Oracle EBS Implementation
IACS

USER MANUAL

<Item Creation>

DOCUMENT RELEASE NOTICE	
USER MANUAL DOCUMENT **DRAFT RELEASE V1.0** **DATE OF RELEASE:**	
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Reviewer(s):	Date:

1 Introduction

1.1 Document Structure

This document describes step by step procedure to be followed for Item Creation process of IACS in Oracle Applications. The document is organized in the following manner:

Section 1 covers the document structure along with key business processes of Item Creation

Section 2 covers the details of key business process flows in Oracle.

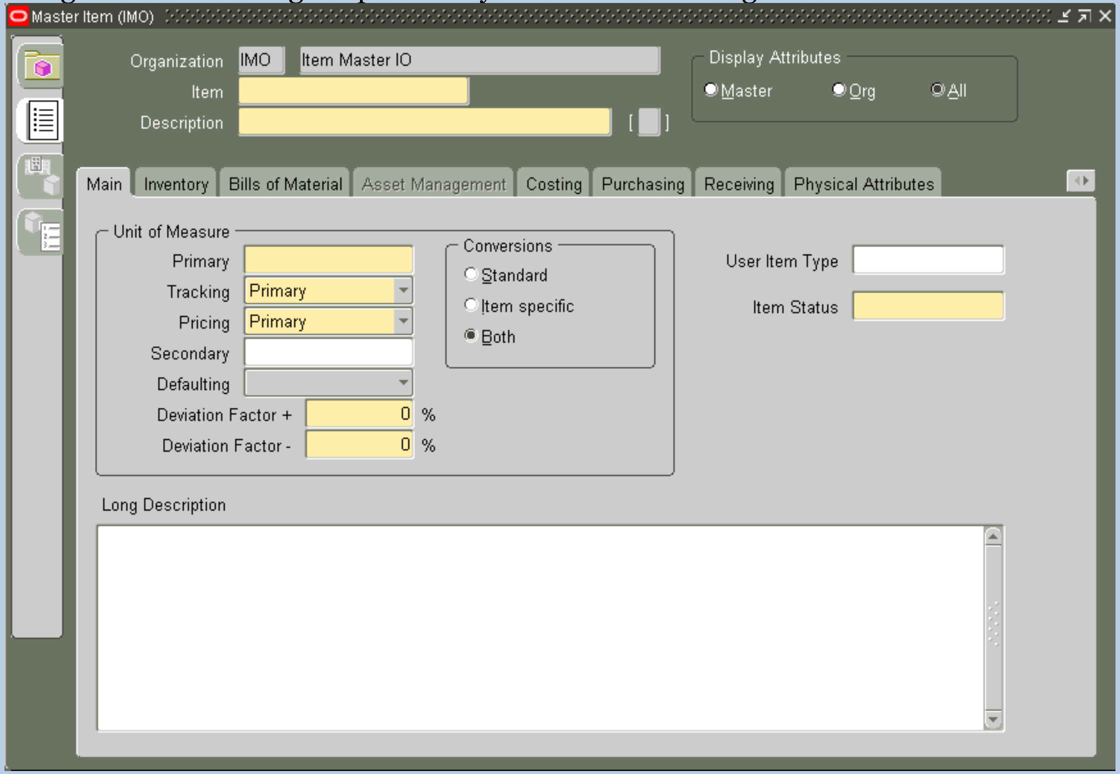
1.2 Key Business Processes

SL.	BUSINESS SCENARIOS	DESCRIPTION
1.	Item Creation	
1.1	Creation of Expense Item	The Expense Item will be the goods that will not be inventoried and charged in the Inventory-Consumables Account
1.2	Creation of Asset Item	The Asset Item will be those goods that will be procured as assets and charged in the Fixed Asset Clearing Account.

2 Item Creation

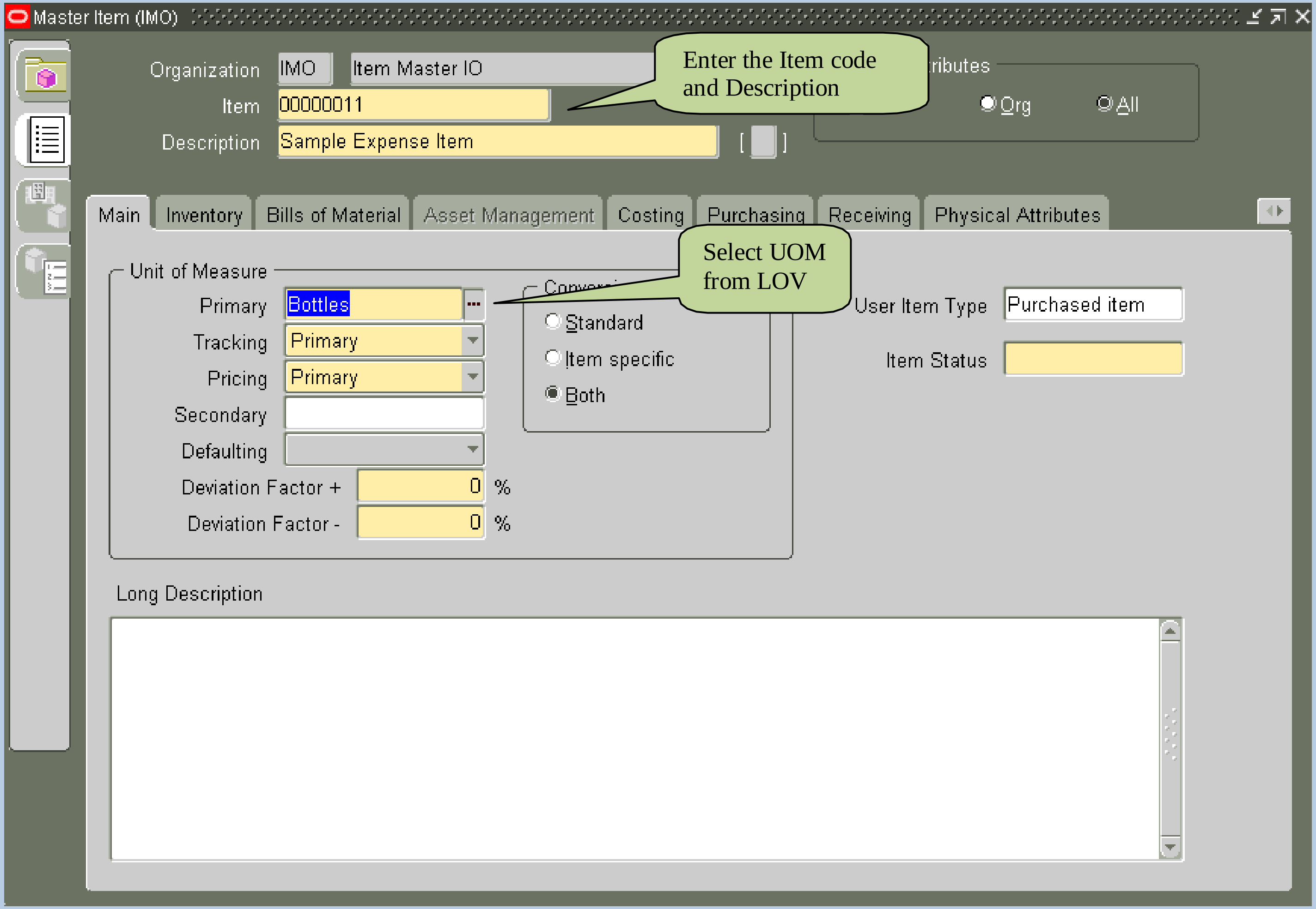
2.1 Expense Item Creation

Screen: Master Item Screen
Purpose: To create a new item in the Item Master.
Navigation: Purchasing Responsibility> Oracle Purchasing>Items> Master Items

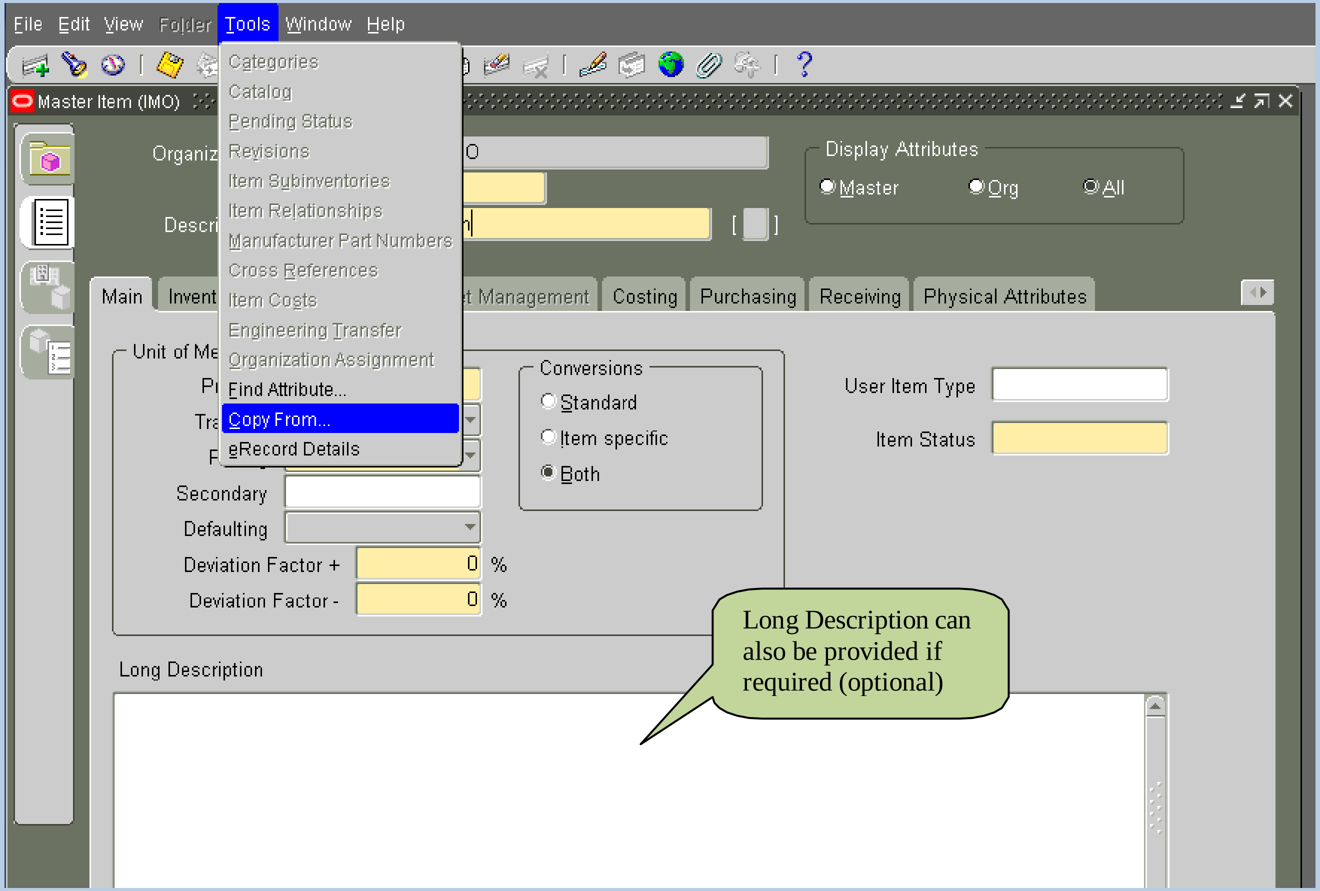


Fields marked in yellow are mandatory

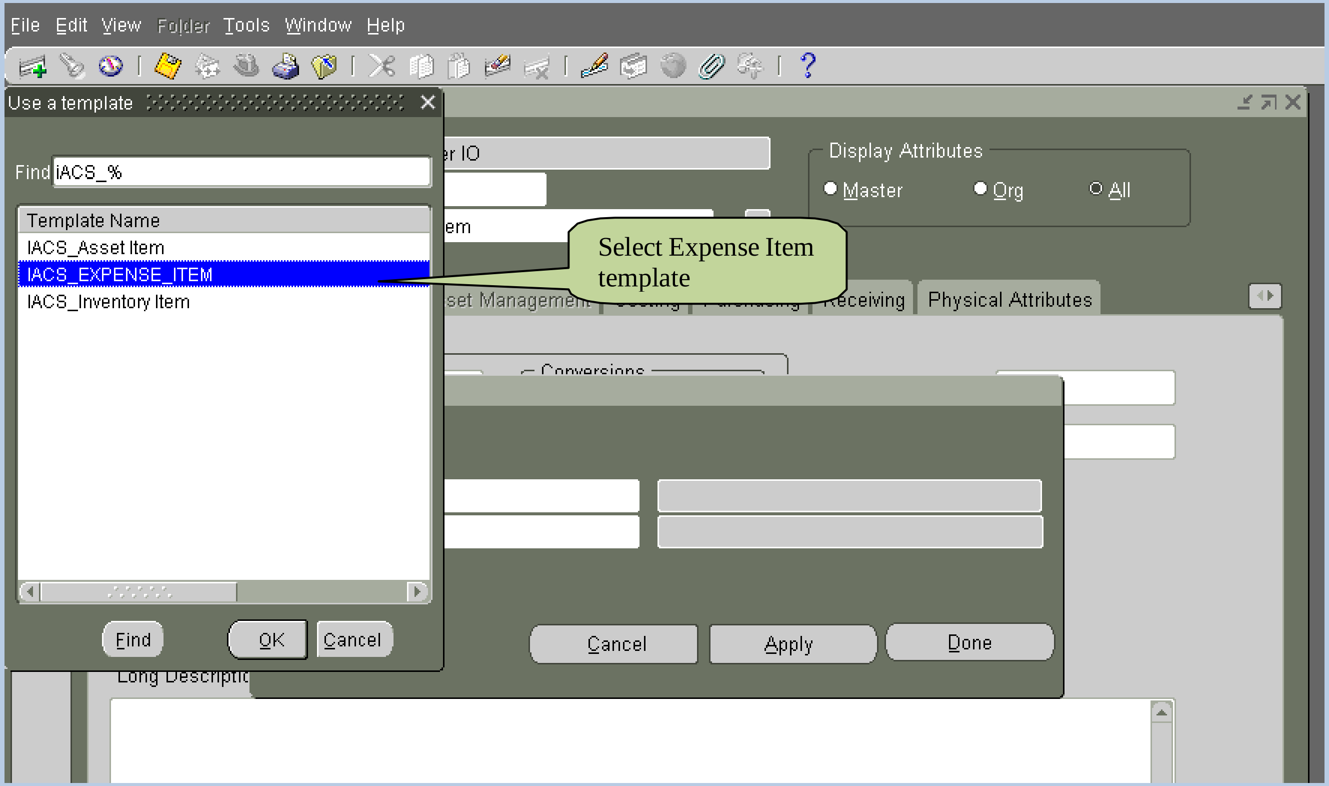
Step1: Put the Six digit numeric Item Code in the “Item” field.
Step 2: In the “Description” field provide the description/illustrative name of the item.
Step 3: In the “Primary UOM” field select the appropriate Unit of measure that will be suitable for the item.



