



Financials and Supply Management Analytics and Reports User Guide

Release 11.0.x

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Contacting Infor

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Chapter 1: Analytics and reporting overview

Infor Financials and Supply Management includes robust analytics and reporting tools. Analytics extracts metrics from the business application and can be used to make better decisions and business process improvements. Analytics may expose potential trends, analyze the effects of certain decisions and events, or help evaluate business performance.

Roles and reporting

Reporting features in Infor Financials and Supply Management are available based on user roles. Each role has access to menus in Infor Financials and Supply Management and to Birst dashboards that represent the type of information available for reporting. This table shows the type of reporting information available for each role:

Note: Role management for Infor Financials and Supply Management Analytics for d/EPM Platform is managed separately from Infor Financials and Supply Management security roles. Security for these reports is managed in d/EPM Platform.

Role Name	Standard application reports and list	Birst Dashboards
Approver	All reports and lists	
Asset Analyst	Asset Accounting	Asset Management
Asset Manager	Asset Accounting	Asset Management
Billing Administrator	Billing	Billing
Billing Manager	Billing	Billing
Budget Analyst	Global Ledger	
Budget Controller	Global Ledger	

Role Name	Standard application reports and list	Birst Dashboards
Buyer	Purchasing	Purchasing Requisition Management Returns Management Inventory Management and Processing Invoices Invoiced Distributions Receiving
Cash Accountant	Cash Management	
Cash Administrator	Cash Management	
Cash Analyst	Cash Management	Cash Management
Cash Manager	Cash Management	Cash Management
Chief Financial Officer	Global Ledger	Global Ledger dashboards Asset Management Cash Management Receivables Management Franchise Management Payables Management
Close Administrator	Close Management	
Close Manager	Close Management	
Close Resource	Close Management	
Contract Manager	Contract Management	Purchasing Requisitions Management Invoices Invoiced Distributions Receiving
Contract Terms Manager	Contract Management	
Controller	Global Ledger	Global Ledger dashboards Franchise Management Payables Management Receivables Management
Credit and Collections Specialist	Receivables	Receivables Management
Customer Representative Anonymous	Receivables	

Role Name	Standard application reports and list	Birst Dashboards
Customer Representative Contact	Receivables	
Customer Representative Primary Contact	Receivables	
EDI Administrator	EDI	
Financials Administrator	All Financials	
Financials Processor	All Financials	Payables Management Global Ledger dashboards Receivables Management Cash Management Asset Management
Financials Viewer	All Financials	
Financial Business Analyst	Global Ledger	Global Ledger dashboards Asset Management Cash Management Franchise Management Payables Management Receivables Management
Franchise Billing Administrator	Franchise Billing	Franchise Management
Intercompany Billing Specialist	Intercompany Billing	
Inventory Intelligence Specialist	Inventory Intelligence	
Inventory Manager	Inventory	Inventory Management and Processing Requisitions Management
Item Lifecycle Management Administrator	Item Lifecycle Management	
Item Lifecycle Management Coordinator	Item Lifecycle Management	
Item Lifecycle Management Reporter	Item Lifecycle Management	
Item Lifecycle Management Responder	Item Lifecycle Management	
Item Master Specialist	Inventory	
Lease Specialist	Lease Management	

Role Name	Standard application reports and list	Birst Dashboards
Match Administrator	Payables	
Match Specialist	Payables	
Order Entry Manager	Item and Order Billing	Order Entry
Par Level Specialist	Inventory	
Payables Administrator	Payables Tax	
Payables Manager	Payables Tax	Payables Management
Payables Payment Processor	Payables	
Payables Processor	Payables	
Payables Specialist	Payables Tax	
Pricing Manager	Contracts	
Project Accountant	Projects	Payables Management Global Ledger dashboards
Project Administrator	Projects	Payables Management Global Ledger dashboards
Project Certifier	Projects	
Project Manager	Projects	Payables Management Global Ledger dashboards
Project Resource	Projects	
Purchasing Manager	Purchasing	Inventory Management and Processing Purchasing Requisitions Management Returns Management Invoices Invoiced Distributions Receiving
Receivables Administrator	Receivables Tax	
Receivables Manager	Receivables Tax	Receivables Management

Role Name	Standard application reports and list	Birst Dashboards
Receivables Specialist	Receivables	
Receiver	Purchasing	
Reconciliation Administrator	Reconciliation Management	
Reconciliation Auditor	Reconciliation Management	
Reconciliation Manager	Reconciliation Management	
Reconciliation Reconciler	Reconciliation Management	
Reconciliation Reconciler Cash	Reconciliation Management	
Requester	Requisitions	Inventory Management and Processing Requisitions Management
School Bookkeeper	Student Activities	
School Collector	Student Activities	
School Controller	Student Activities	
Sourcing Manager	Strategic Sourcing	
Staff Accountant	Global Ledger	
Supply Management Administrator	All Supply Management	Billing
Supply Management Processor	All Supply Management	Purchasing Requisition Management Returns Management Inventory Management and Processing Billing Order Entry Invoices Invoiced Distributions Receiving
Supply Management Viewer	All Supply Management	
Treasury Administrator	Cash Treasury	
Treasury Analyst	Cash Treasury	

Role Name	Standard application reports and list	First Dashboards
Treasury Manager	Cash Treasury	
Warehouse Clerk	Warehouse Purchasing	
Work Order Manager	Work Order	

Chapter 2: Report types and options

These are the available report types in Infor Financials and Supply Management.

Standard application reports and lists

These reports are available in the menu structure of your user role:

Report type	Description
Standard application reports	Pre-built reports available in the navigation menus and action menus of Infor Financials and Supply Management.
Lists	Any page of Infor Financials and Supply Management that displays data in a list can also be used to analyze information and create reports using standard Infor Landmark Technology features.

Birst dashboards and reports

Infor Financials and Supply Management Analytics for Birst is a powerful reporting tool available to analyze data from Infor Financials and Supply Management. There are two ways to access reporting information in FSM Analytics:

Report type	Description
Birst dashboards	Out-of-the-box dashboards available based on your user role. Each dashboard includes reports and KPIs. These dashlets and reports are available in Infor Ming.le application menu as CSF Analytics .
Birst Visualizer reports	Reports that are available in Birst dashlets can also be accessed and modified in Birst Visualizer, providing ad-hoc reporting capabilities and empowering administrators to customize reports. Birst Visualizer is a separate application, your access is managed by your administrator.

For information about FSM Birst Analytics, see the Infor Support Portal in **Documentation > Financials & Supply Management > Analytics Industry Solutions**.

d/EPM Platform dashboard reports

Infor Financials and Supply Management Analytics for d/EPM Platform provides reporting capabilities using analytics cubes in Infor Financials and Supply Management that are embedded in the Infor Landmark Technology architecture. Infor d/EPM Platform dashboard reports and KPIs access cubes and dimensions defined in business classes. Infor d/EPM Platform reports also provide powerful ad-hoc and self-service reporting capabilities. Infor d/EPM Platform reports are available in Infor Ming.le application menu as **BIFSM**.

These Infor Financials and Supply Management Analytics for d/EPM Platform dashboard reports are available:

- Financial, or global ledger, reports
- Project ledger reports

Standard application reports and lists

These reporting options are available in the menu structure of your user role. Standard application reports are pre-built reports available in the navigation menus and action menus of Infor Financials and Supply Management. Any page that displays data in a list can also be used to analyze information and create reports. There are many options available to work with lists for your reporting needs.

Standard application reports and lists in Infor Financials and Supply Management use Infor Landmark Technology. For details, see the *Infor Landmark Technology Reporting Administration Guide*.

Working with My reports

My Reports are reports that you defined using Create Report from the user account menu or from the options menu on a list.

- 1 Select **User Account > My Reports**.
- 2 Click the name of a report to run the report and view the results.

My Print Files

All of the reports that you create and generate are available in My Print Files. After you generate a report, select **User Account > My Print Files**. A list of your reports is displayed. Click **View** on a specific row.

Note that you access the User Account menu by clicking your name on the top right of your home page after you sign in.

Purging files from My Print Files

When you use the Print to File option, the system stores your generated print files in My Print Files. Over time, this list can become long. There are two ways you can delete items from the Print Files list:

- Select the record or records to delete and click Delete.
- Use Purge My Reports. Purge actions can be run immediately or scheduled. Scheduled actions can be run one time or at regular intervals.

1 Select **My Account > My Print Files**.

2 Click **Actions > Purge My Reports**.

3 Specify this information:

Thru Date

If you select a through date, files are deleted for the date you selected and earlier.

Purge Offset Days

If you use the offset days, files that are older than the days specified are deleted. For example if you specify 3, then any files older than three days are deleted.

Include Folders

Select this check box to delete folders.

4 Click **OK** to run the purge or click **Schedule** to run it later.

Creating reports from the user account menu

Depending on your user interface, access the User Account menu by clicking your name or the ellipsis (...) on the top right of your home page after you sign in.

1 Select **User Account > Create Report**. When you create a report from here, you must know the business class and list for which you are making the report. You can look up business class and list information by going to the page or list you want to use and then pressing Ctrl + Shift + left-pointer click.

When you are already on a list, select **Options > Create Report**.

2 Create a report by building a filter for the list.

3 Give the report a descriptive name. You may want to include your user name if the report is public.

4 Select the business class and list you want to create a report for.

5 Optionally, on the **Filter Criteria** tab, select from a list of defined conditions to build a filter. Use the **Advanced Properties** tab to define your own condition. The syntax is validated when you exit the field.

See [Building a condition](#) on page 22.

6 To save the report and view the results, click **Create and View Report**.

7 To view the report results at any time, select User Account > My Reports.

To build an audit report, see Creating audit reports from lists.

Creating reports from lists

Every list can be turned into a report. The **All Actions Menu > Options** menu item provides these reporting tools:

- Use **Print To File** to export an original or modified list to a PDF file. Access your PDF files from **User Account > My Print Files**.
- Use **Export To CSV** to export an original or modified list to a CSV file. You can manipulate the report to produce an Excel report.
- On a tree view, you can export this level of detail to a CSV file: All Levels or Specified Maximum Levels. Note that the CSV is flattened, so there is nothing in the result that shows what level a row was within the tree.
- Use **Create Report** to create a report by filtering the list from which you start. You can view the report you create for a list. To view report results anytime, go to **My Reports**.
- Use **Personalize** to permanently change a list for yourself. You can reset the list to its original settings at any time. You can add fields, remove fields, add subtotals, change the sorting order, and filter for a specific instance.

Creating audit reports from lists

You can create audit reports from standard lists. You can view the report you create in Related Reports or in your reports list.

- 1 On a list, create a report. Select **Options > Create Report**.
- 2 Provide a descriptive name, for example add the word audit to the name.
- 3 On the **Advanced Properties** tab, select **Use Audit Data**.
- 4 Click **Create and View Report**. The new report opens.
- 5 Personalize the report to include audit fields. Click **Options > Personalize**.
See [Personalizations](#) on page 18.
- 6 Output your report.

Personalizations

If your organization allows personalizations, you can personalize lists and homepages for your use. Personalizations are changes that you make to a delivered object, such as a list, that makes it easier for you to work with. This topic provides examples of the types of personalizations you can make.

Not all personalizations described in this section are available to all users and not all users' screens are displayed the same as they do here. Your system administrator provides access to personalizations, which includes access to menu items.

The personalizations described here can be viewed and used only by the person who made them. Administrators can make changes to delivered objects that other users can access.

Note: In some cases, you are working with live data when you personalize and are able to, for example, add and delete data from lists. Take care when working with personalizations to alter system data only if you intend to do so.

These are examples of changes you can make. The options available for personalization vary depending on the object you are attempting to personalize.

Table 1:

Example	Description
Show or hide the filter row in a list.	Use the Grid Settings menu on the list.
Show or hide columns in a list.	Use Column Personalizations on the Grid Settings menu on the list.
Add, remove, or reorganize the columns in a list or report.	Select Options > Personalize and use the List Editor.
Modify a list to automatically filter and show only records that meet certain criteria.	Select Options > Personalize and use the List Editor.
Create your own personalized version of a web application homepage.	Use Infor Ming.le Homepages. See Infor Ming.le Help.
Use available widgets to create custom web pages that are not specific to a particular application.	Use Infor Ming.le Homepages. See Infor Ming.le Help.

Personalizing lists

Grid Settings menu: You can make basic changes to a list directly on the list. You can show or hide the filter row and show or hide columns.

Options > Personalize: You can add or delete columns, change labels, change column order, change the order in which the data in the columns is presented, and for numeric columns, add totals. Select Options > Personalize to open the list editor view of the list.

The **Column** tab in the list editor shows a table that represents the columns in the list. The columns table presents information about the fields as they are used in the table.

- **Field Name:** The name of the field in the application object or business class.
- **Label:** The column heading as it is defined by the business class unless you personalize it.
- **Allow Update:** Whether or not the values in the list can be edited directly from the list.
- **Sort Order:** If a sort order has been applied to the column, it shows here.
- **Totaling:** If a totaling option is applied, it shows here.

This table shows the types of changes you can make to a list in the list editor view:

Task	Steps
Change the list title.	Specify a new title in the List Title field.

Task	Steps
Change a column label.	Select the row that represents the field and click Edit . Change the value in the Label field.
Configure whether field values can be edited directly from the list.	Select the row that represents the field and click Edit . Select the Allow data to be updated in the list field.
Remove a column from a list.	Select the row that represents the field and click Remove .
Reorder the columns.	Select the row that represents the field and click Move Up or Move Down . Alternatively, drag each row by placing your pointer over the first column.
Define the sort order for the list or for individual columns.	<p>To set a default sort order for all fields on the list: On the Column tab, select a value in Default Sort Column field. By default, the sort is ascending. Select the Sort Descending check box for descending order.</p> <p>To sort a column, select the row that represents the field and click Edit. Select a value in the Sort Order field. Most of the available sort options here are for technical users. As an end-user, you may want to select ByUniqueID, which shows the data in key field order. By default, the sort order is the way in which the data is stored in the database.</p> <p>If you select a sort order for an individual field, the individual field's setting overrides the default sort order on the list.</p>
Add totaling options to columns that contain numeric data.	<p>Use this option to calculate the total for data in the list and show it at the end of the list.</p> <ol style="list-style-type: none"> 1 Select the row that represents the field and click Edit. 2 Change the value in the Totaling field. <p>Total: The total of all records</p> <p>Running Total: The total at the current point in the records</p> <p>Percent of Total: The percent of the total that this set of records represents</p>
Define filter conditions for the list that automatically narrows the list and shows only records that meet criteria.	See Building a condition.
Add a column to the list.	See Adding a column to a list,

Task	Steps
Remove your personalization and reset your list to the default.	Click Reset .

Adding a column to a list

- 1 From a list you want to personalize, select **Options > Personalize**.
- 2 On the **Column** tab, click **Add Field**.
- 3 Specify this information:

Field

Specify the column (field) you want to add. If you know business class and field names, begin typing in the field. The field uses an auto-complete feature, which starts searching as you type. It will search for any business class, one to one and one to many fields. Wildcards are not available.

You must know the source code (LPL) name of the field you are searching for. To get the LPL name of a field, go to the field you want and place your pointer in the field. Press Ctrl + Shift + left-pointer-click. This shows the Field Information window where you can note or copy the field value.

Label

Specify the column name to show on the list.

Sort Order

Specify the order that data is shown in the column.

Most of the available sort options here are for highly technical users. As an end-user, you may want to select ByUniqueID, which shows the data in key field order. By default, the sort order is the way in which the data is stored in the database.

If you make a selection for sort order for an individual field, the individual field's setting will override the default sort order on the list.

Totaling

If the column you add is numeric data, you can use this option to calculate the total for data in the list and show it at the end of the list.

Total: The total of all records

Running Total: The total at the current point in the records

Percent of Total: The percent of the total that this set of records represents

Allow data to be updated in the list

Select this check box to allow field values to be edited directly from the list.

- 4 Click **OK**.
The new column is added to the bottom of the list of fields for the list. Reorder the column in the list. Select the new row click Move Up or Move Down or drag and drop it into place.

Building a condition

You can build conditions to filter personalized lists and to create reports.

- 1 Select **Options > Personalize**.
- 2 On the **Filter** tab, select from a list of defined conditions to build a filter.
- 3 In Basic mode, select from the list of conditions to build the filter condition.
- 4 Click the Advanced link to define your own filter criteria. Scroll down to find the Advanced link. The syntax is validated when you exit the field.

If the filter string uses either AND or OR, not both, the selections are reflected on the filter condition list above the text area.

Working with My Jobs

Jobs are also referred to as batch jobs. Jobs are specific units of work that are performed in the background. Two types of programs use batch jobs: batch updates and reports.

These programs differ from those used by online application forms in that with online forms the data gets processed immediately. Batch jobs wait in a job queue for processing when the system has the available resources.

Reports differ from batch updates in that their purpose is to retrieve data from the database. The purpose of batch updates is to make changes to the data in the database. Sometimes reports are available with batch updates. For example, to show what was updated.

You can use My Jobs to create, modify, run, and monitor jobs. My Jobs page includes a list of your jobs and public jobs.

Use this procedure to access your jobs:

- 1 Select **User Account > My Jobs**.
- 2 Reports that are generated from jobs are available in **User Account > My Print Files**.

Purging programs

These are the purge programs in Financials and Supply Management.

