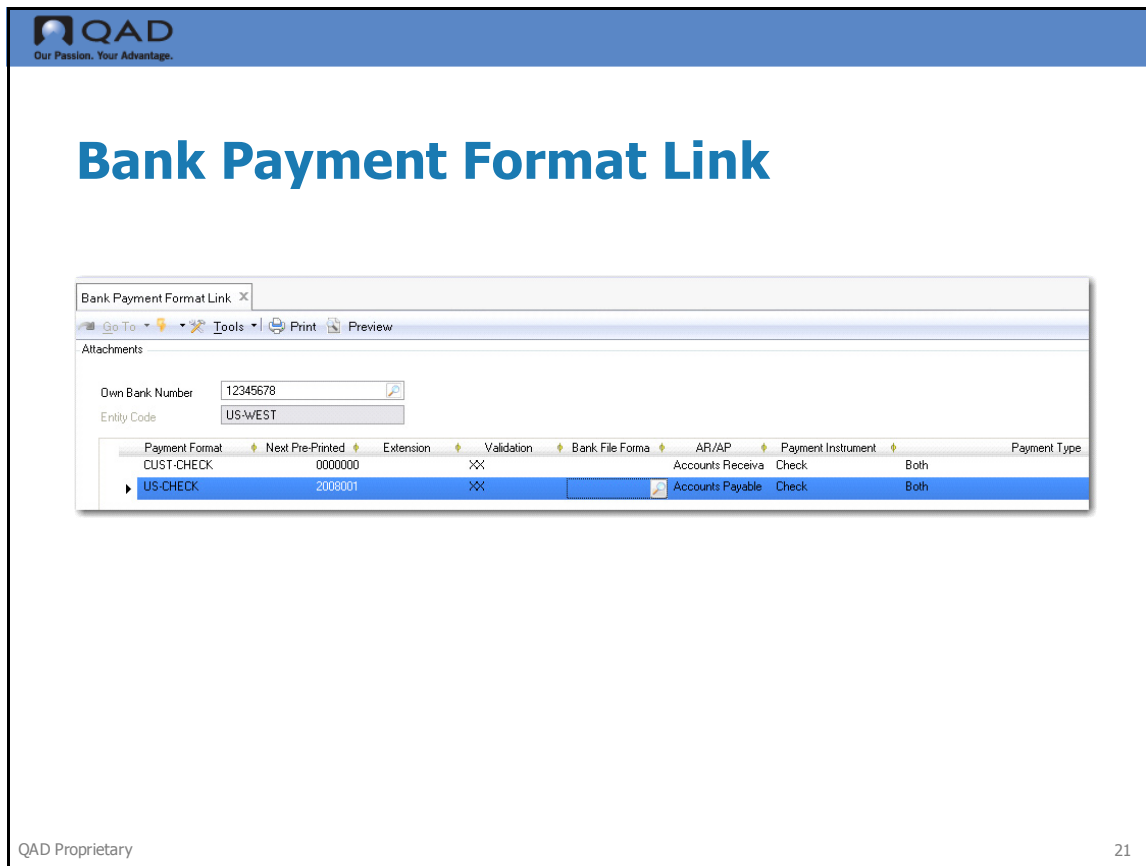
Go To Actions Tools Print Preview

Attachments

Format Name	Description	Module	Payment Type	Payment Instrument	Curr	Active
▶ CUST-CHECK		Accounts Receivable	Both	Check		☒
US-CHECK		Accounts Payable	Both	Check		☒

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.



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 - Modify

Go To Actions Tools Attach Print Preview

Attachments

Code OTH

Description OTHER CUSTOMER

Active ☒

QAD Proprietary 22

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

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Customer

Customer Code: CU1500 Active
Business Relation: Roxy Bill-To Customer

Business Relation Accounting Payment Banking Defaults Credit Limit Tax

Name: Roxy
Address: Carriage Hill Road 139
Zip/City: NY12474 Roxbury
Country Code: US UNITED STATES
State: NY New York

Business Relation Accounting Payment Banking Defaults Credit Limit Tax Info Comments

Credit Terms Code: 300 BLW/ Group Code: ☐
Invoice Status Code: Print Reminder: ☒
Payment Group: Print Statement: ☐
Invoice by Authorization: ☐
Finance Charge: ☐
Statement Cycle: SC1

Business Relation Accounting Payment Banking Defaults Credit Limit

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

Business Relation Accounting Payment Banking Defaults Credit Limit Tax Info Comments

Taxable Customer: ☐ Tax Is Included: ☐
Federal Tax:
State Tax:
Miscellaneous Tax 1:
Miscellaneous Tax 2:
Miscellaneous Tax 3:
Tax in City: ☐
Tax Zone: US
Tax Class:
Tax Usage:

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).



Our Passion. Your Advantage.

Customer (Continued)

Business Relation

Accounting

Payment

Banking

Defaults

Credit Limit

Tax Info

Comments

Currency Code

USD

Reminder Count Reset

Apply Fixed Ceiling

☒

Fixed Credit Limit

25,000.00

Apply % of Turnover

☐

Percentage of Turnover

0.00

Credit on Turnover

0.00

Maximum Days Overdue

☐

Maximum Number of Days

0

Credit Agency Reference

Credit Hold on Overrun

☐

Credit Hold

☐

Credit Rating

Credit Check

Include Sales Orders

☒

Balance of Sales Orders

50.00

Include Open Items

☒

Balance of Open Items

150.00

Include Drafts

☐

Balance Of Drafts

0.00

Calculate before Order Entry

☒

Calculate after Order Entry

☐

Override Allowed

☐

Calculate before Invoice Entry

☒

Calculate after Invoice Entry

☐

Override Allowed

☐

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

DOM

QAD Proprietary

24

Customer Bank Number

Customer Code: CU1500

Business Relation: Roxxy

Active: ☒

Bill-To Customer: CU1500

Default	Bank Form	Customer Bank Number	Own Bank Number	Payment Format	Payment Instrument
☒	XX	100500	12345678	CUST-CHECK	CHEQUE
☐	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

Supplier Type - Modify

Go To Actions Tools Attach Print Preview

Attachments

Code OTH

Description OTHER SUPPLIER

Active ☒

QAD Proprietary 19

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 form. The main header shows the QAD logo and the text "Our Passion. Your Advantage." Below this, the word "Supplier" is prominently displayed. The form is divided into several sections and tabs.

Supplier - Modify X

Go To Actions Tools Attach Print Preview

Attachments

Supplier Code: S01200 Active

Business Relation: BMW

Business Relation Accounting Payment Banking Defaults Tax Info Comments

Name: BMW

Address: Maximilianstrasse 3

Zip/City: 80788 Munchen

Country Code: DE GERMANY

State:

Business Relation Accounting Payment Banking Defaults Tax Info Comments

Credit Terms: 2-10/30

Invoice Status Code: 999

Individual Payments: ☐

Send Remittance: ☐

Business Relation Accounting Payment Banking Defaults Tax Info Comments

Control GL Profile (Invoice): APcontrol3rdparty

Control GL Profile (Credit Note): APcontrol3rdparty

Control GL Profile (Pre-payment): APcontrol3rdparty

Purchases Account GL Profile: Purchase

Sub-Account Profile: Mech

Credit Agency Reference:

Chamber of Commerce Number:

TID Notice:

External Customer Number:

Currency Code: EUR

Business Relation Accounting Payment Banking Defaults Tax Info Comments

Taxable Supplier: ☒ Tax Is Included: ☐

Federal Tax: DE987654321

State Tax:

Miscellaneous Tax 1:

Miscellaneous Tax 2:

Miscellaneous Tax 3:

Tax in City: ☐ Tax Report: ☐

Tax Zone: DE

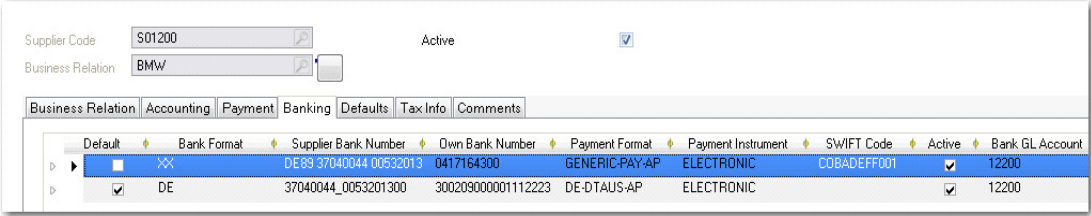
Tax Class: H

Tax Usage:

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

	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	☒	12200
>	☒	DE	37040044_0053201300	3002090000001112223	DE-DTAUS-AP	ELECTRONIC		☒	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