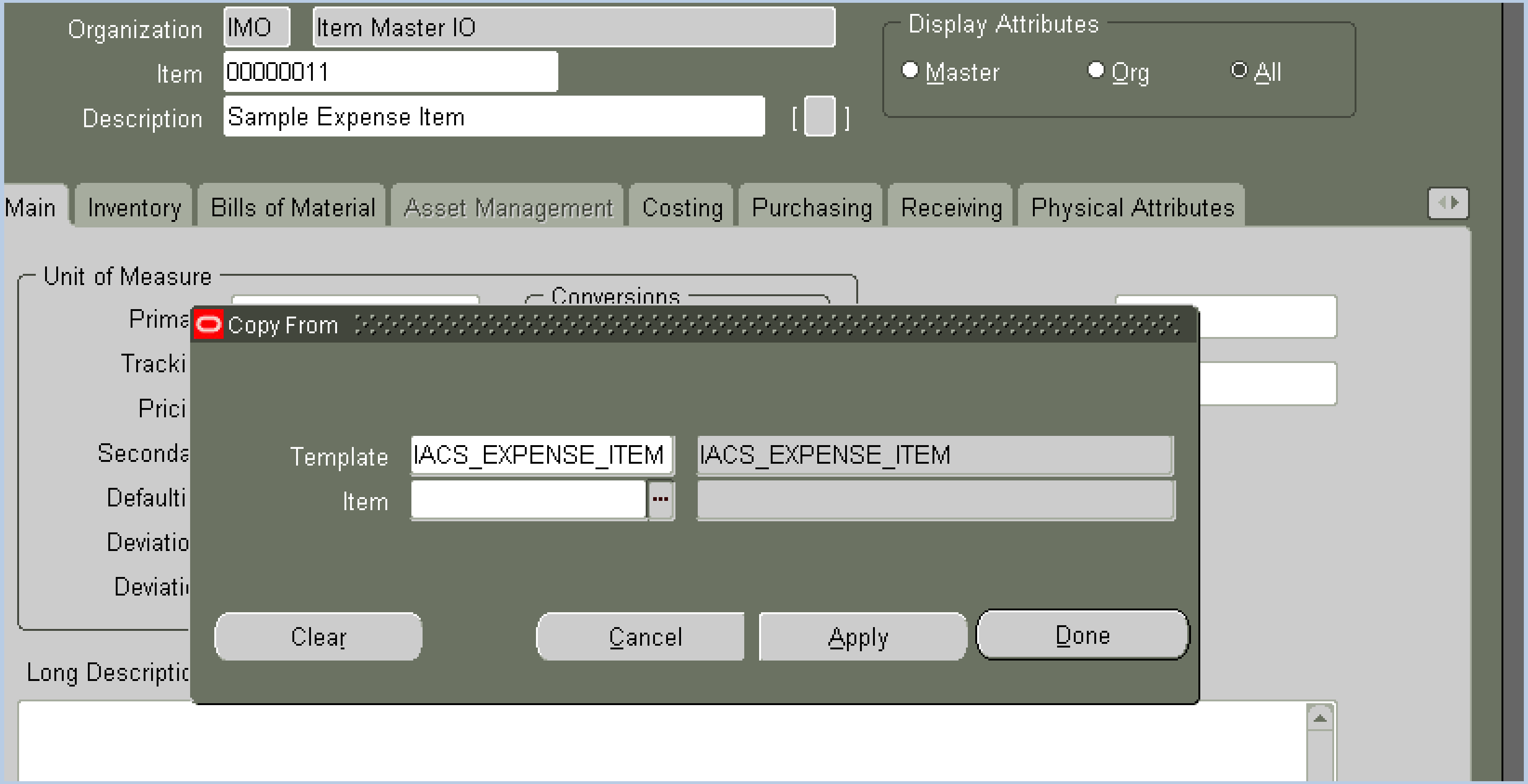
Step 4: Go to Tools> Copy From in order to attach the template of an Expense Item with the item to be defined.



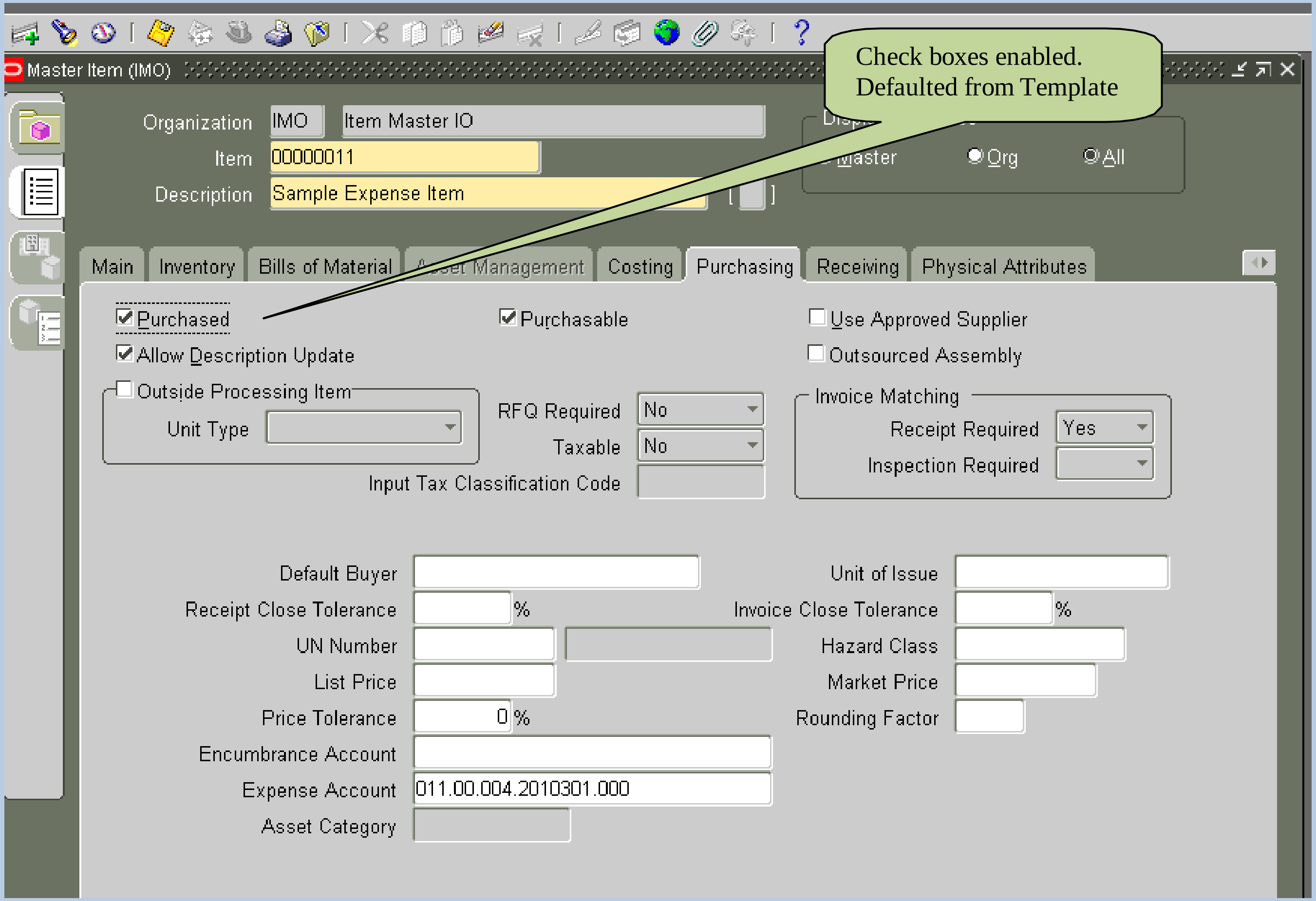
Step 5: Select the IACS_EXPENSE_ITEM template when creating an Expense Item. All the functionalities of an Expense Item will be copied from the Template itself.



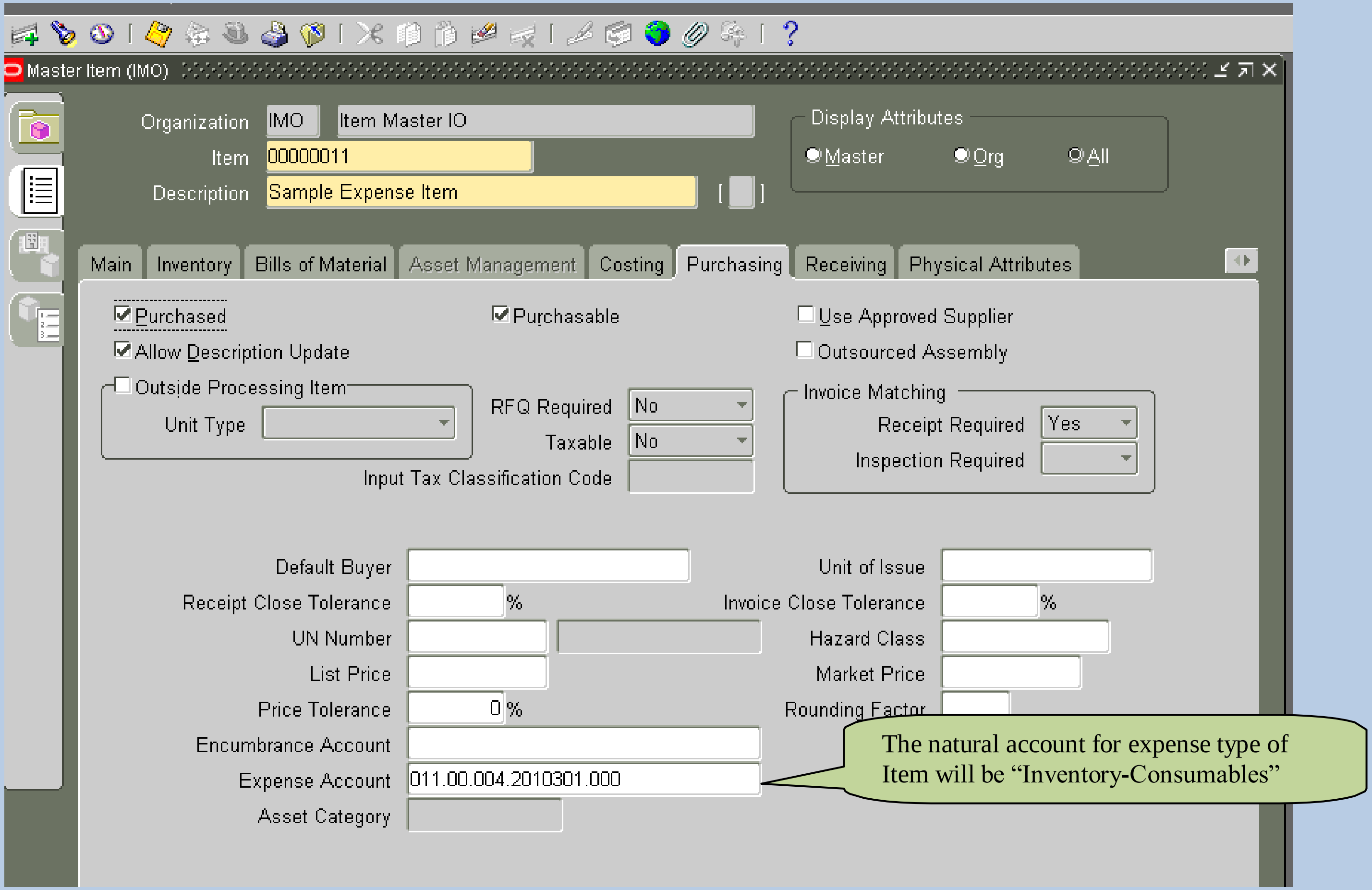
Step 6: Click on “Apply” and then “Done”



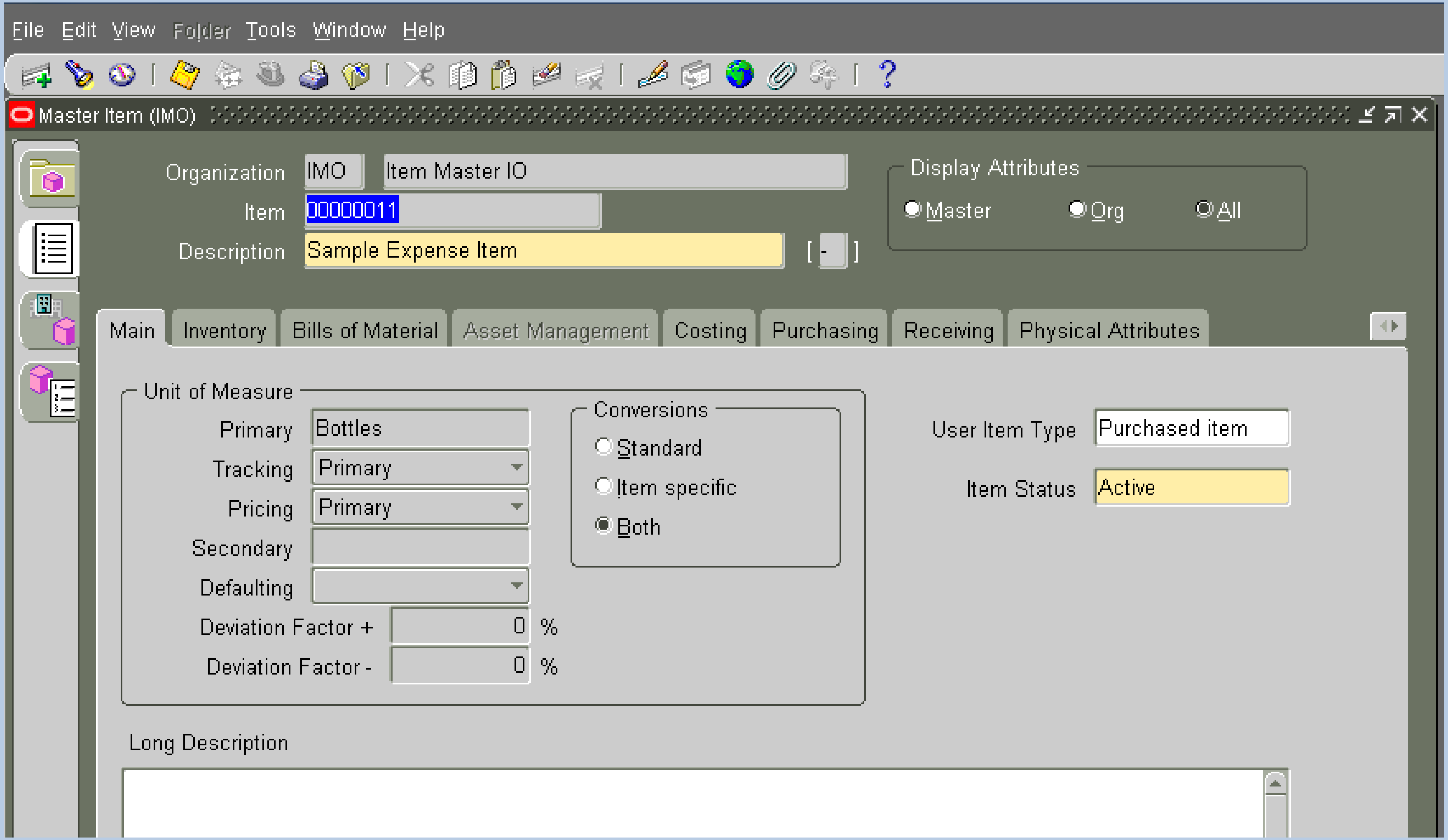
Step 7: All the functionalities pertaining to an Expense Item has been attached to the new Item. For instance, if we navigate to the Purchasing tab, we will find the required fields filled up/checked.