Program title	Solution
Bank Transaction History Purge	Cash Management
Base List Worksheet Purge	Billing
Billing Invoice Purge	Billing
Customer Recurring Invoice Purge	Billing
Customer Purge	Receivables

Program title	Solution
Inventory Purge	Inventory Control
Invoice Data Archival	Payables
Lease Purge	Lease Accounting
Open Receipt Archive	Purchasing
Order Entry Returns Purge	Item and Order Billing
Order Entry History Purge	Item and Order Billing
Payables Company Purge	Payables
Payables History Purge	Payables
PO Output Purge	Purchasing
Purge Vendor Returns	Purchasing
Purge Contracts	Purchasing
Purge Purchase Orders	Purchasing
Purge Purchase Order Receipts	Purchasing
Recurring Invoice Purge	Billing
Requisition Purge	Requisition
Sales Purge	Franchise Billing
Transaction Purge	Receivables
Warehouse Shipment Interface Purge	Warehouse
Warehouse Work Order Purge	Warehouse

Infor d/EPM Platform reports

Infor Financials and Supply Management Analytics for d/EPM Platform reports are located in the Infor Ming.le application menu **BI FSM**. After you have opened the Infor Financials and Supply Management Analytics for d/EPM Platform application, select **FSM Reports > CloudSuite Financials**.

Analytics: reporting basis

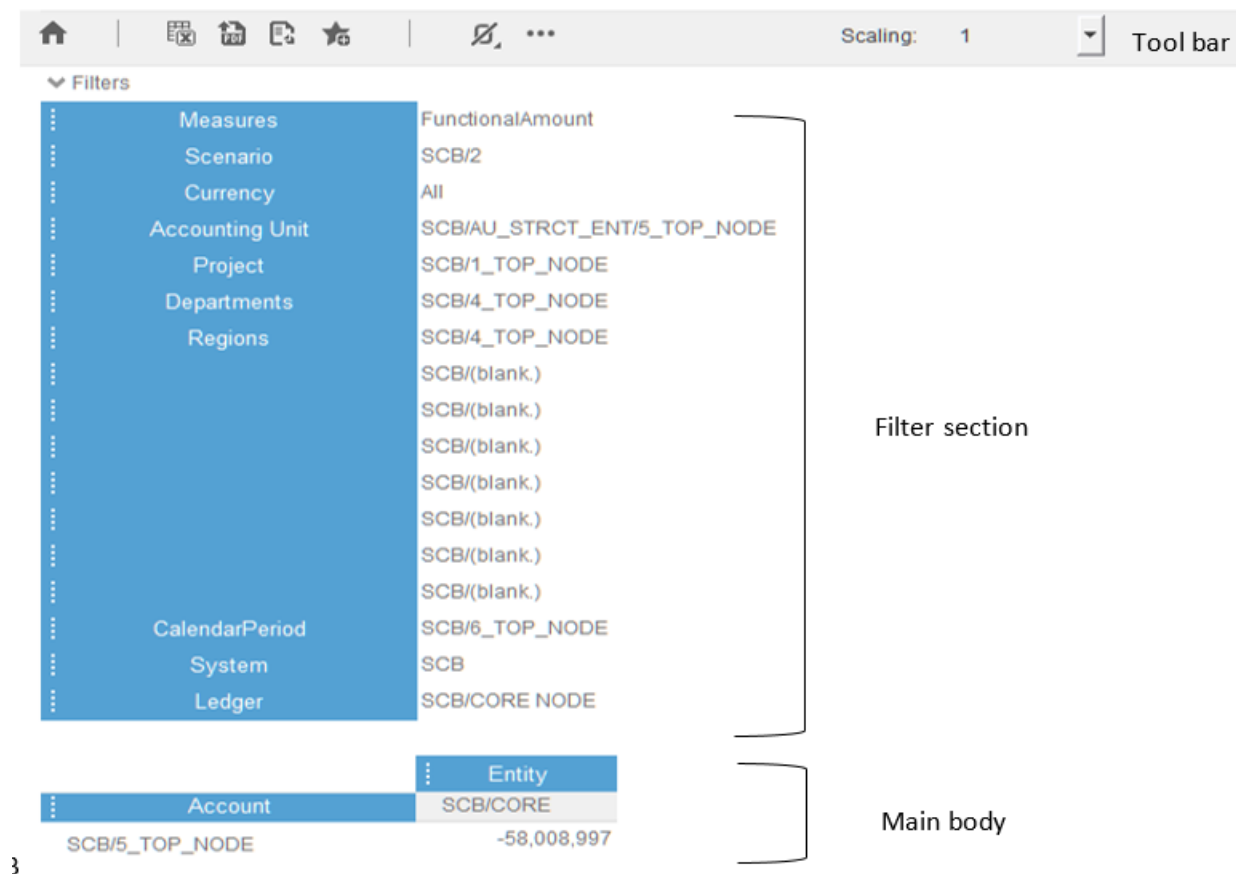
A reporting basis pulls together the accounting elements required to produce financial reports.

These reports adhere to specific accounting standards (such as GAAP, IFRS, or local standards). A reporting basis can also be used to generate internal financial reports. These reports are used to make budgetary, management, and operational assessments.

Reports must be in context of a reporting basis to guarantee complete results. The delivered reports include the reporting basis definition. The reporting basis definition uses a cross reference to the reporting basis dimension found in the Finance Enterprise Group (FINGP) cube. FINGP includes attributes from the business classes Finance Enterprise Group and Reporting Basis.

d/EPM Platform report features

Most d/EPM Platform reports are setup with a toolbar, a filter section, and a main body.

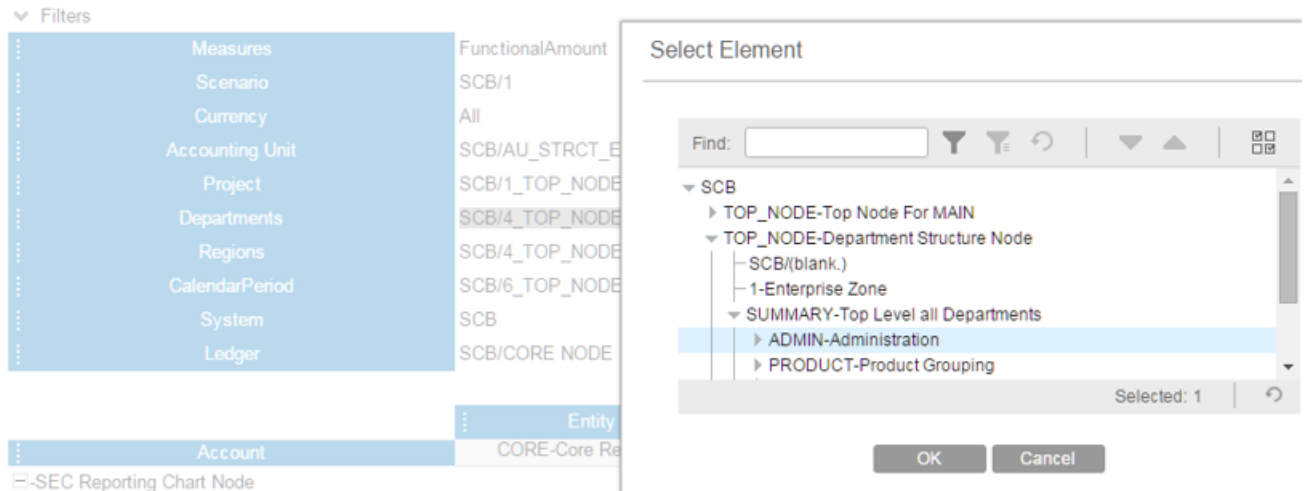


Filter section

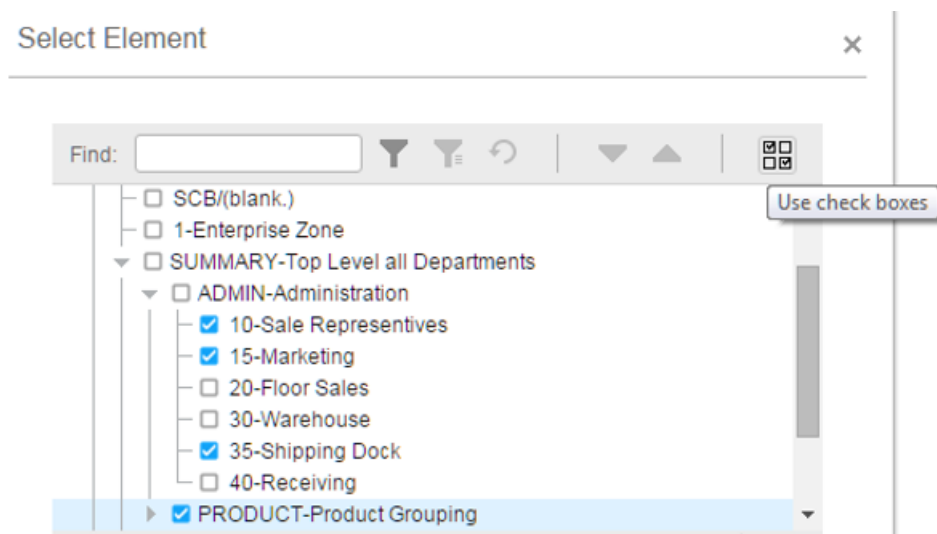
Use this procedure to change the filter elements:

- 1 Click the element of the dimension. A new window is displayed.
- 2 Drill down in a hierarchy to see additional selections.

- 3 Select a new element.
- 4 Click **OK**.



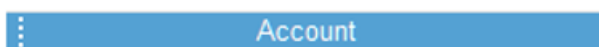
- 5 Click **Use checkboxes** to enable the ability to select multiple elements. Turn it off to select one element.



The filters are available on rows and columns. Right-click the name and choose Select Elements.

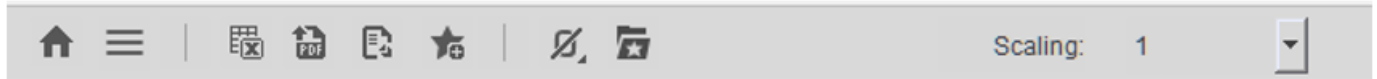
- 6 The blue sections of the report are swappable. You can drag dimensions from the filter section to rows or columns or swap the rows and columns.






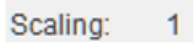



Note: You cannot drag dimensions from the row or column to the filters. The swappable items have blue labels.







Toolbar

The BI toolbar can vary depending on the report but the standard ones are:



Button	Description
Home 	Returns you to the Financial Reporting Dashboard.
Reports 	<p>Select a report from either the Global Ledger reports list or the Project reports list.</p> <p>Select Different Reporting Basis: allows users to change reporting basis on report.</p>
Excel 	Exports report to Microsoft Excel
PDF 	Exports reports to PDF
Powerpoint 	Exports reports to Microsoft PowerPoint
Scaling 	Scales the values in a report whole numbers, thousands, hundred thousands or millions
Save as Favorites 	Save report as a favorite.
Filter 	Use to modify the value of the dimensions used to calculate the report values.
Suppress Zeros 	<p>Click the button and select one of these options:</p> <ul style="list-style-type: none"> Zero Suppression on Rows: hides rows if every column is zero. If the box is checked zero suppression is on and if it is unchecked zero suppression is off. Zero Suppression on Columns: hides column if every row is zero. If the box is checked zero suppression is on and if it is unchecked zero suppression is off. Zero Suppression on Rows and Columns: hides both rows and columns when zero.

Button	Description
Other Options 	Display Order <ul style="list-style-type: none"> • Highest Expense: sorts the projects from highest expense to lowest. • Project Order: displays the projects in their original order. Active <ul style="list-style-type: none"> • Active Projects: filters the projects to active projects only. • All Projects: filters the projects to back to all projects.
View Favorites 	Click the button and select one of these options: <ul style="list-style-type: none"> • View Favorites: opens a menu of saved favorites the user has created
Row Settings 	Click the button and select one of these options: <ul style="list-style-type: none"> • Select Chart to Display: user can select a different chart hierarchy for the report • Display Account Attribute Description: changes the display to the account description • Display Account Attribute ID: changes the display to account ID
Refresh 	Refresh the report to its original state.

Important information about d/EPM Platform reports

The reports can be accessed the first time using the **Financial Reporting Dashboard**. This sets the variables in the report with the correct elements. You can open the reports directly after the first time or continue to access them from the Home Report or the **Financial Reporting Dashboard**.



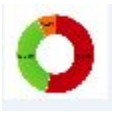
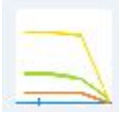
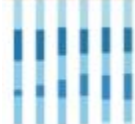

Calendar has three types of hierarchies, Standard, Year to Date (YTD) and Life to Date (LTD). Selecting the hierarchy to use on a report is located on the **Financial Reporting Dashboard** or Financials Home report in the Define Defaults steps.

To include beginning balances in the balance sheet accounts, select the YTD_Hierarchy.

If you are looking at project data and want all the amounts since the project began, select the LTD_hierarchy.

Widget style types

This table shows a list of widget style types that are used in d/EPM Platform:

Widget	Graph description
	Horizontal bar graph
	Vertical bar graph
	Donut graph
	Line graph
	Stacked bar graph
	Combo (line/bar) graph

Using Drill Around

Drill Around® is available on several financials and supply management reports.

- 1 Select a report that has Drill Around functionality.
- 2 Use filters to select the data for the report.
- 3 For cells that are drillable, your pointer changes to a hand icon.
- 4 Click the **Drill Around** button for more drillback options.

For information about configuring Drill Around, see the *Infor Financials and Supply Management User and Security Administration Guide*.

Setting defaults on the start page

Use this procedure to set defaults for all reports.

- 1 Select **BI FSM > Dashboards > Financials > Supply Management Start**.

- 2 Specify this information:

Finance Enterprise Group

Reporting Basis

The reporting basis is a combination of the accounting structure and calendar defined in Global Ledger. Data is displayed according to the reporting basis you selected.

- 3 Select the supply management cubes.
The dimension list in the Default Filters section is displayed after a cube is selected. The list content varies, depending on the cube that you selected.
- 4 Select default filter values to use in the dashboards or reports. You can select more than one filter value by clicking the **Multiple Select** button.
Default filter values with an asterisk are required and cannot be unselected.
- 5 Click **Save**.
- 6 Click **Save**.

Accessing dashboards

- 1 Select **Dashboards > Financials > Payables > Payables Manager**.
Or select **Dashboards > Financials > Payables > Payables Statistics**.
- 2 Click the gear icon of any of the displayed widgets and select either Detail Report or Create Ad Hoc.
 - a Select Detail Report to show data for the chart of the widget. Click the headers of the table to select elements or perform a roll up.
 - b Select **Create Ad Hoc** to create AdHoc reports. Click the **Filter** icon to show only the dimensions set in Default Filters in Supply Management Start.
- 3 Repeat steps to set default values for the remaining cubes to access other dashboards and reports.

Infor d/EPM Platform/Analytics cubes overview

Analytics cubes in Financials and Supply Management are embedded in the Landmark architecture.

Metrics are extracted from the Financials and Supply Management business application that can be used to make better decisions and business process improvements. Analytics can expose potential trends, analyze the effects of certain decisions and events, or help evaluate business performance.

Cubes and dimensions are defined in Landmark business classes. Fact table measures are based on fields in the business class. Dimensions are based on related business classes. The OLAP cubes that are output from the Landmark business classes can be wrapped in Infor OLAP Server virtual cubes. Measures from multiple Landmark cubes can be combined for more complex calculations, and averages and percentages can be defined.

See the *Infor Financials and Supply Management Installation Guide* for information about installing d/EPM Platform/Analytics.

Security roles

The Infor Financials and Supply Management Analytics for d/EPM Platform content package includes predefined security roles. Roles confer users or user groups with permissions to view or edit data, reports, or dashboards. d/EPM Platform roles are managed in Infor d/EPM Platform, separately from Infor Financials and Supply Management security roles. Customers can create their own roles with customized permissions. See the *Infor Financials and Supply Management User and Security Administration Guide* for instructions.

OLAP cubes

Online analytical processing (OLAP) cubes summarize numerical data along defined dimensions and hierarchies. Infor Financials and Supply Management Analytics for d/EPM Platform retrieves data stored in a relational database, transforms it into a multidimensional database, or datamart, and stores it in an OLAP cube. OLAP is an efficient way to aggregate data. OLAP works with numerical measures called facts. OLAP cubes are efficient at counting, summing, and averaging. OLAP databases store data differently than relational databases. Relational databases store data in two dimensions: Rows and columns. OLAP databases store data in multiple dimensions.

Analytics calendar setup

Financials and Supply Management OLAP cubes are a multi-dimensional representation of data that has been generated by the product and stored in a relational database. OLAP cubes cannot be created until the relational data exists and at least one finance enterprise group has been defined.

In an on-premises scenario, you must first set up an Analytics calendar for Financials or Supply Management cubes.

- 1 Sign in as Application Administrator and select **Analytics > Analytics Calendar**.
- 2 Click **Actions > Create**.
- 3 Specify a name for the calendar and start and end dates and press Enter.
The calendar is listed on the Analytics Calendar page.
- 4 Open the calendar to add a new calendar year.
 - a Select **Actions > Create Calendar Year**.
 - b Specify a new year and a start and end date.
 - c Click **OK**.

Calendar level values setup

Set calendar level values by running the Rebuild Period Cross Reference action. Reload the cubes after running the action to display the values.

- 1 Sign in as Application Administrator and select **Financials > Global Ledger > Setup > Finance Enterprise Group > Maintenance**.
- 2 Open a Finance Enterprise Group.
- 3 Click **Calendar**.
- 4 Open the Global Ledger Calendar.
- 5 Select **Actions > Rebuild Period Cross Reference**.
- 6 After running the action, select **Application Administrator > Administration Console > Analytic cube**.
- 7 Reload cubes.
Calendar level values are now correctly displayed.

Loading and refreshing cubes in Administration Console

Cubes can be refreshed or reloaded. A cube refresh action includes transactions that have occurred since the last reload or refresh. The cube is dropped and recreated during an action reload. In an implementation with robust data, an initial load or a reload can take a while to run.

