

# Oracle Modern Best Practice

Digital Business Processes for ERP/EPM



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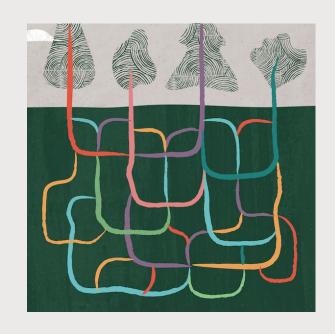


# What is Oracle Modern Best Practice?

www.oracle.com/modernbestpractice



Digital business processes that evolve with you



End-to-end across the organization



Radically superior results



Leverages latest technologies



# Modern Best Practice for ERP/EPM

#### **Financial Management**

- Period Close to Financial Reports
- Report to Forecast
- Period Close to Tax Provision
- Tax Provision to Country-by-Country Reporting (CbCR)
- Bank Transactions to Cash Position
- Asset Acquisition to Retirement
- Lessee Lease Abstract to Termination
- Lessor Lease Abstract to Termination
- Customer Invoice to Receipt
- Customer Deductions to Settlement
- Customer Statements to Collections
- Customer Contract to Revenue
- Expense Report to ReimbursementJoint Venture Accounting to Settlement

#### **Project Management**

- Project Plan to Delivery
- Project Program to Delivery
- Project Contract Billing to Revenue Recognition
- Project Costs to Accounting
- Capital Project to Asset
- Resource Analysis to Utilization
- Grant Award Funding to Closeout

#### **Procurement**

- Insight to Sourcing
- Supplier Registration to Spend Authorization
- Contract Creation to Procurement Compliance
- Requisition to Payment
- Supplier Invoice to Payment

# Risk Management and Compliance

- Secure Role Design to User Access Control
- Separation of Duties (SoD) to User Access Certification
- Internal Controls Automation to Certification





# Period Close to Financial Reports

#### **Close Subledgers**

Monitor enterprise-wide close status. Interact on and finalize outstanding subledger transactions and exceptions.

### Close Pro Forma Ledgers

Prepare and review preliminary financial statements. Prioritize outstanding transactions based on initial results.

### Reconcile Accounts

Reconcile sub-ledgers to general ledger, automatically matching transactions to entries.

# Close Ledgers

Route close tasks to task owners automatically. Collaborate to streamline the close for each entity. Monitor enterprise-wide close status.

#### **Consolidate Subsidiaries**

Transform results of each subsidiary to the corporate chart of accounts. Revalue nonmonetary balances and translate to the corporate currency. Eliminate intercompany activity and minority interest.

# Review and Confirm Financial and Management Reports

Review consolidated results, using the same reports as each subsidiary where applicable, and enter final adjustments. Automatically detect unusual journal activities. Certify internal control over financial reporting (ICFR).

# Publish and Securely Share Financial Statements

Distribute financial statements to all interested parties, leveraging collaboration to incorporate feedback.

## **Update Financial Forecasts**

Modify forecasts and financial plans in light of the results from the just-closed period.

**Product Mix:** ERP Financial Management; ERP Enterprise Performance Management (EPM) **Key Metrics:** time to close books; time to publish reports



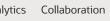






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# Report to Forecast

#### **Close Current Period**

Review and adjust allocations for shared resources and taxes. Report actuals by line of business on daily, monthly, or other frequent close periods.

#### **Update Forecast with Actual Data**

Create a new forecast scenario to replace the current period forecast with actuals.

#### **Roll Forecast Forward**

Extend the forecast horizon to incorporate actuals for a forward outlook. Leverage machine learning (ML) to formulate predictions and get insights on hidden trends, correlations, and anomalies.

#### **Assess Variances**

Review actuals versus forecast. Leverage ML-generated insight to identify significant variances and their root causes.

#### **Revise Forecasts**

Review ML-generated predictions for needed updates. Model potential business impact using what-if profitability and cost scenarios. Collaborate with lineof-business leaders for adjustments.

#### **Review and Approve Forecasts**

Route revised forecasts for review and approval based on business rules. Get notifications and status updates on approval progress using a dashboard.

### **Create Management** Reports

Automatically generate reports based on the latest data. Collaborate with reviewers for feedback, make revisions, and monitor review progress using a dashboard.

**Product Mix:** ERP Financial Management; Enterprise Performance Management (EPM) **Key Metrics:** Rolling Forecast vs Predictions; What-if analysis; Forecast variance and bias insights; Prediction and Anomaly insights













# Period Close to Tax Provision

#### **Complete Tax Pre-Close** Tasks

Schedule, assign, collaborate, and monitor enterprise-wide tax-related tasks using a centralized dashboard. Automatically route tasks for review and approval based on business rules. Get notifications for task exceptions and milestone attainment.