Check boxes enabled.
Defaulted from Template
Master Item (IMO)
Organization
IMO
Item Master IO
Item
00000011
Description
Sample Expense Item
Master
Org
All
Main
Inventory
Bills of Material
Asset Management
Costing
Purchasing
Receiving
Physical Attributes
Purchased
Purchasable
Use Approved Supplier
Allow Description Update
Outsourced Assembly
Outside Processing Item
Unit Type
RFQ Required
No
Taxable
No
Input Tax Classification Code
Invoice Matching
Receipt Required
Yes
Inspection Required
Default Buyer
Unit of Issue
Receipt Close Tolerance
%
Invoice Close Tolerance
%
UN Number
Hazard Class
List Price
Market Price
Price Tolerance
0 %
Rounding Factor
Encumbrance Account
Expense Account
011.00.004.2010301.000
Asset Category

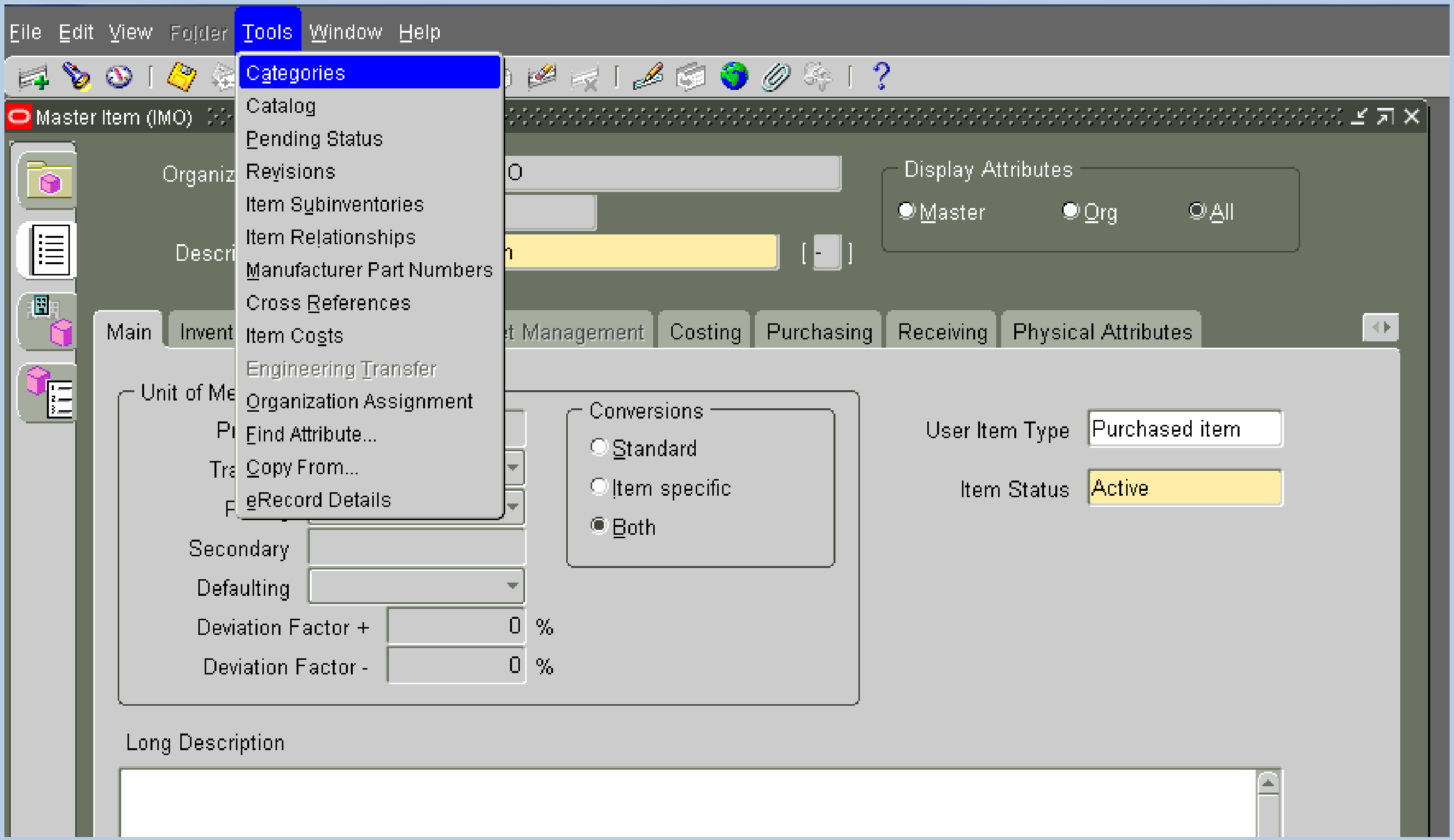
Step 8: The “Expense Account” field will have the expense account code combination. The Natural account field will be 2010301 which is the “Inventory Consumables” account, for all expense type of items.



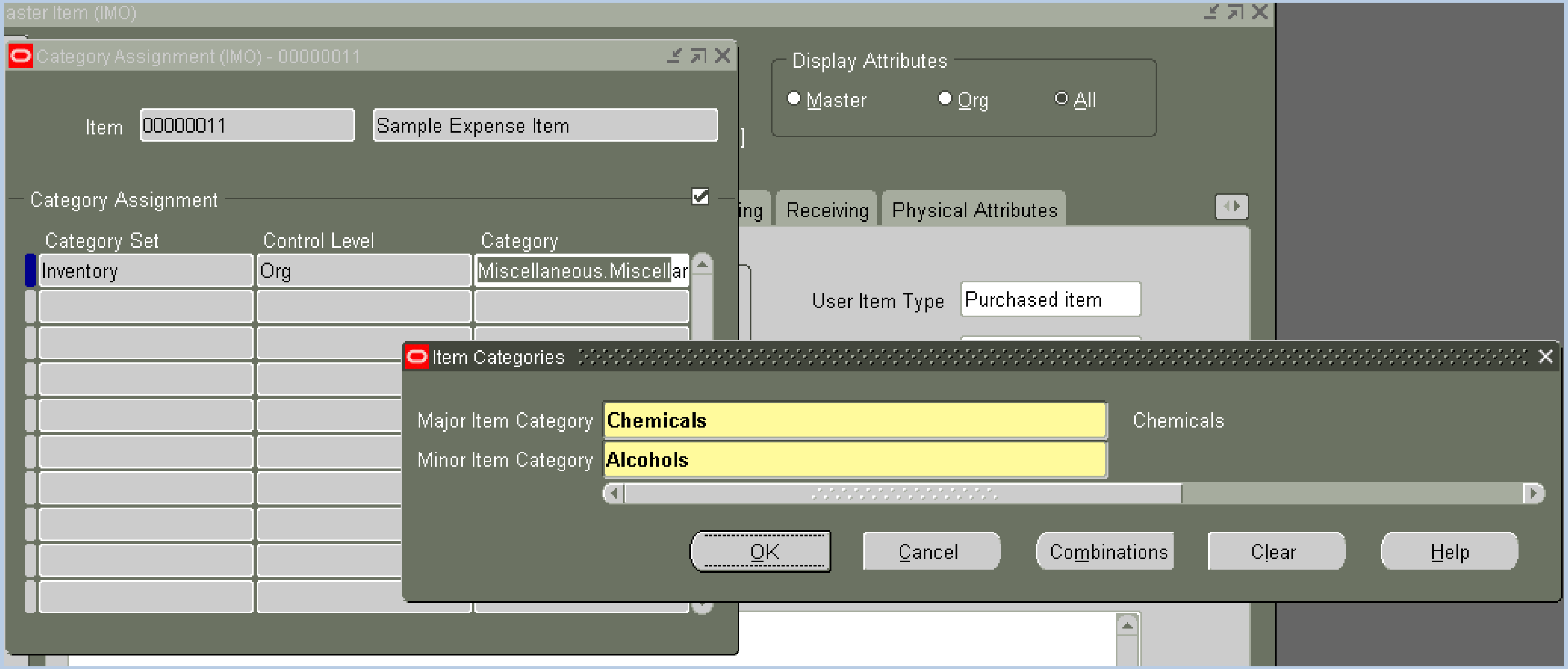
Step 9: Save the record. The New Item will be created.

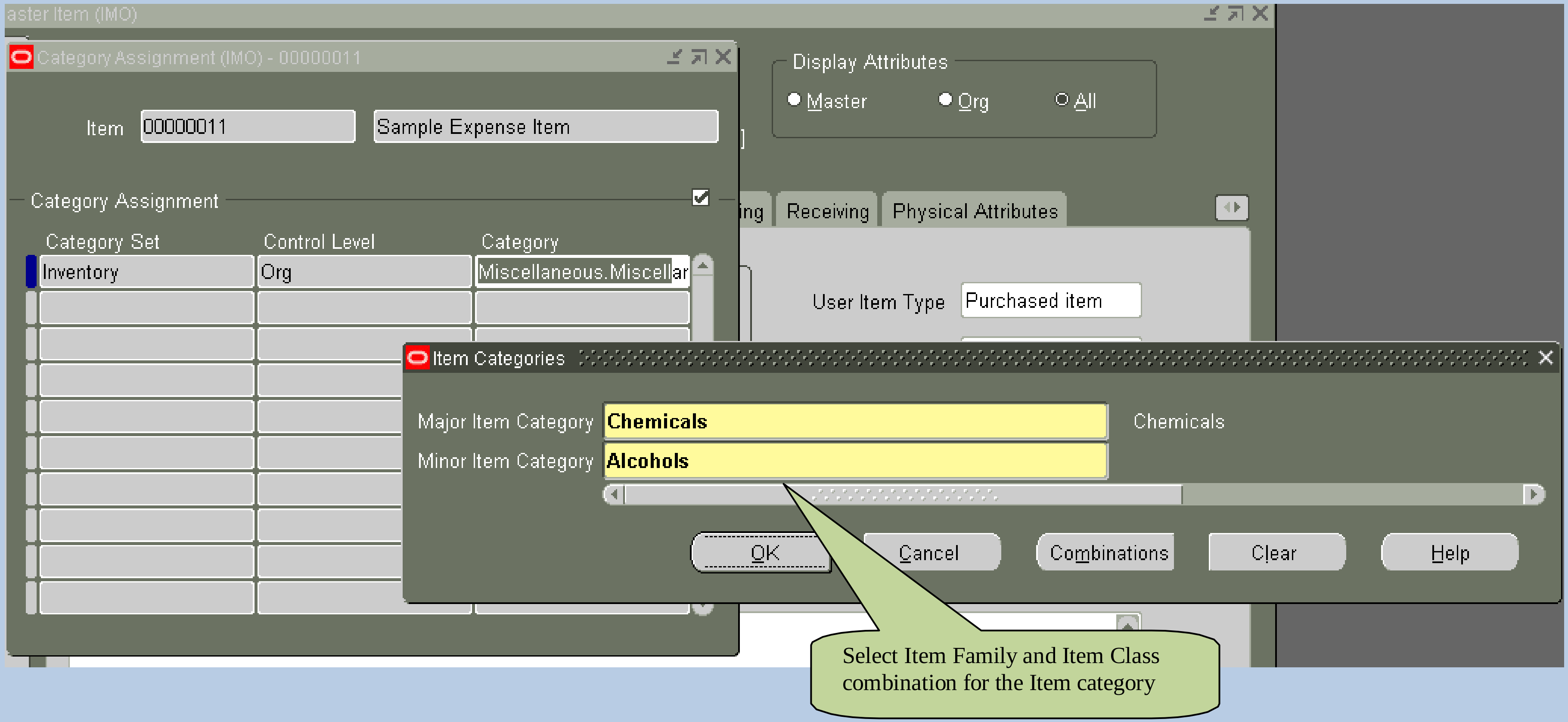


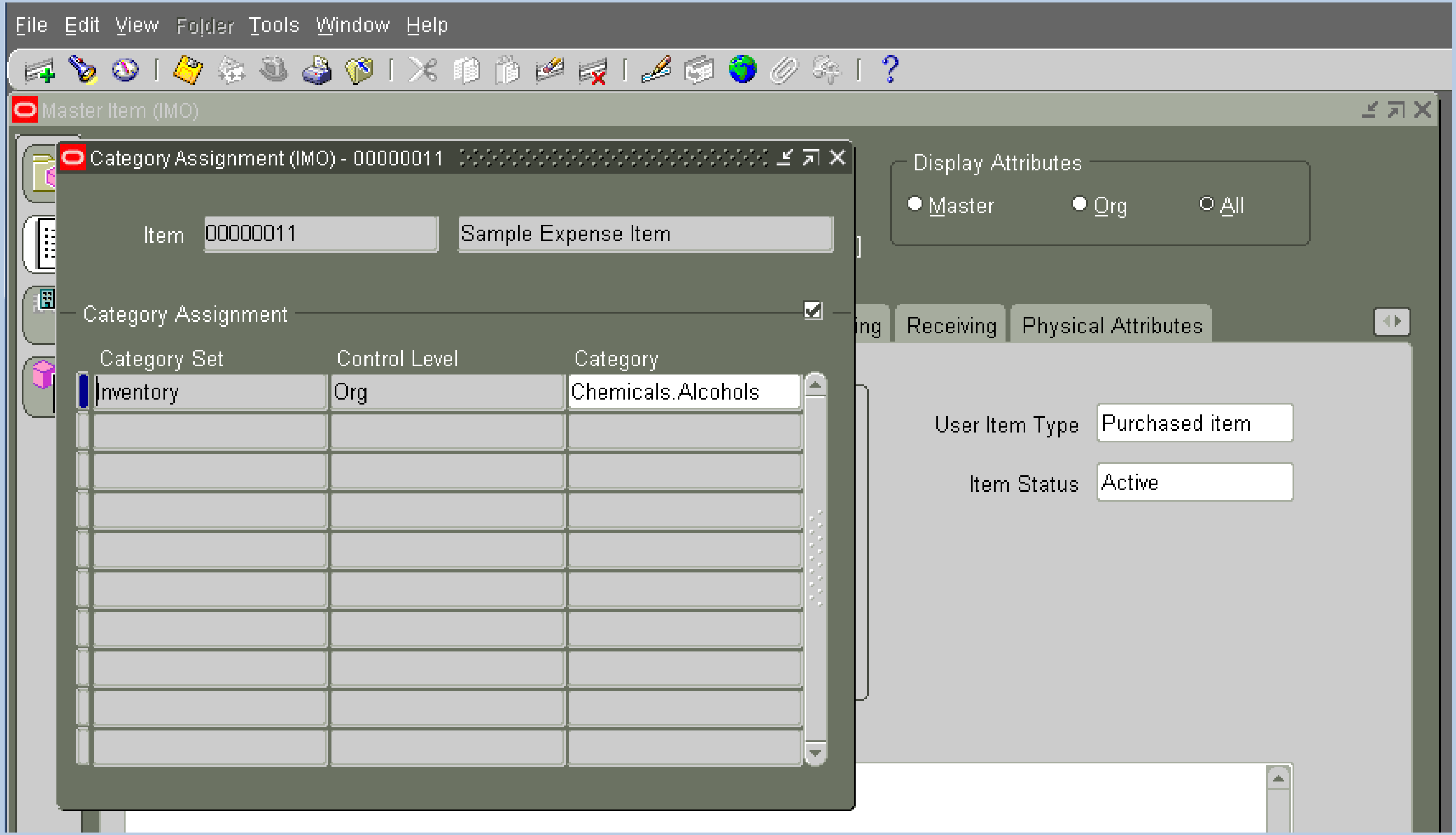
Step 10: Go to Tools> Categories to attach an Item Category to the new item defined.