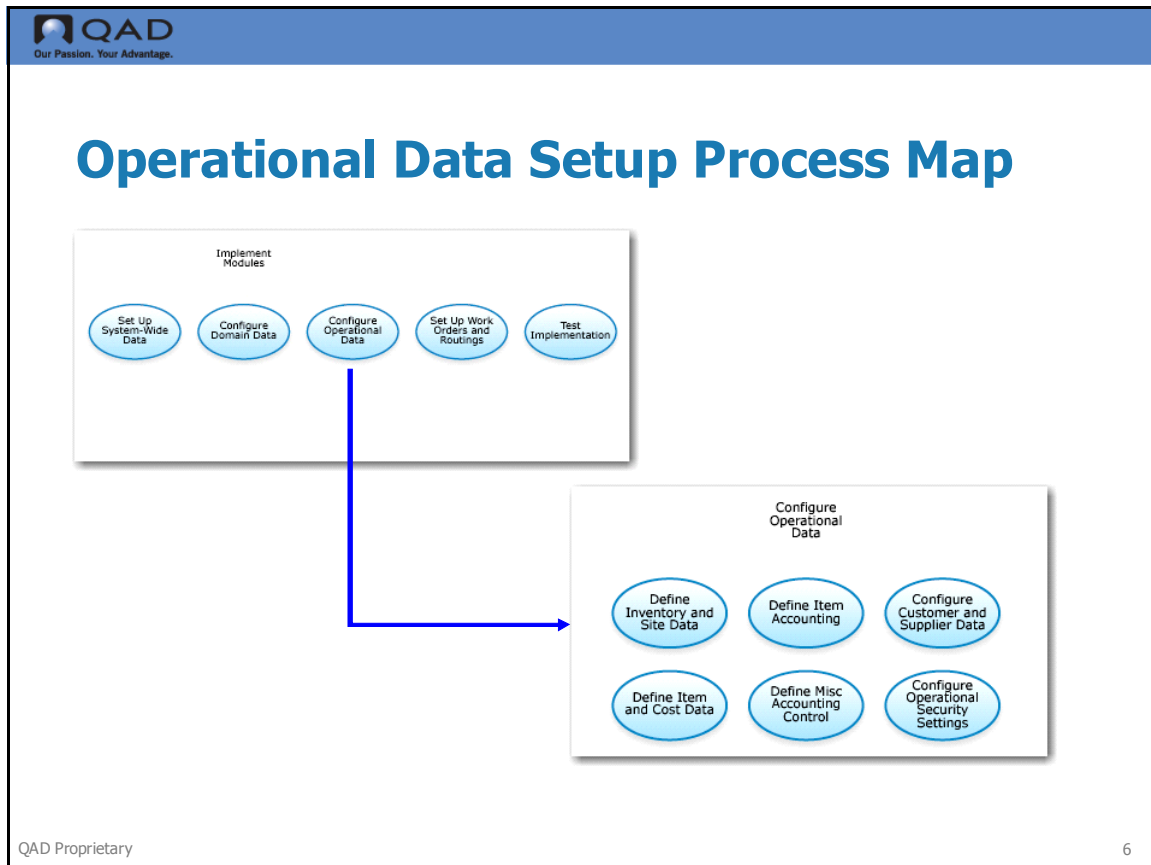
▲ Item

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

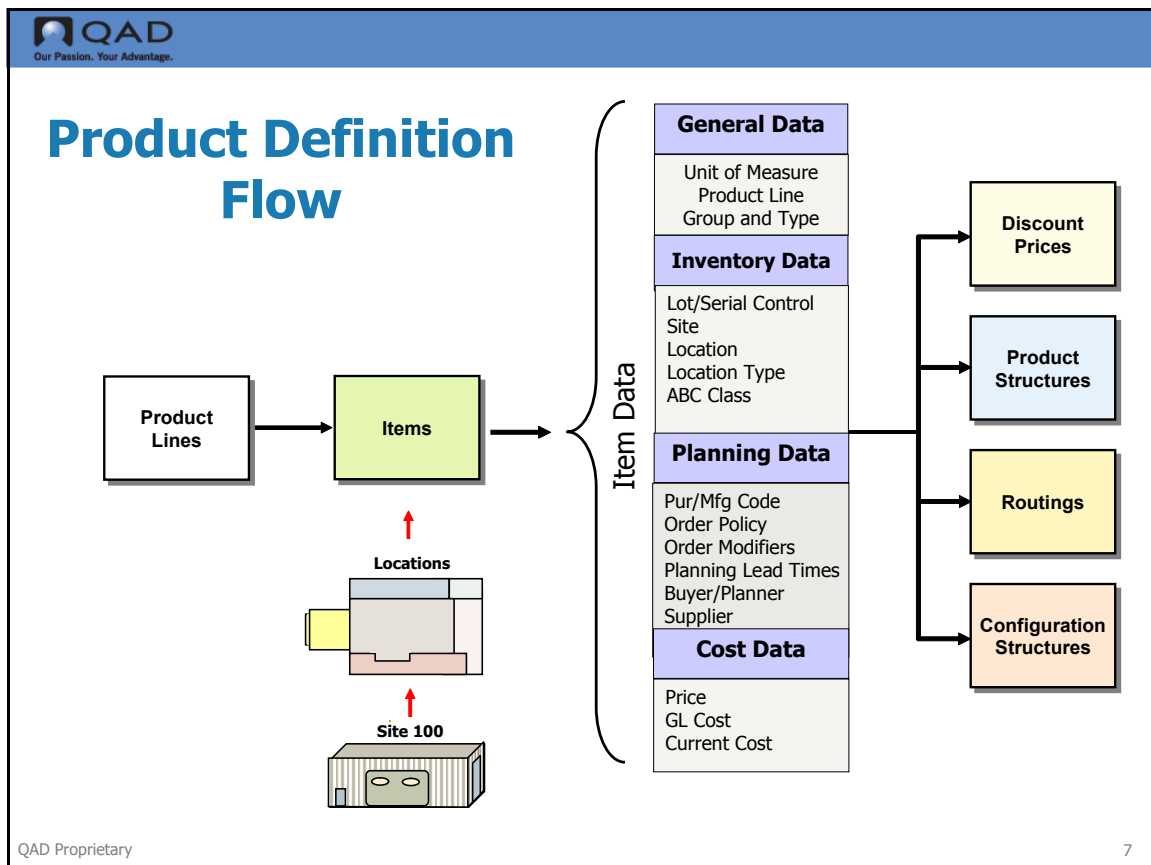
Operational Data Setup - Overview

- ▲ 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

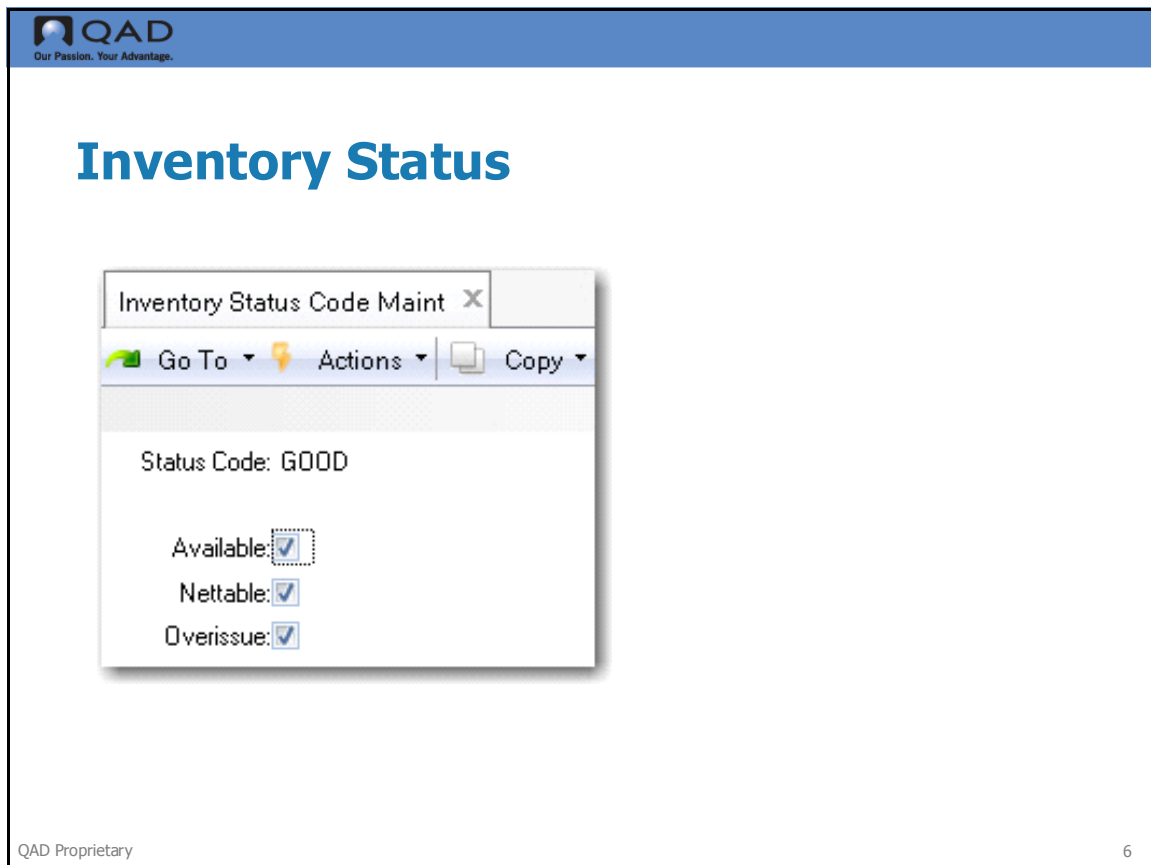


Product Definition Flow



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.

Exercises: 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' window in QAD. The window title is 'Site Maintenance'. Below the title bar is a menu bar with 'Go To', 'Actions', 'Copy', 'Print', 'Preview', and 'Attach'. Below the menu bar is an 'Attachments' section. The main area of the window displays the following fields and values:

- 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: ☐
- PO 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.

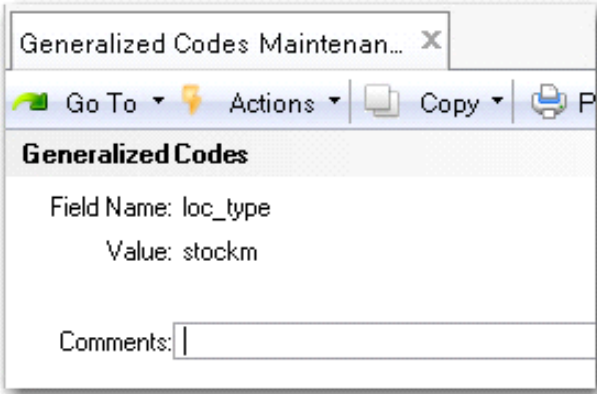
Exercise

- 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
Entity	US-WEST

Code	Description
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 Type



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Location Type

Generalized Codes Maintenance

Go To Actions Copy Print

Generalized Codes

Field Name: loc_type
Value: stockm

Comments:

QAD Proprietary 8

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

Location Maintenance

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

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:
Default Cost Center:
Override: ☐
Override: ☐

InventoryAccounts

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

ServiceAccounts

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

SalesAccounts

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

PurchasingAccounts

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 OrderAccounts

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 interface, which is divided into three overlapping panels, each with a menu bar containing 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'.