- 1 Select **Administration Console > Analytics Cube**.
- 2 Select a cube and click **Actions > Reload** or **Refresh**.
- 3 Click **OK** to run now or click **Schedule** to schedule the process to run later.
If you click **Schedule**, the scheduled refresh action is displayed in My Actions until it runs. Depending on the options that are selected, an email notification is sent when the refresh is complete or when a failure occurs. A successful refresh can be confirmed by viewing the Last Reload Date or Last Refresh Date in the Refresh Cubes dialog box.

Loading and refreshing financials cubes

Data must exist in the FSM data area before you can create the cubes. Examples are Enterprise Group and Finance Enterprise Group.

- 1 Sign in as Application Administrator and select **Financials > Shared Processes > Update Analytic Cube**.
You can also select **Supply Management > Shared Processes > Update Analytic Cube**.
- 2 Select the cubes to **Reload** or **Refresh**.
- 3 Click **OK** to run now or click **Schedule** to schedule the process to run later.
- 4 If you click **Schedule**, the scheduled refresh action is displayed in My Actions until it runs. Depending on the options that are selected, an email notification is sent when the refresh is complete or when a failure occurs. A successful refresh can be confirmed by viewing the **Last refresh date** or **Last reload date** in the **Update Financial Cubes** window.

The **Reload** option is only available to the Application Administrator role. The Controller and Finance Business Analyst roles can refresh the finance cubes. Select **Processing > Refresh Analytic Cube**. Select the cubes to refresh. Alternatively, select **Administration Console > Analytics Cube**.

Configuring Infor Ming.le 12.0 for In-Context d/EPM Platform

Some products are built to display related information along the page border. Infor Ming.le 12.0 must be configured to enable In-Context d/EPM Platform content. See the *Infor d/EPM Platform Installation Guide* for steps to enable this feature.

In-Context d/EPM Platform widgets may be secured by role in Application Studio. See *Infor Financials and Supply Management Analytics Security* for steps to secure widgets.

Infor Ming.le drill d/EPM Platform financial reports to Financials lists

The Financials reports have the functionality to drill through to Global Ledger Total list in Infor Financials.

The Landmark d/EPM Platform Drill feature uses Infor Ming.le to provide the mapping between the Infor d/EPM Platform report and Landmark. The mapping is done by creating an application view in Infor Ming.le. The FSMViews.xml file is not used to provide the mapping.

Creating application views

- 1 Sign in to Ming.le as an administrator and select **Settings > Site Contents**.
- 2 Click **Infor Application Views**.
- 3 Filter the application view list by the **Logical ID Prefix** for your Infor Financials application.
- 4 Click **New Item**.
- 5 Specify this information:

Title

Specify **Landmark BI Drillback**.

Logical ID Prefix

Specify the logical ID prefix you filtered on for your Infor Financials application.

Application Version

Specify 11 . 1 or 11. The version must match the version that is assigned to the other Infor Ming.le drills.

View ID

Specify **LandmarkBIDrillback**.

This value is used in the application view definition and in the definition of the Infor BI Report. The View ID maps the Infor d/EPM Platform report to the Infor Ming.le Drillback View created.

URL Template

Specify `{Hostname} : {Port} / {Context} / Requester / html /`

`Requester?LogicalId={LogicalId}&csk.LogicalId={LogicalId}&csk.developer=true
&LandmarkBIDrillback=true&dimensions={ID2}`

- 6 Click **Save**.

Chapter 3: Asset reporting

This table shows Asset Accounting Asset accounting reports include:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.

Asset standard application reports and lists

Asset information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

Released option

In several reports there is a **Released** parameter. In batch update programs, this parameter controls whether to update in reports. It can identify whether to include only released assets in the output. Several reports such as the **Asset Project** report include only released assets.

Preliminary close option

The **Preliminary Close** option is a parameter available on several reports such as the **Current Year Depreciation Report** and **Asset Register**.

You can use the **Preliminary Close** option in reports to generate the same data that is generated if you are in the process of closing a period without going through the period closing steps.

This table contains a list of the most pertinent standard application reports and lists for asset accounting. Sign in as an Asset Analyst or an Asset Manager.

Report name	Description	Navigation/Location
Asset Account Activity by Process	A list of account balances with contribution to each account that are separated by processes such as addition, disposal, and transfer.	Asset Listings > Asset Account Activity by Process
Asset Account Balance	A list of beginning balance, year to date activity, and ending balance by account. Detail navigation shows the supporting transactions in the asset system. This is a useful tool for reconciling asset activity to General Ledger transactions.	Asset Listings > Asset Book Account Balances
Asset Additional Book Import	Add book information to existing assets that are in a defined or released status.	Conversion And Interfaces > Asset Additional Book Import
Asset Addition Report	Report assets that are added and released during a specified in-service date range or to list all assets that are specified but not released. This report includes the in-service date, asset basis, and net asset value. The report can also be filtered to include or exclude simulated, work in progress, tax-exempt, and used assets.	Asset Listings > Asset Addition Report
Asset Adjustments	A list of asset adjustments including the asset and the adjustment date. You can update the adjustment status. You can drill to the adjustment detail to identify the old and new asset values.	Asset Listings > Asset Adjustments
Asset Book Account Balances	Provides a list of account balances in Asset Accounting with a link to the supporting detail by account.	Conversion and Interfaces > Asset Book Account Balances
Asset Disposals	Displays a list of asset disposals including disposal method and status, quantity disposed, and proceeds with a link to additional detail.	Asset Listings > Asset Disposals

Report name	Description	Navigation/Location
Asset Import List	Interface asset transaction records into Asset Accounting. Each record displays asset-related components such as items, books, transactions, and comments.	Conversion and Interfaces > Asset Import Group List
Asset Interface Records	Displays asset records being interfaced from Infor Procurement activity and Project Capitalization processes.	Conversion and Interfaces > Asset Interface List
Asset Item Adjustment Import	Import asset item records from an external application to existing assets and items in Asset Accounting.	Conversion and Interfaces > Asset Item Adjustment Import
Asset Item Inventory List	Use this list to compare the item quantities of Asset Item Inventory and the Asset Item on the asset. For each item the list includes Bar Code, Inventory location, Asset, Item, Inventory Quantity, Item Quantity, Item cost, etc. This has a search feature to show selective search results.	Conversion and Interfaces > Asset Item Inventory List
Asset Item Inventory Update	Interface a file downloaded from a hand-held terminal (HHT) into Asset Accounting.	Conversion and Interfaces > Asset Item Inventory Update
Asset Items	A searchable list of all the asset items including location and division, purchase date, cost, and quantity.	Asset Listings > Asset Items
Asset Projection Report	Calculate future depreciation for assets by book for budgeting, forecasting, or other planning purposes.	Asset Listings > Asset Projection Report
Asset Project Report	Reconcile journal entries with project codes that are posted by a company and project.	Asset Listings > Asset Project Report
Asset Recapture Report	Print a report of depreciation and tax credit recapture by book.	Asset Listings > Asset Recapture Report

Report name	Description	Navigation/Location
Asset Register	Print a list of assets including asset number, description, in-service date, cost (not book basis), life-to-date depreciation, percentage depreciation rate, and year-to-date depreciation.	Asset Listings > Asset Register
Asset Reinstatements	Disposed assets can be reinstated. This list identifies all reinstated assets with a link to additional detail.	Asset Listings > Asset Reinstatements
Asset Repair Interface List	Update mass in Payables or repair interface records that are not on hold into asset repair records.	Conversion And Interfaces
Asset Report	Print a report that reconciles assets financial information by book.	Asset Listings > Asset Report
Asset Revaluations	Use to revalue an asset's basis and depreciation based on the asset book currency.	Asset Listings > Asset Revaluations
Asset Tax Credit Report	Print a report of first year expense elections or tax credit elections by book.	Asset Listings > Asset Tax Credit Report
Asset Transaction Report	Report or review Asset Accounting transactions.	Asset Listings > Asset Transaction Report
Asset Transfers	Provides a list of asset transfers, including transfer quantity and value with a link to additional detail.	Asset Listings > Asset Transfers
Book Comparison Report	Print a report that compares asset book depreciation information for two books.	Asset Listings > Book Comparison Report
Class Depreciation Report	Print a report of period, year-to-date, and life-to-date depreciation for asset classes by company, transaction dimension, and asset account.	Asset Listings > Class Depreciation Report
Current Year Depreciation Report	Print a report of current year asset book information by book.	Asset Listings > Current Year Depreciation Report

Report name	Description	Navigation/Location
Depreciable Asset Register	Generate a list of assets by asset book and asset number. Includes this information: asset number, asset description, asset book basis, asset book value at the start of the current year, year-to-date depreciation and current book value.	Asset Listings > Depreciable Asset Register
Depreciation History Report	<p>Report on historical depreciation information.</p> <p>The report includes year-to-date and life-to-date depreciation for companies where the asset has previously resided. Similar to the accumulated depreciation, the book basis is only reported on the line for the company where the asset currently resides.</p> <p>You cannot rebuild depreciation history for depreciation transactions that occur before the Depreciation History option is enabled. For interfaced assets, you have the option to interface historical transactions and rebuild depreciation history records.</p>	Asset Listings > Depreciation History Report
Depreciation Recalculation Report	Review recalculated depreciation values.	Asset Listings > Depreciation Recalculation Report
FASB Reconciliation Report for Assets	Compares either book value or depreciation expense for Global Ledger and tax books.	Asset Listings > FASB Reconciliation Report for Assets
Insurance And Replacement Calculation	Use to calculate insurance and replacement values for selected assets.	Asset Update Actions > Insurance And Replacement Calculation

Report name	Description	Navigation/Location
Journalize Groups	<p>The Journalize Release Group is created when you run Release Assets and Asset Period Close to identify the transactions resulting from these actions. The Journalize Release Group number is displayed in the header of the report for each of these actions.</p> <p>After the Release Assets or the Asset Period Close have been run in the Update mode, review the related transactions that are included in their related journalize group. You can do this by accessing the Asset Journalize Groups menu.</p>	Asset Journalize Group >
Journalize Group Results	Provides detail of a single journalize group and its related global ledger journals.	Asset Listings > Journalize Groups
Leased Asset Report	A list of reconciled leased asset information by book. The report includes the asset basis, book value, current period depreciation, year-to-date depreciation, and life-to-date depreciation, sorted by lease company and lease. You can also include disposal assets.	Asset Listings > Leased Asset Report
Project Capitalization And Asset Interface	Interfaces GL transactions that are related to a project into Asset Accounting and creates new assets or adjusts existing assets.	Conversion and Interfaces > Project Capitalization And Asset Interface
Property Report	Use to help prepare US state property tax returns. The reporting hierarchy for this report is different from other reports. It is based on the address information that is defined for a location.	Asset Listings > Property Report

Chapter 4: Billing reporting

This table shows Billing reports and where to find them:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.

Billing standard application reports and lists

Billing information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for billing. Navigation path listed is for the Billing Manager role.

Report name	Description	Navigation/Location
Base List Worksheet Creation	Use to create or reprint worksheets prices.	Processing > Base List Worksheet Creation
Base List Worksheet Purge	Use to purge base list worksheets that are no longer needed to update price bases in the application. These worksheets are created as a way of performing mass updates to price bases.	Processing > Processing Utilities > Base List Worksheet Purge
Base List Worksheet Update	Use to take released worksheet price bases and update these work bases into an existing base or create a new base. The worksheet price base effective date must be greater than the system date and the worksheet price must not be zero to update the base.	Processing > Base List Worksheet Update
Billing Interface	Use to import billing invoices and credit memos into Item and Order Billing or Billing from an outside source.	Processing > Billing Interface

Report name	Description	Navigation/Location
Billing Invoice Purge	Use to purge invoices that have completed processing.	Processing > Processing Utilities > Billing Invoice Purge
Billing System Period Close	Use to close the billing period in Billing and Item and Order Billing at the end of a period.	Processing > Billing System Period Close
Create Recurring Invoices	Use to create recurring invoices in an Unre-leased status.	Processing > Create Recurring Invoices
Credit Card Interface	Use to interface credit card information in Billing.	Processing > Credit Card Interface
Customer Recurring Invoice Purge	Use to purge customer recurring invoices that have completed processing.	Processing > Processing Utilities > Customer Recurring Invoice Purge
Electronic Payments	Use to report on electronic payment transactions, including transaction details. This report helps to facilitate the reconciliation of payments.	Billing Lists > Electronic Payments
Electronic Payment Invoice Batch Release	Use to print unreleased billing invoice batches and optionally release the batch when it runs.	Processing > EP Invoice Batch Release
Expired Contracts	Use to extract expired contracts for a specific date range and company.	Processing > Expired Contracts
Invoice and Register Print	Use to print invoices and the invoice register or reprints EDI invoices for resending.	Processing > Create Billing Process > Invoice and Register Print
Invoice Batch Release	Use to print unreleased billing invoice batches and optionally releases the batch when it runs.	Processing > Create Billing Process > Invoice Batch Release
Invoice Load	Use to import billing invoices in Billing as historical.	Processing > Processing Utilities > Invoice Load
Invoice Register	To reprint invoices and invoice register when a separate print file is created for invoice register. After the invoice is printed, you cannot change or delete it. The only way to correct printed invoices is by creating credit or debit memos.	Billing Lists > Invoice Register
Invoice Verification Report	Use to view billing invoices before printing.	Processing > Create Billing Process > Invoice Verification Report

Report name	Description	Navigation/Location
Recurring Invoice Purge	Purge recurring invoices that have completed processing.	Processing > Processing Utilities > Recurring Invoice Purge
Sales Journal	Use to print a list of invoices that have been created in Item and Order Billing or Billing. Invoice dates are within the specified date range. Each invoice printed contains line items and the shipment number.	Billing Lists > Sales Journal >
Ship To Load	Use to import external ship-to codes into Billing. You can change ship-to codes after converting them if they are activated.	Processing > Processing Utilities > Ship To Load
Sub System Update	Use to update the status of billing invoices and credit memos that have been printed.	Processing > Create Billing Process > Sub System Update
Worksheet Reprint	Use to reprint worksheets. Base list worksheets are initially printed by running Base List Worksheet Creation.	Billing Lists > Worksheet Reprint >

Chapter 5: Cash Management reporting

This table shows Cash Management reports and where to find them:

Reports	Location
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.

Cash Management standard application reports and lists

Cash management information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for cash management:

Report name	Description	Role	Navigation/Location
Bank Company Period Close	Run at the end of each accounting period for companies that have system control selected in Global Ledger. Before you run this program, verify that you have run Bank Transaction Posting	Cash Accountant	Bank Company Period Close
Bank Fund Transfer	Create a list of bank fund transfers	Cash Accountant	Process Cash Ledger > Bank Fund Transfer
Bank History Search	Search bank transactions for specific date ranges. You can use the As of Date search filter for historical reporting.	Cash Accountant	Bank History Search

Report name	Description	Role	Navigation/Location
Bank Period Close	Run this to update all reconciliations that have occurred in a bank period. Calculate new beginning, transaction, and ending balances for the period. Close the bank period. Period balances are stored for future reference.	Cash Accountant	Bank Period Close
Bank Statement Interface	Import bank statements.	Cash Administrator	Utilities > Bank Statement Interface
Bank Transaction History Purge	Delete historical bank transactions, bank fund transfers, cash receipt deposits, and bank statement periods from Cash Management database files. Archive the records to a .csv file.	Cash Administrator	Reports > Bank Transaction History Purge
Cash Consolidations Current Day Build	Update consolidated balances for current day's bank activity. Calculate new beginning, transaction, and ending balances for the period and close the bank period after running bank transaction posting.	Cash Accountant	Process Cash Ledger > Interface Cash Ledger Transactions > Cash Consolidations Current Day Build
Cash Position Reconciliation	Report on the ledger balance for a cash code and all transactions that have not been reconciled by the report date. Compare the reconciled balance in Cash Management to the specified statement amount. Transactions with void, stopped payment, stale-dated or escheated status are not listed in the report.	Cash Accountant	Run Reports > Cash Position Reconciliation
Direct Forecast Import Details	Suppress the creation of unreleased EFT transactions that have been rejected or voided. Suppression occurs when the EFT Reject Update or Void Stop Pay Update actions are run.	Cash Administrator	Utilities > Direct Forecast Import Details
Mass Update Transactions	Reconcile, void, or stop pay for a range of transactions.	Cash Accountant	Process Cash Ledger > Mass Update Transactions
CB Data Mart Registration	Update the file with consolidated transaction amounts. It is used to populate Cash Management data marts.	Cash Accountant	Run Reports > CB Data Mart Registration
Current Cash Code Balances	List of current open and reconciled balances by cash code.	Cash Accountant	Process Cash Ledger > Current Cash Code Balances

Report name	Description	Role	Navigation/Location
EFT Extract File Creation	Process released EFT Extract records to create an ACH electronic funds transfer file. This creates a cash ledger transaction, distributions, and moves the processed records into an electronic funds created status.	Cash Accountant	Process Cash Ledger > EFT Extract File Creation
EFT Reject Update	Update EFT Extract records that have been rejected creating reversing distribution records.	Cash Accountant	Process Cash Ledger > EFT Reject Update
Fee Service Statement	The fee service statement shows all of the fees that are charged by the bank for a month. Fee service statements can also be created using Infor Spreadsheet Designer (ISD).	Cash Administrator	Utilities > Fee Service Statement
Load Direct Forecast	Load and summarize purchase order, accounts payable, and accounts receivable data to use in cash forecasting.	Cash Administrator	Utilities > Load Direct Forecast
Manage Channels	Channels are used for file transfer setup during the process of importing bank statements.	Cash Administrator	Utilities > Manage Channels
Non Cash Ledger Interface	Import bank transactions from a non-Infor system to Cash Management for reconciling to a bank statement.	Cash Administrator	Utilities > Non Cash Ledger Interface
Interface Payments	Import cash ledger payments from non-Infor applications.	Cash Accountant	Process Cash Ledger > Interface Cash Ledger Transactions > Interface Payments
Period Cash Code Balances	View period cash code balances created from bank period close.	Cash Accountant	Process Cash Ledger > Period Cash Code Balances
Positive Pay Creation	Create a file of check payments to be sent to the bank for validation of checks when presented for payment.	Cash Accountant	Process Cash Ledger > Positive Pay Creation
Interface Receipts	Import receipt transactions from a non-Infor system into the application.	Cash Accountant	Process Cash Ledger > Interface Cash Ledger Transactions > Interface Receipts
Interface Returned Payments	Import returned payment transactions from a non-Infor system into Cash Management.	Cash Accountant	Process Cash Ledger > Interface Cash Ledger Transactions > Interface Returned Payments