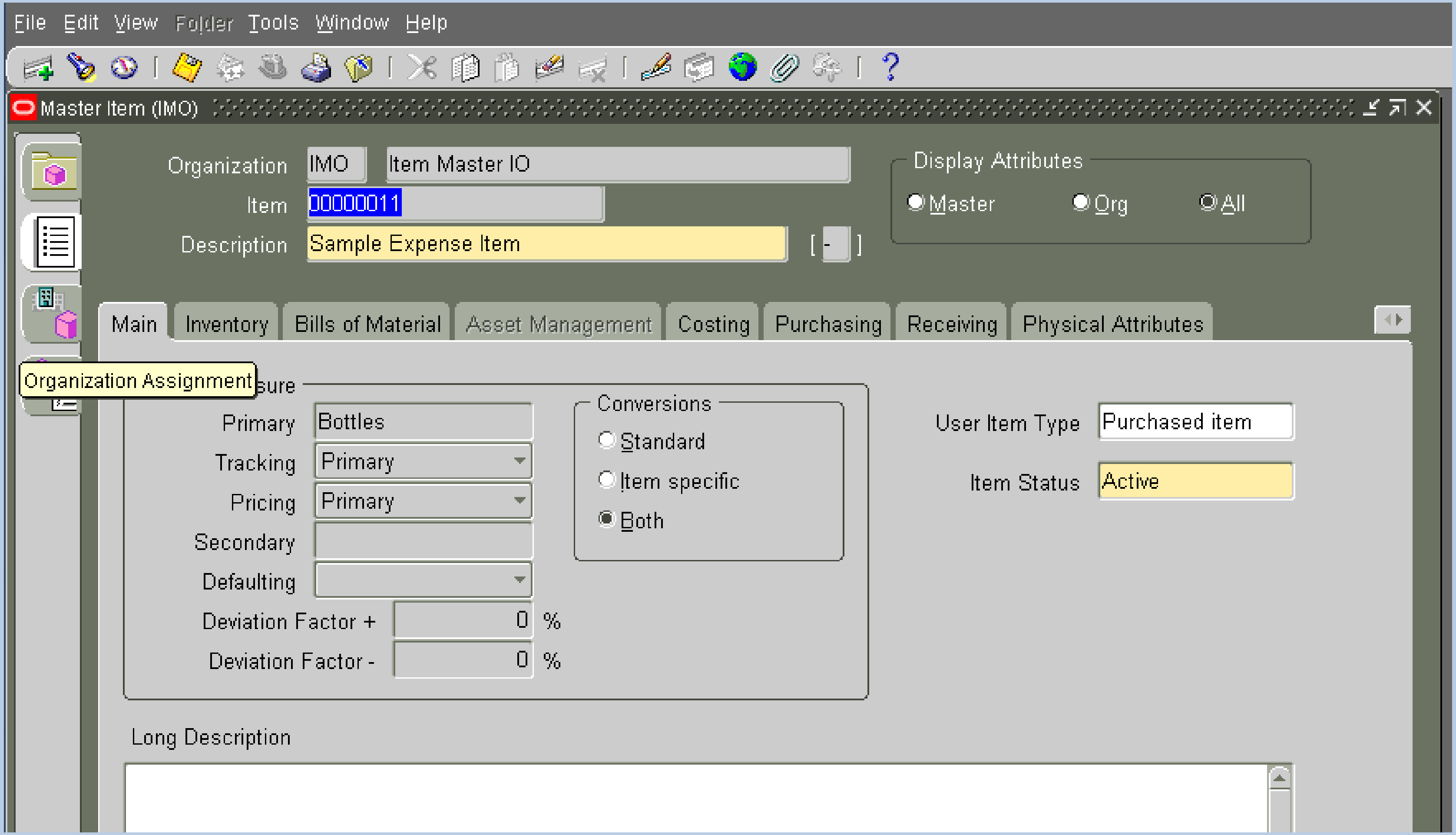
Step 11: Choose the correct combination of the 'Major Item Category. Minor Item Category' , click on "OK" and Save the record.




aster Item (IMO)
Category Assignment (IMO) - 00000011
Item 00000011 Sample Expense Item
Display Attributes
Master
Org
All
Category Assignment
Category Set
Control Level
Category
Inventory
Org
Miscellaneous.Miscellar
Receiving
Physical Attributes
User Item Type
Purchased item
Item Categories
Major Item Category
Chemicals
Chemicals
Minor Item Category
Alcohols
OK
Cancel
Combinations
Clear
Help
Select Item Family and Item Class combination for the Item category

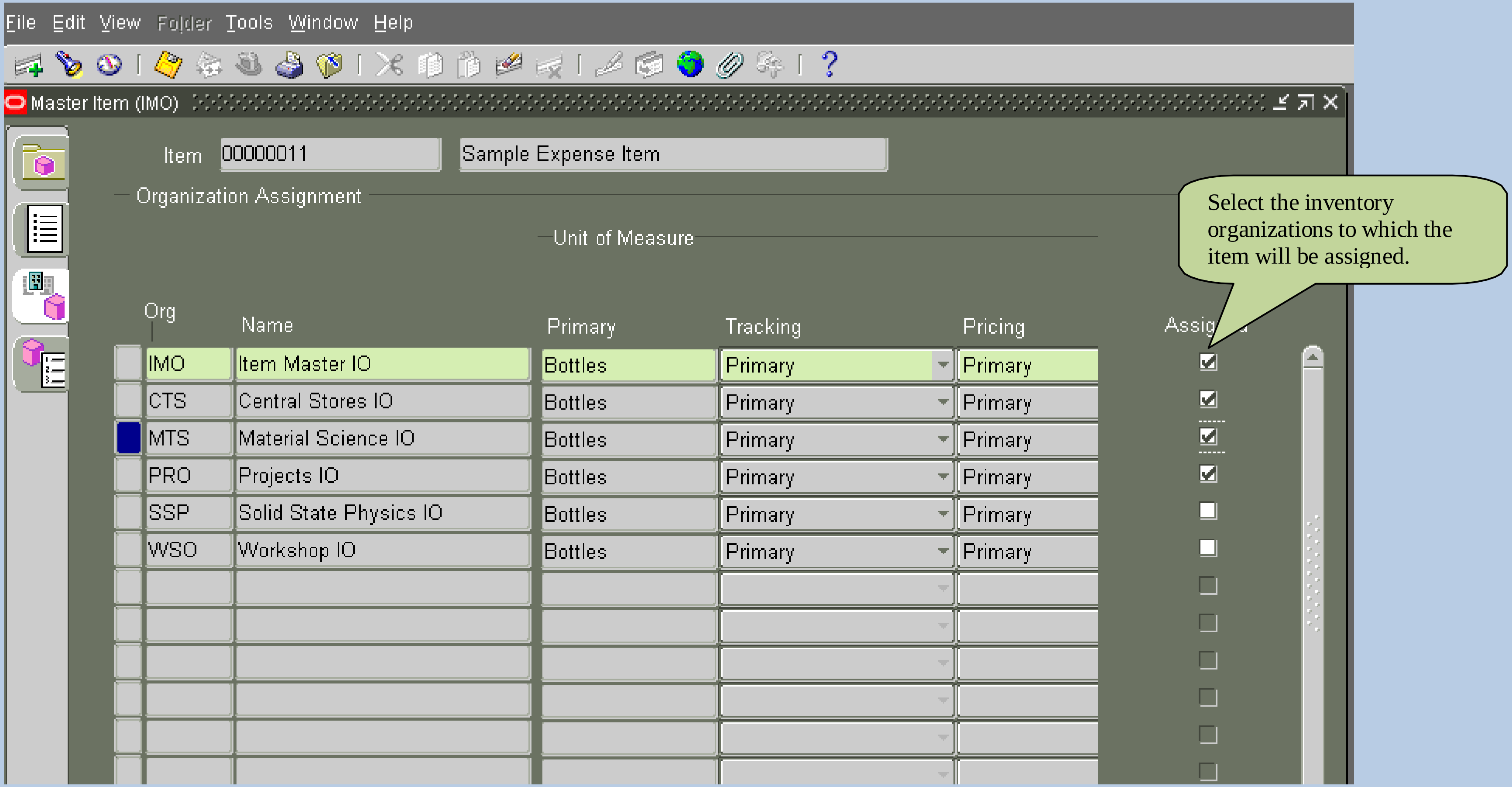

File Edit View Folder Tools Window Help
Master Item (IMO)
Category Assignment (IMO) - 00000011
Item 00000011 Sample Expense Item
Category Assignment
Category Set Control Level Category
Inventory Org Chemicals.Alcohols
Display Attributes
Master Org All
Receiving Physical Attributes
User Item Type Purchased item
Item Status Active

Step 12: Assign the Item to the different inventory organizations. Click on “Organization Assignment” tab on the left hand side of the Screen.



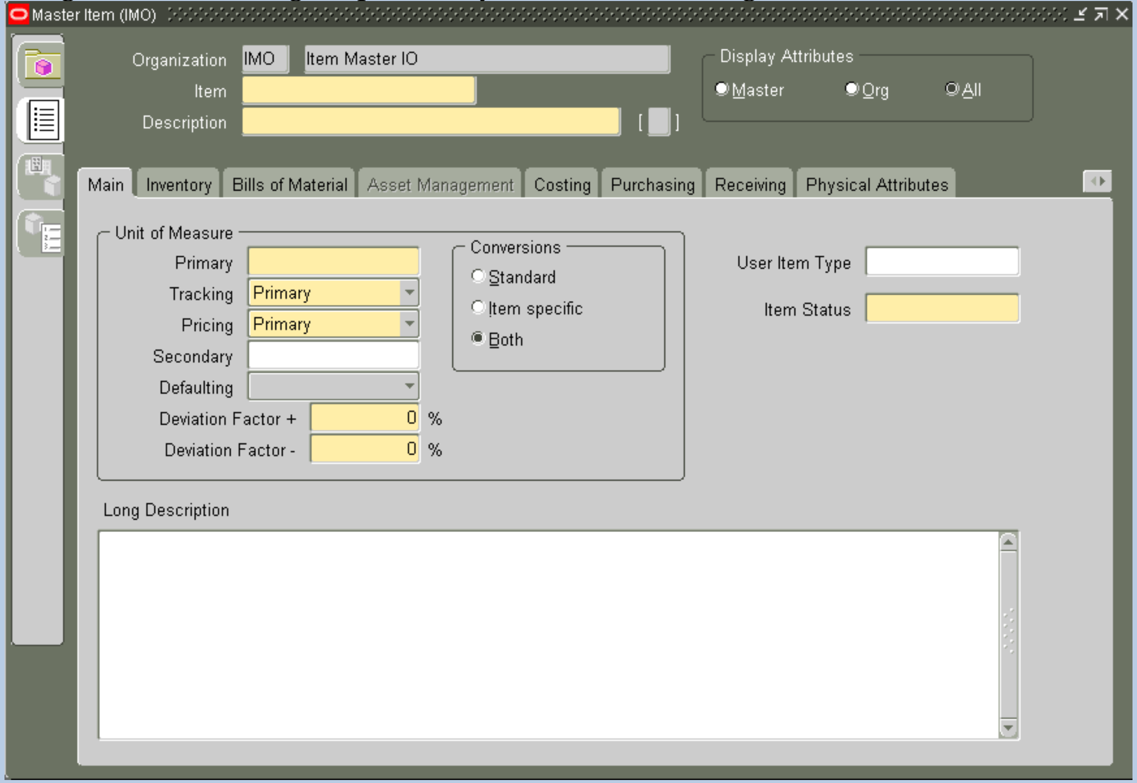
Step 13: Check the “Assigned” checkbox corresponding to the Inventory Organizations to which the Item needs to be made available.

Save the record.

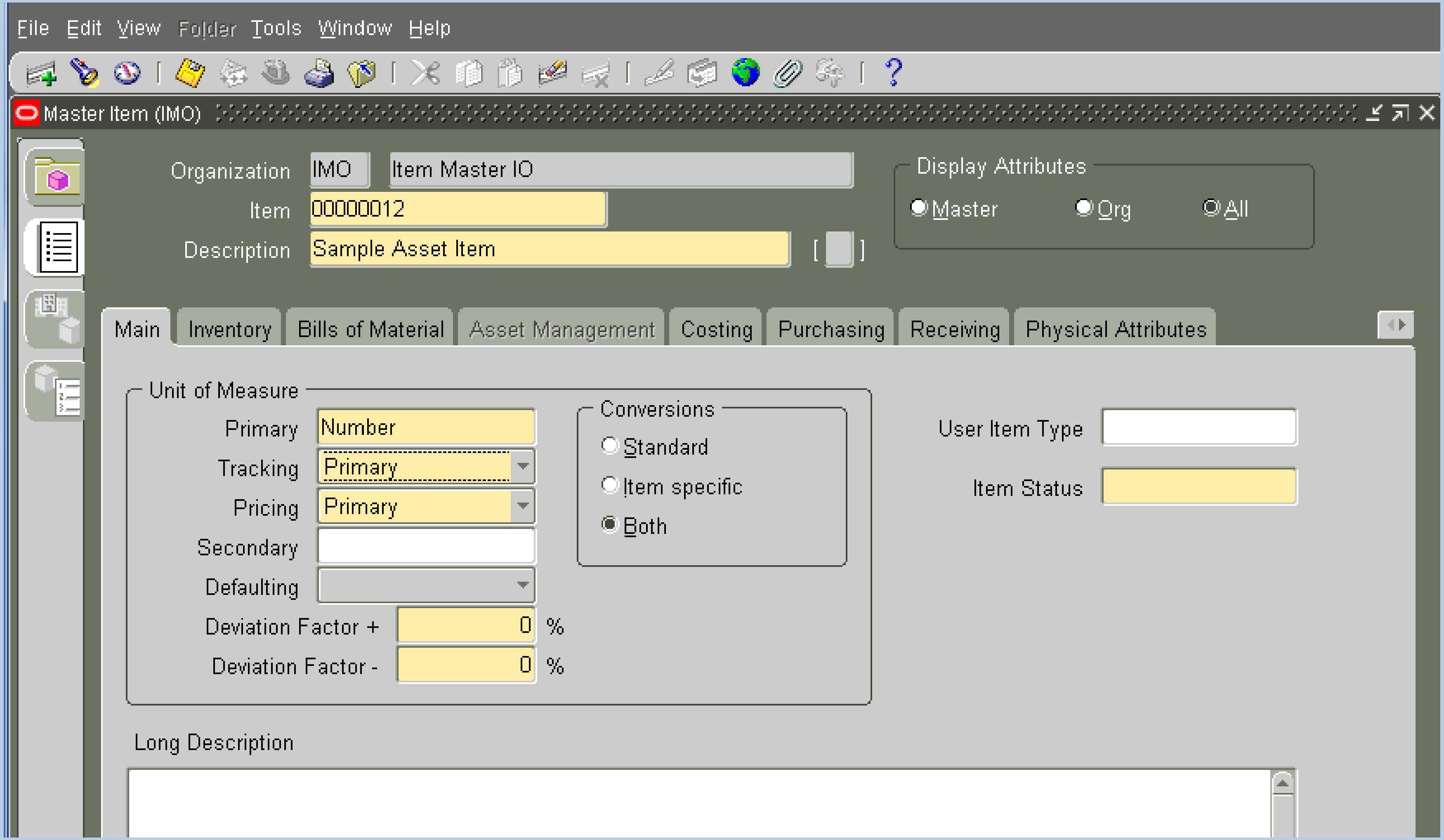


2.2 Asset Item Creation

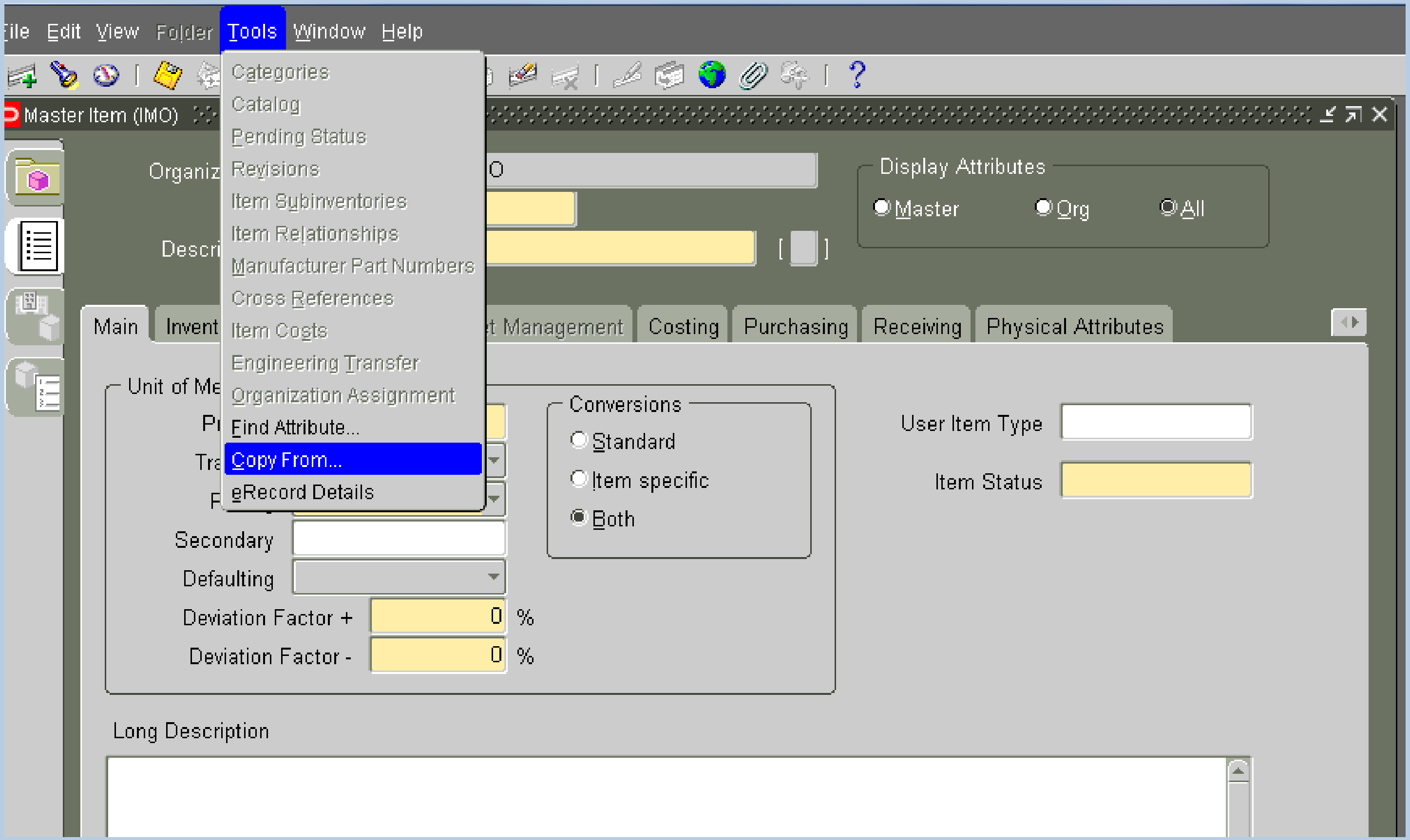
Screen: Master Item Screen
Purpose: To create a new item in the Item Master.
Navigation: Purchasing Responsibility> Oracle Purchasing>Items> Master Items



