

Mass Asset Additions

Overview

Mass Asset Additions

System References

None

Distribution

Oracle Assets

Job Title*

Ownership

The Job Title [list@YourCompany.com?Subject=EDUxxxxx] is responsible for ensuring that this document is necessary and that it reflects actual practice.

Mass Asset Additions

Release 12 Oracle Asset Management Fundamentals

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Objectives

After completing this module, you should be able to do the following:

- **Discuss how mass asset additions fits into the Oracle Assets process**
- **Explain the 4 steps of the mass additions process**
- **Explain how mass additions are utilized when converting to Oracle Assets**
- **Explain which fields of the FA_MASS_ADDITION table are populated automatically and which fields must be manually added**

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Objectives

- **Discuss the preparation process that must be completed before mass addition lines can be added to Oracle Assets**
- **Explain how posting mass addition lines adds assets to Oracle Assets**
- **Discuss the mass additions delete and purge process used to clean up the FA_MASS_ADDITIONS table**
- **Discuss the features of the Applications Desktop Integrator used to add assets**

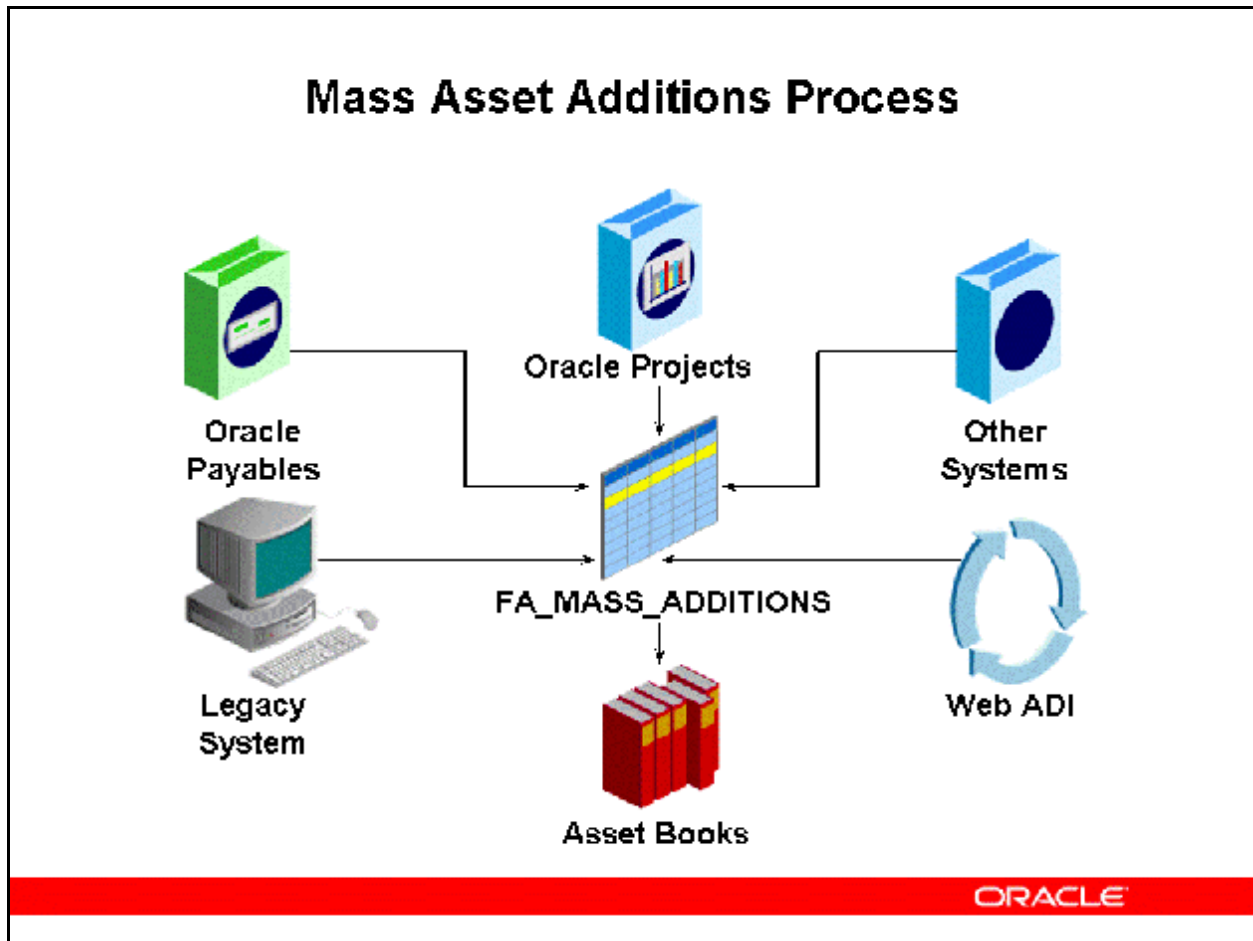
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Agenda

- **The Mass Additions Process**
- **Mass Additions Create**
- **Prepare Mass Additions**
- **Post Mass Additions**
- **Delete Mass Additions**
- **Enter Future Transactions**
- **Create Assets Using Web ADI**

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Mass Asset Additions Process



Mass Asset Additions Process

The mass additions process lets you add new assets or cost adjustments from other systems to your system automatically without reentering the data. For example, you can add new assets from invoice lines brought over to Oracle Assets from Oracle Payables, or from CIP asset lines sent from Oracle Projects. CIP Asset additions will be discussed in more detail in the *12 Asset Management Fundamentals* module *CIP Asset Additions*.

Create Mass Additions Program

The Create Mass Additions program creates mass additions from invoice information in Oracle Payables and places them in the FA_MASS_ADDITIONS table. This table is separate from the main Oracle Assets tables so that you can review and approve the mass additions before they become actual asset additions. You run this program often to transfer potential asset invoice lines. The same line is never transferred twice.

To integrate Oracle Assets with another payables system, develop a program to load the FA_MASS_ADDITIONS table, and then use the Prepare and Post functions to add assets to Oracle Assets.

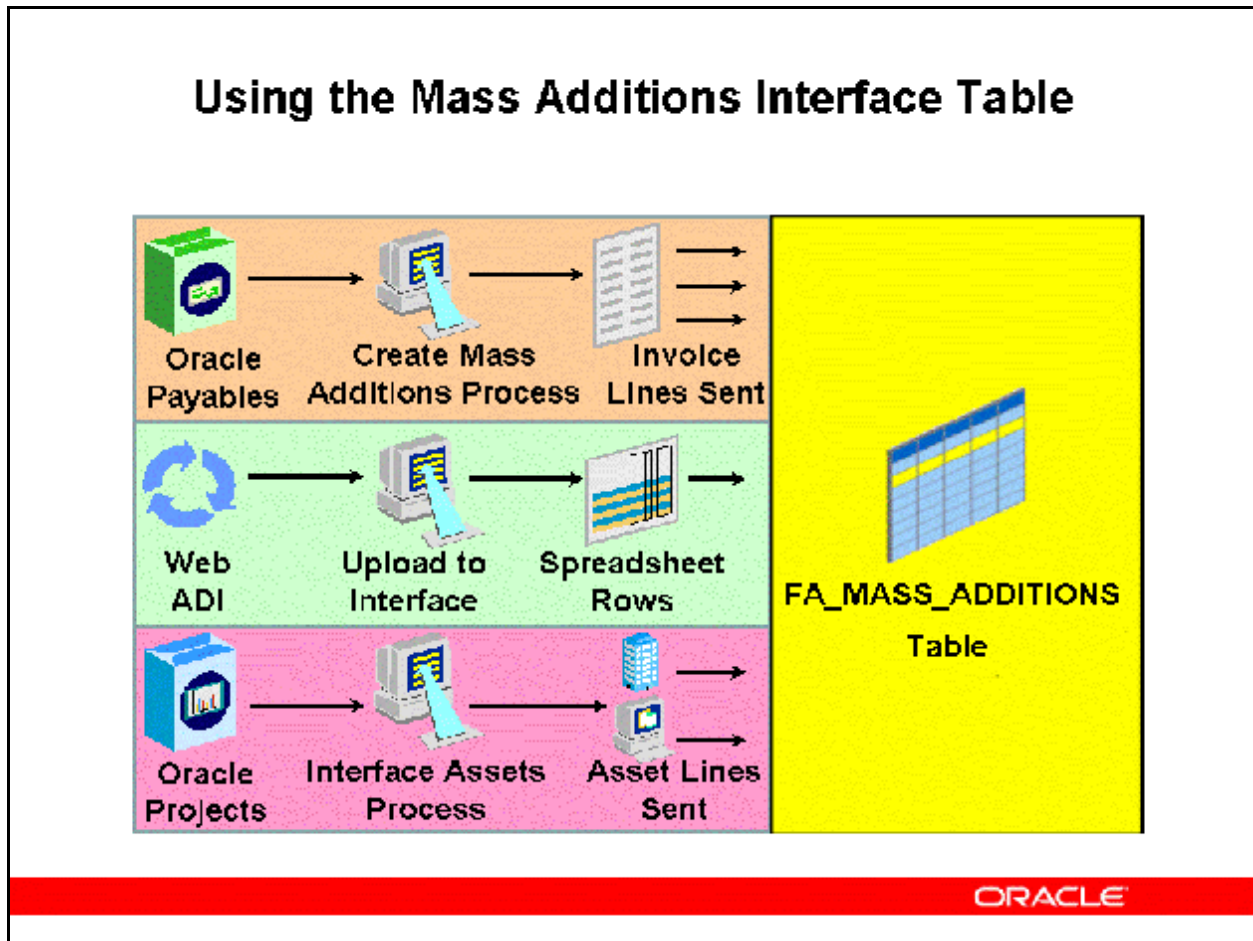
Legacy Asset Conversion

You can also use the mass additions process to convert data from a previous asset system. Instead of loading the asset information into multiple Oracle Assets tables, load it into the FA_MASS_ADDITIONS table. The Post Mass Additions process can then be used to move the asset information from the table to Oracle Assets. After placing your data in this table, you run the Post Mass Additions program to perform the data import.

Web ADI Asset Features

You can also use the features of the Oracle Web Applications Desktop Integrator (Web ADI) to add assets. The Create Assets feature of Web ADI provides a spreadsheet-based interface to simplify asset creation. You can also map data files from legacy systems or third party payables applications into the asset worksheet. When you are satisfied with the worksheet, the Upload to Interface feature automatically uploads the data into Oracle Assets.

Using the Mass Additions Interface Table



Using the Mass Additions Interface Table

Oracle Payables

When you run the Mass Additions Create process in Oracle Payables, the FA_MASS_ADDITIONS interface table is automatically populated. A row is inserted into this table for each selected invoice line from Oracle Payables.

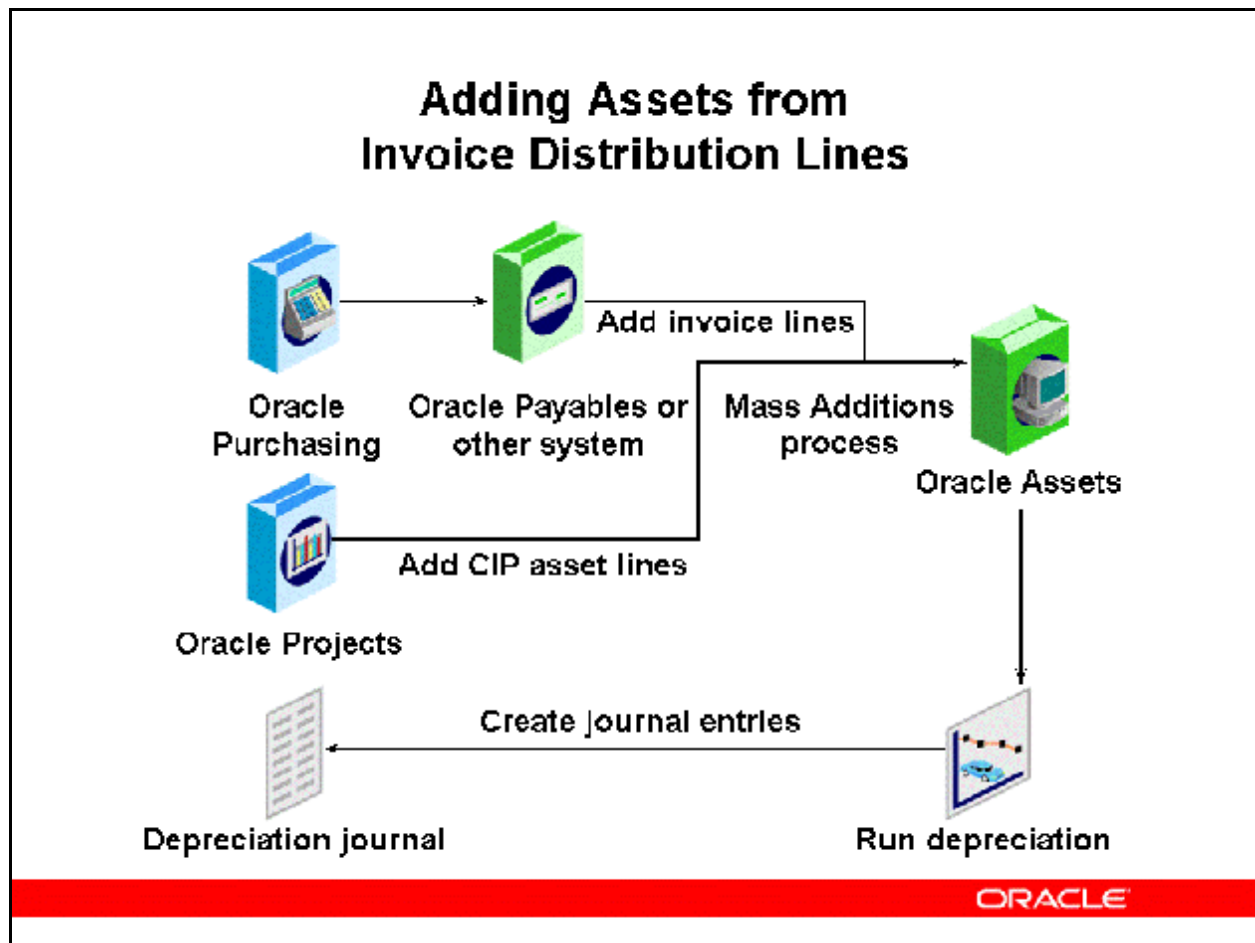
Web ADI

After creating asset data in an asset worksheet, you must upload it to Oracle Assets. Uploading is a two-step process. First, you must upload your asset data to the interface table. Second, you must post the asset data from the interface table to Oracle Assets.