Report name	Description	Role	Navigation/Location
Stale Dating And Escheatment Report	Report on stale dated and escheated records. Organizations are required to annually report unclaimed property. After a specified time, unclaimed payable or distributable personal property is presumed abandoned.	Cash Accountant	Manage Escheatment > Stale Dating And Escheatment Report
Stale Date Processing	Mark transactions of a certain age as stale dated and create journal transactions to post the amounts to a stale date suspense account.	Cash Accountant	Manage Escheatment > Stale Date Processing
Summarize Cash Position	Update bank statement totals for cash positioning reporting.	Cash Administrator	Utilities > Summarize Cash Position
Transaction Account Balance	Add balance records when first tracking transactions through the Cash Management consolidation file. It can also be used to modify existing account balances that are incorrect.	Cash Administrator	Cash Ledger Balance Updates > Transaction Account Balance
Transaction Bank Balance	Add balance records when first tracking transactions through Cash Management consolidation file. It can also be used to modify existing bank balances that are incorrect.	Cash Administrator	Cash Ledger Balance Updates > Transaction Bank Balance
Transaction Open Balance	Add balance records when first tracking transactions through Cash Management consolidation file. It can also be used to modify existing open balances that are incorrect.	Cash Administrator	Cash Ledger Balance Updates > Transaction Open Balance
Update Actual Amounts On Forecast	Use to update Cash Forecast Period actual amounts with new or updated Bank Statement line amounts.	Cash Administrator	Utilities > Update Processes > Update Actual Amounts On Forecast
Update Analytic Cubes	Update analytics cubes for Cash Position, Forecasting, and Bank Services.	Cash Administrator	Utilities > Update Analytic Cubes
Update Line Exceptions	Use to fix line exceptions on bank statement lines.	Cash Administrator	Utilities > Update Processes > Update Line Exceptions

Report name	Description	Role	Navigation/Location
Update Non Forecasted Categories From Bank Transactions	Create forecast entries for categories that do not exist on the active Cash forecast, but do exist on the Bank Statement Line.	Cash Administrator	Utilities > Update Processes > Update Non Forecasted Categories From Bank Transactions
Update Statement Currency Rates	Update currency rates and currency conversions for updated currency table or to revalue using period end rates.	Cash Administrator	Utilities > Update Statement Currency Rates
Void Stop Pay Update	Use this page to create reversing distributions for the cash ledger transaction and finalize the void or stop payment.	Cash Accountant	Process Cash Ledger > Void Stop Pay Update
Void Stop Pay Update Preview	View all records generated in cash ledger that are currently flagged as void or stop paid. Note: This list does not include AP generated records that are voided or stop paid.	Cash Accountant	Process Cash Ledger > Void Stop Pay Update Preview

Chapter 6: Close management reporting

Close management reports include:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.

Close management standard application reports and lists

Close management information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for close management. Navigation path listed is for the Close Manager role.

Report name	Description	Navigation/Location
Open Periods	<p>View information about close period processes that are currently active.</p> <p>You can click the link in an active column to drill down and view a report with more information about the processes in that period. These additional reports include information for open tasks, completed tasks, tasks due today, tasks waiting for approval, tasks in jeopardy, and overdue tasks.</p> <p>For example, the link in the Overdue column represents the number of overdue tasks for the close period. Click the link to drill down and view a report that displays details for all of the overdue tasks.</p>	Current > By Period And Process

Report name	Description	Navigation/Location
Open Period Process Progress	<p>View sub-process information about close period processes that are currently active. For example, a financial close process might have sub-processes defined for Accounts Payable, Accounts Receivable, and General Ledger. This information includes sub-processes that have been completed, sub-processes that remain open with a percentage of completion, and sub-processes that are overdue.</p> <p>You can click the link in an active column to drill down into tasks for the applicable sub-process to view the task status by due date.</p>	Current > By Period And Process
Closed Periods	<p>View information about close period processes that have been completed.</p> <p>You can click the link in an active column to drill down and view a report with more information about the processes in that period. These additional reports include information for periods that were completed late, periods that were completed early, periods that had to be reopened, tasks that were completed late, tasks that were completed early, and tasks that had to be reopened.</p> <p>For example, the link in the Late sub-column of the Started column represents the number of tasks that were started late for the closed period. Click the link to drill down and view a report that displays details for all tasks that were started late.</p>	Past
Close Period Processes	<p>View sub-process information about close period processes that have been completed. For example, a financial close process might have sub-processes defined for Accounts Payable, Accounts Receivable, and General Ledger. This information includes sub-processes that were completed early, completed late, started early, and started late.</p> <p>You can click the link in an active column to drill down into tasks for the applicable sub-process.</p>	Past

Chapter 7: Contract management reporting

Contract management reports include:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.

Contract management standard application reports and lists

Contract management information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for contract management:

Report name	Description	Navigation/Location
Cost Comparisons	Compare cost differences between two contracts. Cost differences are initially based on actual costs and purchase quantities. Costs and quantities can be changed manually to view different scenarios.	Contract Processing > Manage Contracts > Cost Comparisons

Chapter 8: Franchise billing reporting

This table shows Franchise Billing reports and where to find them:

Reports	Location
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.

Franchise Billing standard application reports and lists

Franchise billing information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

You can generate Franchise Billing reports and inquiries automatically and on demand from the **Franchise Billing Lists** tab.

This table contains a list of the most pertinent standard application reports and lists for franchise billing. You can use reports in this list to review the status of sales entries and balances for notes and customer accounts. The navigation path listed is for the Franchise Billing Administrator role.

Report name	Description	Navigation/Location
Accrual Close	Use to post auto-reversing entries to Global Ledger for the open estimates and call-in accruals for the cycle date.	Create Franchise Billing Processes > Accrual Close
Budgeted Sales Update	Use to update next year's budget amounts. You can use a percentage of last year's actual or last year's budgeted amounts to create next year's budgets. Run this report as often as needed before you close a cycle.	Create Franchise Billing Processes > Budgeted Sales Update
Create Estimates	Use to create estimated sales records of all estimates that are created for the cycle date you define. Specify the next year to roll the current year's actual amounts or budget amounts into next year's budget	Create Franchise Billing Processes > Create Estimates

Report name	Description	Navigation/Location
Franchise Budget Interface	Interface budgeted sales data into Franchise Billing from a non-Infor system.	Create Franchise Billing Processes > Franchise Budget Interface
Franchisee Note Balance	Shows the note balance for all open, released, actual sales records for the specified cycle date. If an open actual is not located, then the note balance on the report is based on the open call-in estimate or estimate for the specified cycle date.	Create Franchise Billing Processes > Franchisee Note Balance
Franchise Period Close	Use to update Global Ledger files for period updating.	Create Franchise Billing Processes > Franchise Period Close
Franchise Sales Interface	Use to interface net sales into Franchise Billing.	Create Franchise Billing Processes > Franchise Sales Interface
Invoice Interface	Create invoice interface records for Billing and generate a report that lists the created invoices.	Create Franchise Billing Processes > Invoice Interface
Lock Box Interface	Use to create Receivables and Franchise Billing payment records that are generated by a single payment record from a franchisee. The type of records you create will be the same as those you add manually on Sales Entry. These Franchise Billing records are processed through Franchise Billing, creating a receivable record that is interfaced to Receivables. Sign in using the Receivables Manager role.	Processing > Bill of Exchange Processing > Interface Lock Boxes
Outstanding Balances By Rep	Shows the outstanding balances for all or selected sales representatives. It includes the last 10 statement balances and the total of the most recent open charges: open (unreleased) actual sales, call-in estimates, or estimates.	Create Franchise Billing Processes > Outstanding Balances By Rep
Prepayment Update	Create Global Ledger transaction records to debit cash and credit the note asset account.	Create Franchise Billing Processes > Prepayment Update
Released Actual Sales Report	Releases all unreleased actual sales data and call-in estimates that are within the variance limit and shows the status of contract charges. Before you run this report, add all actual sales data and call-in estimates for the requested cycle date.	Create Franchise Billing Processes > Released Actual Sales Report

Report name	Description	Navigation/Location
Sales Purge	Deletes both franchise sales records and their associated charge records. This is an administrator function.	Create Franchise Billing Processes > Sales Purge
Sales Update	Create Unreleased actual type of sales record for aggregate type contract only.	Create Franchise Billing Processes > Sales Update

Chapter 9: Global Ledger reporting

This table shows Global Ledger reports and where to find them:

Reports	Location
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.
d/EPM platform reports	BI FSM financial reports.

Global Ledger standard application reports and lists

Global Ledger information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for Global Ledger:

Report Name	Description	Navigation/Location
Account Analysis	View account information by reporting basis for a specific period or range. Additional report parameters are available based on finance enterprise group dimensions. Each listed account includes a summary of activity, and a beginning and ending balance for the specified period or range. Drill down into hierarchy of summary accounts and view totals and transactions of any summary or posting account.	My Reports > Account Analysis
Accounting Entity Payables and Receivables	The entity Payables and Receivables report assists with the reconciliation of inter entity balances. The report is only meaningful when sub accounts are defined on the inter entity relations.	My Reports > Accounting Entity Payables and Receivables
Average Daily Balance	View and query the calculated daily balances, aggregates, and averages for all reporting basis enabled for average daily balance.	My Reports > Average Daily Balance

Report Name	Description	Navigation/Location
Basis Close Report	The reporting basis close report provides status of year close for a reporting basis and basis year for each close of the year. Changes to Global Ledger total records because the last close are listed and retained earnings changes are separately listed.	My Reports > Reporting Basis > Basis Close Report
Basis Gain Loss	Revalue or translate a reporting basis. Verify that the chart of accounts used by the reporting basis has designated currency gain and loss accounts. Use this report to view the offsetting transactions that were created in the currency gain and loss accounts.	My Reports > Reporting Basis
Commitments And Encumbrances Report	View all commitments and encumbrances records created from different subsystems. The information displayed in this report are the records from GL Commit Document, GL Commit, and GL Commit History business classes. It is only available when there are commitment records.	My Reports > Commitments And Encumbrances Report
Department Payables and Receivables	View necessary information to analyze the department Payables and Receivables accounts.	My Reports > Department Payables and Receivables
Finance Transactions	All the transactions for all the accounting entities in your finance enterprise group are available in a single list. You can locate the transactions by filtering on multiple fields or by entering search criteria in the Search dialog. You can print the results of your search, export the search results to CSV, or create a report with your search criteria.	My Reports > Transactions > Finance Transactions
Finance Transaction Detail	This report shows internal transaction detail information. For example, a Released or Posted transaction on a journal, has an internal status of History. In addition, a unique Journalize Group ID is automatically assigned to all journals. Both the transaction amount and the functional amount of transactions are displayed.	My Reports > Transactions > Finance Transaction Detail
Journal Reference Report	The Global Ledger Journal Reference report is a sequential list of journals for a reporting basis. It is created using the Assign Journal Reference Number action in Processing > Reporting Basis > Reporting Basis . You must select the Assign Journal Reference check box in the reporting basis definition. This report functionality is available depending on your configuration.	My Reports > Journal Reference Report
Reporting Basis for Entity	The reporting basis for entity report lists all the accounting entities and identifies the reporting basis the accounting entity is assigned.	My Reports > Reporting Basis > Reporting Basis for Entity

Report Name	Description	Navigation/Location
Reporting Basis for Ledger	The reporting basis for ledger report lists the user-defined ledger and identifies the reporting bases the ledger is assigned.	My Reports > Reporting Basis > Reporting Basis for Ledger
Totals	Use this report to view transaction amounts by ledger, accounting entity, and account. The amounts are listed in the accounting entity functional currencies and all the reporting currencies. The primary ledger column shows the source ledger of an adjustment transaction. For example, the primary ledger column for a close or currency ledger transaction shows the ledger where the adjusted transaction originated.	My Reports > Totals
Year End Journal Results	Use this report to view the results of the year end journals. Select a basis and use search criteria to filter records.	My Reports > Reporting Basis > Year End Journal Results
Zone Payables and Receivables	The Interzone reconciliation report shows all transactions to and from the zones and the base zone. This report addresses both the Entity/Accounting Unit and Finance Dimension 1, if zoned. The report provides the necessary information to analyze the interzone Payables and Receivables accounts.	My Reports > Zone Payables and Receivables

Global Ledger d/EPM Platform reports

Global Ledger reporting is available using analytics cubes in Infor Financials and Supply Management Analytics for d/EPM Platform.

Global Ledger d/EPM Platform reports require initial configuration and refreshing of analytics cubes.

Global Ledger reports are available in the **Financial Reports** menu of d/EPM Platform. In the Infor Ming.le application menu, select **BI FSM**.

See [Financial d/EPM Platform reports](#) on page 63.

Initial configuration for Global Ledger reports

You must configure financial reporting in Infor Ming.le and Infor d/EPM Platform before using analytics cubes for Global Ledger.

Financial Admin Configure report configuration

This report should be configured during the initial installation. Configuration is done whether it is a local installation or if the installation is performed by an administrator on a server.

- 1 Sign in to Infor d/EPM Platform Dashboard and select **FSM Reports > CloudSuite Financials > Financial Reports > Financial Admin Configure**.
- 2 In the Data Connection section, select the database to connect to.
- 3 In the Infor Financials Models section, select the **GLTOT** and **FINGP** check boxes to enable the respective analytics cubes.

These settings are saved automatically. A change is not required unless the database changes.

- 4 In the Configurations for Infor Ming.le® Drill section, Specify this information:

Enter the Data Area

Specify the name of your Financials data area.

Enter the CloudSuite Financials Logical ID

Specify the logical ID defined in Infor Ming.le for the Financials plugin.

Identify dimensions with data access security

An administrator will use the report to indicate the dimensions with active data access security. Selecting the dimension with security ensure the reports and report filters work correctly when security is enabled.

- 1 Sign in to Infor d/EPM Platform Dashboard.
- 2 Select **FSM Reports > CloudSuite Financials > Financial Reports > Identify Dimensions with Data Access security**.
- 3 Select the dimensions with an active Dimension Access Control (DAC) Cube.
- 4 Reset the page to clear existing settings.

Financial Reporting dashboard configuration

- 1 Sign in to Infor d/EPM Platform Dashboard and select **Dashboards > Financials > Financial Reporting**.
- 2 Select a finance enterprise group.
- 3 Select the **Configure Dimensions** icon
- 4 Select dimensions for financial reporting. Clear the check boxes for dimensions that your organization is not using.
- 5 Click **OK**.
- 6 Select a reporting basis.
- 7 In the Default Selections section, select default elements in the **Select calendar Hierarchy**, **Select calendar Period**, **Select actual scenario**, **Select budget scenario**, and **Select commitment scenario** fields.

- 8 Select a report from the Global Ledger Reports or Project Reports section.
- 9 Click the **View Report** arrow button.
The initial access to each report for each user is set from this dashboard. After initial access, a report can be accessed directly or from the Financial Reporting dashboard.
- 10 Click the **Reset** button to clear the selected values so that you can start over. This is useful to refresh the data on the screen.

Financials Home report configuration

- 1 Sign in to Infor d/EPM Platform Dashboard and select **FSM Reports > CloudSuite Financials > Financial Reports > Financials Home**.
- 2 Select a finance enterprise group and click **Next**.
- 3 On the **Set Dimensions** tab, select dimensions for financial reporting. Clear the check boxes for dimensions that your organization is not using.
- 4 Click **Next**.
- 5 Select a reporting basis and click **Next**.
- 6 On the **Reports** tab, select a report from Global Ledger or Project Ledger.
Each user's initial access to each report must be through this dashboard. After initial access, a report can be accessed directly or from the Financials Home screen.
- 7 Click **Next**.
- 8 On the **Defaults** tab, select the default values for the report fields.
- 9 Click the **Reset** button to clear the selected values so that you can start over. This is useful to refresh the data on the screen.
- 10 Click **Done**.

Global ledger cubes

There is a primary cube, GLTOT, defined for financial reporting. GLTOT cube built from the GeneralLedgerTotal business class. There are two secondary cubes to enhance the functionality of GLTOT, FINGP, built from FinanceEnterpriseGroup and DEPM, built from DEPMDimensionMap.