#### **Calculate Transfer Pricing Allocations**

Review and set transfer prices to maximize tax benefit while complying with regulations. Automatically execute allocation rules.

#### **Calculate Tax Provisions**

For each jurisdiction, automatically calculate tax provisions from ledger results based on current tax rates, rules, and applicable return to accrual adjustments. Review and approve adjustments using secure collaborations.

# **Finalize Tax Provision** Reporting

Review and approve statutory and consolidated tax rates. Calculate and adjust tax account roll forward.

#### **Post Tax Provision**

Post tax journal entries. Book Return to Accrual for entities with new return filing.

# **Review Financial Reporting**

Automatically generate tax provision reports for managerial review. Create and incorporate tax footnotes for financial reporting.

**Product Mix:** ERP Financial Management; Enterprise Performance Management (EPM) **Key Metrics:** no. and amount of return to provision adjustments; person-hour for tax preparation









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# Tax Provision to Country-by-Country Reporting (CbCR)

#### **Complete CbCR Tasks**

Coordinate and execute the required steps to initiate the Country-by-Country Reporting process and ensure compliance with global tax regulations.

#### **Manage CbCR Data**

Collect, validate, and manage financial and tax data for all reporting entities in accordance with OECD CbCR guidelines. Maintain a clear audit trail of all data sources and adjustments.

#### **Review KPIs and Finalize CbCR**

Assess key tax and financial metrics to validate data consistency, finalize calculations, and prepare the CbCR report for generation.

#### **Complete Master and Local** File

Prepare Master File and Local File documentation required by tax authorities, in accordance with OECD and local country requirements.

#### **Generate and Submit XML to Tax Authority**

Generate the XML schema-compliant CbCR report and electronically submit it to relevant tax authorities.

**Product Mix:** ERP Financial Management; Enterprise Performance Management (EPM) **Key Metrics:** Income Tax Paid Ratios YoY; Income Tax Accrued Ratios YoY; Country-by-Country Report







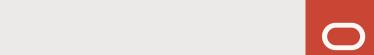


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Analytics Collaboration AI/ML



# Bank Transactions to Cash Position

#### **Review Activities**

Review automated aggregation of disbursements, payroll, collections, investments, and borrowing and view highlighted differences and variances to plans using a secure role-based dashboard.

#### **Bank Validation**

Conduct daily interfaces with banks featuring automatic comparison of records, and automatic adjustment of fees and minor differences. Align daily balances.

#### Initiate Interbank Activities

Execute global cash management.
Optimize balances across accounts using zero balance schemes, and so on.
Perform real-time reviews of bank positions.

# Manage End of Period Positions

Automate month-end statement reconciliation. Achieve balance sheet optimization with automatic updates to forecasts and plans.

**Product Mix:** ERP Financial Management

**Key Metrics:** Days Cash in Hand; Cash Conversion Cycle; Quarterly Cash Position











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# Asset Acquisition to Retirement

#### **Acquire Assets**

Globally record all asset acquisitions at all locations resulting from purchases, projects, and contracts. Interact on open issues, questions, and approvals using secure collaboration tools.

#### **Recognize and Register** Assets

Automatically recognize assets on purchase. Manage dashboard-driven placement into service with useful life definition and tax valuation.

# **Depreciate Assets**

Automatically calculate depreciation and rule-based assignment to cost centers. Automatically track depreciation tax breaks and deferrals.

### **Derecognize and Dispose of** Assets

Manage valuations, disposals, derecognition, and retirements in compliance with legal requirements, maintaining accounting and tax position alignment.

### **Manage Asset Insights**

Actively manage fixed assets using secure role-based dashboards, allowing centralized monitoring, alerts, reassignment, and period close for all locations.

**Product Mix:** ERP Financial Management; ERP Project Management; SCM Procurement **Key Metrics:** Fixed Assets Turnover; Net Book Value; Lifespan Remaining; Depreciation Expense

















# Lessee Lease Abstract to Termination

#### **Capture Lease Data**

Record key elements of leases, including key dates, assets and properties, payment schedules, options, rights and obligations, and relevant documents. Use spreadsheets to accelerate manual data entry.

### **Approve Lease Records**

Route all new lease records and subsequent amendments to the appropriate approvers based on authority and business rules.

# Manage Accounting

Create journal entries for right-of-use (ROU) assets and lease liabilities and calculate period-end balances and lease expenses according to standards, such as ASC 842 and IFRS 16. Automatically reflect contract modifications.