Top-Left Panel:

- Use Which Calc for Qty: []
- Allocate Sales Order Lines Due in Days: (0 for no allocation)
- Limit Allocate to Avail Only: ☒
- ATP Enforcement Enabled: ☐
- Family ATP Calculation:
- Pick Only Allocated Lines: ☒
- Are Sales Orders Printed: ☒
- Keep Booking History: ☒
- Shipping Lead Time:
- Sales Order Header Comments:
- Sales Order Comments:

Top-Right Panel:

- Use Enterprise Material Transfer: ☐
- EMT Type: []
- EMT Sequence: abcd
- Automatic EMT Processing: ☐
- Calculate Due Date: ☐
- Direct Allocation: ☐
- Direct Shipment Location: []
- A-Item/Site: []
- B-Item: []
- C-Customer: []
- D-Sales Order Control: []

Bottom Panel:

- Auto Batch Confirmation: ☐
- SO Edit ISB Defaults: ☐
- SO Returns Update ISB: ☐
- Forecast Consumption: ☐
- Consume Forward:
- Consume Back:
- Check Customer Item Nbr First: ☐
- Confirmation Batch ID:
- Confirmation Printer:
- Pending Inv Update ISB: ☐
- Auto Batch Shipment: ☐
- Shipment Batch ID:
- Shipment Batch Printer:

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 the QAD system. The window is titled 'Sales Order Accounting Control' and 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:** ☐
- Comm on Margin not Sales:** ☐
- Hold Orders Over Credit Limit:** ☒
- SO Interest Accrued Acct:** 1475
- SO Interest Applied Account:** 4675
- 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 Default sales daybook set

Site: US-W-N

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.

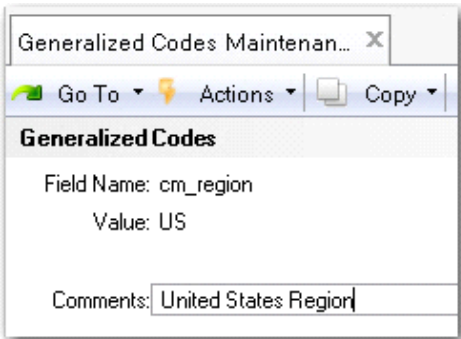
Exercise

- 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 screenshot shows a QAD software window titled "Generalized Codes Maintenance". The window has a menu bar with "Go To", "Actions", and "Copy". Below the menu bar is a section titled "Generalized Codes". Inside this section, there are two labels: "Field Name: cm_region" and "Value: US". At the bottom of the section is a "Comments:" label followed by a text box containing "United States Region".

QAD Proprietary 16

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 Maintenance

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Customer Data

Customer Data Maintenance x

Go To Actions Copy Print Preview Attachments

Customer Address

Customer: CU1500
Name: Roxy
Address: Carriage Hill Road 139
Address:
City: Roxbury
Country: UNITED STATES
Attention: Andrew Jeffrey
Telephone: 123
Fax:

Business Relation: Roxy
Active: ☒
Added: 7/2/2007

Customer Data

Partial OK: ☒
Discount Tbt:
Fixed Price: ☒
Daybook Set: SLS

Class:
SIC:
Invoice by Authorization:
RSS Calendar Option: 1 Customer/Shop
Non-Sales Order Price List:

Customer Credit Data

Disc Pct: 0.00%
PO Required: ☐
Terms: 30D
Bill To: CU1500
Last Sale:

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 SO:
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

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 ☐

Address Information

Business Relation Roxy

Address Type SHIP-TO

Name Roxy

Address No.123, Big Ben Street

Address

Address

Zip Code/City 12747 New York

State NY New York

County 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

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Supplier Data

Supplier Data Maintenance x

Go To Actions Copy Print Preview

Supplier Address

Supplier: S01200

Name: BMW

Address: Maximilianstrasse 3

Address:

City: Munchen State: DE Post: 80788 County:

Country: GERMANY

Attention: Jurgen Heiss

Telephone: [2]

Fax: [2]

Active: ☒ Added: 6/6/2007

Enterprise Material Transfer Data

Send SO Price: ☐ SO Price Reduction: 0.00%

Send Credit Held SO: ☐ Use SO Reduction Price: ☐

Auto EMT Processing: ☐

Automatic PO Receipt: ☐

Supplier Pricing Data

Buyer:

Price Table:

Discount Table:

Fixed Price: ☒

Supplier Data

Sort Name: BMW

Supplier: SAS

Ship Via:

Remarks:

Carrier:

Purchase Contact:

Currency: EUR

Language: us

Kanban Supplier: ☐

Promotion Group:

Supplier Terms Data

Cr Terms: 2-10/30

Discount Percent: 0.00%

Partial OK: ☒

DB Number:

CoC Number:

QAD P 18

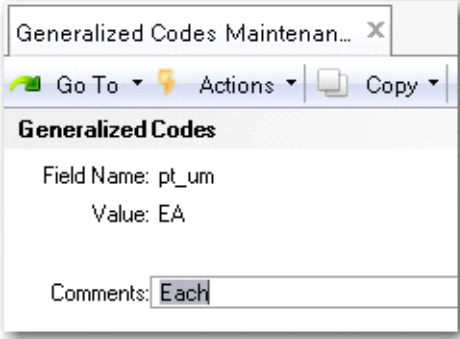
Use Supplier Data Maintenance (2.3.1) to complete operational data setup for each company that you buy products from.

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



Generalized Codes Maintenance

Go To Actions Copy

Generalized Codes

Field Name: pt_um

Value: EA

Comments: Each

QAD Proprietary 19

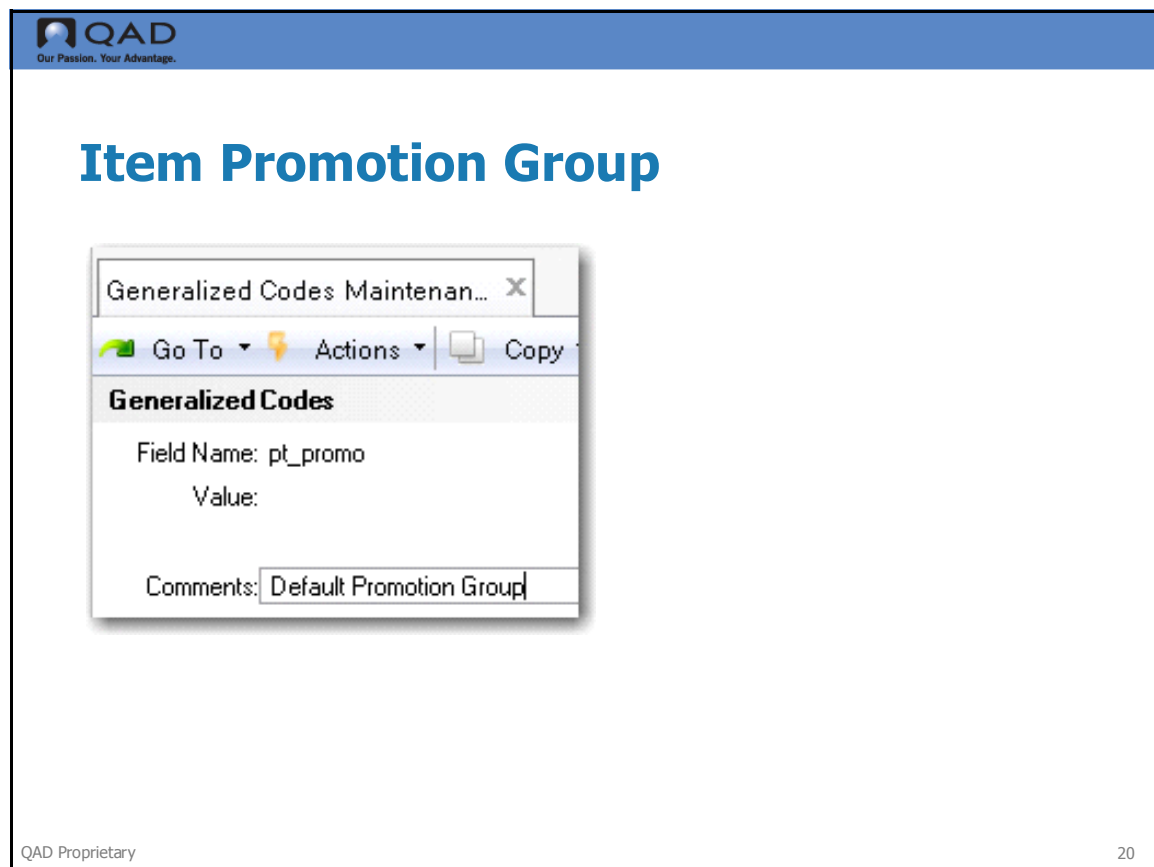
The item unit of measure is used for inventory quantity on hand, forecasts, product structures, routing operation run times, manufacturing orders, planning, and reporting. It defaults to all inventory transactions for this item, but you can change it if needed. Both purchase and selling prices for one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