Oracle Projects

You can run the Interface Assets process to send asset lines from Oracle Projects into one mass addition line for each asset in the FA_MASS_ADDITIONS interface table. Add data in the Prepare Mass Additions form. Oracle Assets then creates the assets by deriving the asset cost account and posting journal entries for capitalization to Oracle General Ledger.

Adding Assets from Invoice Distribution Lines



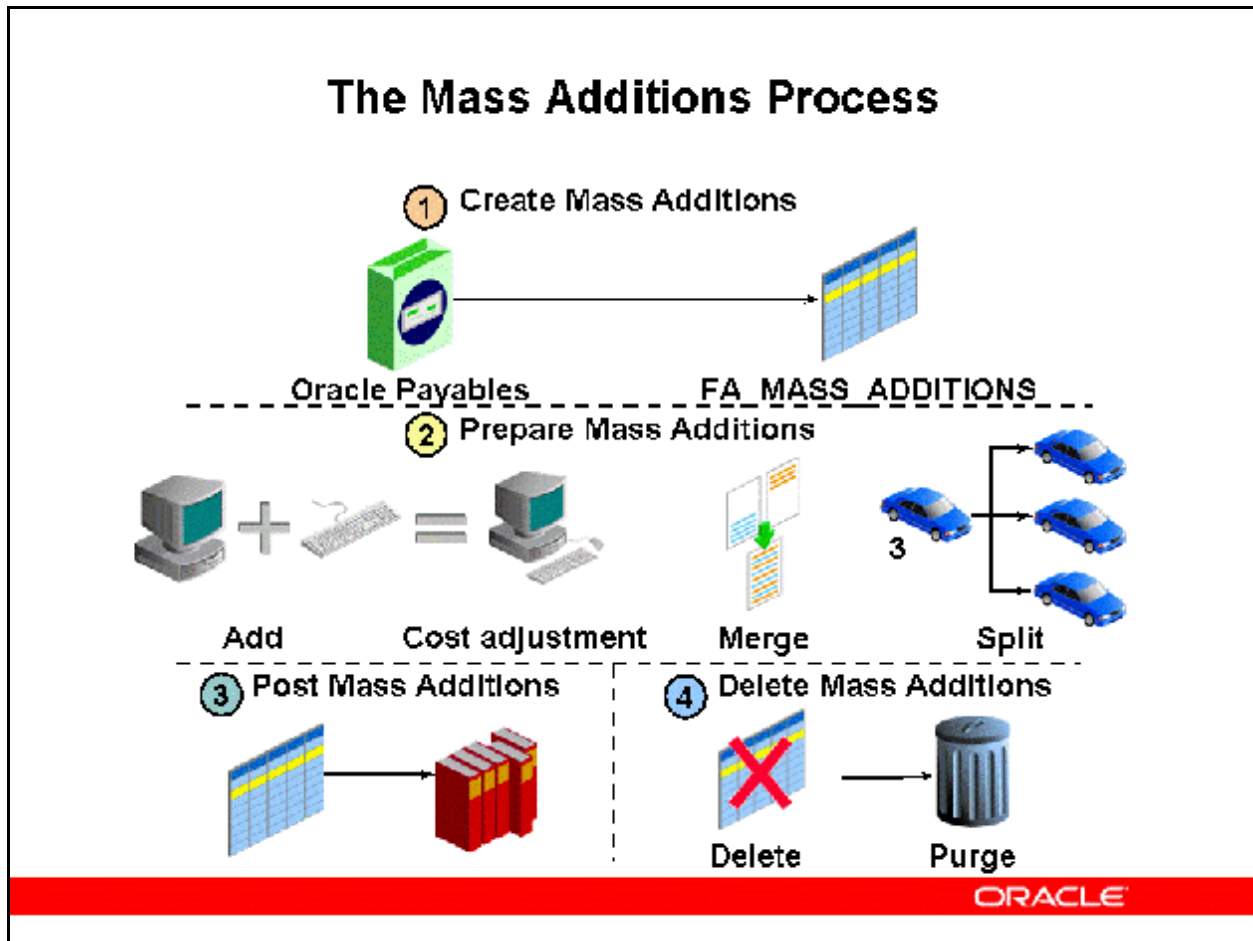
Adding Assets from Invoice Distribution Lines

You can automatically add assets and cost adjustments directly into Oracle Assets from external sources by using the Mass Additions process, the most common method for entering asset information. External sources may be invoice information in Oracle Payables or other payables system. This decreases data entry and helps avoid errors and information loss that can occur during manual reentry.

- You enter purchase orders in Oracle Purchasing, and receive invoices in Oracle Payables.
- You then use Mass Additions process to create assets from one or more invoice distribution lines in Oracle Payables.
- Because Oracle Assets is already integrated with Oracle Payables, you can easily integrate it with other payables systems.
- You use the same interface to convert data from a previous assets system.
- Many Oracle Assets sites will have Oracle Payables implemented. Oracle Purchasing usually accompanies Oracle Manufacturing products.

Adding assets via Oracle Projects is discussed in more detail in the *Release 12 Asset Management Fundamentals* module *CIP Asset Additions*.

The Mass Additions Process



The Mass Additions Process

Step 1 Create Mass Additions

- Run Mass Additions Create from Oracle Payables to copy invoice distribution lines representing potential assets into the FA_MASS_ADDITIONS interface table in Oracle Assets.

Step 2 Prepare Mass Additions

- Use Prepare Mass Additions to enter additional information for a mass addition; add a mass addition to an existing asset as a cost adjustment; split a multiple-unit mass addition; or merge mass additions to combine several mass addition lines.
- **Note:** This step must be performed before you can post mass additions.

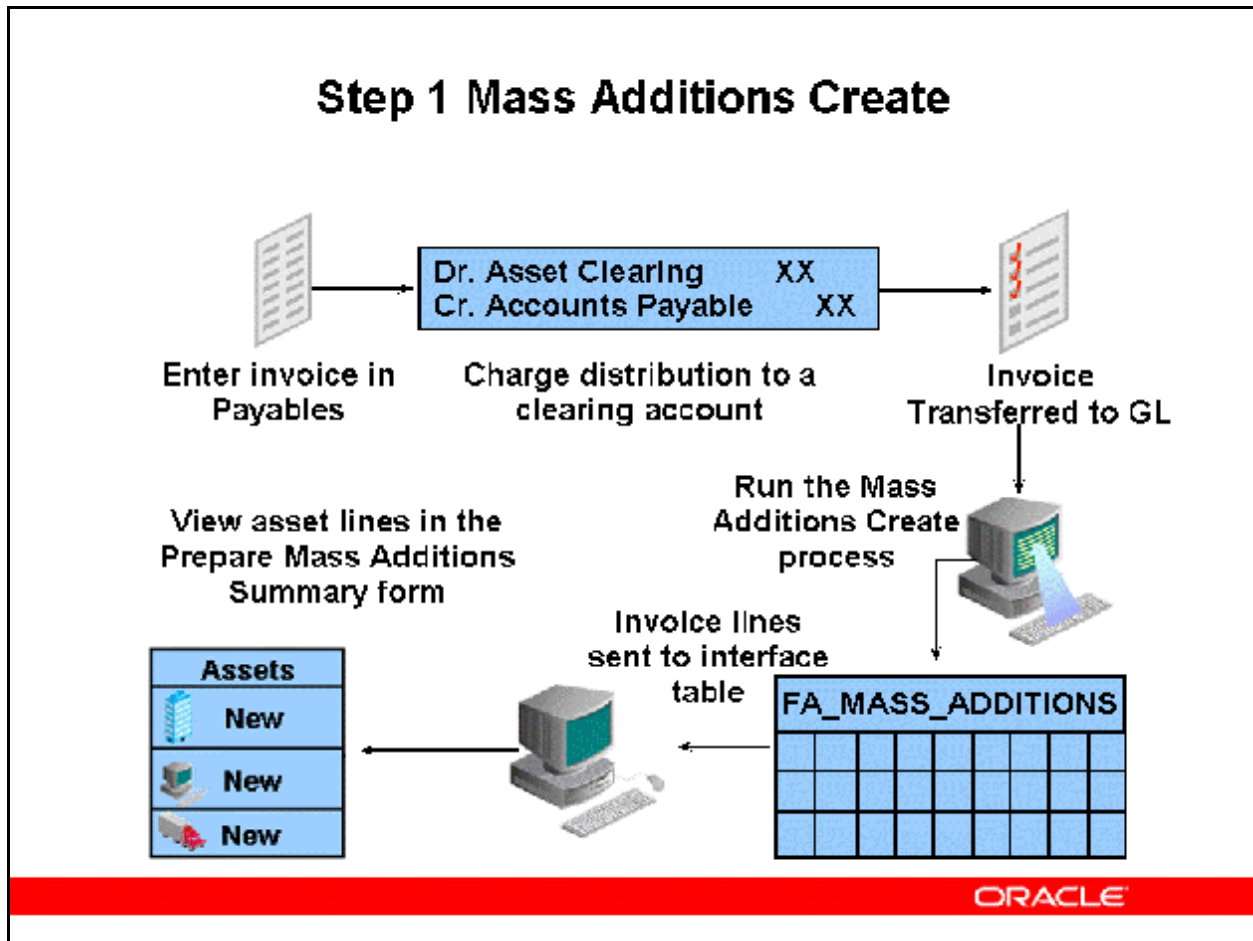
Step 3 Post Mass Additions

- Run Post Mass Additions to create assets and cost adjustments from mass additions lines. This process imports asset information from the FA_MASS_ADDITIONS table into several other Oracle Assets tables.

Step 4 Delete Mass Additions

- Run Delete Mass Additions to remove mass addition lines from the FA_MASS_ADDITIONS interface table.
- Run Mass Additions Purge to remove the audit trail of deleted mass addition lines from Oracle Assets.

Step 1 Mass Additions Create



Step 1 Mass Additions Create

Creating Mass Additions

The Oracle Assets Mass Additions Create process, sends valid invoice distributions and associated discounts from Payables to the interface table called FA_MASS_ADDITIONS. Use the Prepare Mass Additions form to review the information before creating assets from the invoice lines.

Entering Units in Purchasing

If you enter a purchase order in Purchasing with multiple units and match it completely to an invoice in Payables, the Mass Additions Create process uses the number of units specified by the original purchase order for the mass addition line. If you enter an invoice directly into Payables without matching it to a purchase order, the default will be one unit.

Entering Invoices in Payables

When you want to import invoice lines from a new invoice entered in Payables, you must charge the distribution to a clearing account that is already assigned to an asset category. The line amount can be either positive or negative.

Entering Information in the Description Field

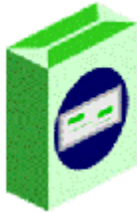
Any additional information entered in the Description field in the Invoices Summary form in Payables appears in the Description field in the Mass Additions form in Oracle Assets. The description Discount appears for any imported discount line distributions.

Run Create Mass Additions

In Payables, after you validate, account and transferred to General Ledger, run Mass Additions Create to send valid invoice line distributions to Oracle Assets. Note that the Mass Additions Create process is typically run from Oracle Payables.


Requirements to Create Mass Addition Lines

Requirements to Create Mass Addition Lines



In Oracle Payables

- ✓ Invoice line must be charged to an asset account
- ✓ The asset account charged must be set up as a clearing account in any Asset Category
- ✓ Select the Track as Asset checkbox
- ✓ The AP Invoice must be validated and accounted
- ✓ The AP invoice is transferred to the General Ledger



Requirements to Create Mass Addition Lines

Each appropriate invoice distribution line from Oracle Payables becomes a single mass addition line in the FA_MASS_ADDITIONS table, as well as a potential asset. The invoice does not need to be paid to be selected as a mass addition.

For the Mass Additions Create process to import an invoice line distribution to Oracle Assets, these conditions must be met:

- The line is charged to an account set up as an asset account.
- The asset account charged is set up in an existing asset category as a clearing account.
- The Track as Asset check box is selected. (It is selected automatically if the account is an Asset account as defined in the Natural Account segment of the Accounting Flexfield structure for the Set of Books being used.)
- The invoice is validated and accounted in Oracle Payables.
- The invoice line distribution is transferred to Oracle General Ledger from Payables.
- The general ledger date on the invoice line distribution is on or before the date that you specify for the create program.

- Your installation of Oracle Payables is tied to the same general ledger set of books as the corporate book for which you want to create mass additions.
- If you use the multi-org feature, your Payables operating unit must be tied to the same general ledger set of books as the corporate book for which you want to create mass additions.

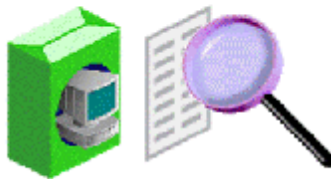
Tracking Expensed Items in Oracle Assets

Tracking Expensed Items in Oracle Assets

For those items you want to charge to expense...



But also want to track in Oracle Assets...