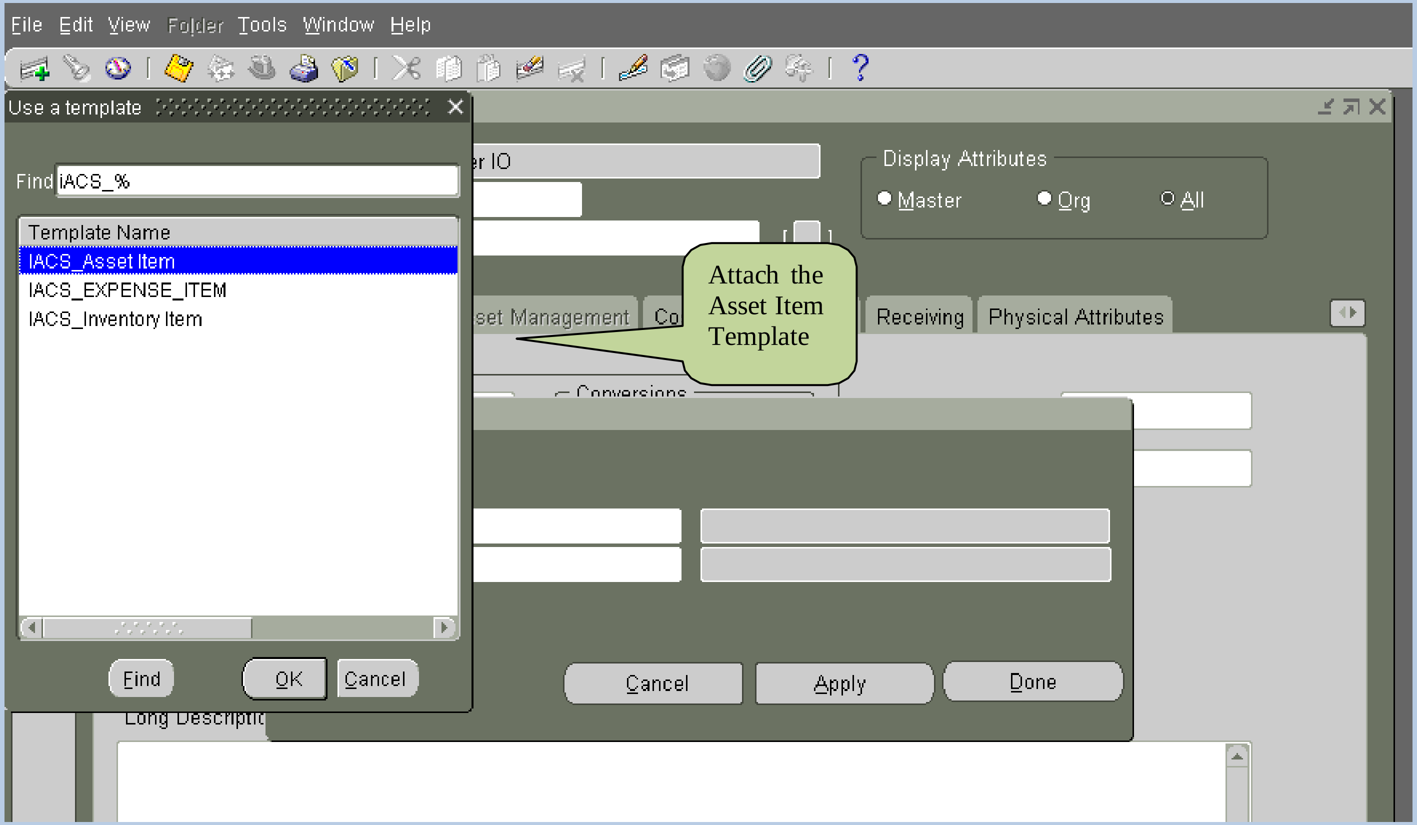
Step1: Enter the six digit numeric Item Code in the “Item” field
Step 2: In the “Description” field provide the description/illustrative name of the item.
Step 3: In the “Primary UOM” field select the appropriate Unit of measure that will be suitable for the item.


File Edit View Folder Tools Window Help
Master Item (IMO)
Organization IMO Item Master IO
Item 00000012
Description Sample Asset Item
Display Attributes
Master Org All
Main Inventory Bills of Material Asset Management Costing Purchasing Receiving Physical Attributes
Unit of Measure
Primary Number
Tracking Primary
Pricing Primary
Secondary
Defaulting
Deviation Factor + 0 %
Deviation Factor - 0 %
Conversions
Standard
Item specific
Both
User Item Type
Item Status
Long Description

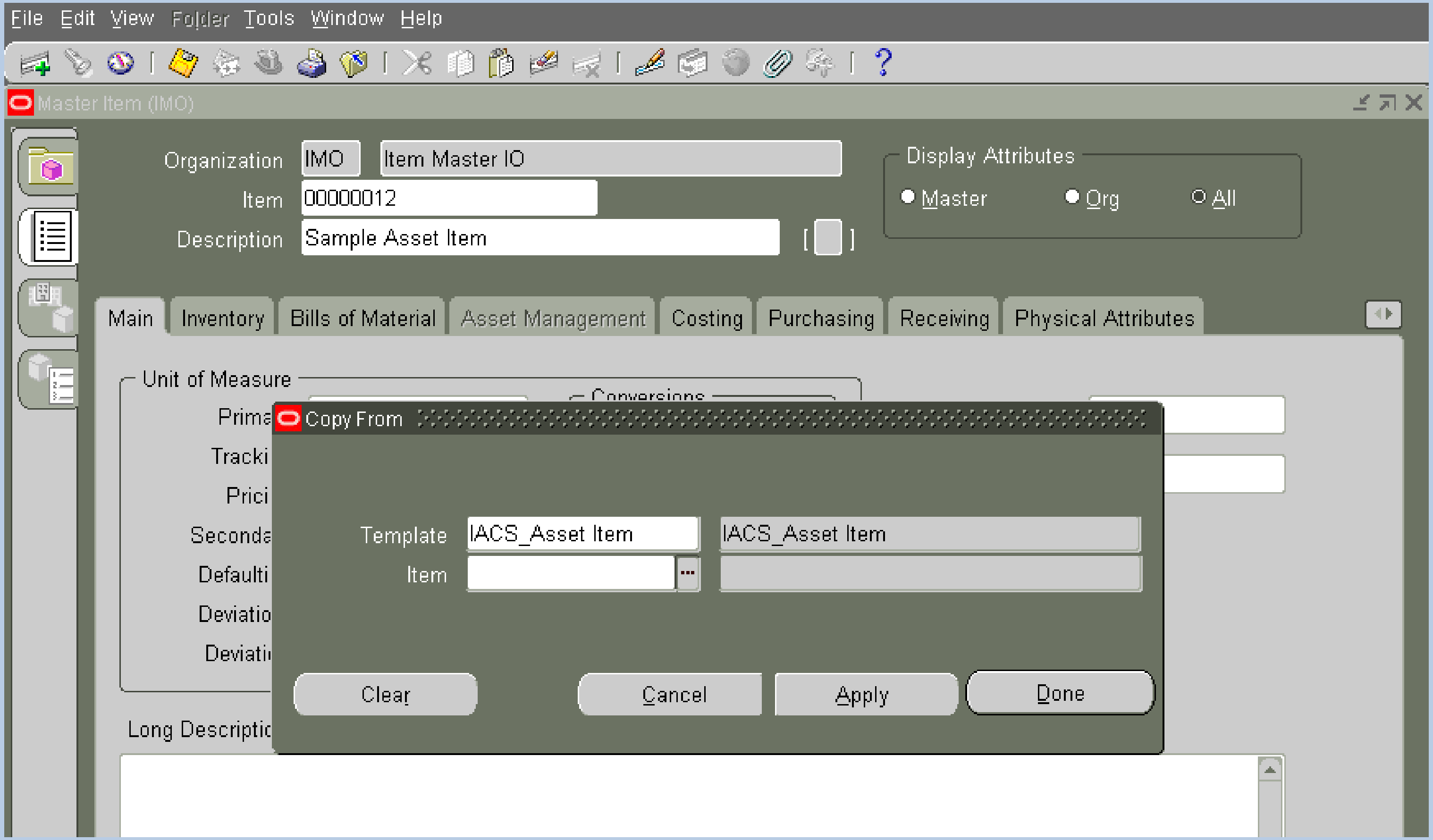
Step 4: Go to Tools> Copy From in order to attach the template of an Asset Item with the item to be defined.



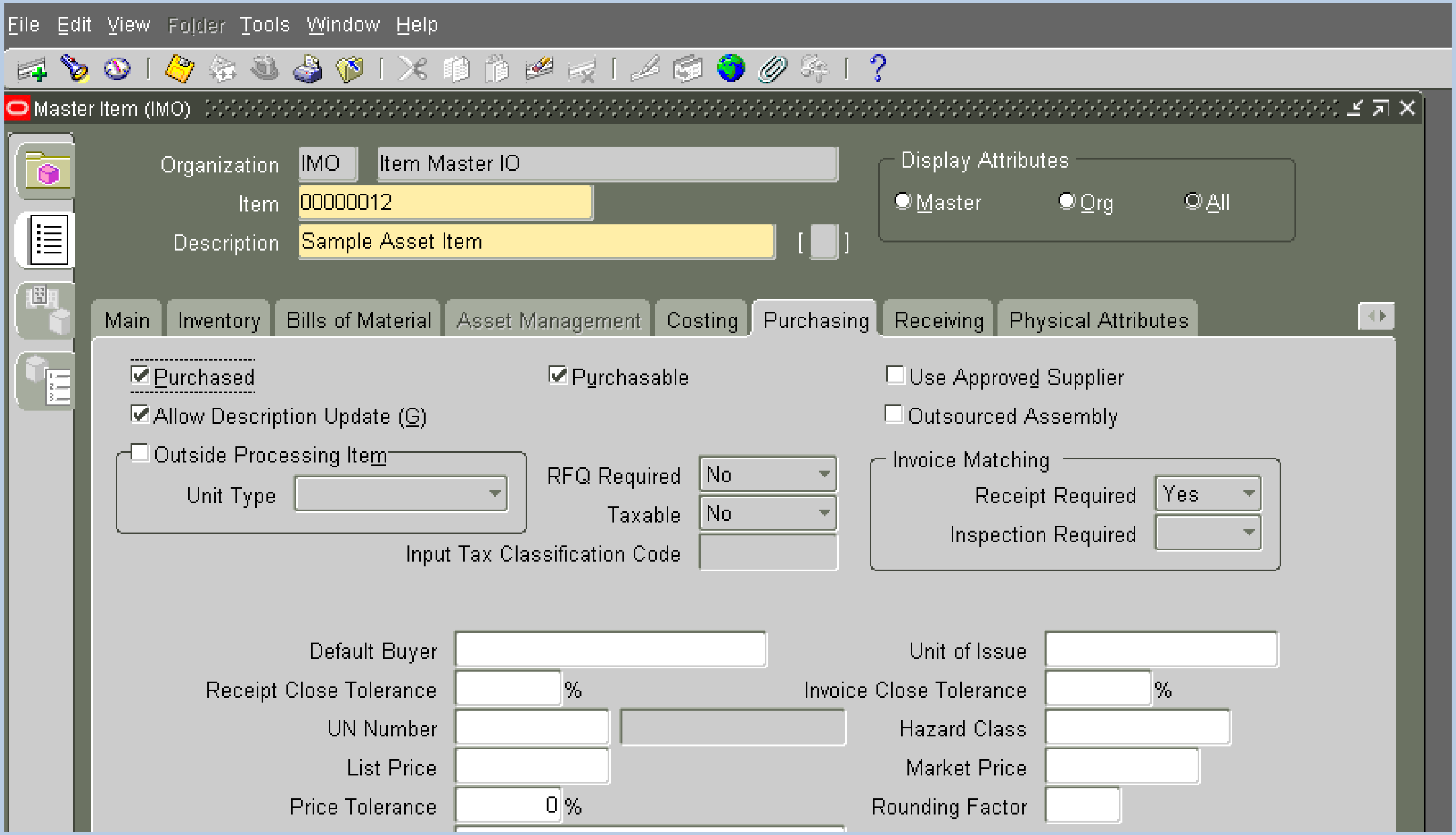
Step 5: Select the IACS_ASSET_ITEM template when creating an Asset Item. All the functionalities of an Asset Item will be copied from the Template itself.



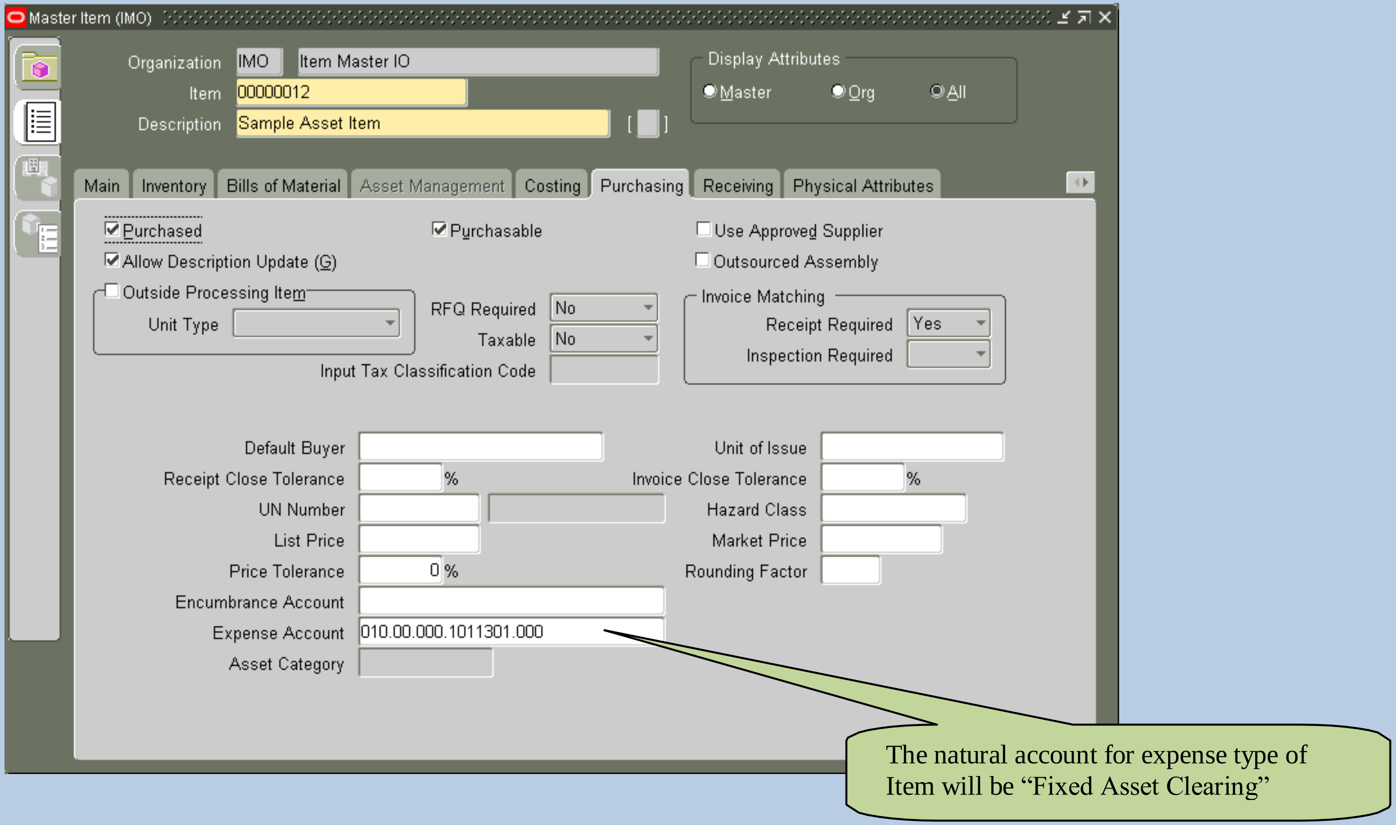
Step 6: Click on "Apply" and then "Done"