Generalized Codes Maintenance

Go To Actions Copy

Generalized Codes

Field Name: pt_part_type

Value: ACC

Comments: Accessories

QAD Proprietary 21

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

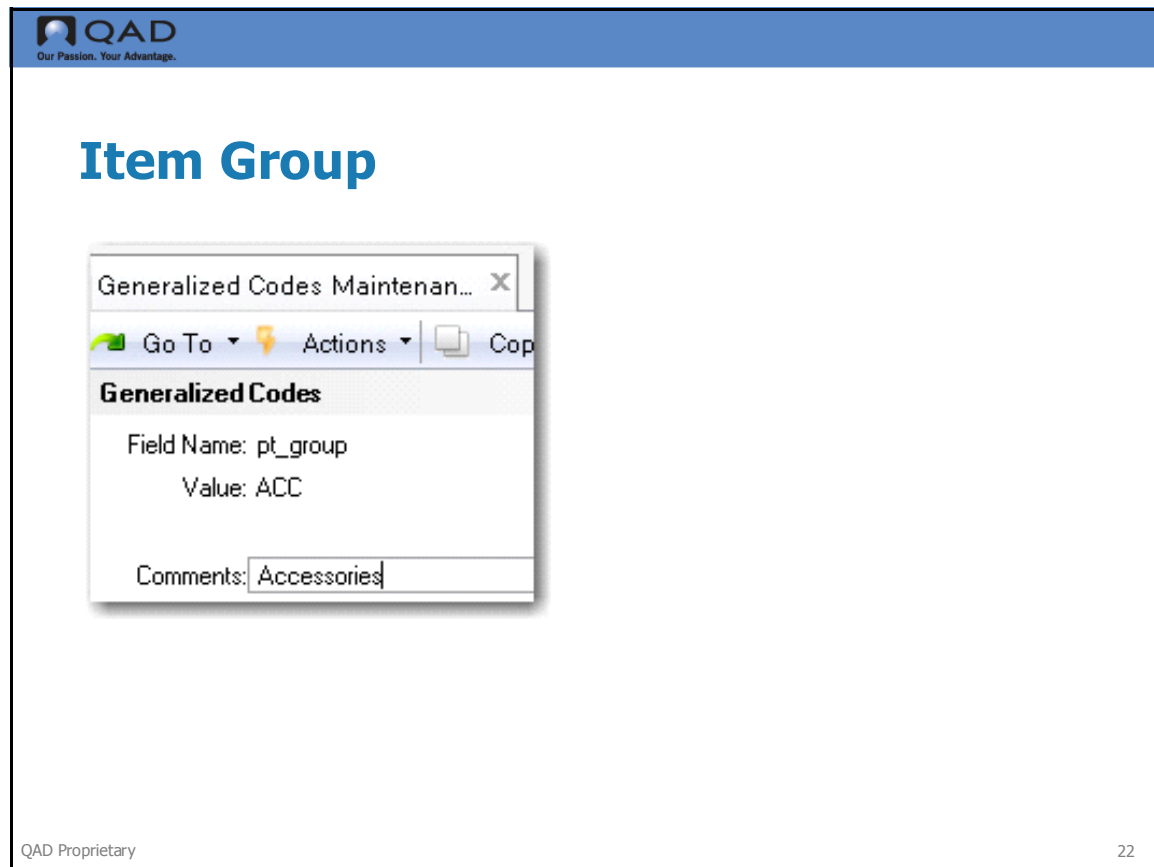
Product line, group, and type all categorize items. You can use item group and type to subdivide product lines or create categories that cross product lines, providing an entirely different view of your items. You can use both item group and item type to process and report sales and planning information, 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.

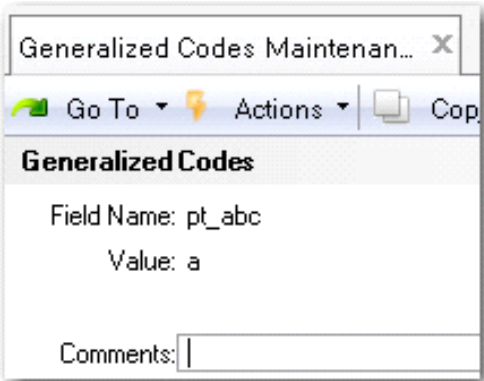
Items are often grouped based on similar characteristics, such as method of manufacture. In this case, you can use group or type to identify manufactured items with similar setups or routings. Then you can release planned orders for these items at the same time.

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



Item ABC

Generalized Codes Maintenance

Go To Actions Copy

Generalized Codes

Field Name: pt_abc

Value: a

Comments:

QAD Proprietary 23

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.

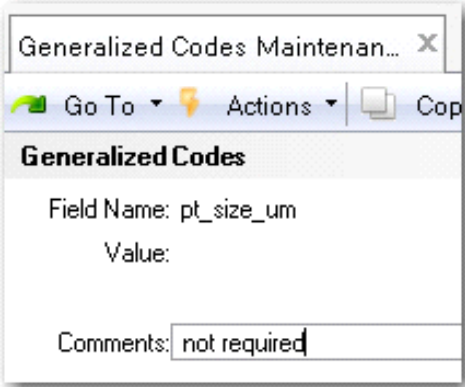
Use Item Master Maintenance (1.4.1) or Item Inventory Data Maintenance (1.4.5) to assign ABC class. For each ABC class, you can assign item tolerances (percentage and amount) in Inventory Control.

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 screenshot shows a QAD software window titled "Generalized Codes Maintenance". The window has a menu bar with "Go To", "Actions", and "Copy". Below the menu bar is a section titled "Generalized Codes". Inside this section, there are two fields: "Field Name: pt_size_um" and "Value:". Below these fields is a "Comments:" label followed by a text box containing the text "not required".

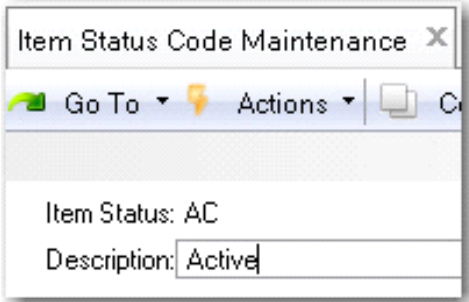
QAD Proprietary 24

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



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Item Status

Item Status Code Maintenance X

Go To Actions

Item Status: AC

Description: Active

QAD Proprietary 25

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

Item Shipping Data

Corp Comm Code:
Ship Weight:
Freight Class:
Net Weight:
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).

Item Planning

Item Planning 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 Planning Data

Mstr Sched: ☒ Buyer/Planner: Phantom: ☐
 Plan Orders: ☒ Supplier: Minimum Order: 0
 Time Fence: 0 PO Site: RMM Maximum Order: 0
 MRP Required: ☒ Purchase/Manufacture: P Order Multiple: 0
 Order Policy: POQ Configuration Type: Op Based Yield:
 Order Qty: 0 Inspect: ☐ Yield Percent: 100.00%
 Batch Qty: 1.0 Ins LT: 0 Cum LT: 0 Run Time: 0.000
 Order Period: 7 Mfg LT: 0 Pur LT: 1 Setup Time: 0.000
 Safety Stock: 0 Safety Time: 0 ATP Enforcement: NONE Auto EMT Processing: ☐
 Reorder Point: 0 Family ATP: ☐ Network Code:
 Item Rev: ATP Horizon: 0 Routing Code:
 Issue Policy: ☒ Run Seq 1: BOM/Formula:
 2:

QAD Proprietary 28

Item Planning Maintenance (1.4.7) is used to store item planning data used to control planning and manufacturing functions. All planning and manufacturing functions use item-site planning data. The system looks at item master data only when no site-specific data has been entered or when dealing with the item at the default site (entered when you set up the item in Item Master Maintenance).

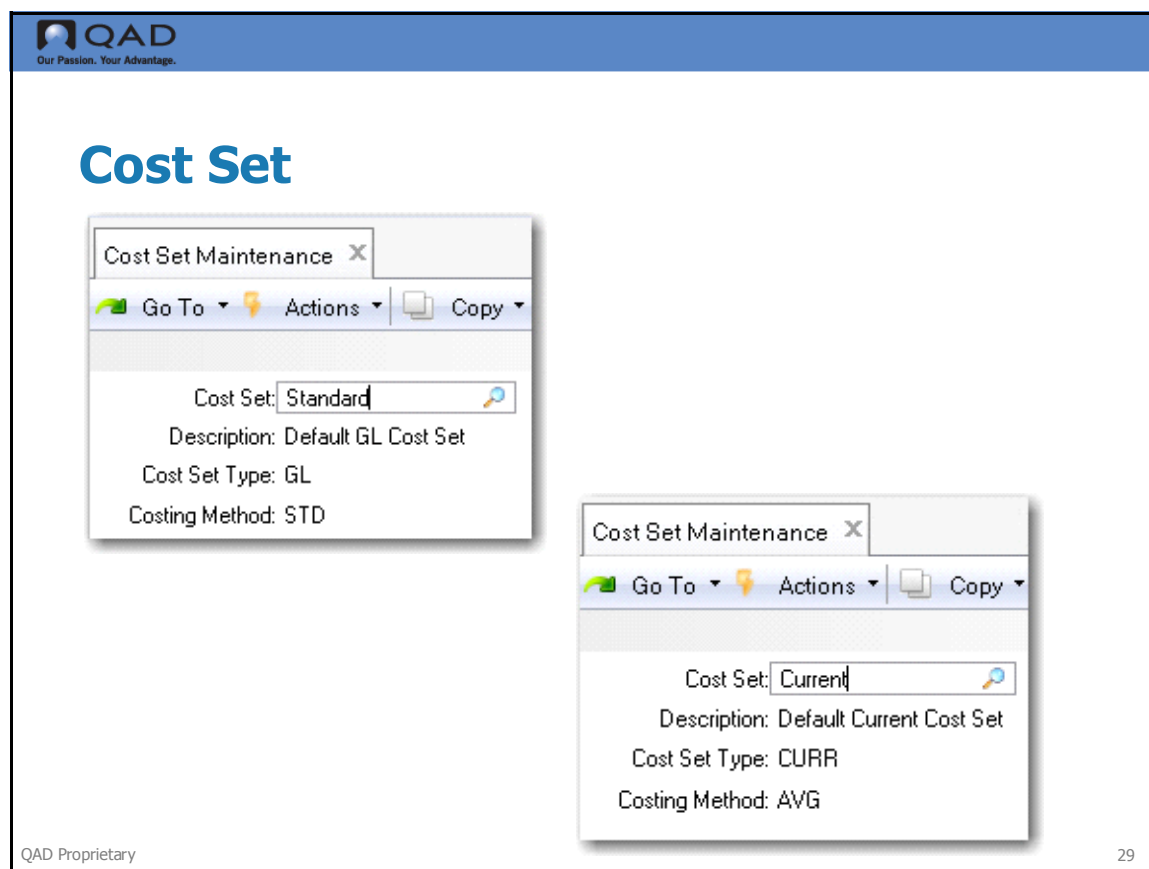
Some manufacturing orders access planning data. Work order release and due dates are calculated from manufacturing lead time; work order bill of material and routing code defaults from the item(-site); component requirements blow through phantom items; and items marked as Issue Policy are treated as floor stock.