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Tracking Expensed Items in Oracle Assets

You can track items expensed in Oracle Payables with your assets:

- Charge invoice distribution line to an Expense account, not Asset Clearing account.
- Manually select the Track as Asset check box.
- Item must meet all other conditions for valid import lines.
- Oracle Assets does not depreciate or create journal entries for expensed items.

Instructor Note

Before performing the following demonstration and practice, ensure that the Recoverable Tax and Non-Recoverable Tax accounting classes have been set up.

1. In the Assets Responsibility:

(N) Setup > Financials > Post-Accounting Programs

2. Perform a blind query to bring up the list of program codes (CTRL F-11)

3. Highlight MASS ADDITIONS CREATE.

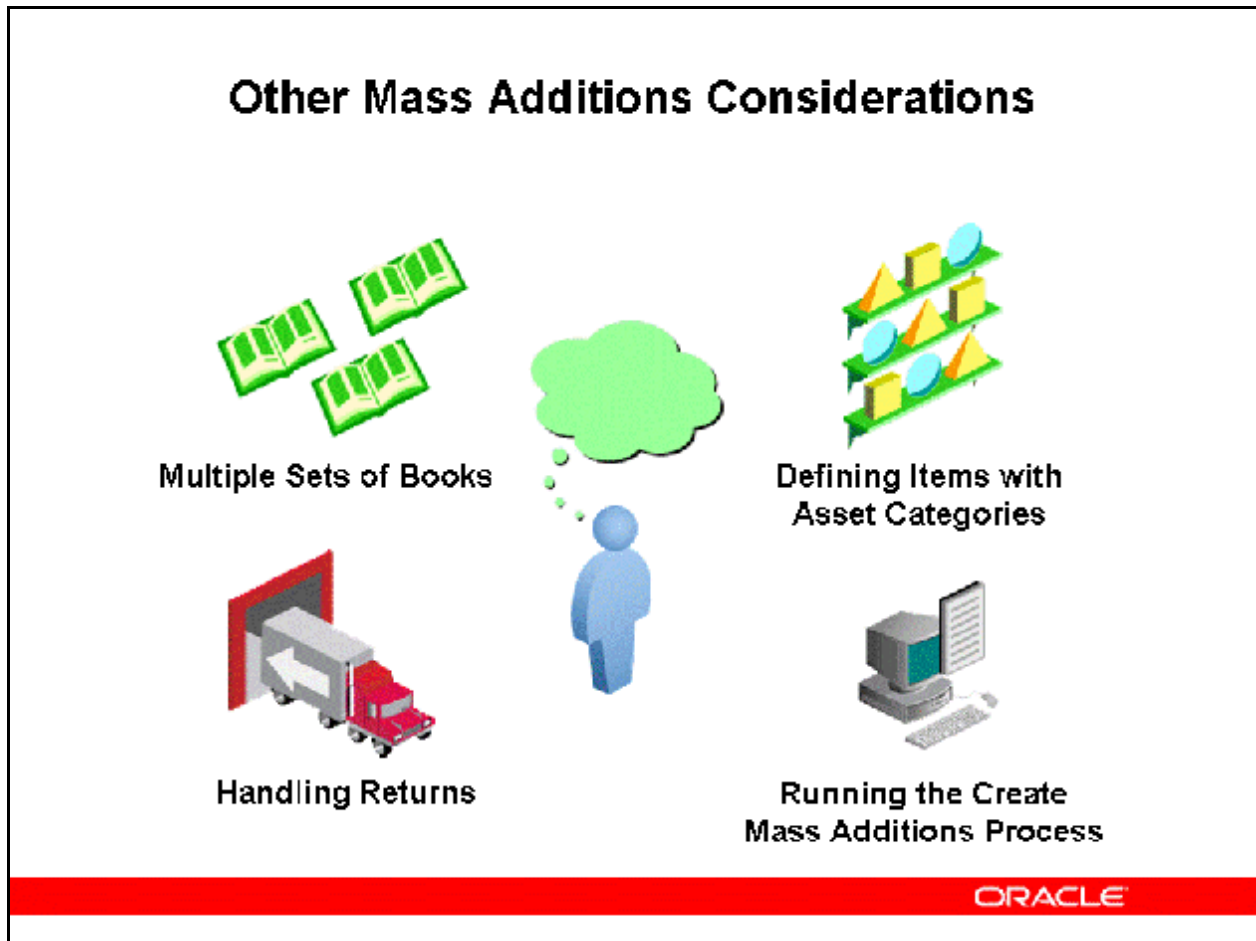
4. Click (B) Accounting Class Assignments and check if the Recoverable Tax and Non-Recoverable Tax accounting classes have been set up.

5. If not, close the Accounting Class Assignments window and click Copy Assignment.
6. Enter ORACLE ASSIGNMENT (or code of your choice) in the Assignment Code field.
7. Enter Oracle Vision (or name of your choice) in the Assignment Name field.
8. Enter Vision Operations (USA) in the Ledger field.
9. Click (B) Done.
10. Check Enabled.
11. Click (I) Save.
12. Click Accounting Class Assignments.
13. Click (I) New.
14. In the list of values, choose Recoverable Tax.
15. Click (B) OK.
16. Click (I) New again.
17. In the list of values, choose Non-Recoverable Tax.
18. Click (B) OK.
19. Click (I) Save.

Refer to *Guided Demonstration - Create Mass Addition Lines [LAB0356Y]*

Refer to *Practice - Create Mass Addition Lines [LAB037EY]*

Other Mass Additions Considerations



Other Mass Additions Considerations

Using Multiple Sets Of Books

Payables must be tied to the same general ledger set of books as the corporate book for which you want to create mass additions in Oracle Assets. If you use the multi-org feature and have multiple corporate books in Oracle Assets, ensure that you create mass additions for the correct Oracle Assets corporate book. You cannot create mass additions for tax books.

Define Items with Asset Categories

You can define a default asset category for an item in Purchasing or Inventory. Then when you purchase and pay for one of these items using Purchasing and Payables, the mass additions process defaults in this asset category. This is the only time Oracle Assets defaults an asset category for a new mass addition line.

Handle Returns

You can easily process and track returns using mass additions. For example, you receive an invoice, post it, and create an asset using mass additions. You then discover that the asset is defective and you must return it.

First you reverse the invoice in Payables, charging the credit invoice line distribution to the same asset clearing account. Then you run mass additions to bring over the credit line. Add this

line to the existing asset to bring the asset cost to zero. Now you can retire the asset. The asset addition/retirement audit trail remains intact.

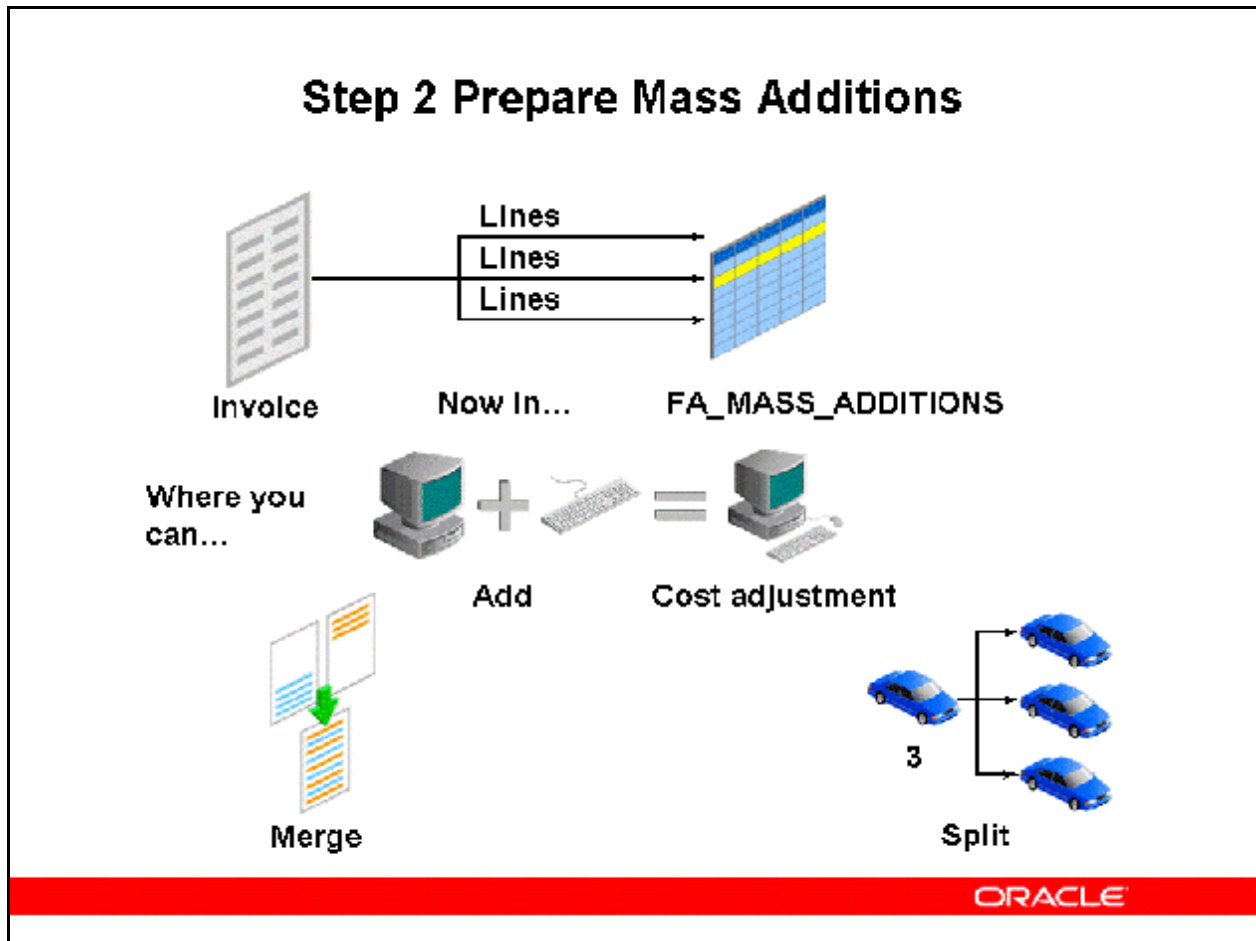
Running the Mass Additions Create Process

You can run Mass Additions Create as many times as you like during a period. Each time, it sends potential asset invoice line distributions and any associated discount lines to the FA_MASS_ADDITIONS table. Payables ensures that it does not bring over the same line twice.

Attention: Verify that you are creating mass additions for the correct corporate book, because you cannot undo the process and resend them to a different book.

Payables sends line amounts entered in foreign currencies to Oracle Assets in the converted functional currency. Since Oracle Assets creates journal entries for the functional currency amount, you must clear any foreign currency invoices manually in your general ledger. Review the Mass Additions Create Report to see both foreign and functional currency amounts.

Step 2 Prepare Mass Additions



Step 2 Prepare Mass Additions

(N) Mass Additions > Prepare Mass Additions

Review newly created mass addition lines before posting them to Oracle Assets. Enter additional mass addition source, description, and depreciation information in the Mass Additions form. Assign the mass addition to one or more distributions, or change existing distributions, in the Assignments form. If the mass addition line was created in error, you can delete it.

You can also perform the following actions on mass addition lines:

- Adjust the cost of a mass addition.
- Merge mass addition lines into another mass addition.
- Split a multiple-unit mass addition into several single-unit mass additions.
- Add a mass addition line to an existing asset as a cost adjustment.
- Choose whether to change the category and description of the existing asset to those of the mass addition.

Required Fields and Mass Additions

Required Fields and Mass Additions

Required fields to add an asset:	For a Mass Addition line:
Asset Number	Usually system assigned
Description	Transferred from PO or invoice
Category	Must be added unless inventory item was used
Asset Type	Defaults to Capitalized
Units	From PO or defaults to 1
Book	Corporate Book tied to same GL set of books as Payables
Cost	Transferred from invoice
Date in Service	Uses usual default dates
Depreciation Exp Acct	Must be added
Location	Must be added

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Required Fields and Mass Additions

It is standard Oracle Assets functionality that when invoice lines are created as mass addition lines, they do not have all the required fields to create an asset complete with data. The Prepare Mass Additions step is used to complete the required fields needing data in order for the mass addition line to be available to post to Oracle Assets.

Automatic Preparation of Mass Additions

Most of the preparation of mass addition lines can be performed automatically.

The Prepare Mass Additions concurrent program uses information provided for specific mass addition lines to populate The Asset Category and Expense Account fields.