GLTOT cubes

GLTOT cube dimensions	Description	Attributes
Accounting Entity	Defined in Accounting Entity business class	Fiscal Year, Current Period, Functional Currency, Alternate Currency, Alternate Currency2, Alternate Currency3, Sequence Number

GLTOT cube dimensions	Description	Attributes
Accounting Unit	Defined in Accounting Unit business class	Description, Level
Calendar Period	Defined in General Ledger Calendar Period	Display Period, Period Type, Derived DEPM Period, BI Calendar Sequence
Chart Account	Defined in GeneralLedgerChartAccount business class	Account Description, Chart Section, Account Type, Account Sub-Type, Chart Type, System Account, Natural Balance, Account, General Ledger Sub Account, Level, Sequence Number, XbrlTag
Currency	Defined in Currency business class	Description, ISOCode
FinanceDimension1	Defined in FinanceDimension1 business class	Description
FinanceDimension2	Defined in FinanceDimension2 business class	Description
FinanceDimension3	Defined in FinanceDimension3 business class	Description
FinanceDimension4	Defined in FinanceDimension4 business class	Description
FinanceDimension5	Defined in FinanceDimension5 business class	Description
FinanceDimension6	Defined in FinanceDimension6 business class	Description
FinanceDimension7	Defined in FinanceDimension7 business class	Description
FinanceDimension8	Defined in FinanceDimension8 business class	Description
FinanceDimension9	Defined in FinanceDimension9 business class	Description
FinanceDimension10	Defined in FinanceDimension10 business class	Description
Ledger	Defined in Ledger business class	Description
Measures		

GLTOT cube dimensions	Description	Attributes
FunctionalAmount	The value used in the environment in which an accounting entity operates.	
Transaction Amount	The value in which a transaction is conducted	
Alternate Amount 1-3	The value for the alternate currencies specific for each accounting entity	
ProjectAmount	The value of the currency assigned to group project	
Report Amount1-5	The value for the currencies defined at the finance enterprise group level and shared by all accounting entities.	
UnitsAmount	The value for any transactions with units included	
Project	Defined in the Project business class	Display Project, Project Type, Level, Description, Billable, Watch, Sequence Number, Active, Person Responsible, Person Responsible Email, Person Responsible Phone, Person Responsible Name, Project Date Range Begin Date, Project Date Range End Date, Contract, Currency
Scenario	Defined in the Scenario business class	Description, Commitment Type
System	Defined in the System business class	Description

FINGP cube

The FINGP cube provides the user defined labels and report currency codes of a Finance Enterprise Group. Includes Ledgers, Entities, and Structures associated with each Reporting Basis as part of the attributes of the Reporting Basis dimension.

Dimension	Description	Attributes
Finance Enterprise Group	Defined in the Finance Enterprise Group business class	Accounting Entity Label, Accounting Unit Label, Account Label, Project Label, Finance Dimensions 1-10 labels, Report Currency One-Five, Use DEPM Budgeting
Reporting Basis	Defined in the Reporting Basis business class. The attributes with Top Node Cube Value included in the descriptions are the Ledgers, Entities, and Structures associated with each Reporting Basis.	Description, Finance Enterprise Group, Calendar Top Node Cube Value, Calendar Top Node YTD Cube Value, Calendar Top Node LTD Cube Value, Chart Account Top Node Cube Value, Ledger Top Node Cube Value, Accounting Entity Top Node Cube Value, Project Top Node Cube Value, Accounting Unit Top Node Cube Value, Finance Dimensions 1-10 Top Node Cube Value, Is a Budget Basis.

DEPM cube

A configuration cube for the integration with d/EPM. The elements of DEPM Dimension Map represent Finance Enterprise Groups. The dimension has attributes indicating the dimension mappings between Financials and d/EPM. The attribute values are integers:

- 0=Unmapped
- 1=BPENTITY dimension
Required to be mapped with Accounting Entity attribute
- 2=BPDORGANIZATION dimension
- 3=BPDACCOUNT dimension
Required to be mapped with Account attribute
- 4-15=BPDANALYSIS dimensions
- 16-17=BPDPSEGMENT dimensions

Dimension	Description	Attributes
DEPM Dimension Map	Defined in the DEPM Dimension Map business class	Accounting Entity, Accounting Unit, Account, Project, Dimension 1-10, Basis

Refreshing cubes

Cube refresh updates the cubes with new data. There are different ways a refresh can happen: auto refresh, manual refresh, and scheduled refresh.

Auto refresh

These are the actions that automatically execute a refresh of a cube:

Finance Enterprise Group (FINGP) cube

- Changing dimension label names

Global Ledger Total (GLOT)

- Quick Post on Journal Control
- Allocation processing. This action will refresh the Allocation Cube.
- Loading budget to budget scenarios
- Updating budget for budget scenarios
- Release of Budget Change Order
- Activating budget templates

d/EPM Dimension Map (DEPM)

- Defining the reporting basis and dimensions for d/EPM mapping
- Updating dimensions for d/EPM mapping

Manual refresh

A manual refresh of the cubes is recommended after these actions:

Finance Enterprise Group (FINGP) cube

- Adding a new dimension to the finance enterprise group
- Adding a new reporting basis
- Updating an existing reporting basis

Global Ledger Total (GLOT)

- Adding a new dimension to the finance enterprise group
- A batch post
- A Reporting Basis Year End Close
- Updating the beginning balances
- Moving or adding cube dimension members by reorganizing hierarchies

Scheduled refresh

Any cube can have a scheduled refresh created. See [Loading and refreshing financials cubes](#) on page 31.

Financial d/EPM Platform reports

This table shows the financial reports that are available in the Infor d/EPM Platform. Select **Infor d/EPM Platform Dashboard > FSM Reports > CloudSuite Financials > Financial Reports** and select the report name.

Report name	Description
Financial Structure Analysis	This report has swappable rows and columns. Filters can be swapped with either the row or the column. Use any calendar.
Balance Sheet	This report has fixed columns and rows. Accounts are in the rows and calendar periods are in the columns. To present balance sheet balances with prior year amounts, select the YTD hierarchy. Only the YTD hierarchy includes the beginning balances from the calendar. Use YTD calendar.
Income Statement	This report has fixed columns and rows. Accounts are in the rows and calendar periods are in the columns. Use standard calendar.
Income Statement Analysis	This report has fixed columns and rows. Accounts are in the rows and calendar periods are in the columns. All the period columns are selectable. Use standard calendar.
Financial Report Any Dimension	This report allows the user to change the dimension displayed in the rows of the report. The columns are fixed as calendar periods but the periods are selectable. Use standard calendar.
Trial Balance	This report has fixed columns and rows. Posting accounts are in the rows and calendar periods are in the columns. Amounts are only available for the Beginning Balance column if one of these is true: <ul style="list-style-type: none"> The Year for the basis has been closed. The Update Next Year Balance action is selected for the basis. The report is designed to return that year's beginning balance and each period amounts for the year with an ending balance. Use standard calendar.

Report name	Description
Trial Balance Analysis	<p>This report has fixed columns and rows. Posting accounts are in the rows and calendar periods are in the columns. The report is designed to return the beginning balance for the period selected and each period amount within the selection.</p> <p>For example: Selecting Q2 2018 returns balances for Q2 2018 Beginning Balance Period 4 2018 Period 5 2018 Period 6 2018 Q2 2018 Ending Balance.</p> <p>Use standard calendar.</p>
Budget to Actual	<p>This report has fixed columns and rows. Accounts are in the rows and Scenarios are in the columns.</p> <p>Use any calendar.</p>
Account by AdHoc Dimension	<p>You can select a dimension and dimension level use in the first column.</p> <p>The second column is the calendar period selected by the user.</p> <p>The third column is the previous period date based on the calendar period selected.</p> <p>The rows are fixed as posting accounts but the accounts are selectable.</p> <p>Use standard calendar.</p>
Budget Interface Configure	<p>This report is a configuration form for entering variables used in the Financials integration with d/EPM Budgeting.</p>
Approved Transfer	<p>Application Engine scripts are used to transfer approved budget data from the selected d/EPM Cycle and Version to the Budget Interface Business Class in Financials. Landmark processing. The data is edited before loading it to the selected Scenario Business Class.</p>

Balance sheet

The balance sheet report has fixed columns and rows. Accounts are in the rows and calendar periods are in the columns. To present balance sheet balances with prior year amounts, select the YTD hierarchy. Only the YTD hierarchy includes the beginning balances from the calendar.

Use this procedure to change periods:

- 1 Sign in to Infor d/EPM Platform Dashboard.

- 2 Select **FSM Reports > CloudSuite Financials > Financial Reports > GL Reports > Balance Sheet**.
- 3 Place your pointer over the period in a column. The cursor changes to a hand.
- 4 Right-click a period. The **Select Element** window is displayed.
- 5 Select a period.
- 6 Click **OK**. The prior year period column is automatically updated.

Financial report any dimension

Use this report to change the dimension that are displayed in the rows of the report. The columns are fixed as calendar periods but the periods are selectable.

Use this procedure to change periods:

- 1 Sign in to Infor d/EPM Platform Dashboard.
- 2 Select **FSM Reports > CloudSuite Financials > Financial Reports > GL Reports > Financial Report Any Dimension**.
- 3 Place your pointer over the period in a column. The cursor changes to a hand.
- 4 Right-click the **Current** period column and select **Current Period Selection**. The calendar hierarchy is displayed.
- 5 Right-click the **Prior Year** column. Select **Previous Period Selection** to open the calendar hierarchy. Select **Previous Period based on Current Period** to set the period to the previous year
- 6 The same options are available on the YTD period column. Each period column must be set to the value that you want it to reflect.
- 7 The rows in the report can be changed by selecting a dimension from the filter and moving it to the row. The dimensions that can be moved are highlighted in blue.
- 8 To move a dimension from the filter section to the row, right-click and hold the dimension. Move it down to the rows. It is in the correct place when a green check mark is displayed. Release the click.

Budget to actual

This report has fixed columns and rows. Accounts are in the rows and Scenarios are in the columns.

Use this procedure to change scenarios:

- 1 Sign in to Infor d/EPM Platform Dashboard.
- 2 Select **FSM Reports > CloudSuite Financials > Financial Reports > GL Reports > Budget to Actual**.
- 3 Place your pointer over the scenario in a column. The cursor changes to a hand..
- 4 Right-click the column. The Select Element window is displayed.
- 5 Select the scenario.
- 6 Click **OK**. Both scenario columns can be changed.

Account by adhoc dimension

After selecting the report, you are prompted to select the dimension and level of the dimension to use in the first column of the report.

Accounts are in rows and Calendar is in the columns. You can set a second column using any of the other available dimensions.

Use this procedure to set the column:

- 1 Sign in to Infor d/EPM Platform Dashboard.
- 2 Select **FSM Reports > CloudSuite Financials > Financial Reports > GL Reports > Account by AdHoc Dimension**.
- 3 Select **Account by AdHoc Dimension**. Click the blue arrow to start the launch of the report. The Column Dimension selection screen is displayed. This is a list of the remaining dimensions that are not currently used on the report as a row or column.
- 4 Select one of the dimensions to add to the report as a column. Place your pointer over the dimension to use on the report after the hand icon displays.
- 5 Click to set the level of that dimension after the hand icon displays.
- 6 Click **OK** to review the selection after the element is selected.
- 7 You can change to a different dimension by clicking the plus icon. Select a different dimension and its level.
- 8 Click the blue arrow to launch the report.

Financial KPIs

This table shows the financial KPI reports that are available in the Infor d/EPM Platform KPI Dashboard. Select **Infor d/EPM Platform Dashboard > FSM Reports > CloudSuite Financials > KPI Reports** and select the report name.

Account types

- 1-Assets
- 2-Liabilities
- 3-Equity
- 4-Revenue
- 5-Expense

Asset efficiency indicators

Report name	Account type value	Sub type	Description and formula
Other Asset Turnover	4	ONCASST and OCASST	Total Revenue/Other Assets Formula: 4/ONCASST +OCASST
Total Asset Turnover	4 and 1		Total Revenue / Total Assets Formula: 4/1
Fixed Asset Financing		LTDBT, GRSFA, ACDEPR	Long-Term Debt / Net Fixed Assets Formula: LTDBT/(GRSFA-ACDEPR)
Fixed Asset Turnover	4	GRSFA, ACDEPR	Total Revenue / Net Fixed Assets Formula: 4/(GRSFA-ACDEPR)
Current Asset Turnover	4	CASH, STINVST, INVTY, STRECV, OCASST	Total Revenue / Current Assets Formula: 4 / (CASH+STINVST+INVTY+STRECV+OCASST)

Other financial ratios

Report name	Account type value	Sub type	Description and formula
Return on Equity	1,2,4,5		Net Income /Total Assets-Total Liabilities Formula: 4+5/1-2
Total Margin	4 and 5		Total Revenue – Total Expense / Total Revenue Formula: 4-5/4
Depreciation Rate		DEPREXP, GRSFA	Depreciation Expense/ Gross Fixed Assets Formula: DEPREXP/GRSFA

Report name	Account type value	Sub type	Description and formula
Employee Benefits Percentage		BENEXP, SALEXP	Fringe Benefits Expense / Salary & Wages Expense Formula: BENEXP/SAL-EXP
Capital Expend Growth Rate		CAPEXP, GRSFA	Capital Expenditures/ Gross Property Plant & Equipment Formula: CAPEXP/GRSFA
Inventory Ratio	4	INVTY	Total Revenue / Inventory Formula: 4/ INVTY
Average Age of Fixed Assets		ACDEPR, DEPREXP	Accumulated Depreciation / Depreciation Expense Formula: ACDRPR/DEPREXP

Capital structure ratios

Report name	Account type value	Sub type	Description and formula
Capital Expense	5	INTEXP, DEPREXP, AMTEXP	(Interest Expense + Depreciation & Amortization Expense) / Total Expense Formula: INTEXP+DEPREXP+AMTEXP/ 5
Cushion Ratio		CASH, STINVST, LTINVST, DBTPMT, INTEXP	(Cash + Short-Term Investments + Unrestricted Long-Term Investments) / (Debt Principal Payments + Interest Expense) Formula: CASH+STINVST+LTINVST)/(DBTPMT+INTEXP)
Equity Financing	1 and 2		Net Assets / Total Assets Formula: 1-2/1
Long Term Debt to Capitalization	1 and 2	LTDBT	Long-Term Debt / (Long-Term Debt + Net Assets) Formula: LTDBT/LTDBT+(1-2)

Report name	Account type value	Sub type	Description and formula
Times Interest Earned	5	PDREV, SRVREV, OREV, INTINC, OINC, INTEXP	Total Revenue – Total Expense + Interest Expense) / Interest Expense Formula: (PDREV+SRVREV+OREV+INTINC+OINC)-5+INTEXP / INTEXP

Liquidity ratio

Report name	Account type value	Sub type	Description and formula
Current Ratio		CASH, STINVST, INVTY, STRECV, OCASST, STDBT, STPAY, OCLIAB	Current Assets / Current Liabilities Formula: CASH+STINVST+INVTY+STRECV+OCASST / STDBT+STPAY+OCLIAB
Average Payment Period		STDB, STPAY, OCLIAB, BENEXP, PDCST, SALEXP, SRVCST, OOEXP, OCST	Current Liabilities / (Benefit Expense +Product Cost +Salary Expense + Service Cost + Other Operating Expense + Other Revenue Cost)/30 Formula: STDBT + STPAY + OCLIAB/ (BENEXP +PDCST +SALEXP + SRVCST + OOEXP + OCST)/30
Dash Cash on Hand, All Sources	5	CASH, STINVST, LTINVST, DEPREXP	Cash + Short Term Investments + Unrestricted Long Term Investments / Total Expenses-Depreciation Expense/30 Formula: CASH + STINVST + LTINVST / 5 – DEPREXP

Report name	Account type value	Sub type	Description and formula
Dash Cash on Hand, Short Term Sources	5	CASH, STINVST, DEPREXP	Cash + Short Term Investments / Total Expenses-Depreciation Expense/30 Formula: CASH + STINVST / 5 – DEPREXP

Cash flow ratios

Report name	Account type value	Sub type	Description and formula
Cash Flow to Total Revenue	5	PDREV, SRVREV, OREV, INTINC, OINC, DEPREXP	((Total Revenue – Total Expense) + Depreciation Expense) / Total Revenue Formula: ((PDREV+OREV+INTINC+SRVREV+OINC)- 5) + DEPREXP / (PDREV+OREV+INTINC+SRVREV+OINC)
Cash Flow to Total Assets	1,5	PDREV, OREV, INTINC, SRVREV, ONINC, DEPREXP	((Total Revenue – Total Expense) + Depreciation) / Total Assets Formula: ((PDREV+SRVREV+OREV+INTINC+OINC) – 5) + DEPREXP/1
Cash Flow to Total Debt	5	PDREV, SRVREV, OREV, INTINC, OINC, DEPREXP, AMTEXP, STDBT, STPAY, OCLIAB, LTDBT	((Total Revenue – Total Expense) + (Depreciation + Amortization Expense)) / (Current Liabilities + Long-Term Debt) Formula: (PDREV+SRVREV+OREV+INTINC+OINC) – 5 + (DEPREXP+AMTEXP) / (STDBT+STPAY+OCLIAB) + LTDBT

The type and subtype are assigned to the accounts in Infor CloudSuite Financials. See the **Infor CloudSuite Financials Setup and Administration Guide** for more information about setting up

accounts. The KPI reports use the account types and sub types to filter the accounts to the accounts used in the KPI.

All of the KPI reports are displayed in the same format. Menu options are available on each KPI report to so that the user can change what data is displayed. There are menu options for the end-user to select the reporting basis, scenario values, calendar dates, and filter values.

Each KPI report has an option for specifying target values for each period that can be used to compare against a scenario's value.

The full list of KPIs are available in a menu option to allow the user to display a different KPI report.

Chapter 10: Inventory reporting

This table shows Inventory Control reports and where to find them:

Reports	Location
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.

Inventory standard application reports and lists

Inventory information for reporting is located throughout the navigation menus.

In addition, you can create a report from any list.

This table shows a list of the most pertinent standard application reports and lists for inventory control:

Note: The navigation path listed is for the Inventory Manager role unless otherwise noted.