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

Exercise

- 1 Use CIM to upload the item planning data file `itemplan.cim`.
- 2 After upload, you can verify the data in Item Planning Maintenance (1.4.7).
You can also enter the data manually in Item Planning Maintenance (1.4.7).

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	☐	10/29/07	☐
---------	-------	------	-------	--------------------------	----------	--------------------------

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	☒	Material	☐
Labor	0.00	0.00	0.00	☒	Labor	☐
Burden	0.00	0.00	0.00	☒	Burden	☐
Overhead	1.80	0.00	1.80	☒	Overhead	☐
Subcontr	0.00	0.00	0.00	☒	Subcontr	☐

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).

QAD Proprietary

1 Copy the following site and cost set combinations:

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 Site: US-W-N UM: FT Description: Aluminium Tube 1.5 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: Location Type: STOCKRM Last Count: Auto Lot Numbers: Key Item: PO Receipt Status: Active: WO 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

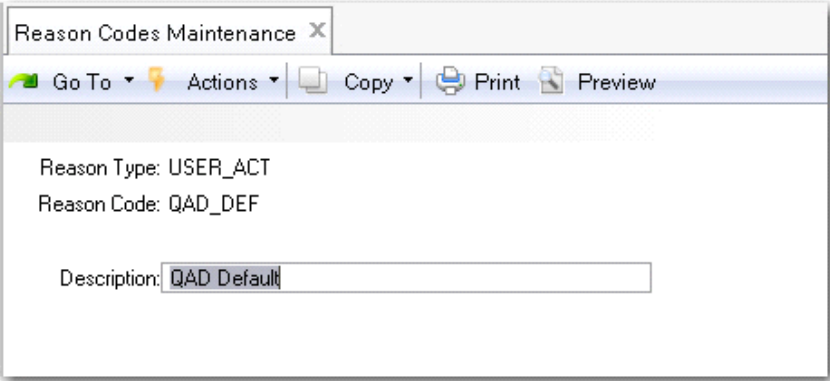
You can load data by manually typing it in. Or, to load large amounts of data efficiently, you can create an ASCII file and load it into Item-Site Data Maintenance using the CIM data load programs.

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 application. The window has a title bar with the QAD logo and the text 'Our Passion. Your Advantage.'. 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 currently selected and contains the text 'QAD Default'.

QAD Proprietary 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

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Users

User Maintenance

Go To Actions Copy Print Preview

User ID: QAD User Name: QAD

Language: Variant:
Country Code: Restricted: ☐
User Type: Access Location:
Time Zone: Initials:
E-mail Def: Active: ☒
E-mail Address:
Menu Substitution:
Remark:

System Access
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

Application List

Application	Description	Active	Date	Last Access
MFG/PRO	Enterprise Application	☒	6/18/2007	9/23/2008
SSD	Shared Services Domain	☒	6/18/2007	
		☐		

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):

Sum LL Costs Into Matl Cost: ☐

Current Cost from AP: ☒

Create GL Transactions: ☒

Summarized Journal: ☐

Journal Reference Method:

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

- 1 In Inventory Accounting Control (36.9.2), enter/validate the following settings:

Field	Value
Current Cost:	AVG
Current Cost From AP:	Yes
Create GL Transactions:	Yes
Transfer Clearing Acct:	6820 Mech

Purchasing Accounting Control

Purchasing Accounting Control

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: ☐

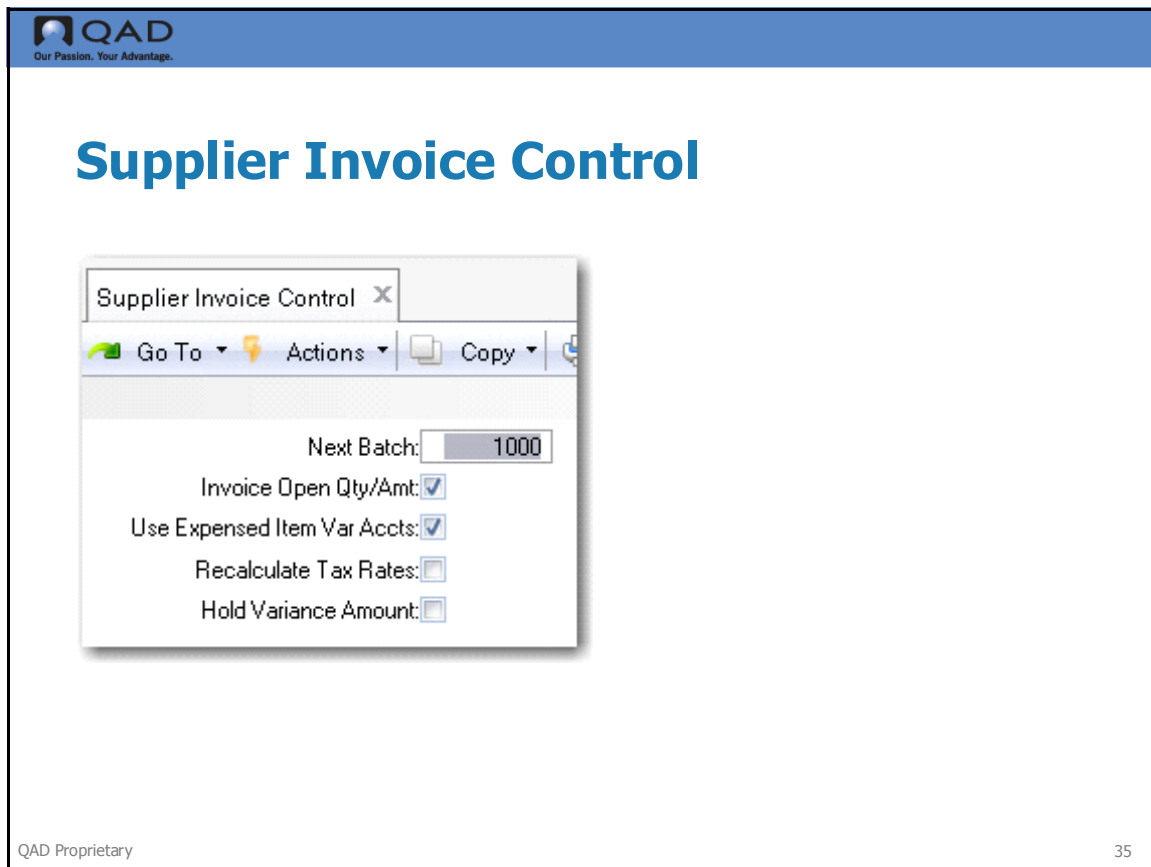
QAD Proprietary 34

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

Exercise

- 1 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

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User/Domain/Entity Access

User Domain/Entity Access Ma... x

Go To Actions Tools Print Preview

Attachments

User: QAD Domain: QMSUS Entity: US-WEST

Apply

Drag a column header here to group by that column.

Link	User Login	Domain Code	Default Domain	Entity Code	Primary Entity
☒	QAD	QMSUS	☒	US-WEST	☒

QAD Proprietary 36

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

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Role Membership

Role Membership Maintain X

Go To Actions Tools Print Preview

Attachments

User: QAD Domain: QMSUS Role: SuperUser Entity: US-WEST Apply

Drag a column header here to group by that column.

Link	User Login	Role Name	Default Role	Domain Code	Entity Code
☒	QAD	SuperUser	☐	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:

Field	Value
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

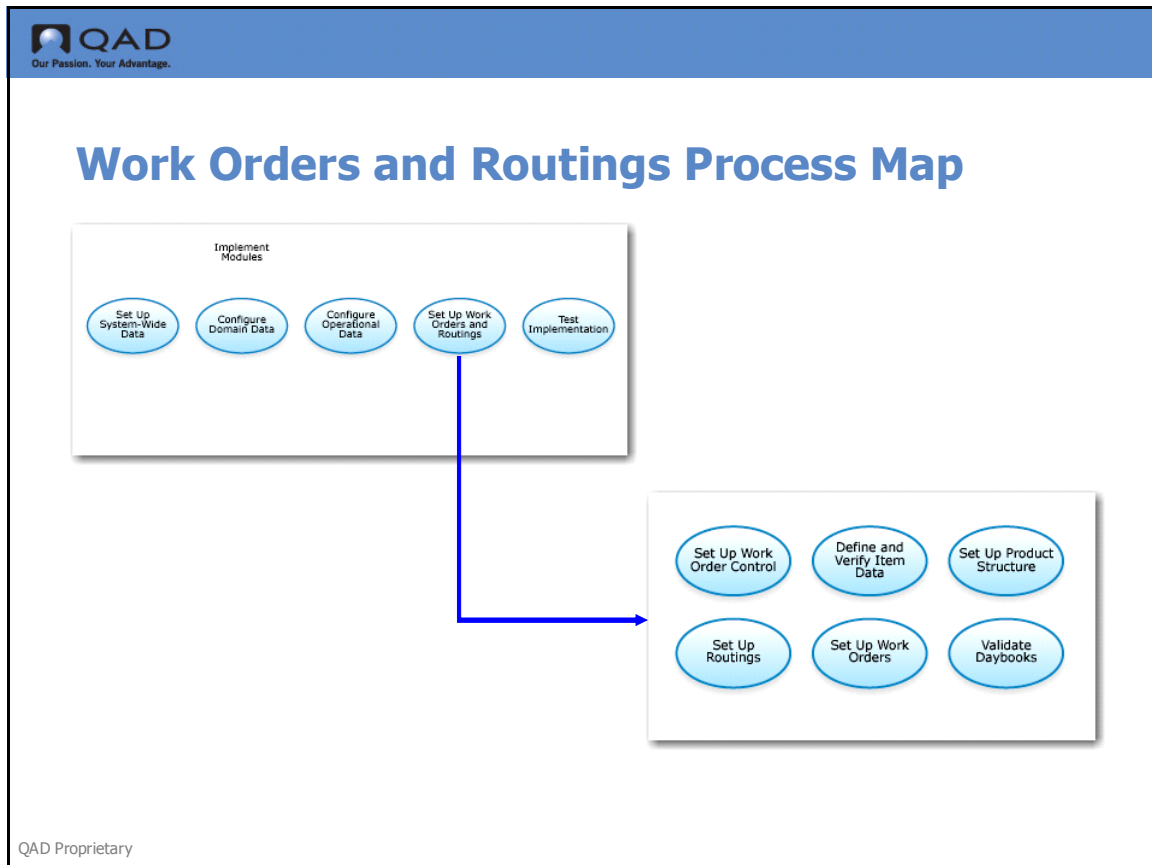
- Routing cost
- Product structure cost

▲ Daybooks

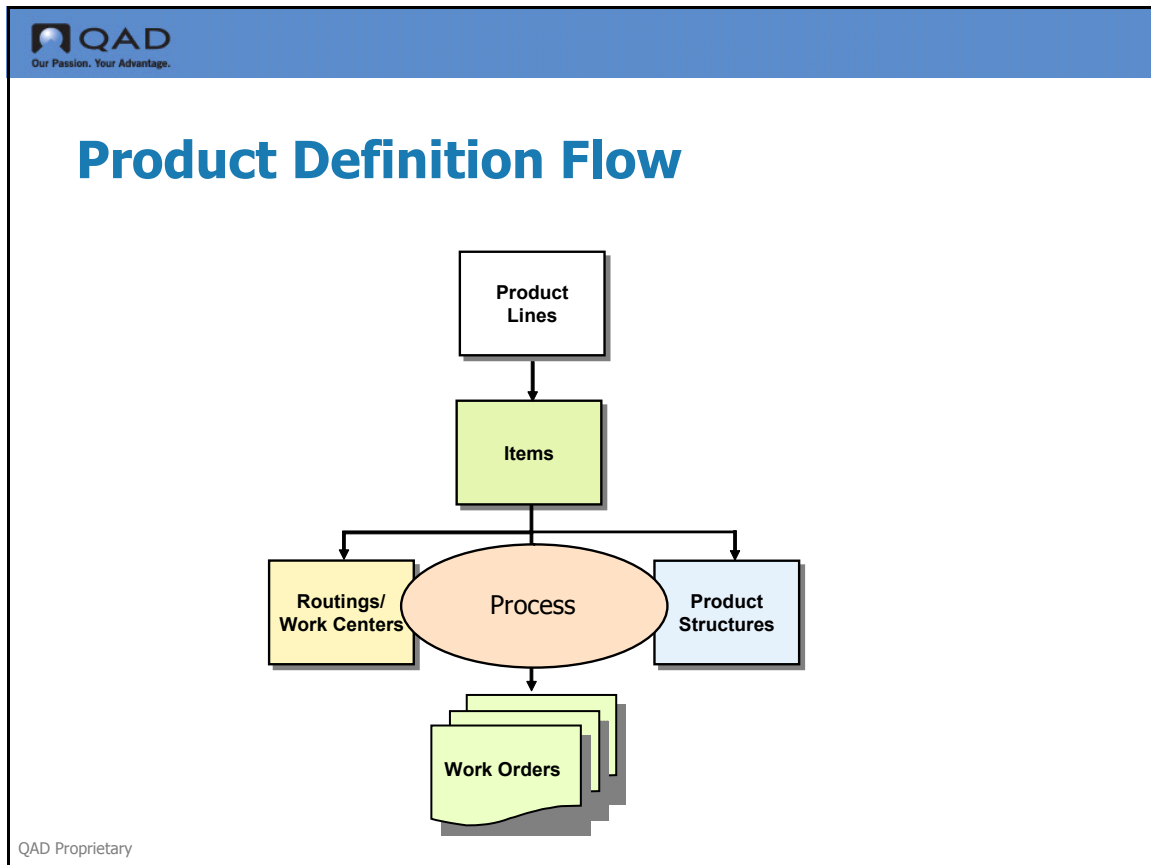
- Daybook
- Default daybook

QAD Proprietary

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.

Exercises: Work Order Control

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Work Order Control

Work Order Control X

Go To Actions Copy Print Preview

Auto W/O Numbers: ☒

Next W/O Nbr: 10000

Work Order Comments: ☐

Routing Comments: ☐

Move First Operation: ☒

QAD Proprietary

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

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Work Order Accounting Control

Work Order Accounting Control X

Go To Actions Copy Print Preview

Post variances at SFC:

Qty Complete Mthd: SUMMARIZE

QAD Proprietary

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.

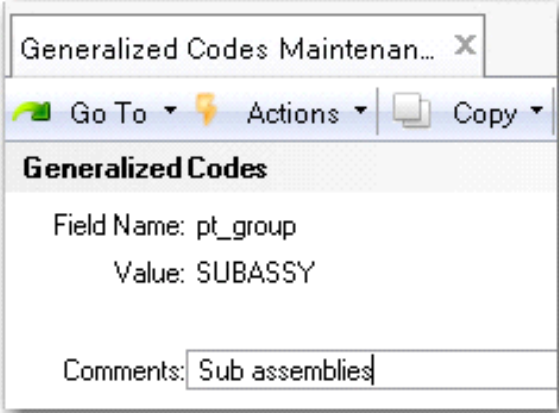
The Quantity Complete Method field defaults to Process/Formula Maintenance (15.18) and Co/By-Product Maintenance (15.12.1) and affects the calculation of mixed variances.

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



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Item Group

Generalized Codes Maintenance

Go To Actions Copy

Generalized Codes

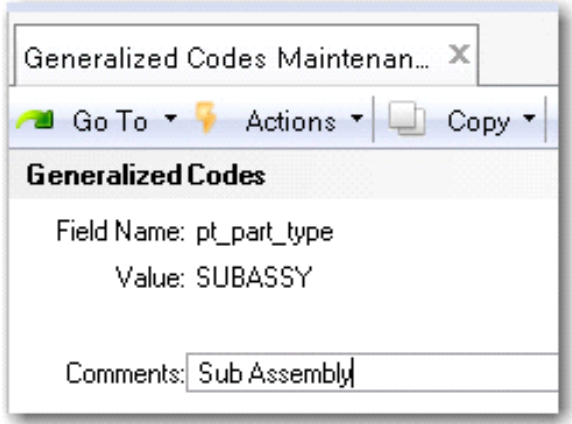
Field Name: pt_group
Value: SUBASSY

Comments: Sub assemblies

QAD Proprietary

- 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



The screenshot shows a QAD software window titled "Generalized Codes Maintenance". The window has a menu bar with "Go To", "Actions", and "Copy". Below the menu bar is a tab labeled "Generalized Codes". The main area of the window displays the following information:

Field Name:	pt_part_type
Value:	SUBASSY
Comments:	Sub Assembly

QAD Proprietary

- 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

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Item Master Data

Item Master Maintenance x

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:

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

Item Planning Data

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

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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	☐	04/14/09	☐
---------	-------	------	-------	--------------------------	----------	--------------------------

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	☒	Material	☐
Labor	0.00	0.00	0.00	☒	Labor	☐
Burden	0.00	0.00	0.00	☒	Burden	☐
Overhead	1.95	0.00	1.95	☒	Overhead	☐
Subcontr	0.00	0.00	0.00	☒	Subcontr	☐

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'. It has a menu bar with 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main content area is titled 'Department: 10'. Below this, there are fields for 'Default Sub-Account: Mech' and 'Default Cost Center', each with an 'Override' checkbox. The 'Description' field contains 'Assembly - Mechanical'. The 'Labor Capacity' field contains '0'. Below these fields is a table of accounting details:

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

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Work Center

Work Center Maintenance x

Go To Actions Copy Print Preview

Work Center: 10000 Machine:

Description: Wheel Assembly

Department: 10

Queue Time: 0.0

Wait Time: 0.0

Mach/Op: 1

Setup Crew: 0.00

Run Crew: 1.000

Machines: 1.000

Mach Bdn Rate: 0.00

Setup Rate: 40.00

Labor Rate: 40.00

Labor Burden Rate: 10.00

Labor Bdn %: 0.00%

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

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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: ☐	0.00
Monday: ☒	8.00
Tuesday: ☒	8.00
Wednesday: ☒	8.00
Thursday: ☒	8.00
Friday: ☒	8.00
Saturday: ☐	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

- 1 In Calendar Maintenance (36.2.5), define the calendar for the following:

Field	Value
Site:	US-W-N
Work Center:	10000
Days:	From Monday to Friday
Hours:	8 hours for each day

Standard Operations

The screenshot shows the 'Standard Operation Maintenance' window in QAD. The window title is 'Standard Operation Maintenance'. It has a menu bar with 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main form contains the following fields:

- 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: ☒
- Inventory Value: 0.00
- Subcontract Cost: 0.00
- Subcontract L.T.: 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'. It has a menu bar with 'Go To', 'Actions', 'Copy', 'Print', and 'Preview'. The main area contains the following fields and values:

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:
Queue Time:	0.0	Setup Crew:
Wait Time:	0.0	Run Crew:
Setup Time:	0.0	Tool Code:
Run Time:	0.17	Supplier:
Move Time:	0.0	Inventory Value:
Start Date:		Subcontract Cost:
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

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Routing Cost

Routing Cost Roll-Up X

Go To Actions Copy Print Preview

Site: US-W-N
Cost Set: Standard Default GL Cost Set [STD / GL]

Item Number: 30-10000-001 To: 30-10000-001

Item Type:
As of Date: 4/14/2009

Roll-up Labor Time ☒
Roll-up Setup Time ☒
Roll-up Lead Time ☒
Roll-up Item Yield ☒
Include Yield in Cost ☒

Roll-up Labor Cost ☒
Roll-up Burden Cost ☒
Roll-up Subcontract Cost ☒
Update Items without Routings ☒
Update Items At This Site Only ☒

Output: printed
Batch ID:

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: 30-100000-001
- 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

Go To Actions Copy Print Preview

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: ☒
 Low Level Labor: ☒
 Low Level Burden: ☒
 Low Level Overhead: ☒
 Low Level Subcontract: ☒
 Low Level Labor Time: ☐
 Low Level Setup Time: ☐
 Print Audit Trail: ☒

Set Cost Update Field for All/Changed Only: All
 Include Yield %: ☒

Output:
 Batch ID:

Product Structure Cost Roll-Up

QMS US 04/29/09 09:05:41 Page: 1

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

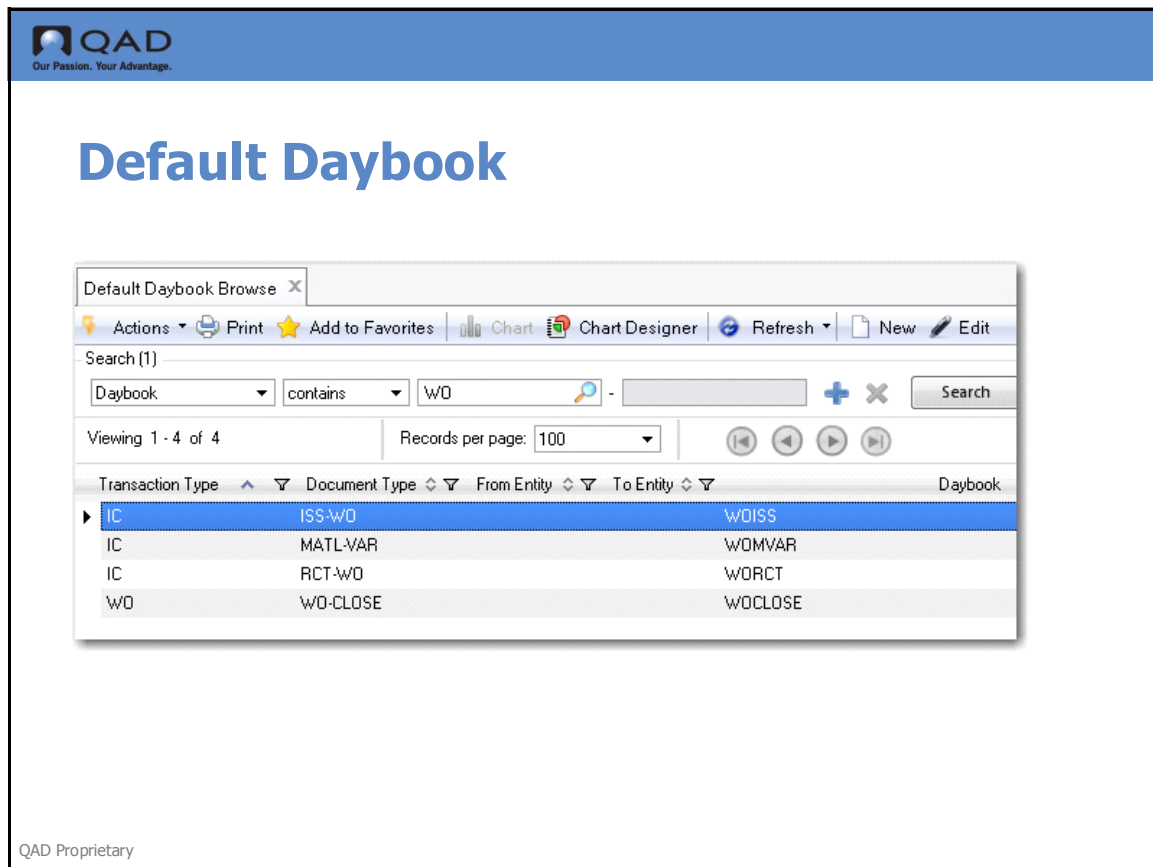
The screenshot shows the QAD Daybook interface. At the top is the QAD logo with the tagline "Our Passion. Your Advantage." Below this is the "Daybook" title. The main area is a "Daybook Browse for View" window. It has a toolbar with "Actions", "Print", "Add to Favorites", "Chart", "Chart Designer", "Refresh", and "Stored Searches". Below the toolbar is a search section with four criteria: "Daybook Code" (starts at W0), "Description" (equals), "Active" (equals), and "Daybook Type" (equals). There are plus and minus icons for each criterion, and "Search" and "Clear All" buttons. Below the search section, it says "Viewing 1 - 4 of 4" and "Records per page: 100". The main table displays the search results with columns: Daybook Code, Daybook Description, Type, Layer Type, Layer Code, Control, Active, Daybook Ctrl, and Daybook Type. The table contains 4 records.

Daybook Code	Daybook Description	Type	Layer Type	Layer Code	Control	Active	Daybook Ctrl	Daybook Type
WDCLOSE	W0 Close	Journal Entries	Official	Primary	Operational	yes	OPERATIONAL	JOURNALENTTRY
WOISS	W0 Issues	Journal Entries	Official	Primary	Operational	yes	OPERATIONAL	JOURNALENTTRY
WOMVAR	W0 Material Usage variance	Journal Entries	Official	Primary	Operational	yes	OPERATIONAL	JOURNALENTTRY
WORCT	W0 Receipts	Journal Entries	Official	Primary	Operational	yes	OPERATIONAL	JOURNALENTTRY

QAD Proprietary

- 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 W0daybook.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



- 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

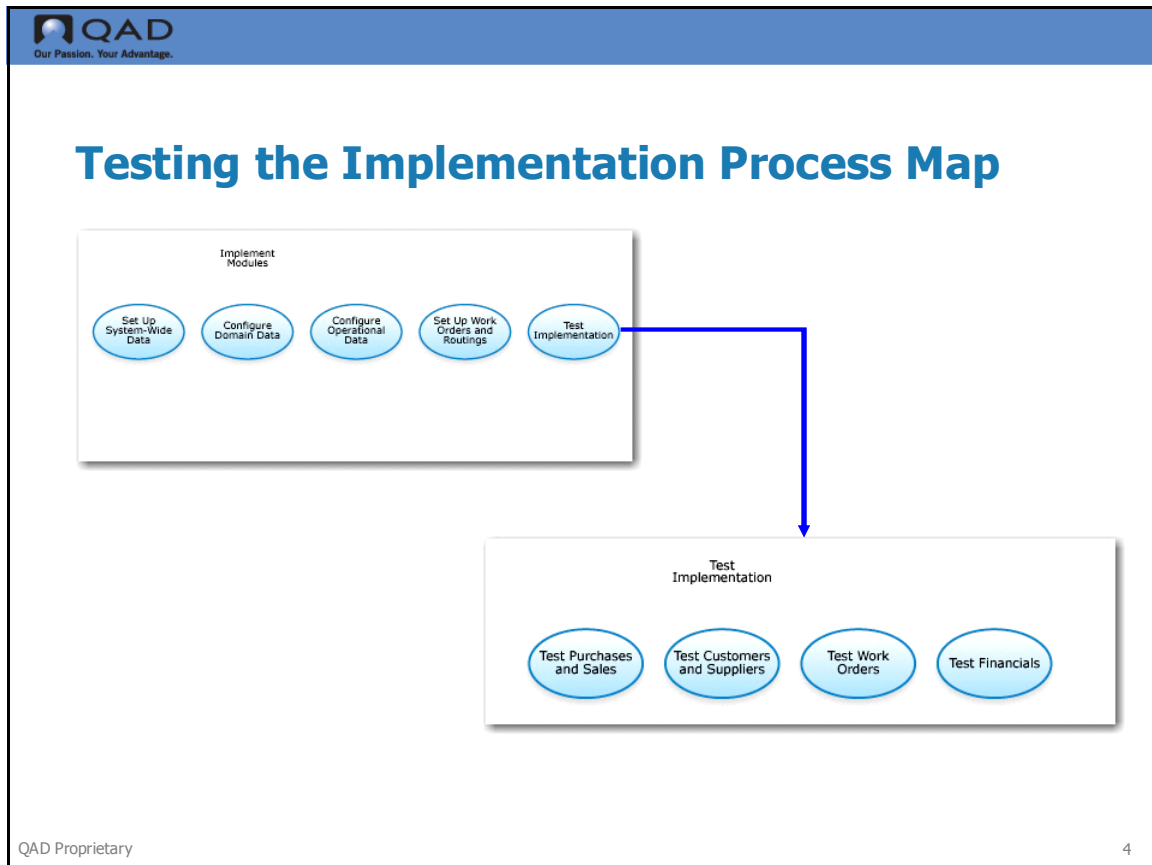
▲ Test 3: Work Orders

- 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



Exercises: Purchases and Sales



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:

Field	Value
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:

Field	Value
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:

Field	Value
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`.