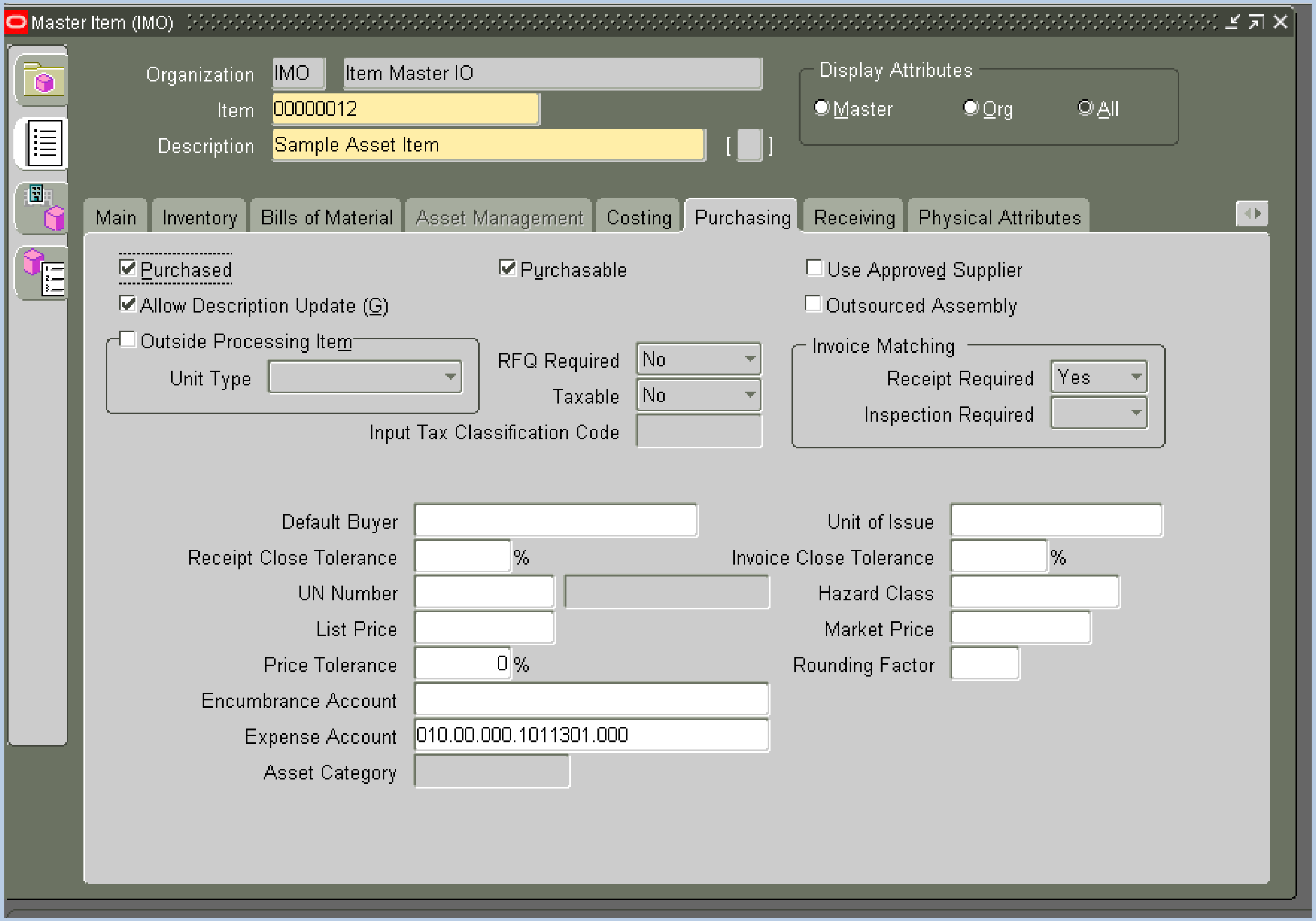
Step 7: All the functionalities pertaining to an Expense Item has been attached to the new Item. For instance, if we navigate to the Purchasing tab, we will find the required fields filled up/checked.



Step 8: The "Expense Account" field will have the expense account code combination. The Natural account field will be 1011301 which is the "Fixed Asset Clearing" account, for all Asset type of items.



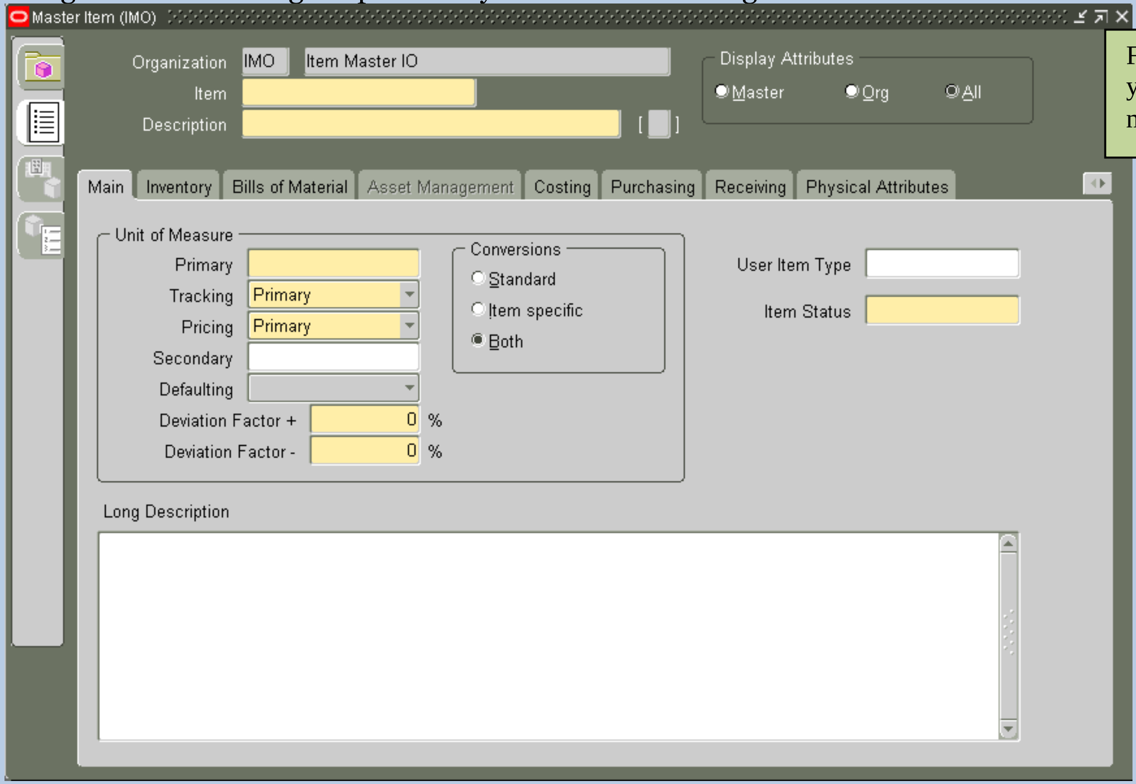
Step 9: Save the record. The New Item will be created.



Step 10 to Step 13: The Item Category Attachment and Organization Assignment processes for an Asset Item will be same as illustrated for Expense Item in Section 3.1 (Step 10 onwards).

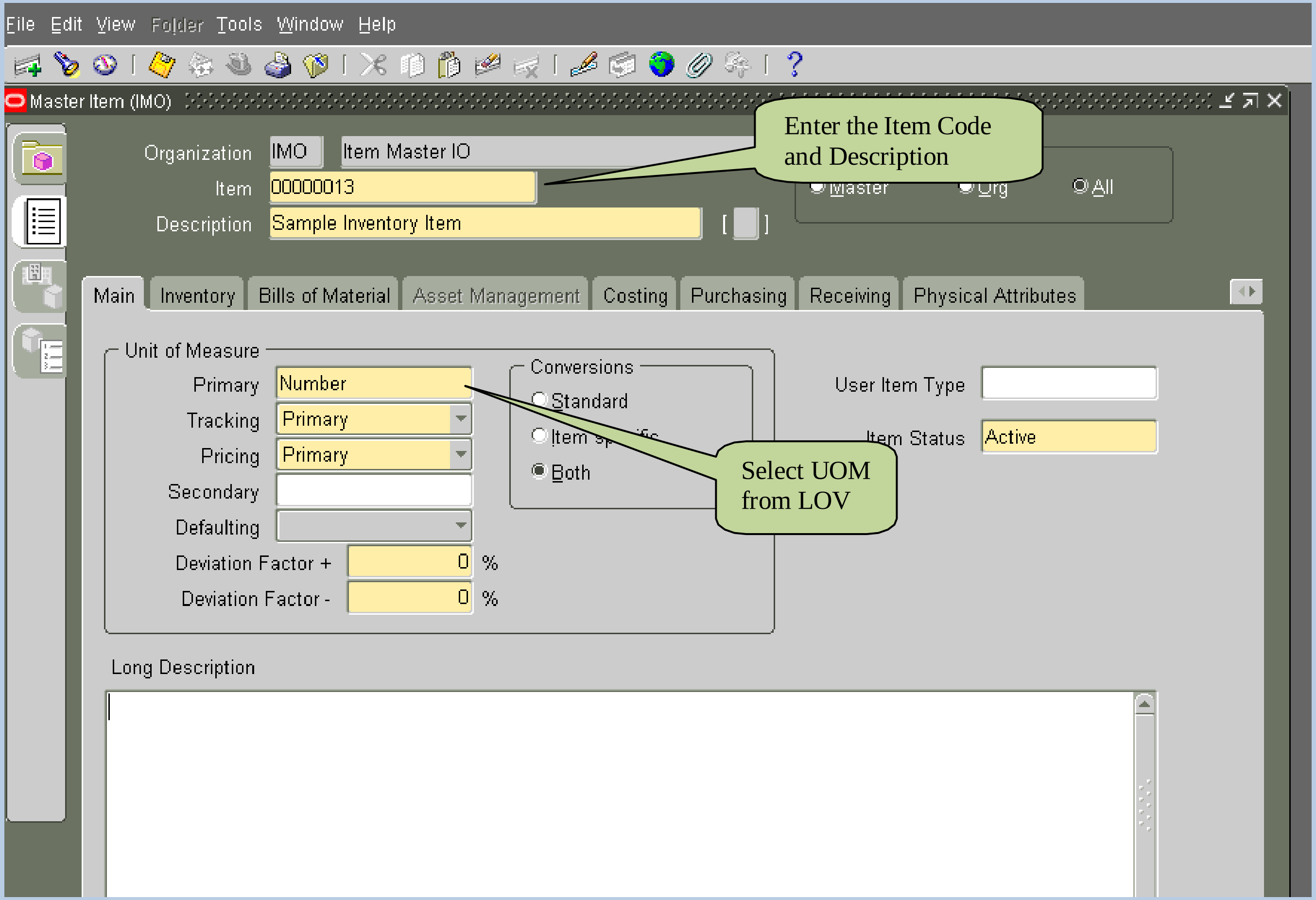
2.3 Inventory Item Creation

Screen: Master Item Screen
Purpose: To create a new item in the Item Master.
Navigation: Purchasing Responsibility> Oracle Purchasing>Items> Master Items