Report name	Description	Navigation/Location
Bin Replenishment Report	Print a report of item bins that require replenishment from another bin within the same location.	Inventory Reorder > Bin Replenishment Report
Cart Par Location Interface	Import cart/par locations.	Miscellaneous Inventory Processes > Cart Par Location Interface
Close Inventory Control	Close out the current inventory period. Period end balances and the average stock-on-hand quantity for each Item Location record are calculated.	Inventory Post And Close > Close Inventory Control
CSV Item Master	To extract Item Master using company number, Item Location, Picking Location, Revenue Center, to create a CSV export file or patient charge information.	> CSV Item Master

Report name	Description	Navigation/Location
Delete Freeze Records	Delete freeze records that are created for an ID in Interface Inventory and Warehouse Freeze Selected Items .	Physical Inventory > Delete Freeze Records
Par Location Utilization	Generate a report of recommended par utilization. The suggested par level is updated in the Item Location file. This report shows the par level, the average daily utilization, and the par level value for each item at a par location. Shows total amounts for each par location. You can print the report by report group or par location. Replenish days are the number of days that elapse between replenishments. Date range is the usage history to be included when calculating suggested quantity. Minimum samples are the number of transactions necessary to trigger the replenishment. Thirty samples is recommended.	Inventory Lists > Par Location Utilization
Departmental Procurement Expense Report	Run this report to show transactions that originated from Payables, Inventory Control, Requisitions, and Purchasing and are posted to Global Ledger.	<ul style="list-style-type: none"> Inventory Manager: Inventory Post And Close > Departmental Procurement Expenses Supply Management Processor: Inventory Control Processing > Inventory Post And Close > Departmental Procurement Expenses
Distribution Requirements Report	Calculates the Time-Phased Order Point	Inventory Post And Close > Distribution Requirements Report
GLN Master Load	Used to import the transaction interface file and to import detailed transaction history data from another application.	Interface Inventory and Warehouse > GLN Master Load
Handheld Item Master Interface	Interface Inventory and extract data to download to a terminal. This data is used to perform the replenishment process for a par cart or exchange cart in a hospital environment.	Interface Inventory And Warehouse > Handheld Item Master Interface
HL7 ADT Patient Interface	Run ADT Patient Interface to load admission, discharge, and transfer patient data.	Interface Inventory and Warehouse > HL7 ADT Patient Interface

Report name	Description	Navigation/Location
HL7 Item Master Interface	Use to extract Item Master data to create an export file.	Interface Inventory and Warehouse > HL7 Item Master Interface
IFRS FIFO Period End Valuation	List FIFO inventory valuation regardless of IC Company costing method. This report can be used to satisfy the IFRS requirements to provide a two year FIFO inventory valuation when moving from LIFO to FIFO.	Inventory Lists > IFRS FIFO Period End Valuation
Inventory Accuracy Progress	Report on the requesting departmental demand on items over 12 periods.	Inventory Lists > Inventory Accuracy Progress
Inventory Availability Report	Lists item availability	Inventory Lists > Inventory Availability Report
Inventory Beginning Balance Load	Create and update the stock-on-hand quantity fields that are required for the Inventory Control database with data from another solution.	Interface Inventory And Warehouse > Inventory Beginning Balance Load
Inventory Company Setup Extract	Use to extract IC company setup master file data for the selected criteria. The extract is created in a CSV format. The file names extracted can be overridden. Header and delimiter selections can be made in the job definition program.	Miscellaneous Inventory Processes > Inventory Company Setup Extract
Inventory Count Control Status	Print a list of items that have not been counted for a specified time period	Physical Inventory > Inventory Count Control Status
Inventory EOQ And Reorder Calculation	Print a report of finished goods that must be replenished or to create forecast demand for such finished goods.	Inventory Reorder > Inventory EOQ And Reorder Calculation
Inventory Forecast Interface	Import forecasting data	Interface Inventory And Warehouse > Inventory Forecast Interface
Inventory Forecast Transfer	Transfer forecast information from one location to another. The forecast information comes from the Inventory Forecast file. You can split a forecast between two company/location combinations and type a percentage indicating how much of the forecast goes to the first company/location	Interface Inventory And Warehouse > Inventory Forecast Transfer
HL7 ADT Patient Interface	Load Admission, Discharge, and Transfer (ADT) patient data from an Infor format file into the patient database file.	Interface Inventory And Warehouse > HL7 ADT Patient Interface

Report name	Description	Navigation/Location
Inventory Forecast Variance	Set up item quantity and amount forecasts for a location. Quantity forecasts are used in Economic Order Quantity and Reorder Calculation to calculate the Economic Order Quantity. They are used in Distribution Requirements Report to calculate the Time-Phased Order Point.	Inventory Lists > Inventory Forecast Variance
Inventory Finished Good Replenishment	Generate a freeze file for current item stock quantities.	Inventory Reorder > Inventory Finished Good Replenishment
Inventory Location Account Group Interface	Import the Global Ledger category .CSV file.	Interface Inventory And Warehouse > Inventory Location Account Group Interface
Journalize Distributions	Updates the Global Ledger file with inventory transactions processed in other solution. This form produces three reports, the Global Ledger Transaction Register, Posting Report, and Summary Posting Report.	Post And Close > Journalize
Inventory History Load	Process summarized transaction history data from another solution. This process updates the Inventory Controldatabase. It creates the Transaction History file and produces a report. The report lists fatal and nonfatal errors. Fatal errors do not create transaction history records.	Interface Inventory And Warehouse > Inventory History Load
Inventory Intransit Shipping	Run Intransit Shipping to print a report of the released intransit transaction documents that have not been received. The report operates in two modes: print one document or print all documents that meet specific criteria.	Inventory Reorder > Inventory Intransit Shipping
Inventory Issue Document	Review transactions before they are updated to inventory.	Inventory Lists > Inventory Issue Document
Inventory Issue Summary Report	Lists all issues and requisition returns by dimension/account	Inventory Lists > Inventory Issue Summary Report

Report name	Description	Navigation/Location
Inventory Lead Time Review	<p>Use to review and adjust the number of leadtime days required for inventory items.</p> <p>You can limit the items by location, report group, buyer code, and inventory class. This report shows the primary vendor, previous, last, current average, and new average leadtime days.</p> <p>This report contains items where the leadtime control field is Review. You can set this flag manually for reporting reasons. Otherwise, this field is set in Inventory Control if the new average leadtime is 50 percent different from the previous average leadtime. A new average leadtime is calculated each time a purchase order is received for an item.</p>	Inventory Lists > Inventory Lead Time Review
Inventory Location Account Group Interface	Interfaces account groups from an external system	Interface Inventory And Warehouse > Inventory Location Account Group Interface
Inventory Location CSV Create	Extract data from the Inventory Location Setup master	Interface Inventory And Warehouse > Inventory Location CSV Create
Inventory Location Replenishment Report	<p>Generate a report of replenishment quantities for items with an available quantity that is less than the reorder point. These are for items that are stocked from another location.</p> <p>Available quantities are based on the current stock-on-hand quantities minus allocated, picked, and backordered quantities, plus on-order and intransit quantities.</p>	Inventory Reorder > Inventory Location Replenishment Report
Inventory Movement Analysis Cost	Generate a report of the total cost and suggest movement classes based on total cost percentages. By default, the total issue and sales cost is used. You can include transfer and adjustment costs.	Inventory Analysis > Inventory Movement Analysis Cost
Inventory Movement Analysis GMROI	Generate a report of gross margin return on investment. This report shows items in descending order by gross margin return on investment (GMROI) percentages and suggests movement classes based on those percentages.	Inventory Analysis > Inventory Movement Analysis GMROI
Inventory Movement Analysis Sales	Generate report of the total sales cost and to suggest movement classes based on total sales cost percentages.	Inventory Analysis > Inventory Movement Analysis Sales

Report name	Description	Navigation/Location
Inventory Out of Stock Extract	To print a list of items where the stock-on-hand quantity is less than the safety stock. Data is output to a comma separated value (CSV) interface file for processing.	Inventory Reorder > Inventory Out of Stock Extract
Inventory Period Close	Use to close out the current inventory period. Period end balances are captured and average stock-on-hand quantity is calculated for each item location record.	Inventory Post And Close > Inventory Period Close
Patient Charge Price Calculation	Use to update, report, or list charge item prices. In update mode, reports recalculated prices for all patient charge items with a price class.	Patient Charge Processing > Patient Charge Price Calculation
Inventory Product Transfer Resale Report	Use to notify a manufacturer of product that has been transferred from a central distribution center to a facility for a given period. This report allows the manufacturer to assess commissions and allows the customer to reconcile rebates and discounts. Use to track product from the customer's warehouse to the point of actual use (facility) by a single inventory distribution location. You can run this for a specified time period.	Miscellaneous Inventory Processes > Inventory Product Transfer Processing > Inventory Product Transfer Resale Report
Inventory Purge	Use to purge selected file records as of the date and year you specify.	Miscellaneous Inventory Processes > Inventory Purge
Inventory Reorder Advice	Report the Inventory Reorder Advice. Reorder quantities are calculated for items with an available quantity that is less than the reorder point.	Inventory Lists > Inventory Reorder Advice
Inventory Standard Cost Valuation	Generate a report that evaluates current inventory stock-on-hand quantities. This report is based on standard and future standard costs that are defined for items in Item Location.	Inventory Analysis > Inventory Standard Cost Valuation
Inventory Stock Status Report	Generate a report of item availability. Item availability is based on the actual supply and demand.	Miscellaneous Inventory Processes > Inventory Stock Status Report
Inventory Subsystem Close	Use to close the subsystem period before running the closing procedure in Global Ledger. Run this report only if the Control field for the Inventory Control subsystem is set to Yes. Before the subsystem period is closed, this program verifies that there is no outstanding activity for the period that you are closing. If any activity exists, a listing is generated.	Inventory Post And Close > Close Inventory Control > Inventory Subsystem Close

Report name	Description	Navigation/Location
Inventory Transactions Interface	<p>Use to import inventory transactions from an input file.</p> <p>You can run this interface to process files uploaded by the handheld terminal and routed to the Handheld Processing program. To process handheld terminal transactions, you must set the parameters according to the requirements for handheld processing.</p>	Interface Inventory and Warehouse > Inventory Transactions Interface
Inventory Turnover	Generate a report of inventory turnover. Turnover is based on item sales.	Inventory Analysis > Inventory Turnover
Inventory Turnover by Issues	Generate a report of inventory turnover. Turnover is based on item issues.	Inventory Analysis > Inventory Turnover by Issues
Inventory Valid UOM CSV Create	Use Setup Extract to extract UOM Setup master file data for the selected criteria. The extract will be created in the \$LAWDIR/productline/interface folder in a Comma Separated Value (CSV) format.	Interface Inventory And Warehouse > Inventory Valid UOM CSV Create
Inventory Valuation	This report looks at the stock-on-hand quantity at the item location. Use this report to balance inventory to your general ledger.	Inventory Lists > Inventory Valuation
Inventory Variance Explanations	Generate a list of explanations, by reason code, for cycle count variances. Reason codes are used to explain variances between item freeze stock-on-hand quantities and actual count quantities.	Inventory Lists > Inventory Variance Explanations
Inventory Variances Update	Use to update physical inventory counts and generate the count variance report.	Physical Inventory > Inventory Variances Update
Inventory Vendor Reorder Advice	Generate a report of replenishment quantities for items with an available quantity that is less than the reorder point.	Inventory Manager > Inventory Reorder > Inventory Vendor Reorder Advice
Item Mass Change	<p>Use to change information in the Item Master file and Item Location file.</p> <p>It can also be used to mass change Vendor or Replenish From Locations in the Item Source file.</p>	Application Administrator > Supply Management Setup > Items > Mass Maintenance > Item Mass Change
Item Master Item Location Extract	Extract data from the item and location master.	Interface Inventory And Warehouse > Item Master Item Location Extract

Report name	Description	Navigation/Location
GLN Master Load	Use to import either these types of data from another inventory application to create the Inventory Control database: <ul style="list-style-type: none"> • Item Master data • Item Comments data You can use this program to import the HCPCS codes for the current year.	Interface Inventory and Warehouse > GLN Master Load
Journalize Distributions	Posts distributions that were created from inventory transactions.	Inventory Post And Close > Journalize. Select the View Journalized Distributions tab.
Journalize Preview	This list shows transactions that are available to be journalized.	Inventory Post And Close > Journalize > Journalize Preview tab
Killed Items	A list of items that have not been processed because the requisition line was flagged to "kill" back orders. A requisition is considered open if all lines remain open. A requisition line remains open until all of the requested quantity is delivered or the backorders are canceled. The requisition is automatically closed when all requisition lines are closed.	Inventory Lists > Killed Items
Load UNSPSC Product Codes	Change information in the Item Master file and Item Location file	Interface Inventory And Warehouse > Load UNSPSC Product Codes
Maintain Interfaced Units of Measure	Import units of measure	Interface Inventory And Warehouse > Maintain Interfaced Units of Measure
Manage Kit Items and View Components	A list of finished good template information. This report shows finished good templates for the company and optionally, location and finished good.	Item Setup > Manage Kit Items and View Components
Manage Select IDs	View a list of select ID parameters. Select ID parameters identify items for physical inventory count. You can list parameters for one or all select IDs for a company.	Physical Inventory > Manage Select IDs
Market Inventory Valuation	List of inventory item material cost, overhead cost, and average unit add-on cost	Inventory Lists > Market Inventory Valuation

Report name	Description	Navigation/Location
Mass Freeze Items	Generate a freeze file for current item stock quantities. A freeze file is a snapshot of current records for a select ID. After you create a freeze file, you can print count sheets or tags for recording purposes.	Physical Inventory
Mass Item Location Copy	Mass copy a new item to every location that stocks items for the same product line.	Application Manager > Supply Management > Supply Management Setup > Items > Mass Maintenance > Mass Item Location Copy
Par Cart Mass Changes	Use to perform mass changes to cart or par locations and add, replace, or delete an item on multiple carts. You can change any value for an item at the cart/par location, and print a report of the change you made.	Item Setup > Mass Maintenance > Par Cart Mass Changes
Par Inventory Worksheet	Print a worksheet or an alphabetic locator list. The inventory count worksheet lists all items in a par location in shelf order. The alphabetic locator list lists all items in a par location sorted alphabetically by description. The report serves as a reference for location supplies. You can use the report as a data entry worksheet or like a template of the location for manual counting. You can print the report in shelf or description order.	Inventory Lists > Par Inventory Worksheet
Par Level Load	Update the item location reorder point with the suggested reorder point. The reorder point is calculated in Par Location Utilization.	Interface Inventory And Warehouse > Par Level Load
Par Location Valuation	Generate a report that calculates the value of all items in a cart/par location. Report shows the par quantity and the sum of extended costs of the par quantity for all items in the cart/par location or report group.	Inventory Lists > Par Location Valuation
Patient Charge Download	Extract patient charge information to create a file for a patient billing system.	Patient Charge Processing > Patient Charge Download
Patient Charge Reconciliation	Generate an exception list. The variance column indicates whether patient charges are greater than or less than issues for this item. You can use the list to reconcile patient charges and track lost charges.	Patient Charge Processing > Patient Charge Reconciliation

Report name	Description	Navigation/Location
Patient Charge Upload	Use to process patient charges from a file uploaded from the handheld terminal (HHT). You can run this report to process files uploaded by the handheld terminal. To process handheld terminal transactions, you must set parameters according to the requirements for handheld processing.	Patient Charge Processing > Patient Charge Upload
Patient Upload	Use to load ADT (Admission, Discharge, and Transfer) patient data into the patient database file.	Patient Charge Processing > Patient Upload
Period End Valuation	This report looks at the stock-on-hand quantity at the item location. Use this report to balance inventory to your general ledger.	Inventory Lists > Period End Valuation
Physical Inventory Interface	Use to process physical inventory counts from an interface file.	Physical Inventory > Physical Inventory Interface
Potential Obsolete	A report of items with no movement history since a specific last issue date. You can consider potentially obsolete items as candidates for disposal. If there is no last issue date, the last received date is used.	Inventory Information > Potential Obsolete
Potential Overstock	Report on overstock percentages for items with stock-on-hand quantities that are greater than reorder plus safety stock quantities.	Inventory Information > Potential Overstock
Purchasing Journal	Import a CSV file of codes that can be attached to the Item Master records to create an item hierarchy.	Inventory Post And Close >
Print Inventory Count Sheets	Generate count sheets or tags for a select ID. You must create a freeze file for the select ID before you can run this program.	Physical Inventory > View And Print Inventory Count Sheets
Replenishment by Requisition	Use to replenish an inventory location through a requisition interface with the purchasing. After requisitions are created, you can review and release them. To create purchase orders from requisitions, use the Purchase Order Worksheet, then run Purchase Order Interface.	Inventory Reorder > Replenishment by Requisition
Replenishment Purchase Order Requests	Generate a report of selected and unselected items that are displayed on the Replenishment PO Worksheet. Released items are not on this report.	Inventory Reorder > Replenishment Purchase Order Requests

Report name	Description	Navigation/Location
Requesting Location Usage	Use this report to print the requesting location (departmental) demand on items over 12 periods	Inventory Lists > Requesting Location Usage
Transaction History	A report of inventory transactions that were assigned to a specific reason code.	Inventory Information > Transaction History
Interface Inventory Transactions	Import detail transaction history data from another application.	Inventory Control Processing > Interface Inventory And Warehouse > Interface Inventory Transactions
Warehouse Batch Feedback	Run Batch Feedback to perform automatic picking, packing, or shipping feedback of document lines in full. You can perform one kind of feedback based on the step you select in the Feedback Step field. Ready to pick, pack, or ship.	Warehouse Processing > Warehouse Batch Feedback
Warehouse Batch Feedback Interface	Use to import one type of feedback at a time into the Warehouse. For example, you can select picking, packing, or shipping feedback that you scanned using a barcode reader or other type of interface. Use to perform a large amount of one kind of feedback at a time.	Warehouse Processing > Warehouse Batch Feedback Interface
Warehouse Bill Of Lading Print	Use this to print a Bill of Lading. Bills of Lading are pages giving total cubic feet and weight of the items, by freight class, that are included in a shipment.	Warehouse Processing > Bill Of Lading Processing > Warehouse Bill Of Lading Print
Warehouse Bulk Pick List	Print documents in a list so that warehouse personnel can perform bulk picking. You must run Pick List Print first because it assigns pick list numbers that are a parameter in this program. This program is only valid for detail-tracked items.	Warehouse Bulk Pick List
Warehouse Items On Backorder Report	Print a list of warehouse items on backorder.	Inventory Lists > Warehouse Items On Backorder Report
Warehouse Packing List Print	Generate a list of packed items by location. Shipments that are printed on this report are marked as printed.	Inventory Lists > Warehouse Packing List Print
Warehouse Pick List Print	Print the pick list for documents that are released and have items allocated to them. Documents are printed in sequence, based on their shipment and line number.	Warehouse Processing > Warehouse Pick List Print

Report name	Description	Navigation/Location
Warehouse POD Print	Use to print a Proof of Delivery (POD) page to send with an order to a customer. The customer can use this to confirm the receipt of goods before they are billed. The customer can accept the goods, accept some of the goods, or reject the whole shipment. When the POD page is sent back, the customer is billed accordingly.	Warehouse Processing > Warehouse POD Print
Warehouse Route Creation	Run Route Creation to create a temporary route file. Only companies that deliver goods directly to customers use this program, and they must do so before printing the pick list.	Miscellaneous Inventory Processes > Warehouse Route Creation
Warehouse Shipment Interface Purge	Run Shipment Interface Purge to purge shipment interface data. WARNING: This program permanently deletes data. Before you run this program, back up your data according to your company's procedures. Before you submit the report, carefully review the parameters.	Warehouse Processing > Warehouse Shipment Interface Purge
Warehouse Shipment Load Program	Import shipments from a non-Infor system to Infor.	Warehouse Processing > Warehouse Shipment Load Program
Warehouse Shipment Release	Release a shipment after entering shipping feedback. Shipments are created when you run Pick List Print to print the pick list. The program lists shipment and document numbers, requested and shipped dates, and document lines. Stock-on-hand quantities are reduced as a result of running this program	Warehouse Processing > Warehouse Shipment Release

Inventory dashboards and reports

There are several reports that are available in the dashboards for **Inventory Processing** and **Inventory Management**.