### **Manage Payments**

Support complex payment increase schemes, such as pegging to consumer price index (CPI). Automatically transfer approved lease invoices to accounts payable.

#### **Manage Amendments**

Easily incorporate new contract amendments, impairments, exercise or cancel options, and manage nonfinancial data with appropriate review and approval. Maintain contract history with easy access to prior versions.

### **Support Disclosures**

Provide detailed data for portfolio reporting and financial statement disclosure in compliance with local reporting standards.

## Manage Terminations

Easily process full or partial terminations of contracts based on termination effective dates. Automatically mark contracts as expired for those reaching end-of-term (EOT).

**Product Mix:** ERP Financial Management

**Key Metrics:** Lease Disclosures Report; Lease Transactions and Balances Report; Lease Liability Analysis Report















# Lessor Lease Abstract to Termination

#### **Define Properties**

Establish a centralized repository for real estate holdings with standardized property information. Use spreadsheets to accelerate manual data entry.

### **Capture Lease Data**

Record key elements of leases, including key dates, assets and properties, cash flows, options, rights and obligations, and relevant documents. Use spreadsheets to accelerate manual data entry.

## **Approve Lease Records**

Route all lease booking and contract amendment records to the appropriate approvers based on authority and business rules.

## **Manage Accounting**

Set rules and appropriate accounts to streamline journal entry creation for lease booking, expense, revision, payment approval, termination, and lease and nonlease income accrued during an accounting period.

#### **Manage Billing**

Generate customer invoices from lease contract payment schedules and transfer them to accounts receivable. Review associated customer invoices from lease payment schedules.

### **Incorporate Amendments**

Automatically route approval reviews for changes, including contract amendments, impairments, exercise or cancel options, and nonfinancial data updates, based on business rules. Maintain contract history with easy access to prior versions.

#### **Manage Terminations**

Easily process full or partial terminations of contracts based on termination effective dates. Automatically mark contracts as expired for those reaching end-of-term (EOT).

**Product Mix:** ERP Financial Management

Key Metrics: Lease Abstraction Details Report; Lease Schedule Details Report















# Customer Invoice to Receipt

# **Create and Manage Transactions**

Automatically generate customer invoices, credit and debit memos from sales fulfillment transactions based on business rules. Review status using rolebased dashboards.

#### Send Invoices

Send customers discrete invoicing documents or consolidated statements using a preferred format and delivery method (mail, email, or B2B ecommerce message).

# Address Billing Issues

Manage customer disputes and billing issues with role-based dashboard. Collaborate on investigations using a secure social platform. Apply corrections (credit or debit memos) and refunds after required review and approval.

## **Process Payments**

Automatically match receipts to invoices even without remittance advice using configurable rules or scoring engine.
Handle exceptions with help from recommendation algorithm.

#### **Manage Adjustments**

Close receipts and invoices with remaining balances based on company policy and approval limits.

#### **Post Receivables Activities**

Automatically post all approved receivables activities to the general ledger to ensure current account balances.

#### Schedule Receivables Close

Stay on predetermined close schedule. Use integrated inquiry, reporting, and analysis tools to review and reconcile account balances. Post period close entries and close receivables period.

**Product Mix:** ERP Financial Management

Key Metrics: AR Avg Days Outstanding; AR Overdue to Total Outstanding %; Days Sales Outstanding









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# Customer Deductions to Settlement

#### **Receive Short Payment**

Automatically identify and record short payments. Match payments with invoices and identify discrepancies. Automate matching of deductions with corresponding sales or trade promotions. Use Al and machine learning to automatically classify deduction reasons based on transaction patterns.

### **Assign Claim**

Automate workflow routing for dispute resolution to expedite claim assignments. Assign deductions to the appropriate department for review. Prioritize deductions based on claim value. customer risk level, and deduction frequency. Assess customer risk levels and flag frequent deduction requests.

#### **Research and Resolve**

Investigate claims by reviewing contracts, sales orders, and delivery documents. Determine whether a deduction is valid or requires dispute with the customer. Use Al-driven insights to suggest possible resolution actions based on historical data. Link trade promotions and customer agreements to deductions.

### **Approve Claim**

Use automated approval workflows to reduce manual effort. Approve valid deduction claims and update financial records. If the claim is invalid, notify the customer and request repayment. Integrate with payables and receivables to ensure smooth adjustment processing. Leverage real-time reporting to monitor deduction approval trends.

#### **Settle Claim**

Settle approved claims by adjusting outstanding balances, issuing credits, or processing repayments. Record final resolutions for audit and future reference. Integrate with general ledger to update financial statements with settled claims. Automate cash application and use Al-powered reconciliation to speed settlement processing.