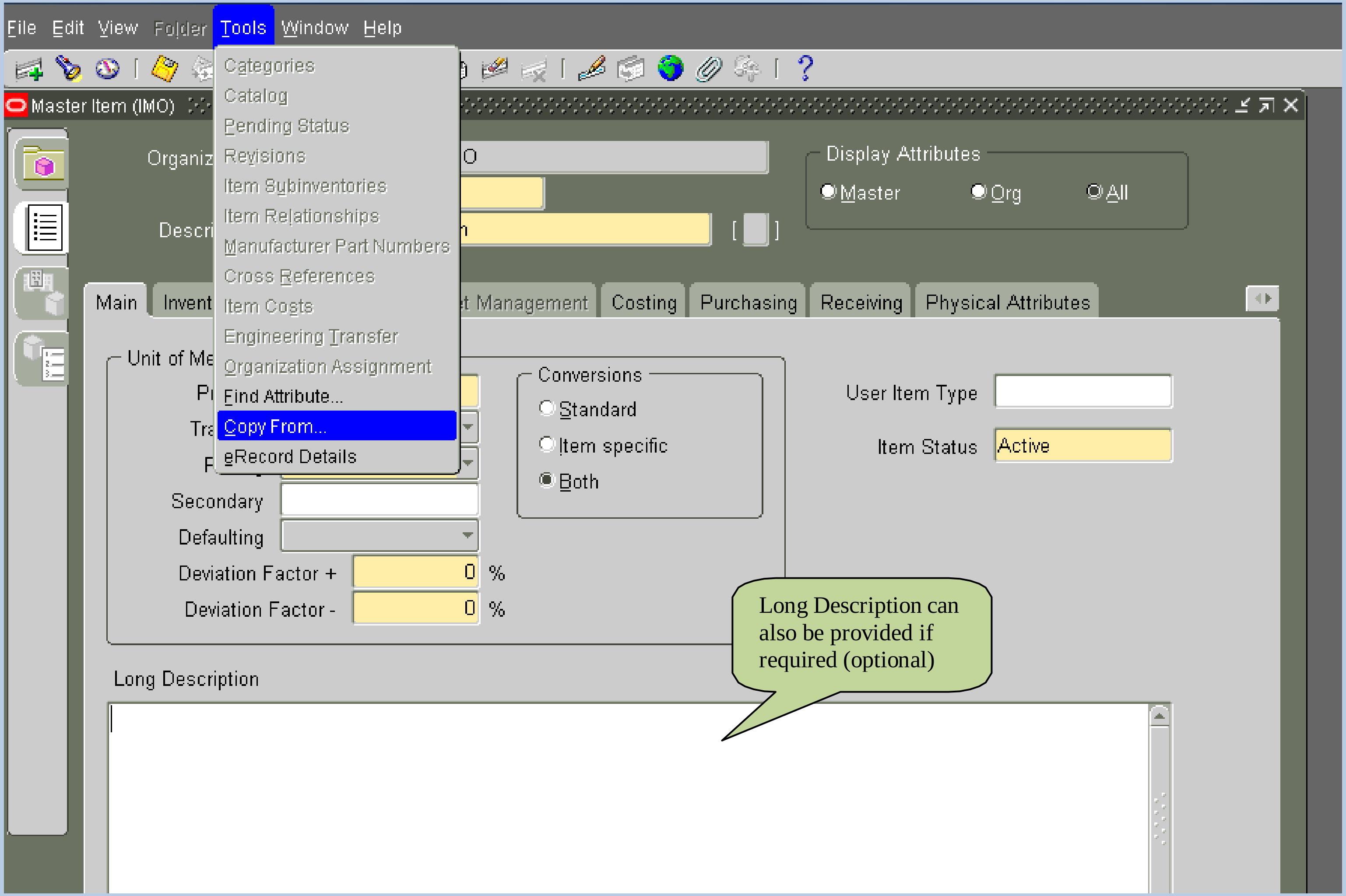


Fields marked in yellow are mandatory

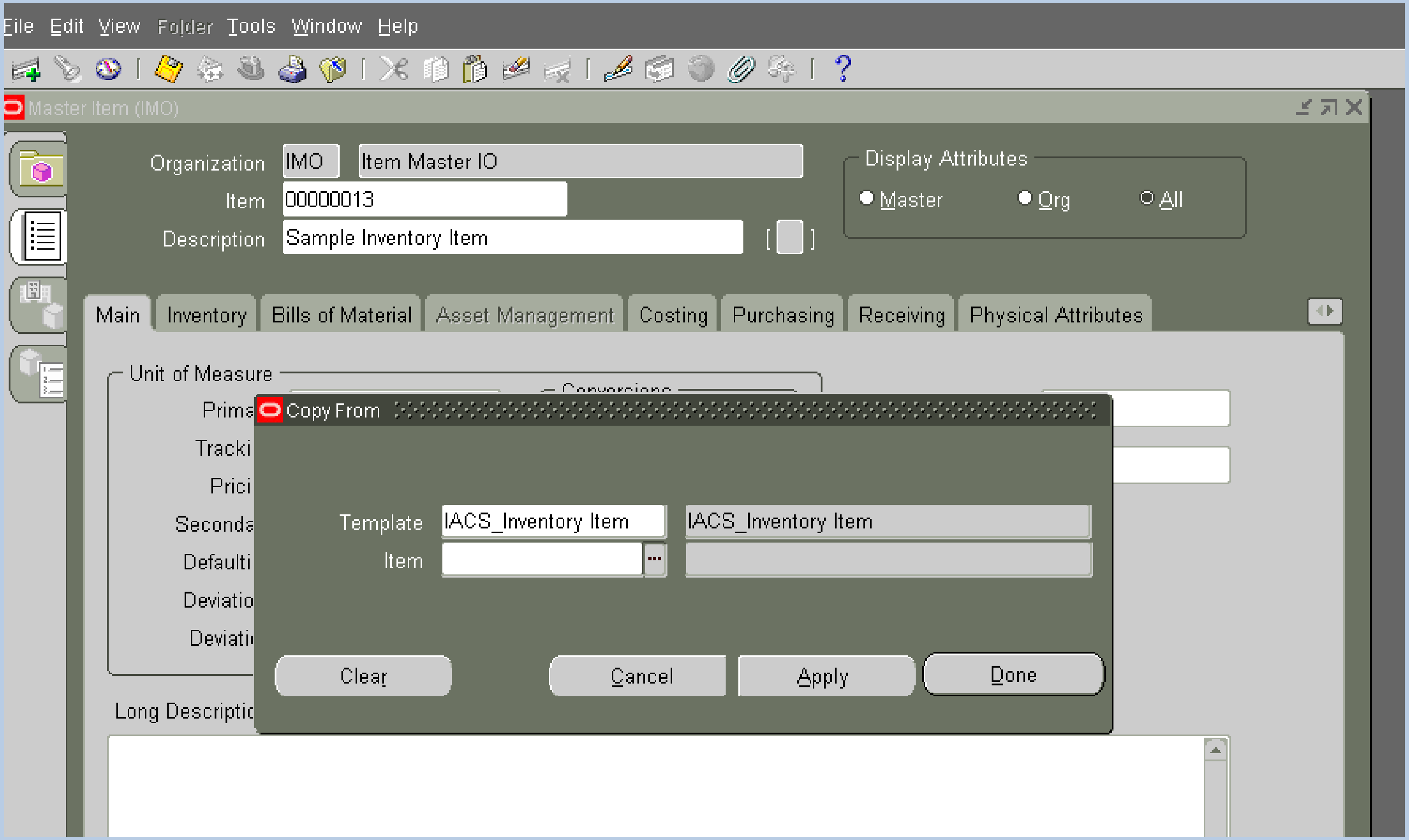
Step1: Enter the six digit numeric Item Code in the “Item” field
Step 2: In the “Description” field provide the description/illustrative name of the item.
Step 3: In the “Primary UOM” field select the appropriate Unit of measure that will be suitable for the item.



Step 4: Go to Tools> Copy From in order to attach the template of an Inventory Item with the item to be defined.

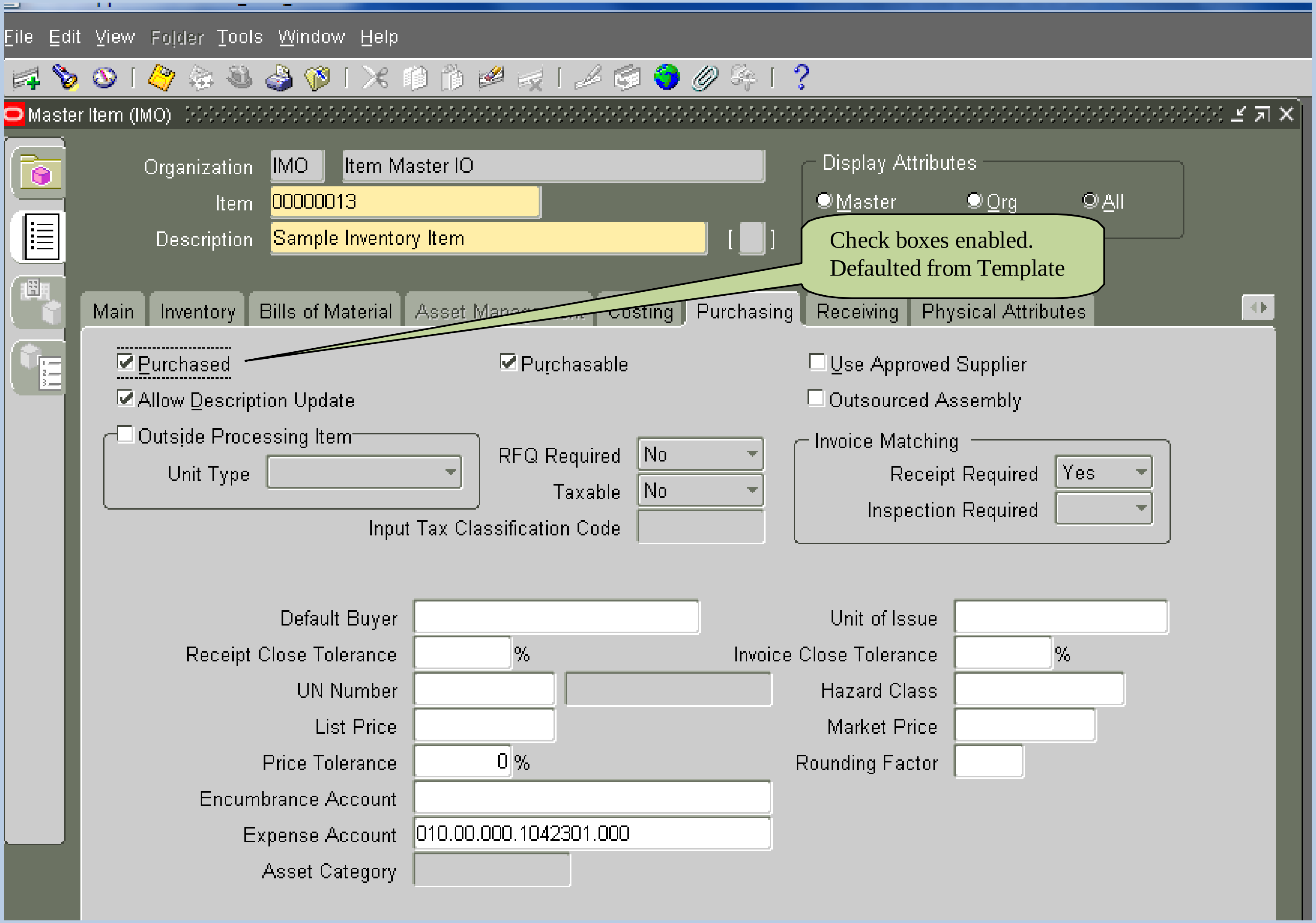


Step 5: Select the IACS ASSET ITEM template when creating an Inventory Item. All the functionalities of an Inventory Item will be copied from the Template itself.

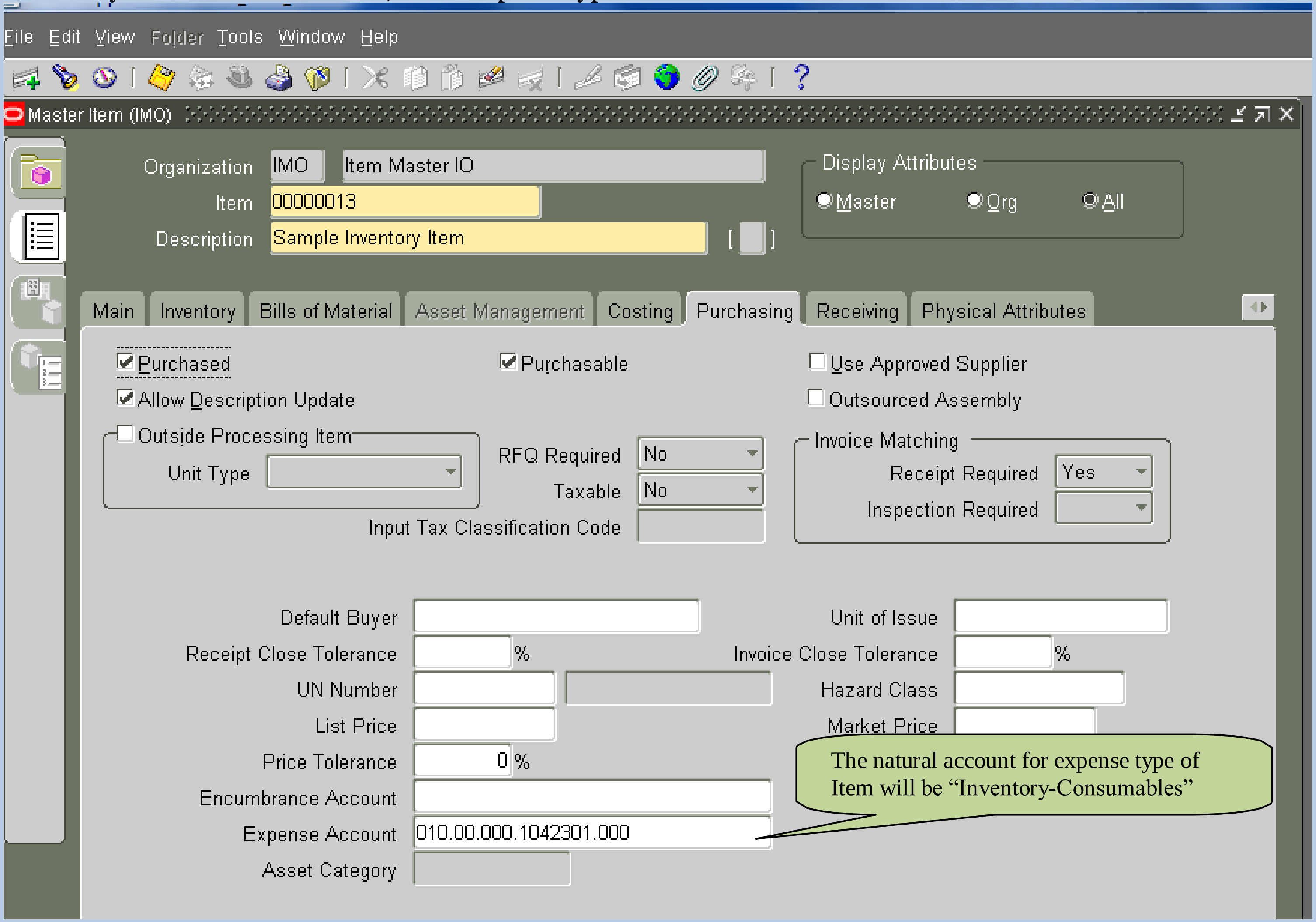


Step 6: Click on "Apply" and then "Done"

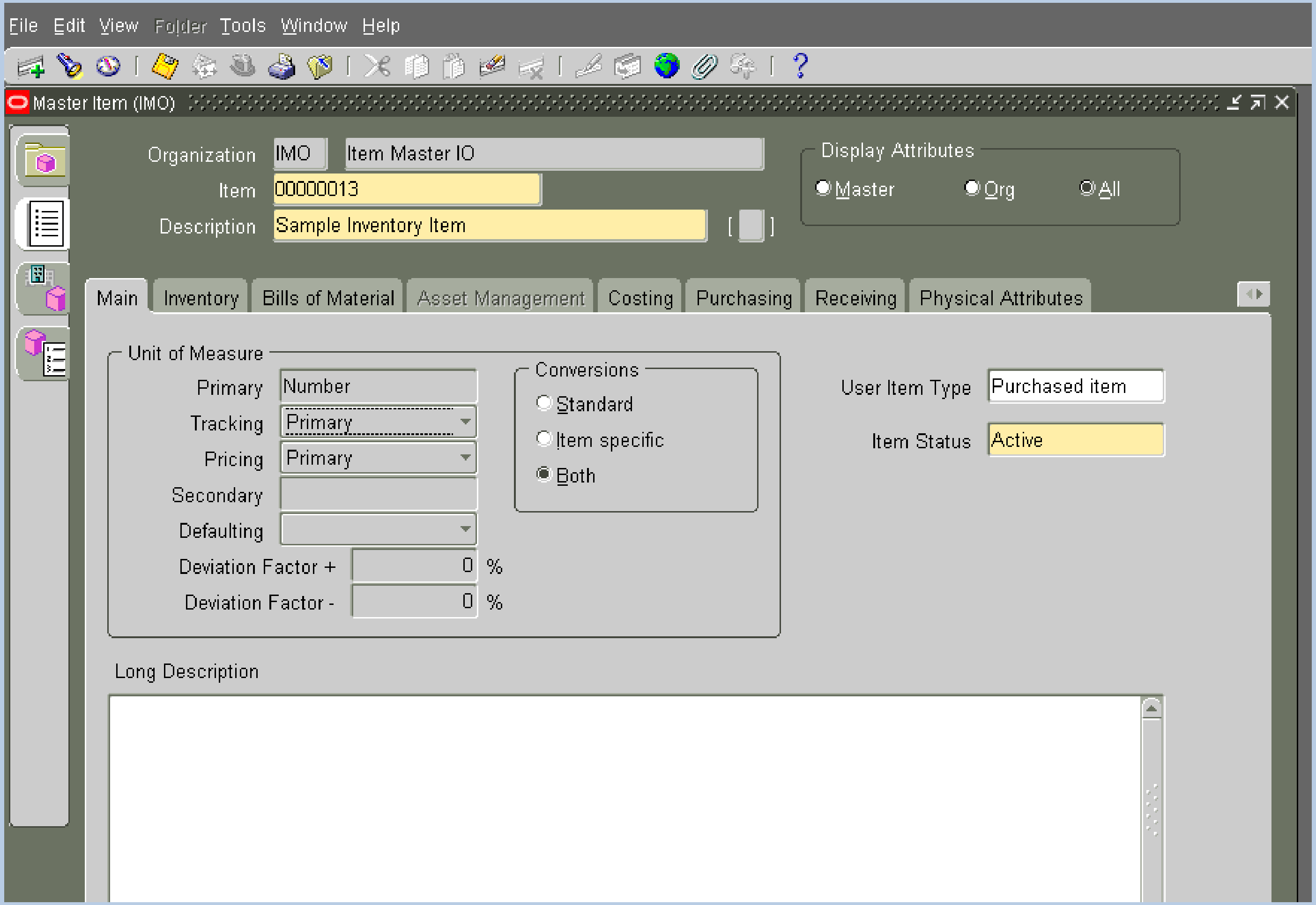
Step 7: All the functionalities pertaining to an Inventory Item has been attached to the new Item. For instance, if we navigate to the Purchasing tab, we will find the required fields filled up/checked.