Uses default rules:

- Allows customization
- Rules are used to derive data for required fields

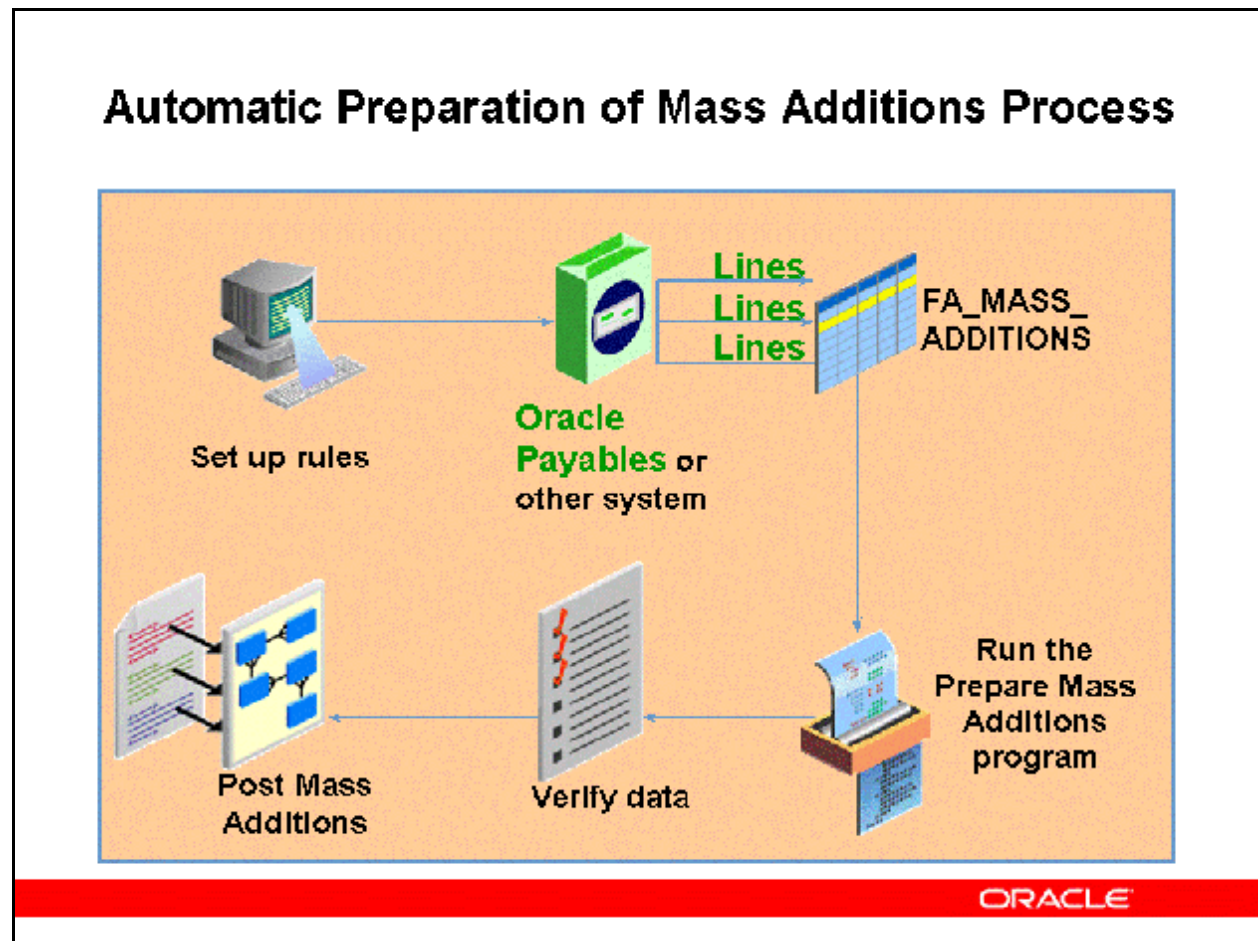


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Automatic Preparation of Mass Additions

- Most of the preparation of mass addition lines can be performed automatically to minimize manual intervention in the mass additions process.
- The Prepare Mass Additions concurrent program uses the information provided for specific mass addition lines to populate the Asset Category and Expense Account fields.
- Oracle Assets uses default rules for the Auto Prepare Mass Addition Lines process, but also allows you to customize your specific preparation needs. The rules you set up in the public API will be used by the Prepare Mass Additions program to derive the data for additional fields.

Automatic Preparation of Mass Additions Process



Automatic Preparation of Mass Additions Process

Set up Auto Prepare Mass Addition Lines Rules

(N) Asset System > Quick Code

Set up auto prepare mass addition line rules as follows:

- **Use Default:** The asset category is derived by matching the cost clearing account of the line with the cost clearing account defined for the asset category for that asset book. There must be a one-to-one mapping for the cost clearing account and the asset category.
- **Use Custom:** The Prepare Mass Additions concurrent program uses the custom logic coded in the Public API.
- **Use Custom Energy:** The energy industry-specific custom rule.

Interface Mass Additions Lines from Oracle Payables or any other system

You can interface mass addition lines from Oracle Payables or an external system (interfacing mass additions lines will be addressed later in this course).

Run the Prepare Mass Additions Program

Once you have created your mass addition lines, run the Prepare Mass Additions concurrent program from the Concurrent Manager. After the Prepare Mass Additions concurrent program is run, you can verify the mass additions data, if needed, and then post the mass additions.

The Prepare Mass Additions concurrent program processes lines in FA_MASS_ADDITIONS that have a queue status of NEW or ON HOLD.

The Prepare Mass Additions program derives the expense account by taking the clearing account combination and overlaying the natural account segment with the value of the natural account segment of the depreciation expense defined in the category. If the program cannot derive the required information, the Queue status is set to ON HOLD and you can review and make the necessary changes to the asset line.

If you set the rule to Custom: the Prepare Mass Additions program uses the custom logic coded in the Public API.

Verify Mass Additions Data

Optionally verify your mass additions data.

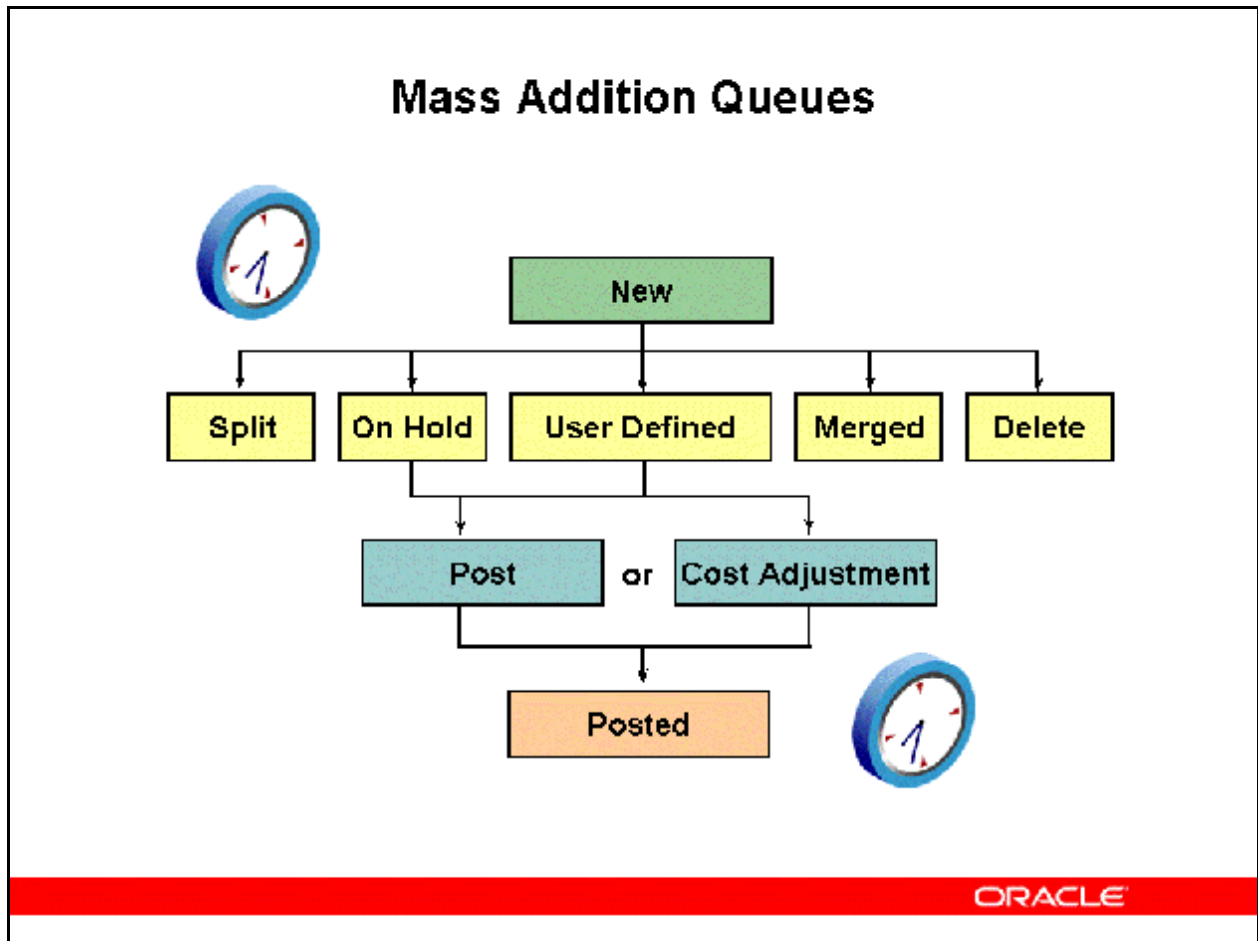
Post mass additions

Post mass additions (posting mass additions will be addressed later in this course).

Instructor Note: Before performing the Automatic Preparation of Mass Additions Lines demonstration, make sure you have manually added the Prepare Mass Additions program to the list of programs.

Refer to *Demonstration – Automatic Preparation of Mass Additions Lines [LAB3E87Y]*

Mass Addition Queues



Mass Addition Queues



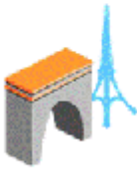



Each mass addition belongs to a queue that describes its status, and the queue name changes according to the transactions you perform on the mass addition. You can define your own mass additions hold queues in the QuickCodes form. The following table describes each Oracle Assets mass addition queue name:

Refer to *Mass Addition Queue Names Table [LAB3516Y]*

Changing Asset Information

Changing Asset Information

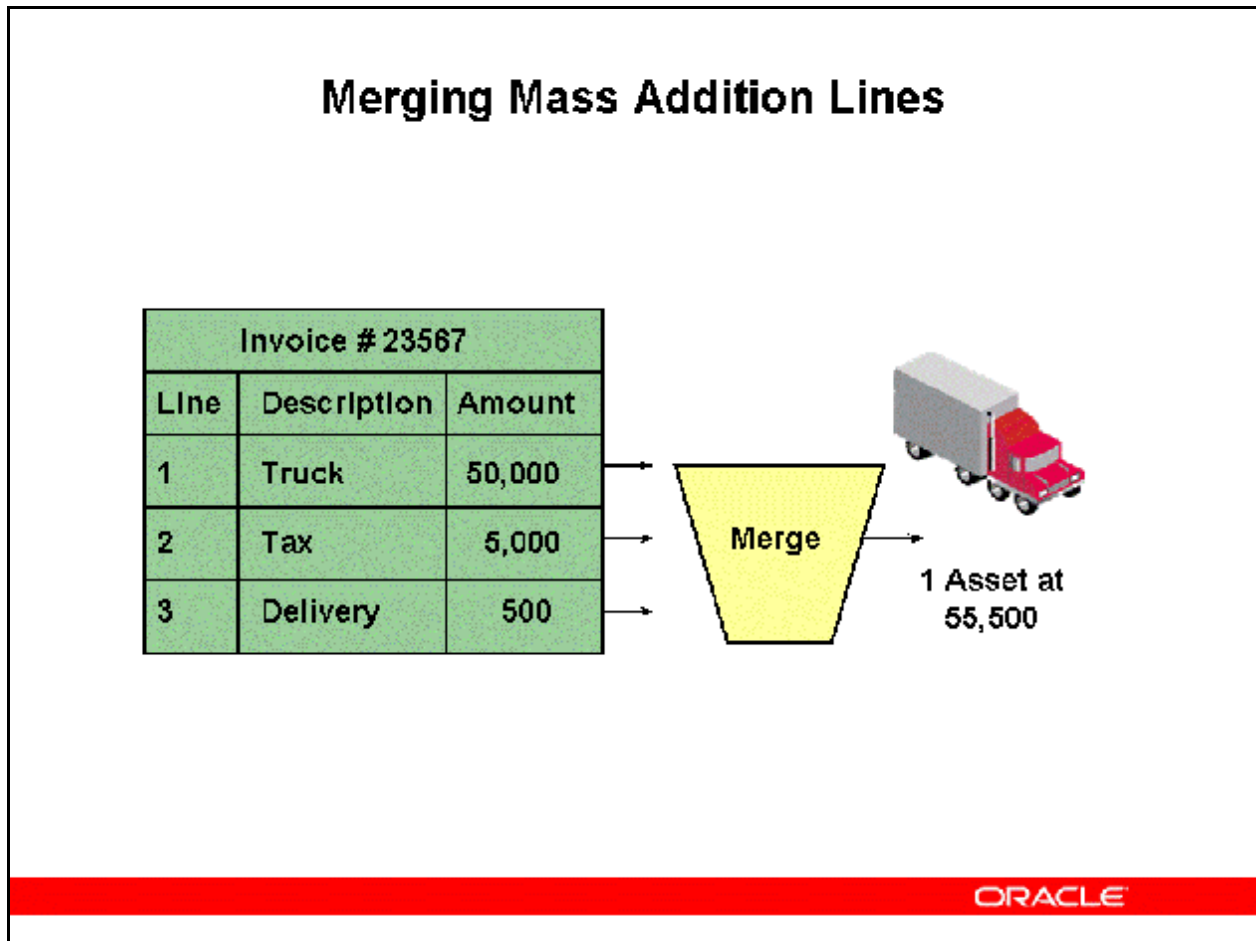
Changeable items during Prepare Mass Additions

<p>Category</p>  <p>VEHICLE.OWNSTD</p>	<p>Employee</p>  <p>Art Vandelay</p>	<p>Expense Account</p> <table border="1" style="margin: auto;"> <thead> <tr> <th colspan="2">Depreciation Expense</th> </tr> </thead> <tbody> <tr> <td>Company</td> <td style="text-align: center;">03</td> </tr> <tr> <td>Region</td> <td style="text-align: center;">99</td> </tr> <tr> <td>Cost Center</td> <td style="text-align: center;">000</td> </tr> <tr> <td>Account</td> <td style="text-align: center;">6500</td> </tr> </tbody> </table>	Depreciation Expense		Company	03	Region	99	Cost Center	000	Account	6500
Depreciation Expense												
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<p>Location Source Region Asset Depreciation Region</p>												
 <p>Paris</p>	 <p>Supplier</p>	 <p>Cost</p>  <p>Units</p>										

