

R12.2 Oracle Payables Management Fundamentals

Duration: 4 Days

What you will learn

This R12.x Oracle Payables Management Fundamentals training teaches you how to set up and use Oracle Payables to manage the accounts payable process. You'll learn how to create and manage suppliers and supplier bank accounts, process individual and recurring invoices, match invoices to purchase orders or receipts and more.

Learn To:

- Manage suppliers.
- Process invoices and payments.
- Generate key payables reports.
- Import and approve invoices and expense reports for payment.
- Process, stop, and void payments.
- Set up bank accounts.

Benefits to You

Customers who have implemented Oracle E-Business Suite Release 12 or Oracle E-Business Suite 12.1 will walk away with a deep understanding of how Payables integrates with other Oracle Applications. Develop the knowledge and skills to use multiple distribution methods and process various types of payments.

Audience

- End Users
- Functional Implementer
- Project Manager

Course Objectives

Understanding how to Process Invoices and Payments

Generating Key Payables Reports

Approving Invoices for Payment

Process, Stop, and Void Payments

Setting Up Bank Accounts

Understanding Managing Suppliers

Processing Pay Runs

Closing Payables Periods

View Accounting

Course Topics

Procure to Pay Overview

Describing the Procure to Pay Process Flow

Describing how the Procure to Pay Process Fits Across the eBusiness Suite Applications

Payables Overview

Overview of Payables Processes

Understanding Supplier Entry

Understanding Invoice Entry

Understanding Payments

Analyzing Payables Integration Points

Using Payables Open Interfaces to Import Data

Suppliers

Understanding the Procure to Pay Lifecycle

Defining Supplier and Supplier Sites

Identifying the Key Reports

Understanding Setup Options

Analyzing Implementation Considerations

Invoices

Importing and Entering Invoices and Invoice Distributions

Matching Invoices to Purchase Orders

Validating Invoices

Applying and Releasing Holds

Understanding the Invoice Approval Workflow

Generating Key Reports

Analyzing Setup Options

Analyzing Implementation Considerations

Payments

Describing the Payments Process

Setting Up Banks and Bank Accounts

Entering Single Payments

Processing Multiple Payments

Understanding how to Review Payments

Understanding how to Adjust Payments

Analyze Setting up and Creating Bills Payable

Creating, Applying, and Releasing Holds on Prepayments

Expense Reports and Credit Cards

Describing the Expense Reports Process

Understanding how to Enter Expense Report Templates

Entering Expense Reports

Understanding how to Apply Advances

Identifying the Key Expense Reports
Understanding how to Set Up Credit Card Programs

Period Close

Describing the Period Closing Process in Payables
Describing the Period Closing Process in Purchasing
Reconciling Payables Transactions for the Period
Identifying Key Programs and Reports
Understanding Setup Options
Understanding Implementation Considerations

1099 Reporting

Describing How to Enable 1099 Suppliers
Entering Invoices for 1099 Suppliers
Updating the 1099 Information
Understanding the 1099 Setup Options
Understanding Implementation Considerations

Transaction Taxes in Payables

Describing how Transaction Taxes are Calculated
Inserting Manual Tax Lines
Updating Transaction Tax Lines
Viewing Tax Summary and Details
Identifying Key Reports
Understanding Setup Options

Withholding Tax

Identifying the Withholding Tax Process
Using Withholding Tax Options
Processing Manual Withholding Tax Invoices
Creating Withholding Tax Invoices
Processing Automatic Withholding Tax Invoices
Analyzing Standard Key Reports

Advances and Progressive Contract Financing

Understanding the Purpose of Complex Service Contracts
Identifying Advances, Contract Financing, and Progress Payment Invoices
Calculating Retainage
Recouping Prepaid Amounts for Complex Service Contract