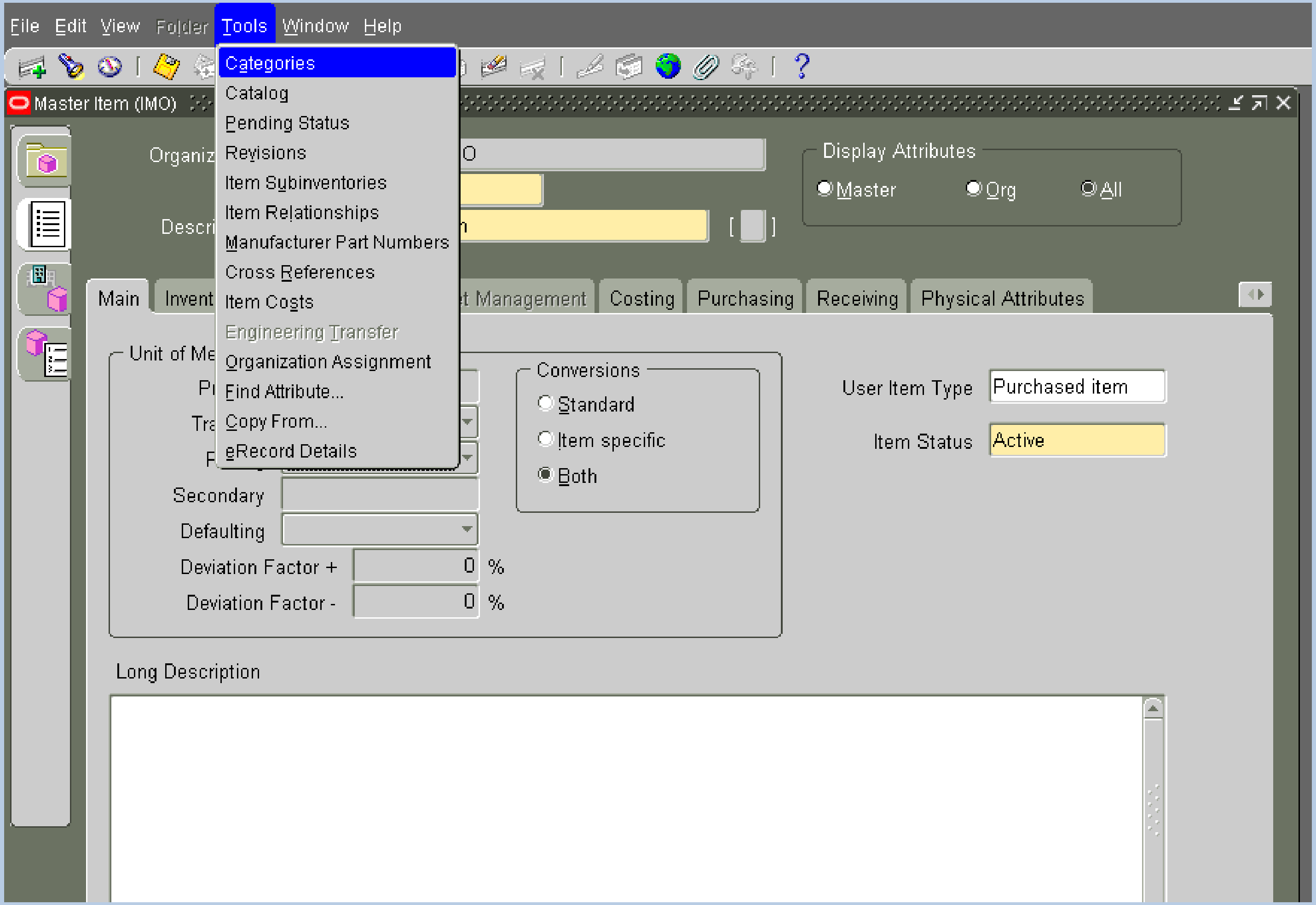
Step 8: The “Expense Account” field will have the expense account code combination. The Natural account field will be 1042301 which is the “Inventory Consumables” account, for all expense type of items.



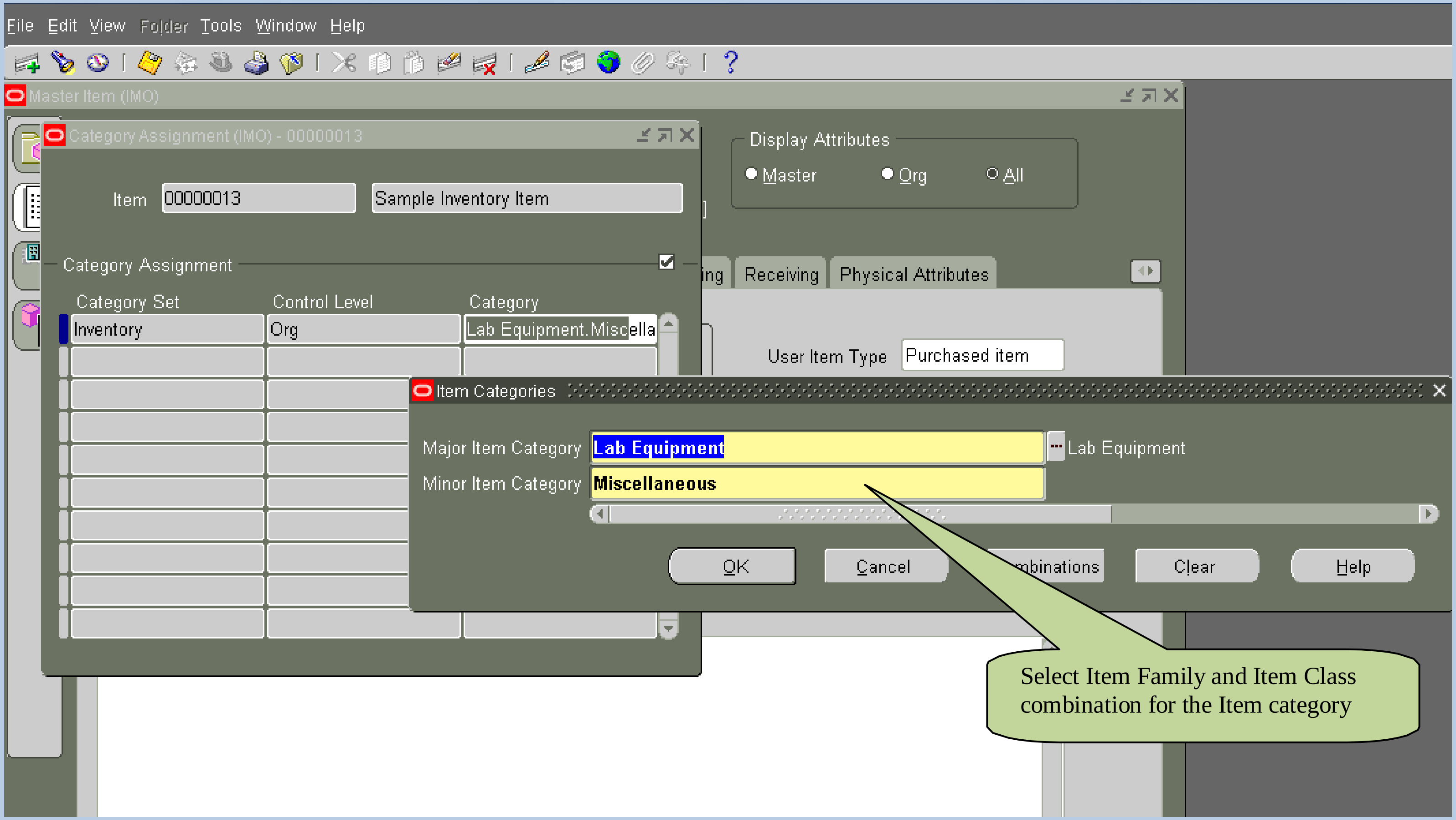
Step 9: Save the record. The New Item will be created.

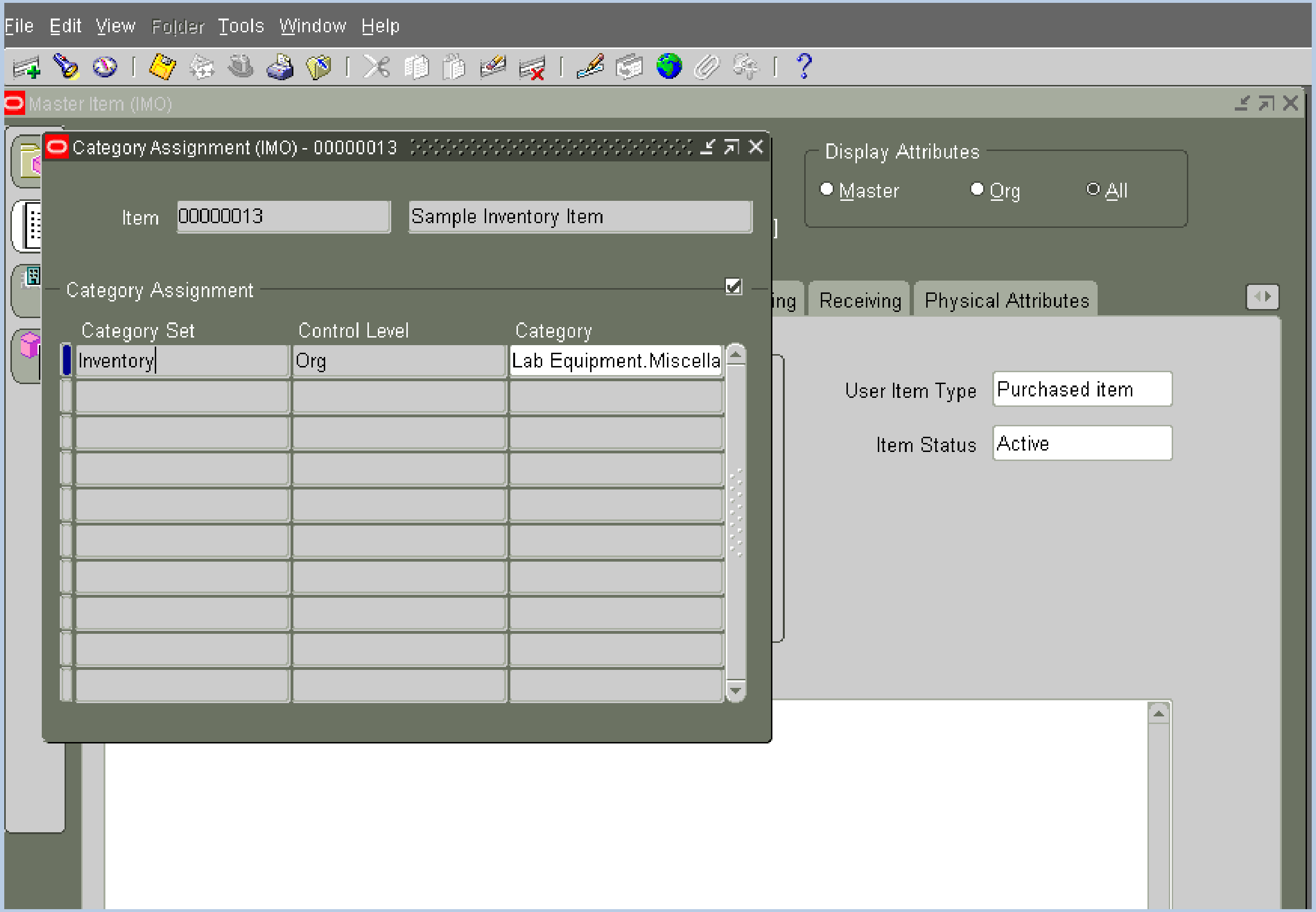


Step 10: Go to Tools> Categories to attach an Item Category to the new item defined.

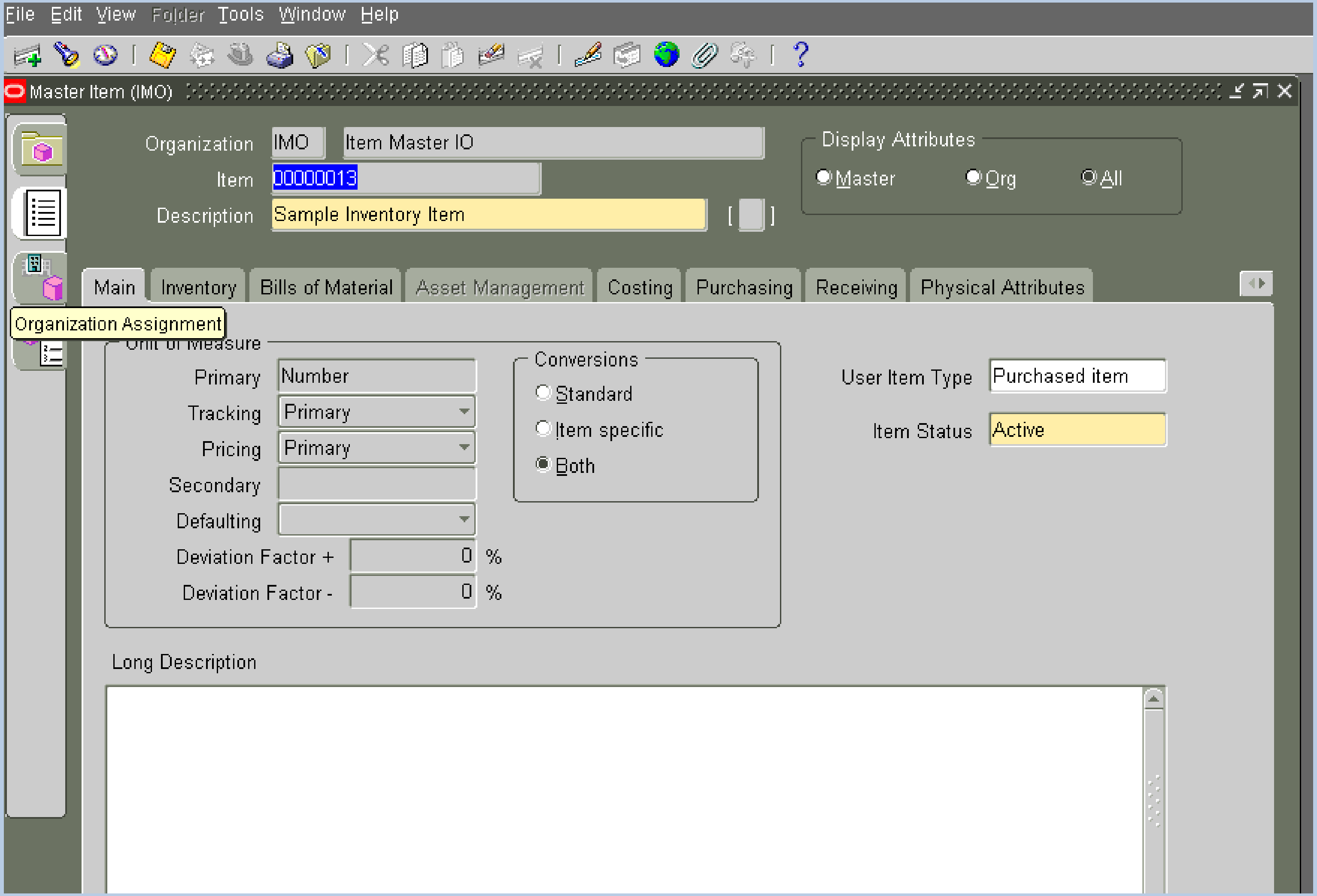


Step 11: Choose the correct combination of the 'Major Item Category.Minor Item Category' , click on "OK" and Save the record.





Step 12: Assign the Item to the different inventory organizations. Click on “Organization Assignment” tab on the left hand side of the Screen.


File Edit View Folder Tools Window Help
Master Item (IMO)
Organization IMO Item Master IO
Item 00000013
Description Sample Inventory Item
Display Attributes
Master Org All
Main Inventory Bills of Material Asset Management Costing Purchasing Receiving Physical Attributes
Organization Assignment
Unit of Measure
Primary Number
Tracking Primary
Pricing Primary
Secondary
Defaulting
Deviation Factor + 0 %
Deviation Factor - 0 %
Conversions
Standard
Item specific
Both
User Item Type Purchased item
Item Status Active
Long Description

Step 13: Check the “Assigned” checkbox corresponding to the Inventory Organizations to which the Item needs to be made available.
Save the record