**Product Mix:** ERP Financial Management

**Key Metrics:** AR Avg Days Outstanding; AR Overdue to Total Outstanding %; Risk Amount









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# Customer Statements to Collections

#### **Generate Customer Statements**

Easily identify and prioritize delinquent customers with dashboard access to collection risk scoring and overdue payment analysis. Send statements and dunning correspondence using mail, email, or fax.

# **Apply Collection Strategies**

Implement various collection strategies to suit business needs by grouping collection tasks into standardized courses of action. Automatically apply actions to delinguent accounts based on risk scoring. Review and change assignments if needed.

# **Manage Collection Activities**

Gain complete visibility to transactions, payments, correspondence, disputes, and adjustments using role-based dashboards. Organize related delinquencies using case folders. Record customer interactions at the customer, delinguency, or case level.

### **Manage Settlement**

Initiate disputes on behalf of customers for review and approval within and across departments based on business rules. Record and track promise-to-pay agreements. Apply payments and commitments at the delinquency or case level.

#### **Optimize Collection Efficiency**

Automatically assign new account delinguencies to agents. Get key metrics on customers and team performance, monitor workload, and balance team assignments using a centralized dashboard.

#### **Monitor Outstanding** Receivables

Gain insight on the health of outstanding receivables using industry-standard metrics, including days sales outstanding (DSO), broken promise count, and collection effectiveness index (CEI). Adjust assignment and collection strategies to address problem areas.

**Product Mix:** ERP Financial Management

**Key Metrics:** # Delinquent; Customer Risk Percentile; Default Score Percentile; Risk Amount











# Customer Contract to Revenue

#### **Analyze Revenue Policies** and Collect Transaction Data

Leverage a central repository to manage relevant revenue data from various sources, including orders, subscriptions, projects, receivables, other fulfillment activities, and so on. Group and analyze revenue data to automatically derive standalone selling prices based on historical data.

### **Identify Accounting Contracts with Customers**

From the collected data, automatically identify and create accounting contracts with customers based on business rules in compliance with ASC 606 and IFRS 15 standards and company revenue policies.

### **Identify Performance Obligations**

For each contract, automatically identify and create material, distinct performance obligations.

#### **Determine Transaction Price**

Sum up the values of all expected deliveries of goods and services in an accounting contract, including estimates on variable considerations, such as usage and consumption. Review high-value contracts and manage exceptions on a centralized dashboard.

#### **Allocate Transaction Price**

Automatically allocate the transaction price of a contract to its distinct performance obligations based on relative standalone selling price.

## **Recognize Revenue**

Automate revenue recognition for performance obligations and derecognize corresponding contract assets and liabilities based on events such as invoicing and fulfillment of goods or services.

#### **Manage Revisions and Variations**

Process revenue contract modifications and revise revenue accounting prospectively or retrospectively. Review contract versions and impacts.

**Product Mix:** ERP Financial Management

**Key Metrics:** Open Performance Obligation Report; Revenue Contract Account Activities Report; Standalone Selling Price Report



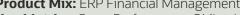














# Expense Report to Reimbursement

#### **Capture Expenses**

Create expenses by snapping receipts over mobile devices, forwarding electronic receipts, texting a digital assistance, or picking transactions from securely connected credit cards. Integrate with travel services for rule-based bookings and automated expense creation from approved trips.

### **Submit Expense Reports and Cash Advance Requests**

Submit expense reports on the go with any mobile device. Get answers easily from digital assistant on status, policies, and so on.

# **Manage Approvals**

Route approvals automatically according to predefined business rules. Approve from email, mobile device, or worklist over a web browser. Automatically notify employees upon approval.

### **Audit Expense Reports**

Leverage audit policies, audit lists, and selection criteria to automate expense report audit processes in compliance with business policy. Adjust expense controls if needed.

#### **Process Reimbursement**

Automatically process payments for approved expenses and notify employees.

### **Analyze Trends**

Get insights on recent spending and trends with graphical analysis and visualization to guide future expense policy adjustments and contract negotiation with vendors.

**Product Mix:** ERP Financial Management

**Key Metrics:** Employee Expense Reimbursement Cycle Time; Auto Audit Percentage; Employee

Expense Approval Cycle Time















# Joint Venture Accounting to Settlement

#### **Define Joint Operation Agreement Terms**

Create and maintain the joint venture definition to ensure it is up to date with the latest agreement. Set up business rules to identify accounting transactions related to a joint venture.

#### **Manage Partner Contributions**

Record cash advances from partners to fund ongoing operations.

#### **Calculate Overhead**

Generate transactions with overhead amounts based on the specified overhead calculation rules for the joint venture.