Field	Value
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`.

Field	Value
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


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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:

Field	Value
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:

Field	Value
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.

Field	Value
Adjustment Daybook:	CUSTADJ

Suppliers


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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:

Field	Value
Supplier:	S00500 2Wheels Magazine
Reference:	Sup Inv1
Posting/Invoice Date:	System Date
Invoice Status Code:	OK2PAY
Amount:	120 USD
Taxable:	
Purchase GL Account/Subaccount/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:

Field	Value
Supplier:	S00500 2Wheels Magazine
Reference:	CN for Sup Inv1
Posting/Invoice Date:	System Date
Invoice Status Code:	OK2PAY
Amount:	120 USD
Taxable:	
Purchase GL Account/Subaccount/Cost Center:	7400 Gserv Mar

- a** Link this to the supplier invoice created in Step 2.

Field	Value
Adjustment Daybook:	CUSTADJ

- 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

Field	Value	Field	Value
Invoice Value:	30 USD	New Balance:	0 USD
Invoice Value:	825 USD	New Balance:	600 USD
Credit Note:	255 USD	New Balance:	0 USD

b Supplier S05800: Sandwich Factory

Field	Value	Field	Value
Invoice Value:	200 USD	New Balance:	0 USD
Credit Note:	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

Field	Value	Field	Value
Invoice Value:	105 USD	New Balance:	0 USD

Supplier S07500

Field	Value	Field	Value
Invoice Value:	245 USD	New Balance:	140 USD

Customer Collections



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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



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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

Exercises: 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

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Unplanned Receipts

Receipts - Unplanned
X

Go To Actions Copy Print Preview Attach

Attachments

Item Number: 20-10000-001

Description: Spoke - L8 - HT 2

Long - High Tension 2

Quantity: 1,000.0

Unit of Measure: EA

Conversion: 1.0000

Unit Cost: 0.275

Order:

Line:

Sales/Job:

Address:

Remarks:

Effective Date: 4/15/2009

Debit Account:

Credit Account: 6600 MECH

Lot/Serial Control:

UM: EA

Site: US-W-N

Location: 10

Lot/Serial:

Reference:

Multi Entry: ☐

Total Qty: 1,000.0

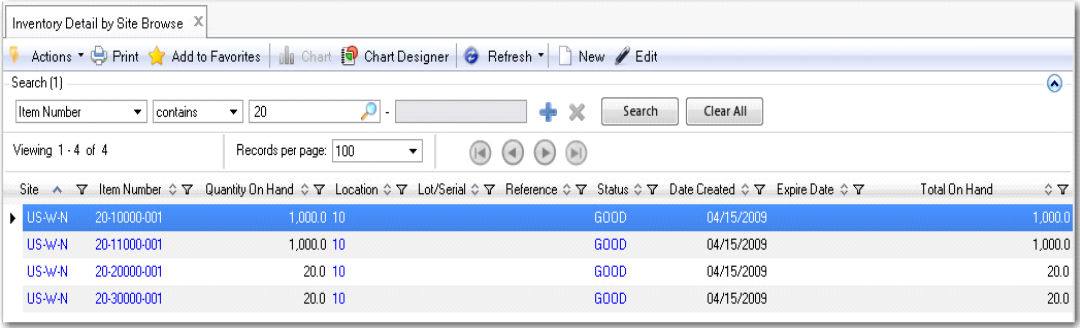
Total Cost:

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

Search (1)

Item Number contains 20

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

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WO Maintenance

Work Order Maintenance
X

Go To
Actions
Copy
Print
Preview

Work Order:

ID:

Item Number: 30-10000-001
 Type:
 Site: US-W-N

Wheel - 26 - Narrow 2
 High Tension-Extra Light

Quantity Ordered: 10.0
 Quantity Completed: 0.0
 Qty Rejected: 0.0

Order Date: 4/21/2009
 Release Date: 4/21/2009
 Due Date: 4/21/2009

Work Order Status: F
 Sales/Job:
 Supplier:
 Yield Percent: 100.00%

Site: US-W-N
 Routing Code:
 BOM/Formula Code:

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
Quantity Ordered: 10.0
Quantity Completed: 0.0
Sales/Job:
Remarks:

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

Output:
Batch ID:

QAD Proprietary 19

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



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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: Sales/Job:
 Qty Ordered: 10.0 EA Deliver To:

Item Number	Rev	Site	Lot/Serial	Location	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	(	)	

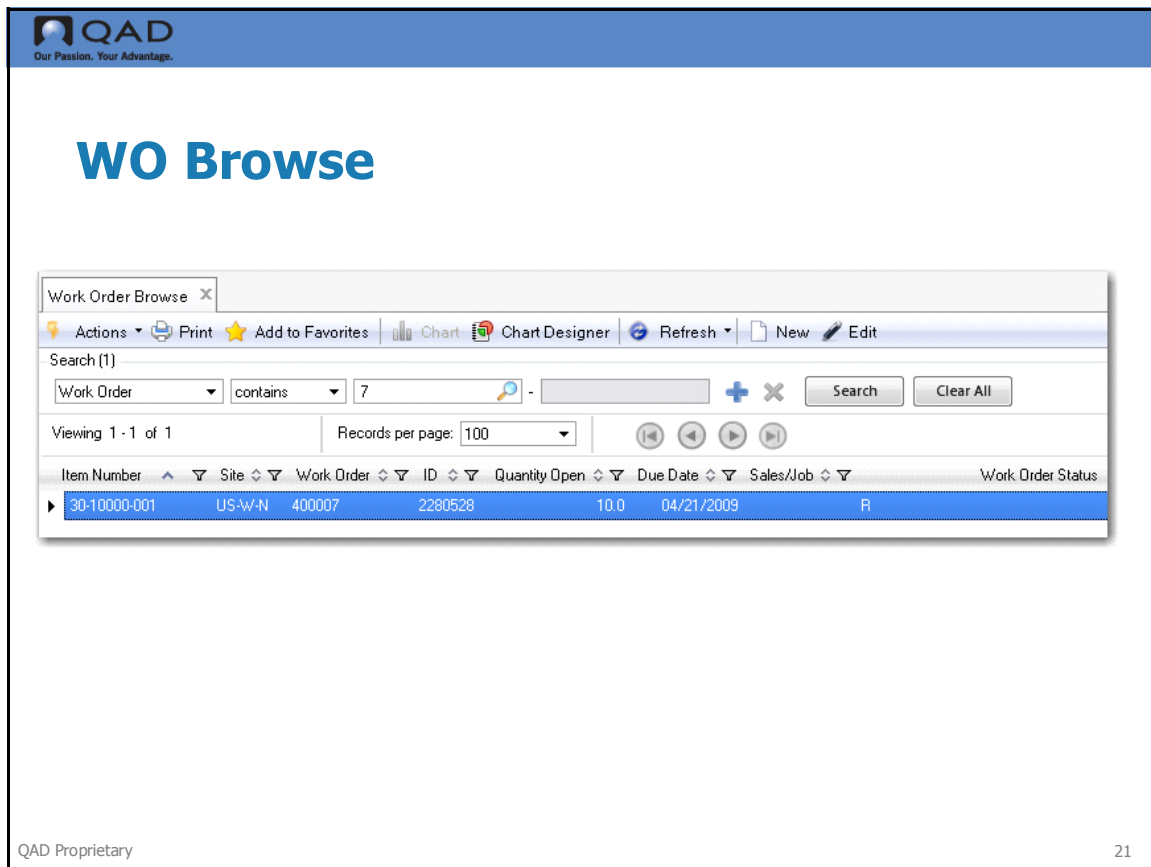
Work Order Routing

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: Sales/Job:
 Qty Ordered: 10.0 EA 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



- 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

Go To Actions Copy Print Preview

Work Order: 400007
Item Number: 30-10000-001
Wheel - 26 - Narrow 2

ID: 2280528
WD Stat: R

Op:

Effective: 4/21/2009
Issue Alloc: ☐
Issue Picked: ☒

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: Op:

Description: Site: Loc:

Quantity: UM: Lot/Serial:

Substitute: ☐ Cancel B/O: ☐ Reference: Multi Entry: ☐

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 x Work Order Accounting Close -... x

Work Order Accounting Close 04/21/09 08:09:42
QMS US Page: 1

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 04/21/09 08:09:42
QMS US Page: 2

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

Unposted Transaction Register

Unposted Transaction Register												Unposted Transaction Register_ X												04/21/09 08:11:06																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																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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: $20 \times 21.45 = 429.00$

 QAD Our Passion. Your Advantage.									
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	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

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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

Operational Transaction Post | Operational Transaction Post-... | 04/21/09 08:27:49
us Page:1

Reference ID	Entered Date	Eff Date	Line	Account	Project	Entity	Description	Amount	Cur	Daybook
IC090421000001	04/21/09 QAD	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	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	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	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	
WO090421000005	04/21/09 QAD	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	
WO090421000006	04/21/09 QAD	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

Journal Entry View

Journal Entry Browse for View

Search (6)

Viewing 1 - 21 of 21 Records per page: 100

Daybook Code

Daybook Code: WDISS (4 items)

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

GL Account Sub-Account C Cost Ce Description Trans Curr TC Debit TC Credit

1550 Mech ISS-W/D 400007 USD 99.00 0.00

Sub-Account Code

Mech

SAF Concept Code SAF Code

Item Type COMP

Product Line PGM

Site US-W-N

GL Account Sub-Account C Cost Ce Description Trans Curr TC Debit TC Credit

1500 Mech ISS-W/D 400007 USD 0.00 99.00

QAD Proprietary

28

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



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Test 4: Financials

QAD Proprietary

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Exercises: Journal Entries



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Journal Entries

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

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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



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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


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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”.