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Refer to *Changing Asset Information Table [LAB3517Y]*

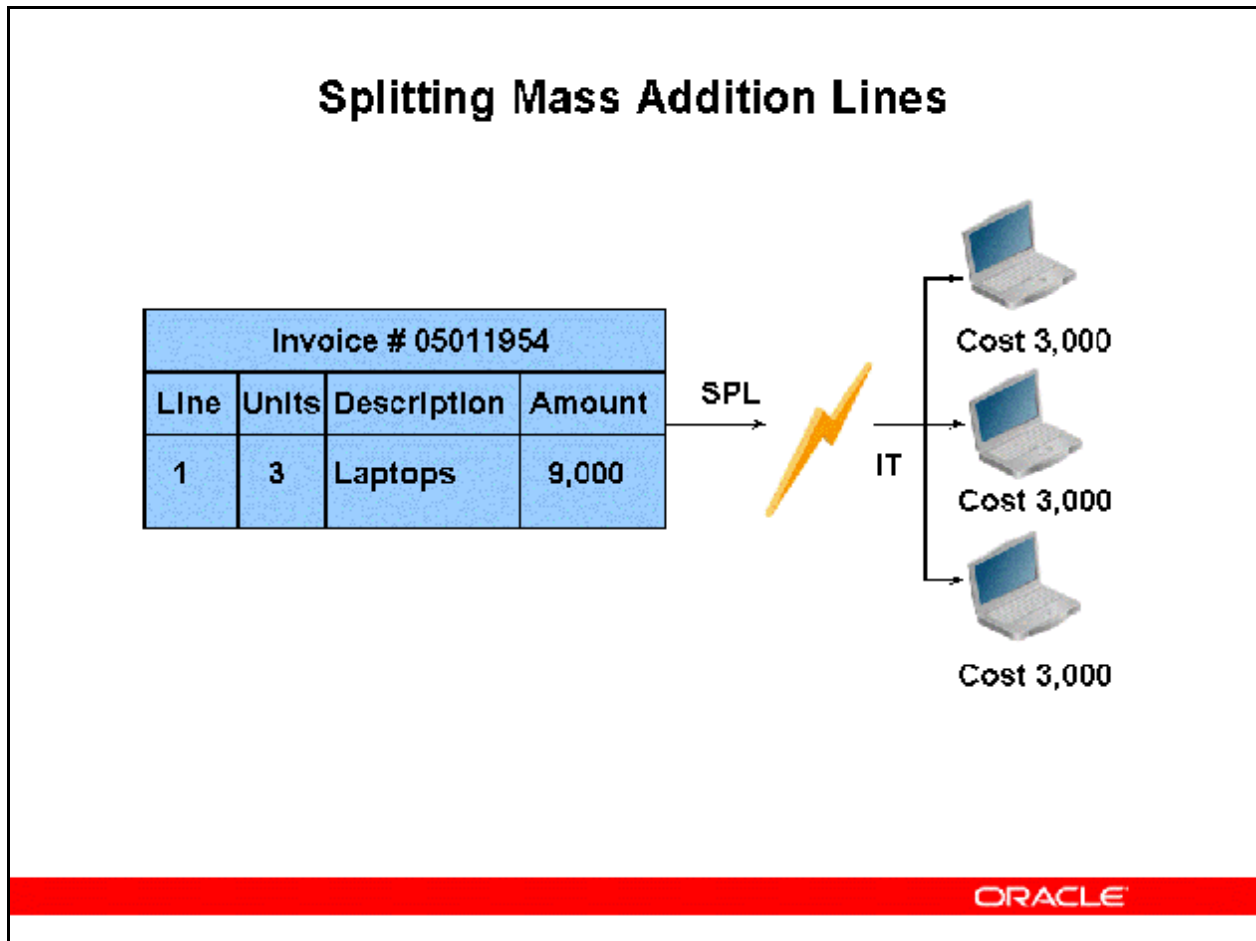
Merging Mass Addition Lines



Merging Mass Addition Lines

- You can merge separate mass addition lines into a single mass addition line with a single cost. The mass addition line becomes a single asset when you Post Mass Additions to Oracle Assets. For example, merge tax lines into the main invoice line distribution; merge a discount line with its appropriate mass addition line; or combine individual mass additions from different invoices into a single line and amount.
- You can only merge mass additions in the NEW, ON HOLD, or user-defined hold queues. Choose whether to sum the number of units.
- As an audit trail after the merge, the original cost of the invoice line distribution remains on the line. The asset cost is the total merged cost.
- You can undo a merge before but not after posting the merged parent. The mass addition lines will appear as they did before the merge.
 - **Attention:** You cannot merge split mass addition lines. For example, if you split a mass addition line with 5 units into five separate mass additions, you cannot merge two of the new split lines together. You can, however, post one of the lines to create a new asset, and then add the second mass addition line to the existing asset as a cost adjustment.

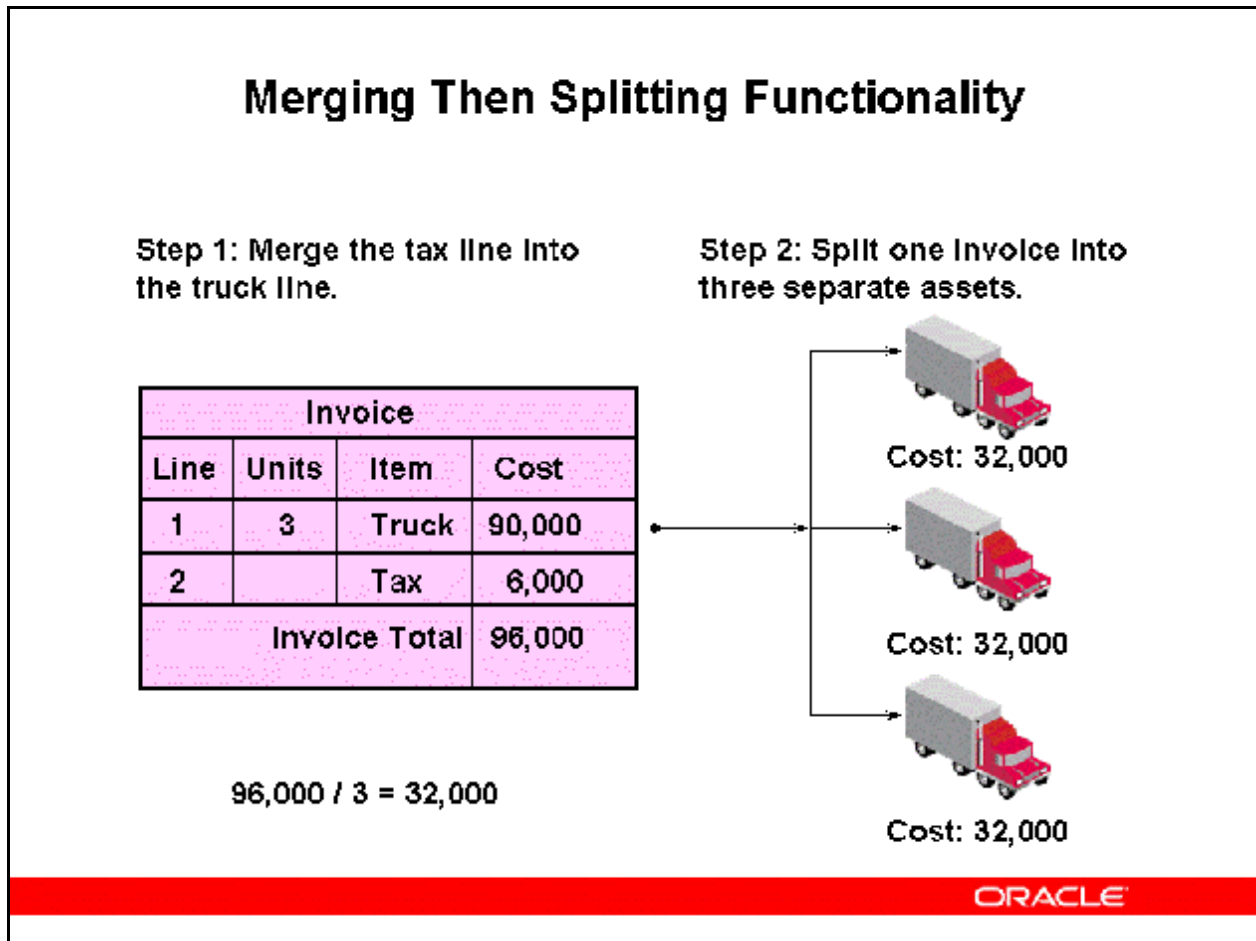
Splitting Mass Addition Lines



Splitting Mass Addition Lines

- You can split a mass addition line with multiple units into several single unit lines.
- You can split a previously merged mass addition line.
- If you split a mass addition, the original line is put in the SPLIT queue as an audit trail of the split. The resulting split mass additions appear with one unit each, and with the same existing information from the source system. Each split child is now in the ON HOLD queue. You can review each line to become a separate asset.
- If you split a multi-distributed mass addition line, Oracle Assets proportionately divides each split child's units between all of the parent's distributions.
- You can undo a split before posting the split children. Oracle Assets places the original multiple unit mass addition line in the ON HOLD queue and deletes the single unit lines.

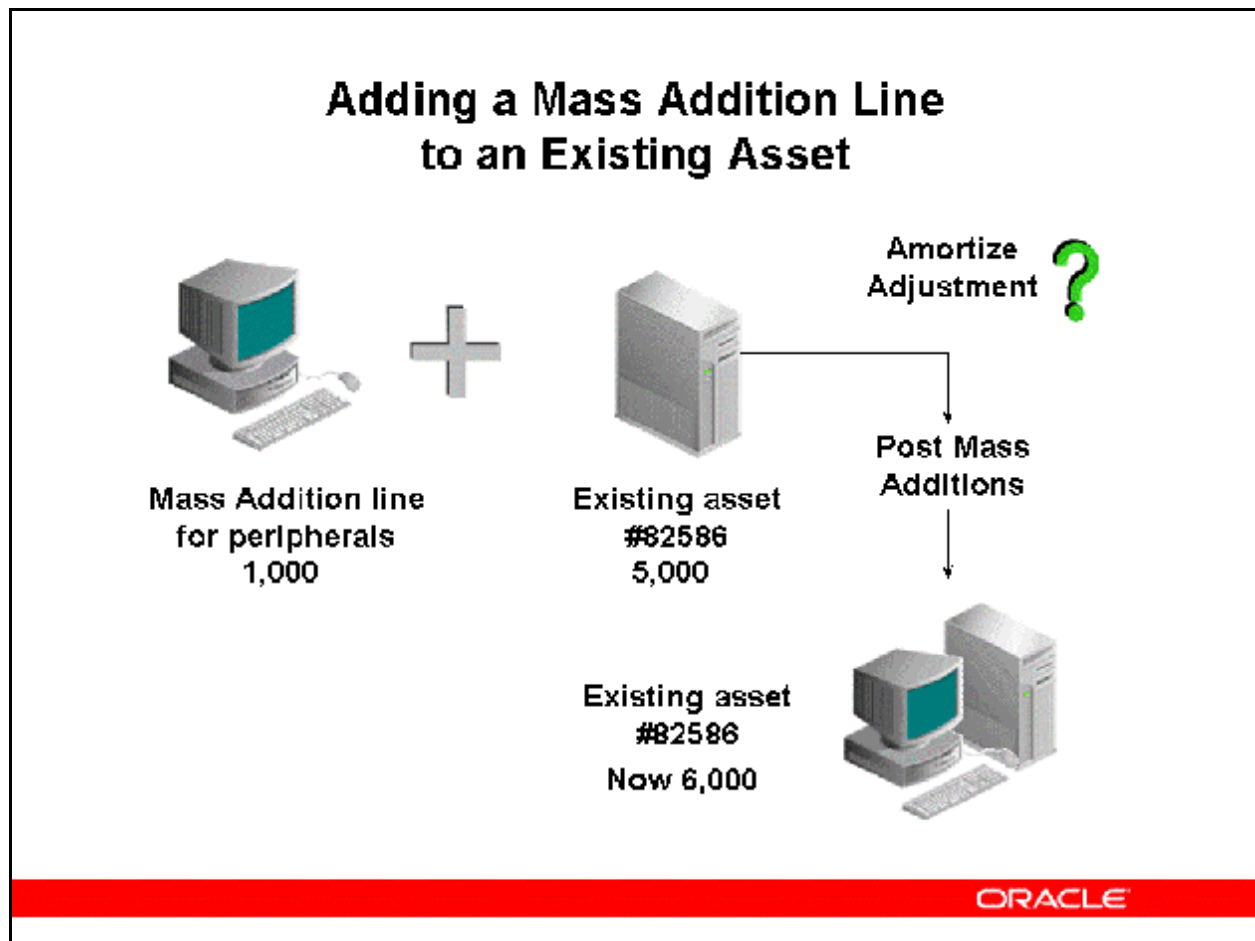
Merging Then Splitting Functionality



Merging Then Splitting Functionality

- You can split a mass addition into which you merged mass additions. Suppose you have an invoice with one line for three delivery trucks at 90,000 and another line for tax of 6,000. You want to split the tax equally among the trucks and track the cost of the trucks plus their proportionate share of the tax as three separate assets.
 - Merge the tax line into the truck line for an invoice sum of 96,000. This amount represents the merged parent.
 - Split the merged parent line into three child lines, each at 32,000 (96,000/3).
- Remember, you cannot merge split mass addition lines.