### **Identify Transactions**

Automatically identify accounting transactions related to joint venture operations based on business rules established in the agreement. Review and resolve exceptions using a centralized work area.

#### **Distribute Transactions**

Automatically create distributions from joint venture transactions. Review distributions, make adjustments, and resolve issues using a centralized work area.

#### **Process Partner Settlement**

Draw from partner contributions and generate payable invoices for revenue distributions, receivable invoices for cost distributions, and internal transfer journals.

### **Support Reporting**

Supply financial reports, including joint interest billing reports and audit reports. Get up-to-date operational insights using dashboards.

**Product Mix:** ERP Financial Management

**Key Metrics:** time for period-end settlement; no. of transactions processed per employee









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# Project Plan to Delivery

#### **Initiate Project**

Establish timeline, deliverables, charter, and funding to identify the project purpose and drive successful execution. Develop the communication plan so stakeholders are informed and can act effectively.

#### **Plan and Schedule**

Define tasks, resources, and schedule to estimate costs and determine the project budget and initial forecast. Forecast revenue and profit margins for client projects.

#### **Execute Tasks and Deliverables**

Drive progress on project tasks, deliverables, documents, and milestones. Identify, document, and resolve issues.

# **Monitor Progress and Analyze Trends**

Understand project health and performance trends to optimize efficiency, act on insights, and make proactive and controlled adjustments to the plan and forecast.

#### **Communicate and Close**

Complete the execution of project deliverables. Communicate results to customers, stakeholders, and team members, including lessons learned and opportunities for process improvements.

**Product Mix:** ERP Project Management

Key Metrics: Current Versus Original BAC Burdened Cost Variance; Current Versus Original EAC

Burdened Cost Variance: Current Forecast Burdened Cost - ITD

















# Project Program to Delivery

#### **Establish Program Foundation**

Define program essentials, identifying purpose, vision, and scope. Assemble a team by adding key contributors and stakeholders, and connect with the project team by incorporating existing projects into the program.

### **Define Stakeholder Communication Strategy**

Develop a communication plan, tailoring standardized reports to program needs and defining the reporting schedule and distribution method.

### **Analyze Trends and Act on Insights and Opportunities**

Gain instant insight into program performance and trends. Make datadriven decisions on key areas needing attention, take immediate action to mitigate project issues, and capitalize on opportunities surfaced by predictive intelligence.

# **Inform Program Stakeholders Effectively**

Manage and distribute tailored program communications consistently from a central hub. Generate concise, databacked program status summaries that highlight achievements, trends, and recommendations for executive review, collaboration, and action.

**Product Mix:** ERP Project Management

**Key Metrics:** ITD Forecast Cost Variance Percentage; ITD Cost Variance Percentage; Margin

Percentage Variance; Cost Performance Index















Analytics Collaboration AI/ML



# Project Contract Billing to Revenue Recognition

#### **Manage Project Contracts**

Streamline the contract authoring process using templates. Associate projects to contracts and apply negotiated billing terms. Set revenue recognition rules. Automatically route contracts for review and approval based on business policies.

# Manage Invoicing

Automatically generate internal or external invoices for performed service according to contract terms. Manage invoicing activities, resolve exceptions, and review pro forma invoices with tax calculation on a centralized work area before transferring to receivables.

### Recognize Revenue

Independent of billing activities, generate external, intercompany, or interproject revenue distribution in line with financial regulations. Perform revenue trend analysis based on real-time progress.

# Monitor Project Contract Performance

Compare budget and contract terms with actual costs and trends to determine current and forecasted profit margin or loss. Amend contract if needed.

Automatically reflect new contract terms on applicable transactions based on effective dates.

**Product Mix:** ERP Project Management; ERP Financial Management **Key Metrics:** Current BAC Margin Percentage; Current Versus Original BAC Margin Percentage Variance; Non-Billable Cost - ITD















# Project Costs to Accounting

#### **Capture Project Costs**

Use transaction and budgetary controls to standardize and automate cost collection for all project-related expenditures. Record billable, capital, or internal project costs.

# **Analyze Financial Trends**

Compare budgets to actual costs. Analyze account activity and reconcile balances. Perform online adjustments to recalculate or transfer costs.

# **Adjust to Budget Changes**

If budget changes occur mid-project, analyze options and make adjustments to increase or decrease project spend as needed.

#### **Distribute Overhead Costs**

Apply the buildup of indirect costs to expenditure items to report and account for total project costs.

#### **Record Accounting for Project Costs**

Generate and post enterprise-level accounting entries for costs, adjustments, allocations, and accruals.

## **Record Capital Asset Costs**

If applicable, record capital asset costs for the project and calculate simple or compound capital interest.