All detail reports with hierarchy are collapsed to show the highest level only. To view more details, click to expand.

Item Usage History dashboard

To access Inventory Usage History reports, select **Inventory Management > Item Usage History**.

Report name	Description	Chart style
Item Usage History	Shows a report containing all of the information tracked in the InventoryUsageHistory record.	Table

Inventory Location Statistics dashboard

To access Inventory Location Statistics dashboard reports, select **Inventory Management > Inventory Location Statistics**.

Report name	Description	Chart style
Backorder Quantities by Location	Shows the backordered quantity and on order quantity per location.	Bar
Net Transactions by Location	Shows net transactions per location in a year.	Column
Turn Rate	Provides details of the inventory turn rate in each period.	Line

Inventory Manager dashboard

To access Inventory Manager dashboard reports, select **Inventory Management > Inventory Manager**.

Report name	Description	Chart style
Inventory Value by Location	Shows the current inventory value per location.	Stacked column
Turn Rate	Shows the Inventory Turn Rate in a period.	Line
Historical Inventory Transactions	A column chart that shows adjust in qty, issue quantity, adjust out qty, receipt qty, transfer in qty, and transfer out qty in a period.	Areaspline
Average SOH MOM	Shows the Average Stock On Hand Quantity per Location in a period.	Stacked column

Inventory On Hand dashboard

To access Inventory On Hand dashboard reports, select **Inventory Management > Inventory On Hand**.

Report name	Description	Chart style
Inventory On Hand	Shows company, inventory location code, item number, item description, stock UOM, available quantity, in process quantity, backordered quantity, on order quantity, leadtime days, last leadtime, average cost, current inventory value, average stock on hand quantity, inventory major class, replacement item, inventory minor class, intransit quantity, inspection hold quantity, minimum order quantity, safety stock, last issue cost, allocated quantity, and stock on hand quantity.	Table

Inventory Transaction dashboard

To access Inventory Transaction dashboard reports, select **Inventory Management > Inventory Transaction**.

Report name	Description	Chart style
Inventory Transaction by Type	Shows the count of transactions per document type.	Bar
Transaction Count by System	Shows the count of transactions per system code.	Bar
Inventory Transactions by Inventory Location	Shows the count of transactions per Inventory Location.	Bar
Inventory Transactions by Requesting Location	Shows the count of transactions per Requesting Location.	Bar

Inventory Transaction Detail dashboard

To access Inventory Transaction Detail reports, select **Inventory Management > Inventory Transaction Detail**.

Report name	Description	Chart style
Inventory Transaction Detail	Shows document type, inventory location, inventory transaction, item description, transaction count, transaction value, quantity, and unit cost.	Table

Inventory Transaction by Location dashboard

To access Inventory Transaction by Location dashboard reports, select **Inventory Management > Inventory Transaction by Location**.

Report name	Description	Chart style
Inventory Transactions by Type	Shows the count of transactions per document type.	Bar
Inventory Transactions by Location - Detail	Shows document type, line number, item number, item description, company, inventory location, transaction count, transaction value, quantity, and unit cost.	Table

Least Used Products dashboard

To access Least Used Product dashboard reports, select **Inventory Management > Least Used Product**.

Report name	Description	Chart style
Least Used Product	<p>This report displays items by the number of times transacted upon.</p> <p>Use the filter to enter a value that corresponds to the number of transactions that is the cutoff, and the report lists all items used less than the value entered.</p>	Table

Item Usage Expense by Cost Center dashboard

To access Item Usage Expense by Cost Center dashboard reports, select **Inventory Management > Item Usage Expense by Cost Center**.

Report name	Description	Chart style
Item Usage Expense by Cost Center	Shows the transaction values and expenses associated with inventory transactions. Accounting entity, account unit, account, and finance dimension 3 are all built in the report.	Table

Benchmarking – Items Issued dashboard

To access Benchmarking – Items Issued dashboard reports, select **Inventory Management > Benchmarking – Items Issued**.

Report name	Description	Chart style
Items Issued	Shows the items issued from a stocking location.	Table

Benchmarking – Items Putaway dashboard

To access Benchmarking – Items Putaway dashboard reports, select **Inventory Management > Benchmarking – Items Putaway**.

Report name	Description	Chart style
Items Putaway	Displays the items that have been received and restocked.	Table

Benchmarking – All Items at All Locations dashboard

To access Benchmarking – All Items at All Locations dashboard reports, select **Inventory Management > Benchmarking – All Items at All Locations**.

Report name	Description	Chart style
All Items at All Locations	This report lists all item location records at an inventory location.	Table

Benchmarking – Inventory Turns dashboard

To access Benchmarking – Inventory Turns dashboard reports, select **Inventory Management > Benchmarking – Inventory Turns**.

Report name	Description	Chart style
Inventory Turns	Lists the items and their turn rate by inventory location. Inventory turns is the calculation of the number times the average stock level has been used up by the time span used in the query.	Table

Benchmarking – Items Received dashboard

To access Benchmarking – Items Received dashboard reports, select **Inventory Management > Benchmarking – Items Received**.

Report name	Description	Chart style
Items Received	Shows all items that have been received at stocking locations.	Table

Item History dashboard

To access Item History dashboard reports, select **Inventory Management > Item History**.

Report name	Description	Chart style
Item History	Shows a report containing all of the information tracked in the InventoryUsageHistory record.	Table

Item Usage by Purchasing Class dashboard

To access Item Usage dashboard reports, select **Inventory Management > Item Usage by Purchasing Class**.

Report name	Description	Chart style
Item Usage by Purchasing Class	Lists items by purchasing major and minor class and the quantity transacted. Details about the transaction are included such as the requesting location, doc type and system code, and inventory transaction number.	Table

Inventory Item Lookup dashboard

To access Inventory Item Lookup dashboard reports, select **Inventory Management > Operational Reports dropdown list > Inventory Item Lookup**.

Report name	Description	Chart style
Stock On Hand by Location	Shows stock on hand quantity per location. Ranking is applied.	Bar
Item Lookup	Provides a way for users to look up items and see the available quantities per location.	Table

Inventory Transaction Lookup dashboard

To access Inventory Transaction Lookup dashboard reports, select **Inventory Management > Operational Reports dropdown list > Inventory Transaction Lookup**.

Report name	Description	Chart style
Inventory Transactions by Location - Detail	Provides details of transactions by location.	Table

Inventory Backorder Tracking dashboard

To access inventory backorder tracking dashboard reports, select **Inventory Management > Operational Reports dropdown list > Inventory Backorder Tracking**.

Ranking is applied for these reports.

Report name	Description	Chart style
Backorder Quantities by Location	Shows the backordered quantity and on order quantity per location.	Bar
Backorder Quantities by Inventory Class	Shows the backordered quantity for each major class.	Column
Backordered Items by Inventory Class	This is a list of backordered items by inventory class and location.	Table

Critical Item Analysis with Estimated Days On Hand dashboard

The Critical Item Analysis with Estimated Days On Hand dashboard is based on the Inventory Transactions Subject Area. The dashboard has two charts and a high level analysis report of summarized Inventory transactions on the current date. The dashboard has these filters for sorting the data:

- Date: The default is the current date
- Company
- All Inventory Locations
- Inventory Items
- Purchasing Major/Minor Class
- Critical Item flag
- Personal Protective Equipment Flag
- Inventory Major/Minor Class

The **Stock Levels and Est Days On Hand - Major Purchasing Class** chart shows the stock on hand quantities for items sorted by major purchasing class. A dot represents the Estimated Days On Hand for that stock based on the current usage rate..

The **Stock Levels and Est Days On Hand - Minor Purchasing Class** chart shows the stock on hand quantities for items sorted by minor purchasing class. A dot represents the Estimated Days On Hand for that stock based on the current usage rate.

The **Critical Item Analysis with Estimated Days On Hand** report summarizes daily transactions over all Inventory Locations by Purchasing Major and Purchasing Minor classes based on the filters selected. The value measures are Transaction Quantity and three usage measures:

- 3 Day Use: Total Issue Quantity for the previous 3 days and divided by 3.
- 3 Days Prior Use: Total Issue Quantity for the previous 3 days (days -4, -5 and -6 ago) and divided by 3.
- 30 day Usage: Total Issue Quantity used in the previous 30 day range and divided by 30.

There are links in this report to two other dashboards. Click the **Item Number** field, to access the **Critical Item Usage** dashboard to see the list of transactions that create the total in the Analysis report.

Click the **Quantity** field to access the **Critical Stock On Hand** dashboard to see the stock and status for that item.

Critical Item Analysis with Estimated Days On Hand report

To access Critical Item Analysis dashboard reports, select **Inventory Management > Critical Item Analysis with Estimated Days On Hand**.

Report element	Inventory transactions subject area attributes
Purchasing Class Major	Item.Purchasing Major Class
Purchasing Class Minor	Item.Purchasing Minor Class
Item Number	Item.Item
Item Description	Item. ItemDescription
Stock UOM	Item.StockUOM
Quantity	Measures.ICT Quantity

Report element	Inventory transactions subject area attributes
3 Day Use (report calculation)	<pre> LOOKUPVALUE(0, [Item.ItemKey], 1, SELECT [Item.ItemKey], [Transaction Date: Avg: ICT Quantity], [Time.Date] FROM [All] WHERE ([ITL Attributes.Document Type] = 'InventoryIssue') AND ([Company.Company] = GETPROMPTVALUE('Company.Company')) AND ([Item.Purchasing Major Class] = GETPROMPTVALUE('Item.Purchasing Major Class')) AND ([Item.Purchasing Minor Class] = GETPROMPTVALUE('Item.Purchasing Minor Class')) AND ([Item.ItemKey] = GETPROMPTVALUE('IOH Attributes.ItemKey')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Critical Item')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Personal Protective Equipment')) AND ([Time.Date] <= DATETIME(GETPROMPTVALUE('Time.Date'))) AND ([Time.Date] >= DateAdd(Day,-3,DATETIME(GETPROMPTVALUE('Time.Date')))) </pre>

Report element	Inventory transactions subject area attributes
3 Days prior Use (report calculation)	<pre> LOOKUPVALUE(0, [Item.ItemKey], 1, SELECT [Item.ItemKey], [Transaction Date: Avg: ICT Quantity], [Time.Date] FROM [All] WHERE ([ITL Attributes.Document Type] = 'InventoryIssue') AND ([Company.Company] = GETPROMPTVALUE('Company.Company')) AND ([Item.Purchasing Major Class] = GETPROMPTVALUE('Item.Purchasing Major Class')) AND ([Item.Purchasing Minor Class] = GETPROMPTVALUE('Item.Purchasing Minor Class')) AND ([Item.ItemKey] = GETPROMPTVALUE('IOH Attributes.ItemKey')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Critical Item')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Personal Protective Equipment')) AND ([Time.Date] <= DateAdd(Day,-3,DATE-TIME(GETPROMPTVALUE('Time.Date')))) AND ([Time.Date] >= DateAdd(Day,-6,DATE-TIME(GETPROMPTVALUE('Time.Date'))))) </pre>

Report element	Inventory transactions subject area attributes
Avg 30 Day Usage (report calculation)	<pre>LOOKUPVALUE(0, [Item.ItemKey], 1, SELECT [Item.ItemKey], [Transaction Date: Avg: ICT Quantity], [Time.Date] FROM [All] WHERE ([ITL Attributes.Document Type] = 'InventoryIssue') AND ([Company.Company] = GETPROMPTVALUE('Company.Company')) AND ([Item.Purchasing Major Class] = GETPROMPTVALUE('Item.Purchasing Major Class')) AND ([Item.Purchasing Minor Class] = GETPROMPTVALUE('Item.Purchasing Minor Class')) AND ([Item.ItemKey] = GETPROMPTVALUE('IOH Attributes.ItemKey')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Critical Item')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Personal Protective Equipment')) AND ([Time.Date] <= DATETIME(GETPROMPTVALUE('Time.Date'))) AND ([Time.Date] >= DateAdd(Day,-30,DATE-TIME(GETPROMPTVALUE('Time.Date')))))</pre>
Filters built into the report	
	Company.Company

Critical Item Usage dashboard

The Critical Item Usage dashboard is based on the Inventory Transactions Subject Area. Details are provided for the Critical Item Analysis dashboard. The dashboard has filters for sorting the data by these fields:

- Date: The default is the current date
- Company
- Inventory Locations
- Item Number + Item Description

- Purchasing Major/Minor Class
- Requesting Location
- Critical Item flag
- Personal Protective Equipment Flag

The **Critical Item Usage** report contains details of the transactions for an item. You can view them by Purchasing Major and Purchasing Minor classes for all locations on a single day. The value measures are **Quantity** and three usage measures:

- 3 Day Use: Total Issue Quantity for the previous 3 days and divided by 3
- 3 Days Prior Use: Total Issue Quantity for the previous 3 days (days -4, -5 and -6 ago) and divided by 3
- 30 day Usage: Total Issue Quantity used in the prior 30 day range and divided by 30

There are links to two other dashboards from this report. If you click the **Item Number** in the **Critical Stock On Hand** dashboard you can see the stock and status for that item..

If you click the **Quantity** field, the **Critical Stock On Hand** dashboard is displayed. You can view the stock and status for that item.

Critical Item Usage report

To access Critical Item Usage dashboard reports, select **Inventory Management > Critical Item Usage**.

Report element	Inventory transactions subject area attributes
Inventory Location Code	Inventory Location.Inventory Location Code
Purchasing Class Major	Item.Purchasing Major Class
Purchasing Class Minor	Item.Purchasing Minor Class
Item Number	Item.Item
Item Description	Item. ItemDescription
Date	Time.Date
Requesting Location	Transaction Attributes.Requesting Location
Stock UOM	Item.StockUOM
Quantity	Measures.ICT Quantity

Report element	Inventory transactions subject area attributes
3 Day Use (report calculation)	<pre> LOOKUPVALUE(0, [Item.ItemKey], 1, SELECT [Item.ItemKey], [Transaction Date: Avg: ICT Quantity], [Time.Date] FROM [All] WHERE ([ITL Attributes.Document Type] = 'InventoryIssue') AND ([Company.Company] = GETPROMPTVALUE('Company.Company')) AND ([Item.Purchasing Major Class] = GETPROMPTVALUE('Item.Purchasing Major Class')) AND ([Item.Purchasing Minor Class] = GETPROMPTVALUE('Item.Purchasing Minor Class')) AND ([Item.ItemKey] = GETPROMPTVALUE('IOH Attributes.ItemKey')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Critical Item')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Personal Protective Equipment')) AND ([Time.Date] <= DATETIME(GETPROMPTVALUE('Time.Date'))) AND ([Time.Date] >= DateAdd(Day,-3,DATETIME(GETPROMPTVALUE('Time.Date')))) </pre>

Report element	Inventory transactions subject area attributes
3 Days prior Use (report calculation)	<pre> LOOKUPVALUE(0, [Item.ItemKey], 1, SELECT [Item.ItemKey], [Transaction Date: Avg: ICT Quantity], [Time.Date] FROM [All] WHERE ([ITL Attributes.Document Type] = 'InventoryIssue') AND ([Company.Company] = GETPROMPTVALUE('Company.Company')) AND ([Item.Purchasing Major Class] = GETPROMPTVALUE('Item.Purchasing Major Class')) AND ([Item.Purchasing Minor Class] = GETPROMPTVALUE('Item.Purchasing Minor Class')) AND ([Item.ItemKey] = GETPROMPTVALUE('IOH Attributes.ItemKey')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Critical Item')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Personal Protective Equipment')) AND ([Time.Date] <= DateAdd(Day,-3,DATE-TIME(GETPROMPTVALUE('Time.Date')))) AND ([Time.Date] >= DateAdd(Day,-6,DATE-TIME(GETPROMPTVALUE('Time.Date'))))) </pre>

Report element	Inventory transactions subject area attributes
Avg 30 Day Usage (report calculation)	<pre>LOOKUPVALUE(0, [Item.ItemKey], 1, SELECT [Item.ItemKey], [Transaction Date: Avg: ICT Quantity], [Time.Date] FROM [All] WHERE ([ITL Attributes.Document Type] = 'InventoryIssue') AND ([Company.Company] = GETPROMPTVALUE('Company.Company')) AND ([Item.Purchasing Major Class] = GETPROMPTVALUE('Item.Purchasing Major Class')) AND ([Item.Purchasing Minor Class] = GETPROMPTVALUE('Item.Purchasing Minor Class')) AND ([Item.ItemKey] = GETPROMPTVALUE('IOH Attributes.ItemKey')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Critical Item')) AND ([Item.Critical Item] = GETPROMPTVALUE('Item.Personal Protective Equipment')) AND ([Time.Date] <= DATETIME(GETPROMPTVALUE('Time.Date'))) AND ([Time.Date] >= DateAdd(Day,-30,DATE-TIME(GETPROMPTVALUE('Time.Date')))))</pre>
Inventory Transaction	Transaction Attributes.Inventory Transaction
Filters built into the report	
	Company.Company

Critical Stock On Hand dashboard

The Critical Stock on Hand dashboard is based on the Inventory on Hand subject area. There is a report, a chart, and Key Performance Indicators (KPIs). The dashboard contains these data filters:

- Company
- Critical Item
- Inventory Location Code
- Item

- Inventory Major Class
- Inventory Minor Class
- Manufacturer Code
- Manufacturer Number
- Purchasing Major/Minor Class
- Personal Protective Equipment (PPE)

The **Critical Stock Status** chart is a banded bar chart that is based on the Inventory On Hand subject area. Stocking Locations are on the Y axis, the X axis shows a stacked bar for these statuses: Available, Allocated, In Process, Inspection Hold, In Transit and On Order Qty. There is a 0 constant value to differentiate between negative, outgoing stock, and positive, coming into stock, net value per location.