Adding a Mass Addition Line to an Existing Asset



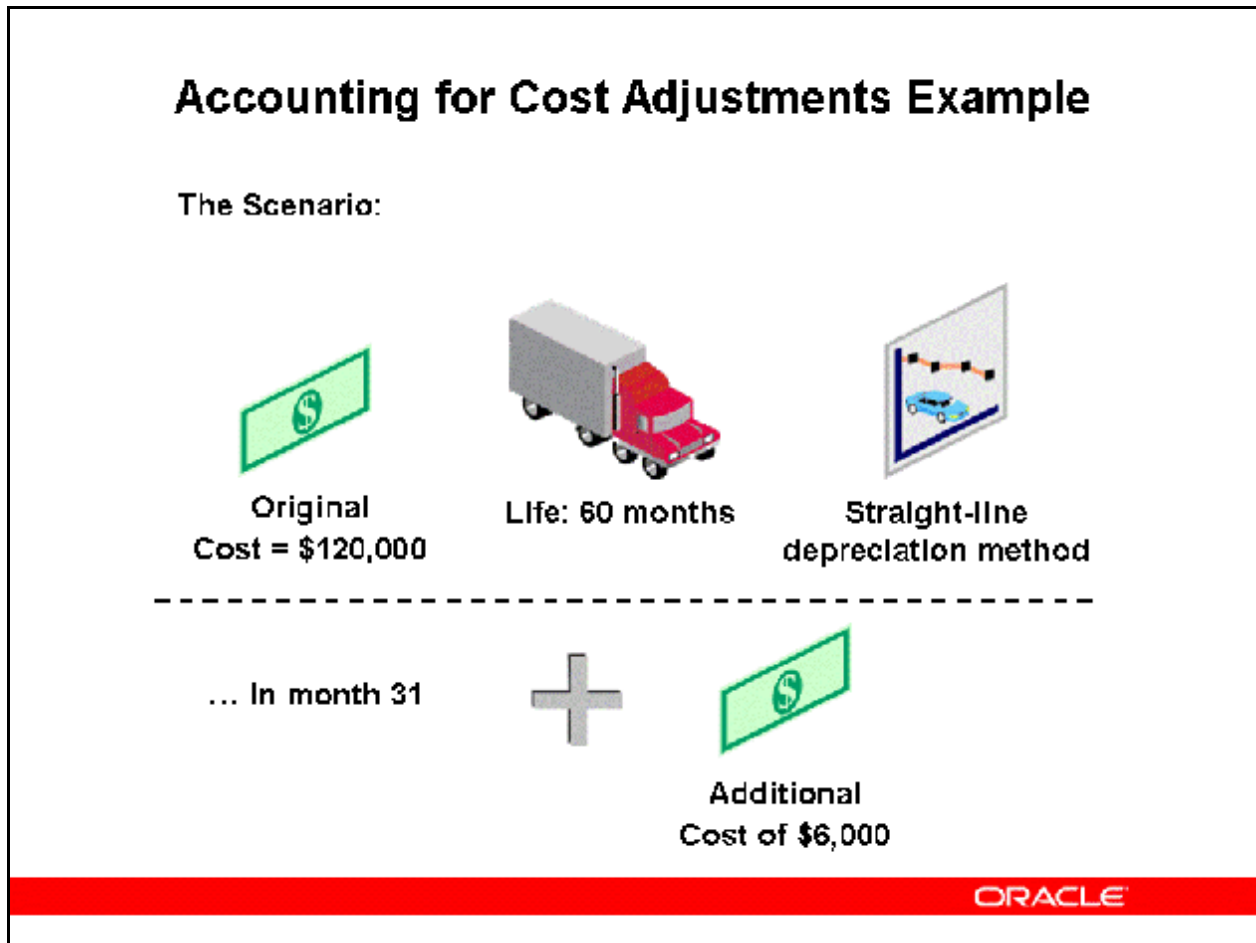
Adding a Mass Addition to an Existing Asset

- You can add a mass addition line to an existing asset as a cost adjustment. Choose whether to change the category and description of the existing asset to those of the mass addition. If you choose to do so, Oracle Assets reclassifies the destination asset to the category and updates its description to that of the mass addition when you Post Mass Additions. Also choose whether to amortize or expense the cost adjustment.
- When you change the queue name to POST for a mass addition line, you are adding to an existing asset and save the record, Oracle Assets automatically changes the queue name to COST ADJUSTMENT. This makes it easy to differentiate between adding a new asset or adjusting an existing asset.
- Note that you do not need to prepare a mass addition line added to an existing asset. It inherits the detail asset information from the existing asset you are adding it to. You must, however, remember to change the queue to POST and save the record.
- You can undo a cost adjustment prior to posting mass additions for the line you are adding to an asset. Once the mass addition line has been posted, you cannot undo the cost adjustment within the mass additions functionality.

Refer to *Guided Demonstration - Prepare Mass Addition Lines [LAB0357Y]*

Refer to *Practice - Prepare Mass Addition Lines* [LAB037FY]

Accounting for Cost Adjustments Example



Accounting for Cost Adjustments Example

- A truck costs \$ 120,000
- The depreciation method is straight-line and the life is 60 months
- At the beginning of month 31 of the truck's life, you add a mass addition of \$ 6,000 to the cost of the truck and elect to amortize the cost adjustment

To Record the Cost Adjustment invoice in Oracle Payables:

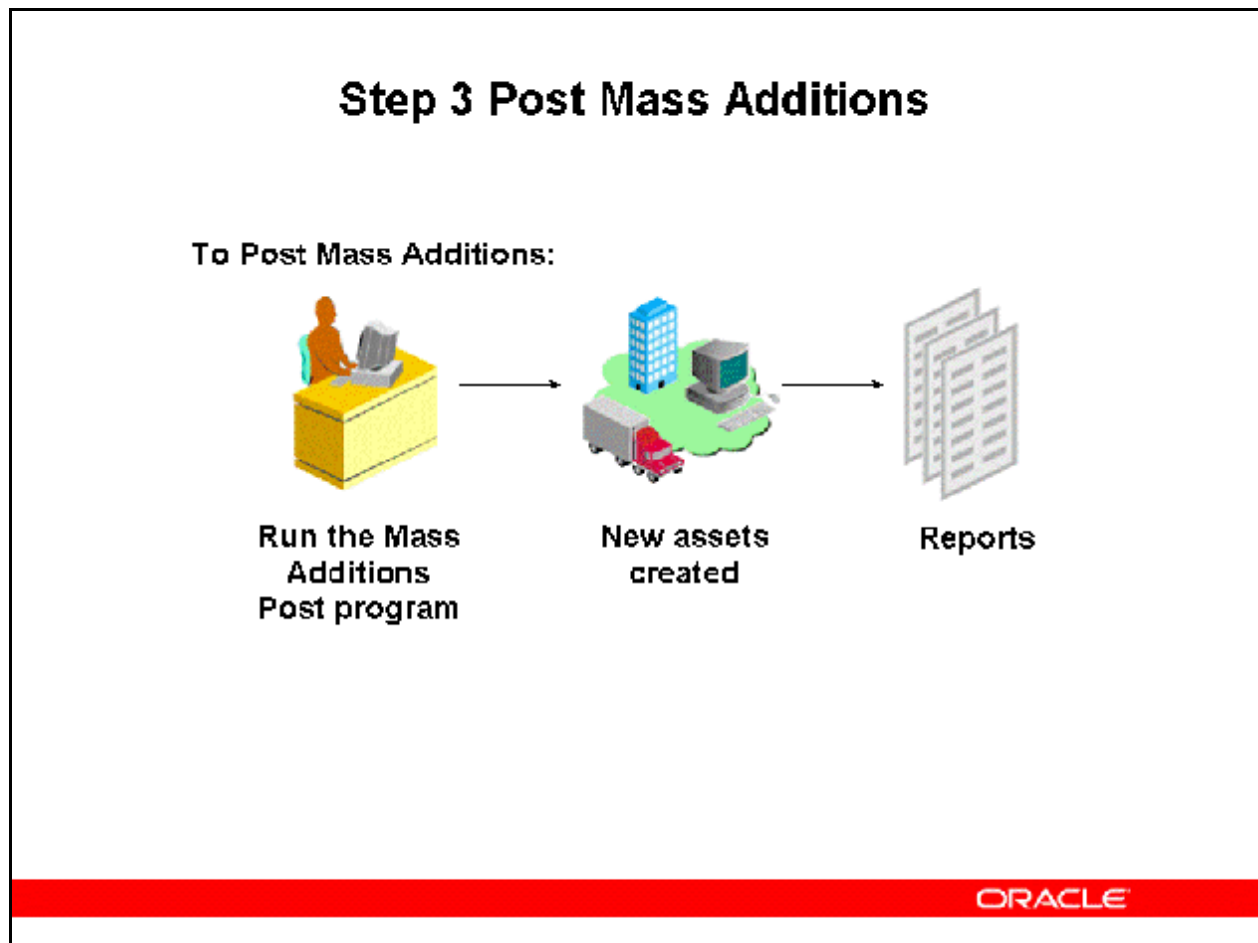
Asset Clearing	DR	6,000	
Accounts Payable		6,000	CR

To Record the Cost Adjustment and Depreciation Expense in Oracle Assets:

Asset Cost	DR	6,000	
Depreciation Expense *		2,200	
Asset Clearing		6,000	CR
Accumulated Depreciation		2,200	

* Net book value at end of month 30 = \$60,000 plus cost adjustment of \$ 6,000
 New net book value of \$ 66,000 / 30 months remaining life = \$ 2,200 depr/month

Step 3 Post Mass Additions



Step 3 Post Mass Additions

(N) Mass Additions > Post Mass Additions

- Run the Post Mass Additions program to create assets from mass addition lines in the POST queue using the data you entered in the Mass Additions form. The program also adds mass additions in the COST ADJUSTMENT queue to existing assets. You can run this program as often as you want during a period.
- If you post many mass additions, you can set up Oracle Assets to run more than one process in parallel by changing the value for the FA: Number Mass Addition Parallel Requests profile option.
- If a Mass Addition is not successfully posted, it is placed in the ON HOLD queue.
- Oracle Assets automatically runs the Mass Additions Posting Report at the end of the Post Mass Additions program.

Note: When you run Post Mass Additions, all costs for MERGED lines will be transferred to the Asset Books.

Effect of Post Mass Additions on Queue Names

Effect of Post Mass Additions on Queue Names

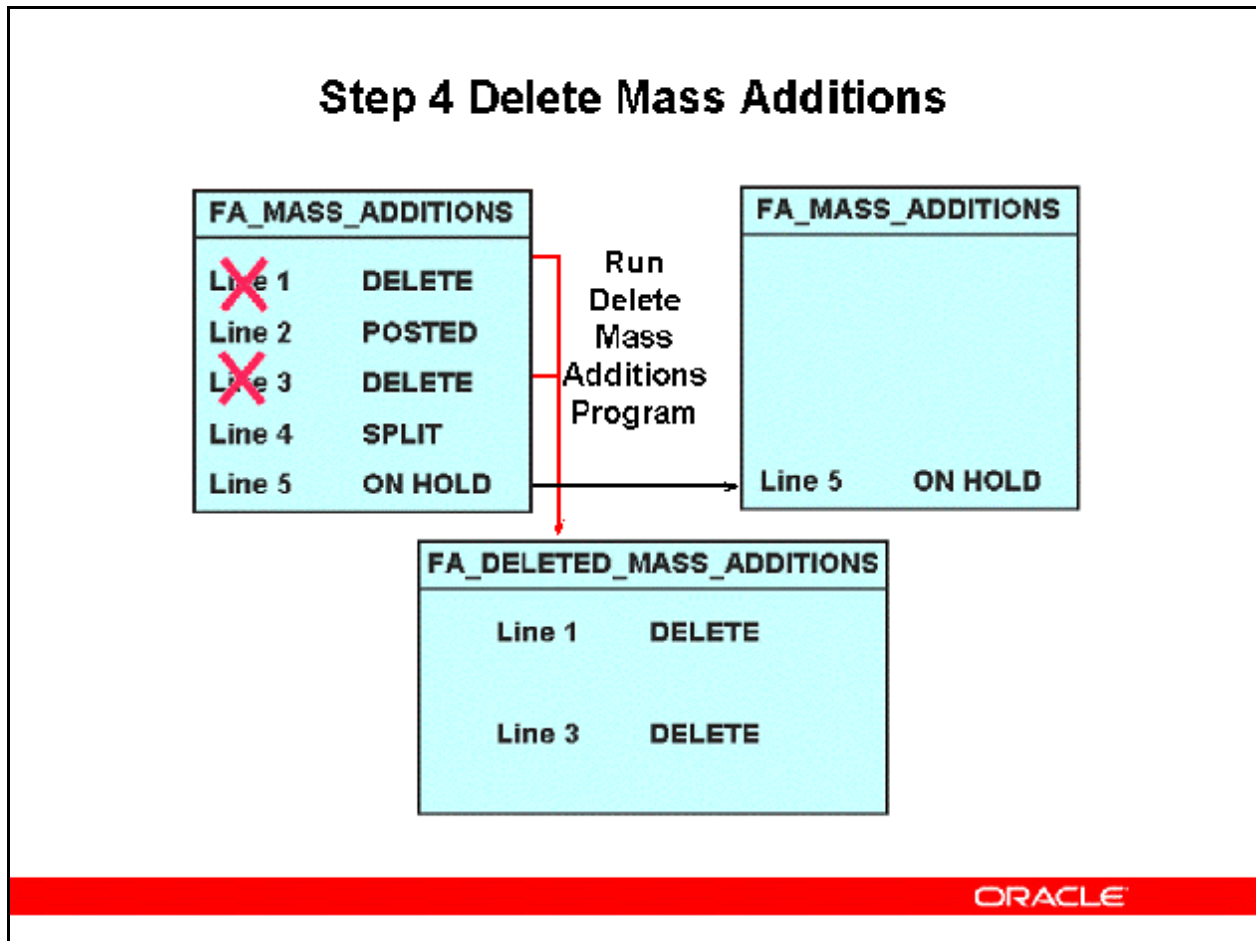
Queue Name Before Post	Effect of Mass Addition Post	Queue Name After Post
POST	Creates a new asset from a mass addition line	POSTED
COST ADJUSTMENT	Adds a mass addition line to an existing asset as a cost adjustment	POSTED
SPLIT	Mass addition line is already split; no effect	SPLIT
MERGED	Mass addition line is already merged	POSTED
NEW	New line not yet prepared for posting; no effect	NEW
ON HOLD	Mass addition line is on hold for more information; no effect	ON HOLD
DELETE	Mass addition line awaiting deletion; no effect	DELETE
USER DEFINED	Mass addition line waiting user action; no effect	USER DEFINED