### **Allocate Project Costs**

If or when the project benefited from the costs, allocate overhead costs, such as salaries and administrative overhead.

**Product Mix:** ERP Project Management; ERP Financial Management Key Metrics: Current Budget Burdened Cost - ITD; Burdened Cost - ITD; Committed Cost; Labor Cost









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# Capital Project to Asset

#### **Initiate Capital Project**

Create capital projects to capture the costs of building, installing, or acquiring capital assets. Set rules to determine capitalizable costs at the task and project level.

## **Set Control Budget**

Enforce expenditure compliance for sponsored and nonsponsored project transactions with a centralized budgetary control. Set control level, track and report spending, and manage exceptions using dashboards.

## **Set Allocation Rules**

Set grouping rules to sum up cost transactions to a specific asset and allocation rules to distribute common expenditures among associated assets.

## **Capture Costs**

Execute capital projects. Gain a full view of project expenditures by recording both capitalizable and expensed costs from time and labor, procurement, and financials, such as capitalized interest. Review cost entries, make adjustments, and manage project costs on dashboards.

#### **Determine Capitalization** Value

Automatically derive construction-inprocess (CIP) asset values over the project duration based on expenditure grouping and allocation rules.

# **Capitalize Asset**

Based on the nature of the business. determine the transfer schedule of CIP assets to fixed assets. Choose to do this periodically, using a phased approach, or upon project completion. Automate periodic transfers. Review and adjust capital project costs on dashboards.

### **Generate Accounting Entries**

Automatically create accounting entries for CIP costs and capitalized assets.

**Product Mix:** ERP Project Management; ERP Financial Management **Key Metrics:** Capitalized Cost; Capitalizable Cost; Burdened Cost; Unassigned CIP Cost















# Resource Analysis to Utilization

#### **Review Project Talent**

Leverage HR data, such as skills and competencies, to analyze global project resource pools for talent availability, cost, and skillset fit.

### **Analyze Resource Demand**

Compare resource capacity with demand to identify surplus and shortfall. Standardize and streamline resource requests.

#### **Find and Evaluate Candidates**

Identify candidates through resumebased searches from available internal and external staff.

### **Compare and Shortlist Candidates**

Use what-if scenarios and side-by-side comparisons to create shortlists of the best candidates for the project.

#### **Assign Resources**

Assign the best-fit resources to the project per skillset and availability. Adjust as needed per changes to scope and priority.

#### **Maximize Utilization**

Analyze projected, targeted, and actual utilization. Take insight-based action to optimize resource staffing.

#### **Nurture Project Talent**

Align project assignments with team member career goals and development interests to maintain high morale and low turnover.

**Product Mix:** ERP Project Management

**Key Metrics:** Actual Billable Utilization Percentage; Projected Billable Utilization Percentage; Capacity Time Excluding Assignments; Hours on Open Billable Resource Requests















# Grant Award Funding to Closeout

# Receive Awards and Fund Projects

Create awards from templates or through integration with a proposal system.
Allocate funding to all eligible projects based on award period on any device.

# Manage Awards and Budgets

Collaborate in context on awards and projects. Apply budgets by category and award period. Prevent overspend with an interactive funding matrix for cost control.

# Incur Direct Costs and Allocate Indirect Costs

Calculate, apply, adjust, account, and invoice direct and indirect costs at institution, department, or award-specific rates.

# Manage Billing and Drawdown

Invoice sponsors in their desired format, use the SF 270 form, or bill through a letter of credit.

#### **Monitor Award Performance**

Visualize current spending status and drill into funding, budget, commitments, expenditure details, and related conversations using a dashboard from any device.

# Submit Technical and Financial Reports

Comply with billing and reporting requirements of sponsors and internal controls using flexible reporting systems.

#### Close Awards

Review awards and sponsored projectrelated activities, analytics, documents, and conversations to ensure completeness and compliance.

**Product Mix:** ERP Project Management; ERP Financial Management **Key Metrics:** Total Funding Amount; Consumed Amount; Remaining Amount; Burn Rate









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# Insight to Sourcing

#### **Identify Opportunity**

Focus on high-impact opportunities by analyzing spending patterns and supplier performance.

#### **Create Sourcing Event**

Ensure policy-compliant negotiations through step-by-step guidance and templates. Leverage question library or author new requirements to align with business needs. Publish events to invite suppliers for participation.

# **Engage with Suppliers**

Provide suppliers with a centralized portal to access and monitor sourcing activities, post messages, and submit responses either online or using a spreadsheet.

### **Monitor Negotiation**

Get up-to-date event progress using a dashboard to review supplier responses and activities and compare submissions. Extend, pause, or close the event based on responses.

# **Evaluate and Award Negotiation**

Streamline decision-making with detailed analysis and comparison of supplier responses and consolidated scoring from subject matter experts. Automatically notify suppliers of award decisions.

#### **Finalize Contract**

Streamline contract creation by automatically applying terms and conditions from negotiation events and exception-based approvals. Finalize contract terms and conditions and create purchase documents to track fulfillment activities.

## **Realize Savings**

Automatically apply pricing and terms to covered purchases to maximize contract savings. Track sourcing programs and measure performance against predefined sourcing goals using dashboards.

**Product Mix:** ERP Procurement

**Key Metrics:** Non-contract purchase rate; price savings amount

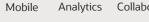












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# Supplier Registration to Spend Authorization

# **Register Prospective Supplier**

Send secured links or set up a public landing page to collect prospective supplier company profiles and product or service data in a structured format. Leverage business data services to ensure record consistency and accuracy. Use questionnaires to capture responses to additional registration questions.

# Review and Approve Registration

Streamline approval review by automatically routing registration requests to reviewers based on business rules. Incorporate supplier intelligence services for up-to-date scoring and risk signals, such as organization turnover and financial performance.

# **Evaluate Supplier Qualifications**

Assess supplier capabilities for business needs. Standardize assessment criteria with reusable questionnaires.
Automatically notify designated reviewers based on business rules.
Mitigate supplier risk with up-to-date supplier intelligence.

# **Authorize for Spending**

Automatically add qualifications to supplier records. Confirm supplier readiness, including remittance bank accounts, system access privileges, and compliance acknowledgements.

#### **Begin Transacting**

Suppliers share information, participate in sourcing events, advise of changes on purchase orders, and manage invoices and payments using a secure portal.

**Product Mix:** ERP Procurement

**Key Metrics:** avg. person-hour to qualify a supplier; no. of suppliers per category or critical item















# Contract Creation to Procurement Compliance

#### **Author Contracts**

Create contracts through guided authoring or by assembling preapproved standard terms and conditions. Maintain contract quality with templates formatted for consistent printing and electronic transmission.

### Manage Deviations

Capture revisions during authoring and negotiation. Enforce policy compliance with mandatory validation and approval. Automatically recognize important deviations from standard policies and route for approval.

# Approve and Accept Contracts

Route contracts through the approval hierarchy based on preset rules. Manage electronic signatures.

# Apply to Purchasing Agreements

Easily locate governing contracts using secure search to cover applicable execution documents, such as agreements and purchase orders.

### **Promote Compliance**

Publish goods and services covered by contracts on a procurement portal to promote utilization. Automate order creation from contracted suppliers with risk controls to spot potential fraud. Use dashboards to obtain visibility into contract utilization, terms, value leakage, and KPIs.

**Product Mix:** ERP Procurement

**Key Metrics:** Price change amount; contract leakage rate

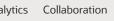














# Requisition to Payment

#### **Create Requisitions**

Quickly find needed goods and services from approved catalogs with consumerfriendly user interface on any device.

### **Approve Requisitions**

Automatically route requisitions for approval based on predefined business rules, including thresholds, reporting hierarchies, and purchasing categories. Review and approve requisitions on any device. Enforce separation of duties (SoD) rules and monitor violations.

### **Create Purchase Orders**

Automate purchase order creation for approved suppliers based on negotiated pricing and contract terms.

# **Approve Purchase Orders**

Automatically route purchase orders for approval based on predefined business rules.

### **Dispatch Purchase Orders**

Automatically deliver approved purchase orders over secure electronic channels or supplier portals.

## **Receive Goods and Services**

Record goods and services received to trigger automated accounts payable matching.

## **Manage Invoices**

Receive supplier invoices over secure electronic channels or supplier portals. Leverage machine learning to recognize scanned or printed formats. Automate invoice approval based on predefined business rules. Handle exceptions and manual approval on any device.

#### **Process Payments**

Optimize payment timing and discounts based on business goals. Process electronic payments, automated pay runs, or off-cycle payments.

**Product Mix:** ERP Procurement; ERP Financial Management **Key Metrics:** processing cost per purchase order; procurement cycle time















# Supplier Invoice to Payment

#### **Manage Supplier Invoices**

Process electronically or scan invoices with rule-driven routing to automate invoice processing. Use spreadsheets to speed up manual entry. Automatically raise alerts on separation of duties (SoD) violations or unusual supplier relationship.

### **Manage Audits, Disputes,** and Approvals

Match invoices to required documents including purchase orders, receipts, inspection acceptance, and VMI consumption. Manage rules-driven approvals across any device or desktop. Resolve disputes and holds using a rolebased dashboard and secure social interaction.