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Refer to *Guided Demonstration - Post Mass Additions [LAB0358Y]*

Refer to *Practice - Post Mass Additions [LAB0380Y]*

Step 4 Delete Mass Additions

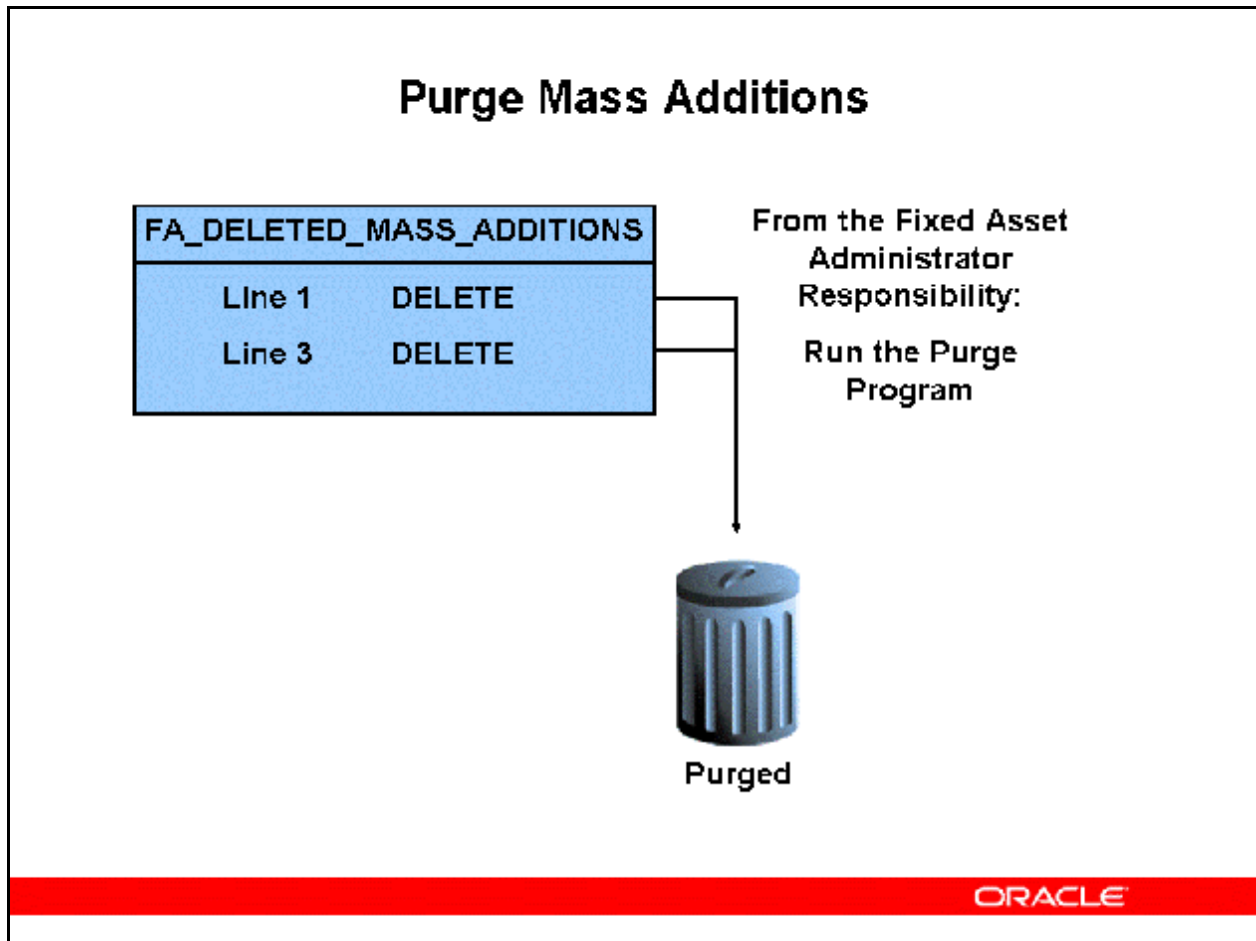


Step 4 Delete Mass Additions

(N) Mass Additions > Delete Mass Additions

- In the Mass Additions form, place lines that should not become assets in the DELETE queue.
- Run the Delete Mass Additions program to remove unwanted mass addition lines.
- All lines in the DELETE, POSTED and SPLIT queues are removed from the FA_MASS_ADDITIONS table. SPLIT parents are removed if the split children have been posted or deleted.
- The program archives mass additions in the DELETE queue to an audit trail table, FA_DELETED_MASS_ADDITIONS only. Lines assigned to the DELETE queue are not journalized; clear these with a manual journal entry.

Purge Mass Additions



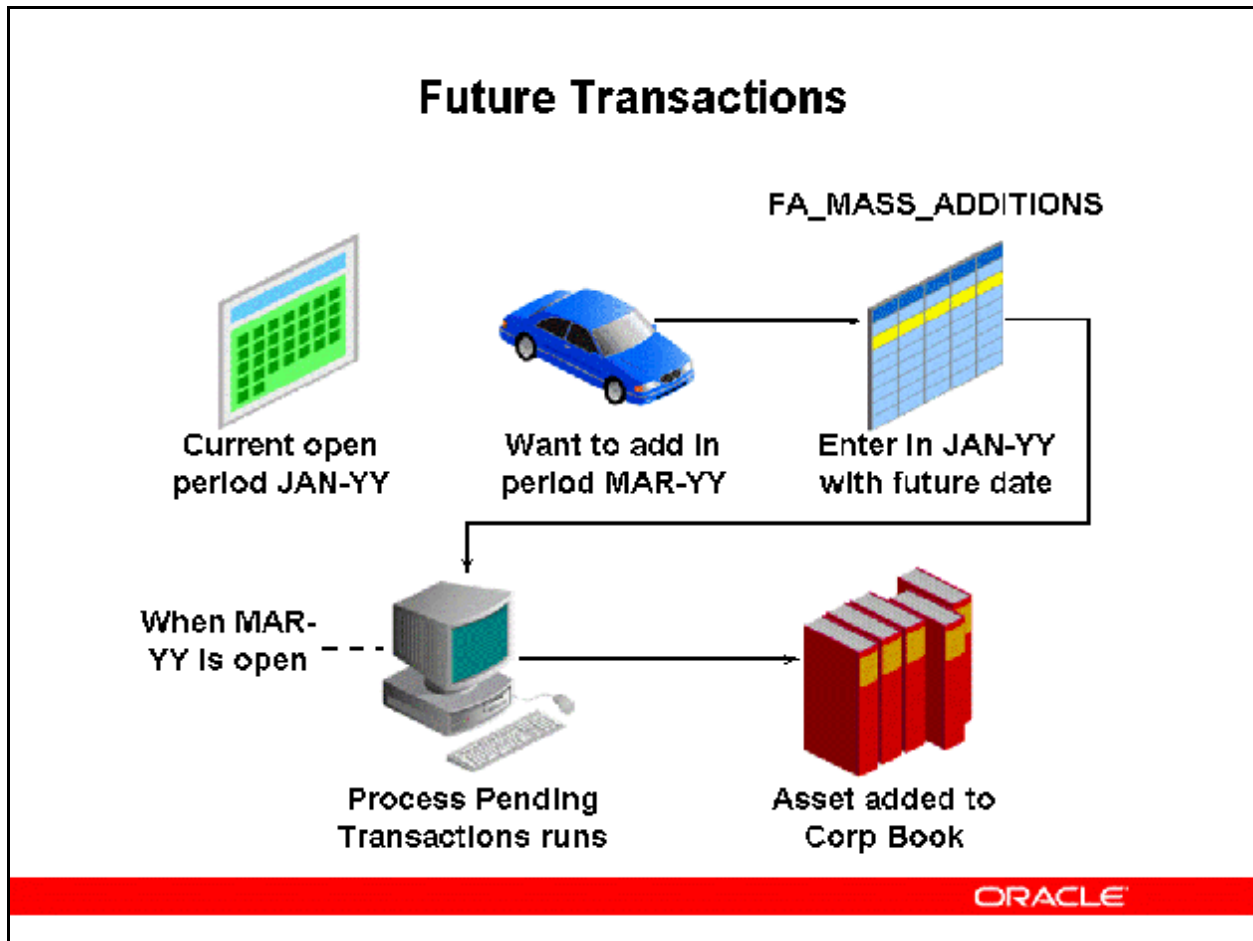
Purge Mass Additions

From the Fixed Assets Administrator Responsibility

(N) Purge > Mass Additions

- Purge Mass Additions is only available under the Fixed Assets Administrator responsibility
- Run the Purge Mass Additions program to remove mass additions from the archive table FA_DELETED_MASS_ADDITIONS.
- Purging Effects:
 - The program purges all mass additions you marked for deletion and removed from the Mass Additions form using Delete Mass Additions.
 - Purging the archive table frees hardware resources.
 - You cannot restore information after purging.

Future Transactions



Future Transactions

Oracle Assets supports one open asset accounting period. However, Oracle Assets allows you to enter transactions for future accounting periods. When you enter a future transaction, it is temporarily stored in the FA_MASS_ADDITIONS interface table. This pending transaction does not become effective until the transaction date for the transaction is within the current open period in Oracle Assets. For example, if the current open period is May 2000, and you enter an adjustment transaction with a transaction date of 01-Sep-2000, the transaction does not become effective until Sep-2000 is the current open period.

When you open a new accounting period, the Process Pending Transactions concurrent program runs and automatically processes all pending transactions with a transaction date that falls within the open period. You do not need to enter any further transaction detail to complete the transaction in the effective open period.

The Process Pending Transactions program looks up the transaction date of each pending transaction. If the transaction date falls within the current open period of the corporate book, the program processes that transaction. Any exceptions are written to the log file.

It is not necessary to enter future transactions in chronological order. The Process Pending Transactions program automatically processes pending transactions in chronological order.

You can also add assets from invoice lines from Oracle Payables, and provide a future date placed in service. These invoices must first be posted to future General Ledger periods from Oracle Payables and satisfy all other mass addition criteria to be successfully interfaced from Oracle Payables to Oracle Assets.

Entering Future Transactions

(N) Mass Additions > Prepare Mass Additions (B) New

1. Enter the corporate depreciation book to which the asset will be added.
2. Select a Queue Name from the list of values.
3. Enter the transaction date for this addition. The date must be a future date. In other words, the date must be later than the last day of the current open period.
4. Enter the number of units.

Note: Before running the Process Pending Transaction process, you must set the queue name to POST. Otherwise, the addition will not be processed in the appropriate period.

Process Pending Transactions

- When you open a new accounting period, the Process Pending Transactions concurrent program runs and automatically processes all pending transactions with a transaction date that falls within the open period. You do not need to enter any further transaction detail to complete the transaction in the effective open period.
 - The Process Pending Transactions program looks up the transaction date of each pending transaction. If the transaction date falls within the current open period of the corporate book, the program processes that transaction. Any exceptions are written to the log file.
 - It is not necessary to enter future transactions in chronological order. The Process Pending Transactions program automatically processes pending transactions in chronological order.

Creating Future Transactions in Oracle Payables

- Oracle Payables allows you to enter invoices with a future date placed in service. However, you cannot post these invoices to General Ledger until the period is open. Invoices that are not yet posted to Oracle General Ledger cannot be transferred to Oracle Assets.
- Normally, the Mass Additions Create program in Oracle Payables forces the date placed in service to be in the current open period, even if the General Ledger date and invoice date are in the future. To use Oracle Assets to process future invoice additions, you must set the FA: Default DPIS to Invoice Date profile option to Yes. This allows you to default the date placed in service to the invoice date, even though the
- invoice date is in a future accounting period.