#### **Manage Prepayments** and Discounts

Optimize payment timing and discounts based on business goals and supplier intelligence from transaction history and real-time events. Manage prepayments on any devices. Automatically detect unusual or fraudulent payments.

#### **Settle Liabilities**

Actively monitor and process supplier and statutory liabilities using a secure interaction. Process electronic payments, automated pay runs, or off-cycle payments.

#### **Review Daily Activity**

Review and analyze daily financial activity and monthly progress.

### **Schedule Payables Close**

Stay on predetermined close schedule. Review payables register, trial balance, and reconciliation reports. Close payables period.

**Product Mix:** ERP Financial Management



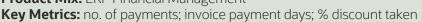
















# Secure Role Design to User Access Control

#### **Activate SoD and Sensitive Access Monitoring**

Select and activate prebuilt algorithms from a library of best practices to monitor separation of duties (SoD) and sensitive access. Add conditions and exceptions based on risks and needs.

## **Configure Roles**

Identify and eliminate inherent security risks in role design with automatic testing of configured roles using test users. Get detailed reports on SoD violations, including data security.

#### **Monitor Transaction SoD**

Deploy prebuilt algorithms to check actual SoD violations on all critical transactions, such as purchases orders and invoices. Add new SoD rules to meet new audit standards.

### **Enable Access Requests**

Provide a centralized area for users to request access authorization and record justifications. Automatically route requests to designated approvers, such as managers and business process owners.

#### **Maintain User Access** Control

Reviewers get automate checking for SoD conflicts before approving user role requests. Document exceptions and justifications from business process owners.

### **Publish Access and Exception Reports**

Automate periodic reporting for audit and compliance.

**Product Mix:** ERP Risk Management and Compliance **Key Metrics:** Count of Active Access Controls













# Separation of Duties (SoD) to User Access Certification

#### **Monitor Sensitive Access** and SoD

Monitor unusual access to sensitive data and separation of duties (SoD) risk by deploying prebuilt security rules aligned with organization priority. Get dashboard reports on roles and users with SoD conflicts and drill down to details.

#### **Monitor Transactions for** SoD

Monitor user activities for actual SoD violations by deploying prebuilt security rules aligned with organization priority. Get dashboard reports on noncompliant business transactions and drill down to details.

#### **Address Issues**

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Leverage graphical visualization and simulation tools to identify root cause and determine course of action. Assign to domain experts, remediate the incidents, or accept the risk.

#### **Review and Update Active** Controls

Periodically review the list of deployed security rules to make sure they are aligned with the latest organization needs. Adjust security rules or add new ones as needed.

#### **Review and Certify User** Access

Get periodic reminders to review and certify data access is in sync with individual job roles. Ensure timely removal of inappropriate access to meet audit and compliance requirements.

## **Publish SoD Control Report**

Automatically publish quarterly SoD reports for audit and regulatory compliance. Update controls to keep up with evolving risks and remediate incidents.

**Product Mix:** ERP Risk Management and Compliance **Key Metrics:** Count of Completed Certifications













# Internal Controls Automation to Certification

# **Automate Configuration Monitoring**

Prioritize, fine-tune, and activate best practice algorithms to continuously detect unusual changes to critical configurations, master data, and audit trails. Alert IT, business users, or risk owners of suspicious activities.

# Automate Business Transaction Monitoring

Prioritize, fine-tune, and activate best practice algorithms to continuously detect unusual user activities, including actual separation of duties (SoD) violations and unexpected transactions. Automatically alert designated staff and stakeholders.

## **Review Assurance Reports**

Provide dashboard access to automated assurance reports with actionable insights for internal control stakeholders. Monitor for fraudulent payments, unusual journal entries, ghost employees, suspicious IT admin activity, and so on

#### **Address Issues**

Get alerts from automated monitoring. Track incidents to closure by accepting, reassigning, or remediating vulnerabilities. Update controls to keep up with evolving risks.

#### **Automate Audit Testing**

Replace manual sampling with automated testing of the entire population of financial transactions. Link testing evidence to control documentation and satisfy internal and external audit requirements driven by evolving PCAOB and SEC standards.

# Assess and Certify Internal Controls

Establish a single source of truth to enable efficient collaboration between process owners, risk and compliance teams, IT, and auditors. Use assurance dashboards to complete periodic certification of internal controls based on automated data analysis.

**Product Mix:** ERP Risk Management and Compliance

**Key Metrics:** Count Active Transaction and Config Controls; Count of Closed and Resolved Incidents

















Digital Business Processes for ERP/EPM