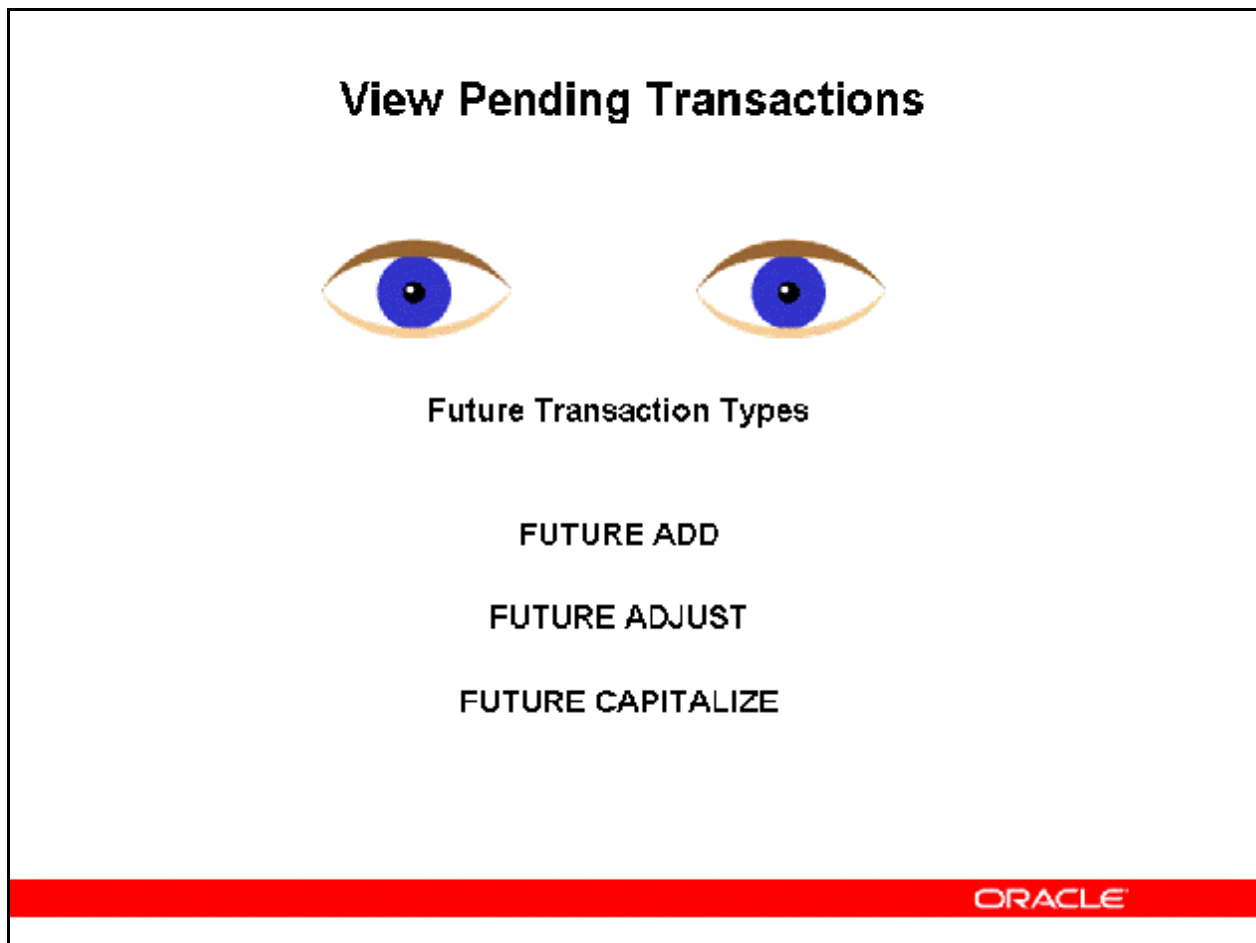
To review future mass additions lines:

Mass Additions > Prepare Mass Additions

1. Enter the selection criteria for the mass additions lines.
2. (B) Find
3. Highlight the desired invoice line and select Open.
4. Review the future mass addition.

5. When you are ready to run the Process Pending Transactions process, change the queue name to POST for any future transactions that need to be processed. The date placed in service, or transaction date, defaults to the invoice date. However, you can overwrite the transaction date.

View Pending Transactions



View Pending Transactions

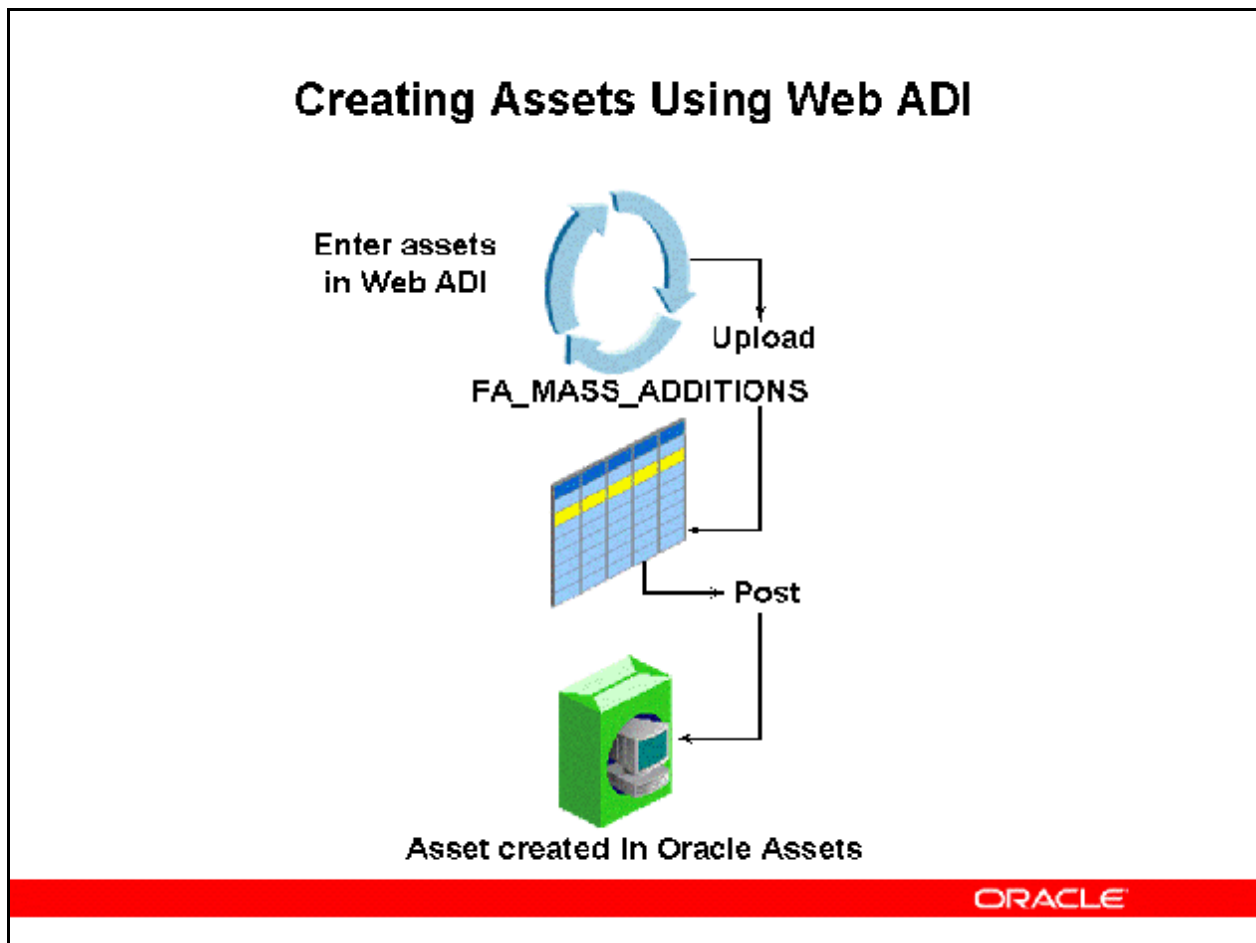
When you enter a future transaction, the system assigns a transaction type as an audit trail. Available transaction types are:

- FUTURE ADD — manual or invoice addition of asset
- FUTURE ADJUST – a manual or invoice adjustment
- FUTURE CAPITALIZE – capitalization of current or future CIP assets

You should view all pending transactions for an asset before performing adjustments and other future transactions.

Refer to *Guided Demonstration - Add a Future Asset [LAB0359Y]*

Creating Assets Using Web ADI



Create Assets Using Web ADI

Use Web ADI to create assets additions through the Additions Integrator. The Additions Integrator provides a spreadsheet-based interface to simplify asset creation.

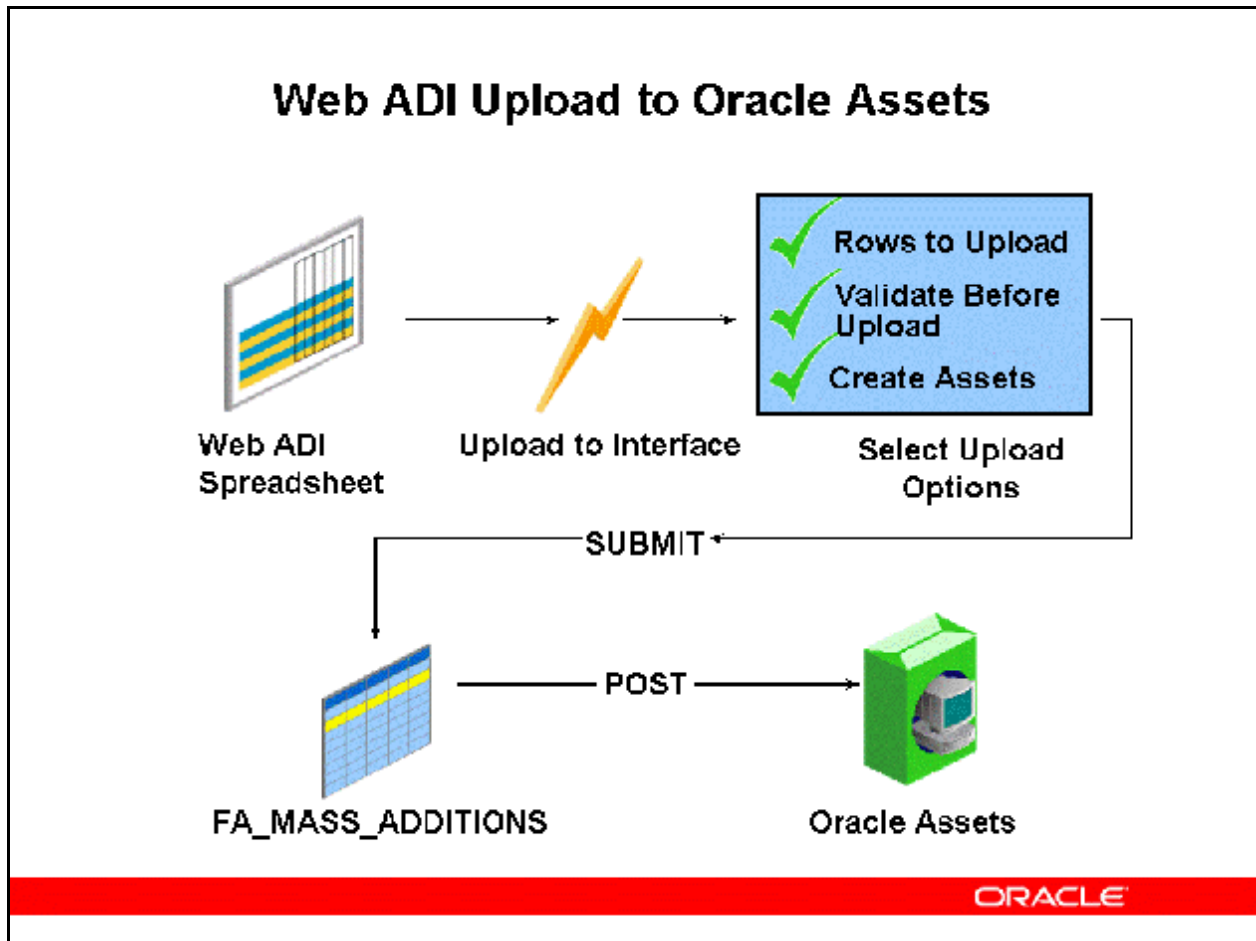
- Use the Additions Integrator to automatically build personalized asset entry spreadsheets based on the information required by your organization's specific implementation of Oracle Assets.
- You can enter your asset data manually, use the list of values, and take advantage of Excel's data entry shortcuts.
- You can also map data files from legacy systems or third party payables applications into the asset worksheet.
- When you are satisfied with the worksheet, the Upload feature automatically uploads the data into Oracle Assets.

Web ADI comes seeded with five layouts, but you can also create your own custom layouts. The seeded layouts are as follows:

- Add Assets – Default
- Add Assets – Detailed

- Add Assets from Supplied Invoices
- Add CIP Assets
- Add Leased Assets

Web ADI Upload to Oracle Assets



Web ADI Upload to Oracle Assets

After creating asset data in an asset spreadsheet, you must upload them to Oracle Assets. Uploading is a two-step process. First, you must upload your asset data to the interface table. Second, you must post the asset data from the interface table to Oracle Assets.

You can select from the following options to control uploading and importing:

- **Rows to Upload:** Controls which rows in the asset worksheet to upload. Select:
 - All Rows > to upload all rows in your worksheet, regardless of whether changes have been made.
 - Flagged Rows > to upload only those rows that are marked with a flag character in the upload column of your worksheet.
 - Note: The Upload process validates all asset data, verifying field type and length. Web ADI also performs flexfield validation, cross-validation and segment security checking.
- **Create Assets:** Check this check box to start the Create Assets process and create assets automatically after the upload completes.

- If you choose to start the Create Assets process automatically, Web ADI will do the following after the upload completes:

- Submit your Create Assets request.

- Display a form showing:

- Number of errors in the upload to the interface table.

- Post Mass Additions request ID.

- A message indicating that a concurrent request has been submitted for the Post Mass Additions Mass Additions Posting Report request IDs.

Refer to *Guided Demonstration - Add Assets Using Web ADI [LAB035AY]*

Refer to *Practice - Add Assets Using Web ADI [LAB0381Y]*

Summary

In this module, you should have learned how to:

- Discuss how mass asset additions fits into the Oracle Assets process
- Explain the 4 steps of the mass additions process
- Explain how mass additions are utilized when converting to Oracle Assets
- Explain which fields of the FA_MASS_ADDITION table are populated automatically and which fields must be manually added

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Summary

- **Discuss the preparation process that must be completed before mass addition lines can be added to Oracle Assets**
- **Explain how posting mass addition lines adds assets to Oracle Assets**
- **Discuss the mass additions delete and purge process used to clean up the FA_MASS_ADDITIONS table**
- **Discuss the features of the Applications Desktop Integrator used to add assets**

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