KPIs on the dashboard are Available Qty, Allocated Qty, On Order Qty, SOH Qty, Average SOH Qty which are sourced from Inventory on Hand measures.

The **Critical Stock On Hand** report is also based on the Inventory On Hand subject area. This report shows items at stocking locations. The report is similar to the existing **Stock on Hand** report including all statuses of transactions within stocking locations and item reorder information.

Critical Stock On Hand report

To access Critical Stock On Hand dashboard reports, select **Inventory Management > Critical Stock On Hand**.

Report element	Inventory transactions subject area attributes
Inventory Location Code	Transaction Attributes.Inventory Location Code
Item Number	Item.Item Number
Item Description	Item.Item Description
Average Cost	Measures.Average Cost
Stock UOM	Item.Stock UOM
Available Quantity	Measures.Available Quantity
Allocated Qty	Measures.Allocated Qty
Stock On Hand Qty	Measures.SOH Qty
Inspection Hold Qty	Measures.Inspection Hold Qty
In Process Qty	Measures.In Process Qty
Intransit Qty	Measures.Intransit Qty
Backordered Qty	Measures.Backordered Qty
On Order Qty	Measures.On Order Qty
Standard Cost	Measures.Standard Cost
Current Inventory Value	Measures.Current Inventory Value

Report element	Inventory transactions subject area attributes
Last Issue Cost	Measures.Last Issue Cost
Last Receipt Cost	Measures.Last Receipt Cost
Replacement Item	Item.Replacement Item
Lead Time Days	Measures.Lead Time Days
Last Lead Time	Measures.Last Lead Time
Suggested Reorder Point	Measures.Suggested Reorder Point
Reorder Point	Measures.Reorder Point
Reorder Quantity	Measures.Reorder Qty
Minimum Order Qty	Measures.Minimum Order Qty
Maximum Order Qty	Measures.Maximum Order Qty
Safety Stock	Measures.Safety Stock
Average SOH Qty	Measures.Average SOH Qty
Filters built into the report	
	Company.Company
	Inventory Location.IC Location Type= I is applied
	Inventory Location.IC Location <> missing
	Item.Purchasing Major Class
	Item.Purchasing Minor Class
	Item.Critical Item
	Item.Personal Protective Equipment

Chapter 11: Item & Order Billing reporting

This table shows Item and Order Billing reports and where to find them:

Reports	Location
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.

Item And Order Billing standard application reports and lists

Item and Order billing information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for item and order billing. Navigation path listed is for the Order Entry Manager role.

Report name	Description	Navigation/Location
Order Entry Acknowledgment Print Report	Print a report of order acknowledgments for customers who require them. This process creates a flat file containing the data instead of the printed file for Electronic Data Interchange (EDI) customers.	Create Item And Order Billing Processes > Order Entry Acknowledgment Print Report
Order Entry Batch Order Release	Release orders and print a list of all released orders. An order must be released for further processing in Warehouse. Orders can also be released online using the order entry forms.	Create Item And Order Billing Processes > Order Entry Batch Order Release
Order Entry Contract Status Report	Print a report of sales by contract.	Item And Order Billing Lists > Order Entry Contract Status Report

Report name	Description	Navigation/Location
Order Entry Credit Sales Report	Print a report of credit card sales by company, credit card type, and customer. Credit sales are first processed by Daily Shipment Journal before they display on this report. You can define valid credit card types in Billing.	Item And Order Billing Lists > Order Entry Credit Sales Report
Order Entry Daily Shipment Journal	Print invoices for shipments with shipping feedback, one invoice per shipment is created.	Create Item And Order Billing Processes > Order Entry Daily Shipment Journal
Order Entry EP Batch Order Release	Release orders and print a list of all released orders. An order must be released for further processing in Warehouse. Orders can also be released online using the order entry forms.	Create Item And Order Billing Processes > Order Entry EP Batch Order Release
Order Entry Fill Rate Analysis	A report that analyzes item stock levels. The fill rate is the number of orders filled on the first shipment. The report can be printed in customer and item or item and customer sequence. This process only reports on closed or canceled order lines. Lines that are still in process are not shown on the report.	Item And Order Billing Lists > Order Entry Fill Rate Analysis
Order Entry History Purge	Purge allocated orders, invoices, and warehouse files in Warehouse.	Create Item And Order Billing Processes > Order Entry History Purge
Order Entry Intercompany Shipping Invoice	Create invoices for shipments with shipping feedback for one invoice per shipment. You can review the invoices in have been shipped and invoiced. Orders are processed in Invoice Verification Report . All shipments that are ready to bill and meet the specified criteria are billed. Shipments are created and processed in Warehouse.	Item And Order Billing Lists > Order Entry Intercompany Shipping Invoice
Order Entry Line Mass Change Update	Process changes requested in Order Line Mass Change .	Create Item And Order Billing Processes > Order Entry Line Mass Change Update
Order Entry Load Program	Import orders from a non-Infor system to Infor.	Create Item And Order Billing Processes > Order Entry Load Program

Report name	Description	Navigation/Location
Order Entry On Time Orders	<p>Compare the customer requested and expected ship date to the actual ship date. Assign a percentage of orders that are shipped on time, subtotalling by location and company.</p> <p>The report also lists all items that have been ordered and the orders they are a part. The average days of the shipped item based on the customer's requested date are also listed.</p>	Item And Order Billing Lists > Order Entry On Time Orders
Order Entry Price Overrides	Print a list of orders that have been manually priced. The report compares the profit margin that the system-generated price have produced to the profit margin using the manually specified price.	Item And Order Billing Lists > Order Entry Price Overrides
Order Entry Quotation Listing And Delete	Print a list of orders that are sales quotes based on specified criteria. This process can optionally be used to delete quotes with order dates equal to or earlier than a specific date.	Create Item And Order Billing Processes > Order Entry Quotation Listing And Delete
Order Entry Reason Code Analysis	Print a list of debit and credit memos by reason code. The report can be in customer and item sequence. This is to identify the customer's problem or in item and customer sequence to identify the item quality problems. You can define reason codes in Billing.	Item And Order Billing Lists > Order Entry Reason Code Analysis
Order Entry Return Feedback Interface	Import return feedback from a non-Infor system to Infor.	Create Item And Order Billing Processes > Order Entry Return Feedback Interface
Order Entry Returns Global Ledger Posting	Post inventory and cost postings for returned goods to Global Ledger. Receivables and sales journal entries are posted using Subsystem Update .	Create Item And Order Billing Processes > Order Entry Returns Global Ledger Posting
Order Entry Returns Load Program	Import return authorizations from a non-Infor system to Infor.	Create Item And Order Billing Processes > Order Entry Returns Load Program
Order Entry Returns Purge	Purge return authorizations that have been released and meet the specified criteria.	Create Item And Order Billing Processes > Order Entry Returns Purge
Order Entry Sales By Customer	Print a report of sales by customer. Sales are updated at order release time.	Item And Order Billing Lists > Order Entry Sales By Customer

Report name	Description	Navigation/Location
Order Entry Sales By Item	Print a report of gross profit for order lines. Sales are updated at order release time.	Item And Order Billing Lists > Order Entry Sales By Item
Order Entry Sales By Sales Representative	Print a report of updated sales by sales representative. Sales are updated at order release time. The report can be restricted to a specific sales representative and order date range.	Item And Order Billing Lists > Order Entry Sales By Sales Representative
Order Entry Sales Order Interface	Create orders from a file electronically transmitted from the customers.	Create Item And Order Billing Processes > Order Entry Sales Order Interface
Order Entry Ship Immediates	Process ship immediate orders.	Create Item And Order Billing Processes > Order Entry Ship Immediates

Chapter 12: Lease reporting

Lease reports include:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.

Lease Accounting standard application reports and lists

Lease accounting information for reporting is located throughout the navigation menus.

In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for lease accounting.

Unless otherwise noted, you can access these reports by signing in as Application Administrator or as Lease Specialist.

The navigation path listed is for the Lease Specialist role. For Application Administrator, select **Finance > Lease Accounting** and then use the listed navigation path.

Report name	Description	Navigation/Location
Lease Allocation Code	Print a list of allocation codes and details.	Setup > Lease Allocation Code
Create AP Invoices For Lease Payments	Create a GL accrual entry based on the specified parameters and the payment schedules that are defined for the leases. You can create invoices for one lease or for all leases within a company, company group, or attribute list. If you accrue rent on the lease, then a GL accrual entry is created instead of an invoice. You can also limit the lease selection by lease classification and by lease type.	Lease Processing > Create AP Invoices For Lease Payments
Lease Date Code	Print a list of display date codes with the options to limit the list to a specific date code and leases. Specify a sort order or a specific date range.	Setup > Lease Date Code

Report name	Description	Navigation/Location
Non Lease Component List	<p>Generate a list of non-lease components and the default company, account, and activity information that is associated with each lease.</p> <p>View only non-lease component data on a lease, including non-lease component balances and non-lease component amounts paid over a specific period. Only posted payments are displayed on this form.</p>	Setup > Non Lease Component
Interface Lease Payment Invoices To Payables	Transfer to Payables the lease data that is required to process lease payments.	Lease Processing > Interface Lease Payment Invoices To Payables
Lease Invoices	<p>List the invoices of any status existing in Lease Accounting for selected leases with or without distribution detail.</p> <p>View the status of invoices for a specific lease.</p>	Lease Inquiry And Reports > Lease Invoices
Lease Analysis Report	<p>Generate a report of payment, principal, interest, liability, net book, and amortization amounts for leases. You can specify a year or life to date of the lease. You can also run this report for the lease amortization by selecting Amortization Schedule in Report Option.</p> <p>View general payment data on a lease, including the payment obligation amounts and payment activity over a specific period. Only posted payments are displayed on this form.</p>	Lease Inquiry And Reports > Lease Analysis Report
Lease Missing Asset Report	<p>Run this report to show all of the operating leases without an asset that have a term of more than 12. The begin date is before the Lease Adoption Date and the End Date is after the Lease Adoption Date.</p> <p>The ROU Asset Amount field calculation is: Lease Obligation minus the Incentive Amount plus the Initial Direct Cost. You must create an asset on these leases with the basis equal to the ROU asset amount. Before you run this report, you must run Calculate Lease Obligation.</p>	Lease Inquiry And Reports > Lease Missing Asset Report
Lease Interest Calculation	Calculates interest on lease payments that have been successfully interfaced to Payables.	Lease Processing > Lease Interest Calculation
Lease Interface	Import non-Infor leases into Lease Accounting and convert them to unreleased Infor leases accessible through Lease Addition and Adjustments . You must interface leases before you can interface their associated lease payments.	Lease Processing > Lease Interface

Report name	Description	Navigation/Location
Lease Interface List	Generate a report of interfaced lease and lease payments.	Lease Processing > Lease Interface List
Lease New Debt Report	Shows the Begin and End Date, Lease Obligation and First Payment Amount for Leases.	Lease Inquiry And Reports > Lease New Debt Report
Leases	Generate a report of lease data specified during the lease addition process, including non-lease component, date code, attribute, FAS 13 test, and comments data.	Lease Inquiry And Reports > Leases
Lease Payment Schedule Interface	Import Infor lease payment schedules into Lease Accounting and convert them to unreleased Infor payments accessible through Lease Payment Schedules .	Lease Processing > Lease Payment Schedule Interface
Lease Period Close	Close a Lease Accounting period before you can close the corresponding Global Ledger period. You must close the periods to ensure that all processing for the periods have been completed. It is also used to keep track of period-to-date and year-to-date amounts.	Lease Processing > Lease Period Close
Lease Posting	Update the Lease Accounting balances with the most recent payment and interest information. For finance leases, you must run Interest Calculation before running this process. For operating leases, you must first run AP Interface before running this process.	Lease Processing > Lease Posting
Lease Projections	Generate a report of lease projections that satisfies FAS 13 reporting requirements. This includes the minimum future payments in total and for each of the next five years. It deducts for non-lease components, profit, and the present value of the amount of imputed interest to reduce the net minimum lease payments.	Lease Processing > Lease Projections
Lease Purge	Purge leases that have not been terminated in Lease Accounting.	Lease Processing > Lease Purge
Lease Type	Generate a list of global lease types and their descriptions.	Setup > Lease Type
Leased Asset Report	Generate a report of reconciled leased asset information by book, including the asset basis, book value, current period depreciation, year-to-date depreciation, and life-to-date depreciation.	Sign in as Application Administrator and select Financials > Asset Accounting > Asset Listings > Leased Asset Report

Report name	Description	Navigation/Location
Mass Lease Payment Approval	Approve multiple lease invoice payments. The process also generates a report of approved and unapproved invoice payments for the company.	Lease Processing > Mass Lease Payment Approval
Mass Lease Release	Run a batch FAS 13 test on selected leases and re-lease them. You can release or run the FAS 13 test only. You can run the process for one lease or for all of the leases within a company, company group, or attribute list. You can also further limit the lease selection by lease classification and by lease type. If you are accruing the percentage rent portion of your lease payment, then you must include accrued rent account information. You cannot make accrued payments for finance leases or accrue the final payment on a payment schedule.	Lease Processing > Mass Lease Release
Lease Payment Import List	List the payment schedules for selected leases with or without the recurring schedule detail.	Setup > Lease Payment Import List
Advanced Compute Option List	Print a list of breakpoints, related percentage values, and user specified descriptions for the computed values on Advanced Compute Options .	Lease Inquiry And Reports > Advanced Compute Option List

Chapter 13: Match reporting

Match reports include:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.

Payables and Match standard application reports and lists

Using filters

Match reports and listings each contain filter functionality so that you can narrow the number of records you can see. Use the filters to save time and ensure that the process runs by not requesting large amounts of data. When specifying parameters in the filter parameters, attempt to get to the data in the most direct manner. For example, if you know the invoice number, filter on the Invoice number instead of the company and vendor only.

Use status or date range parameters to filter on, when applicable. This is done if you are unsure but have some idea of a date and that the invoice is still open.

Reports and listings

Payables and match information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for payables and match. The navigation path listed is for the Payables Manager role, unless otherwise specified.

Report name	Description	Navigation/location
Auto Match	Match invoices based on the selected parameters.	Run Processes > Match Processing > Auto Matching > Auto Match

Report name	Description	Navigation/location
Auto Match Results	Results of Auto Match report.	Run Processes > Match Processing > Auto Matching > Auto Match Results
Bank Account Payment History	Print a report of manual and system-generated payments for a pay group.	Run Processes > Process Month End > Bank Account Payment History
Bill of Exchange Bank Statement	Create a statement of bills of exchange that are printed on Bill of Exchange Creation .	Run Processes > Bill of Exchange > Bill of Exchange Bank Statement
Bill of Exchange Cashing Statement	Create a statement of bills of exchange drafts that have been selected for cashing by the bank on the same date.	Run Processes > Bill of Exchange > Bill of Exchange Cashing Statement
Bill of Exchange Cashing Update	Create Global Ledger distribution records for bill of exchange activity that has occurred since the last time bill of exchange cashing update was run.	Run Processes > Bill of Exchange > Bill of Exchange Cashing Update
Bill of Exchange Creation	Print the generated bills of exchange.	Run Processes > Bill of Exchange > Bill of Exchange Creation
Bill of Exchange Distribution	Use to transfer global ledger distributions that are created by Bill of Exchange Cashing Update . Transfers all other distributions that have been created during bill of exchange processing.	Run Processes > Bill of Exchange > Journalize Bill of Exchange Distribution
Bill of Exchange Generation	Schedule invoices that are paid with a bill of exchange and generate bills of exchange for the selected invoices.	Run Processes > Bill of Exchange > Bill of Exchange Generation
Bill of Exchange Statement Update	Update cashed and dishonored bills of exchange. Create Global Ledger distribution records for bills of exchange that were cashed and dishonored, and update vendor balances.	Run Processes > Bill of Exchange > Bill of Exchange Statement Update
Cash Payment Register	Report on invoice payments for a pay group.	Run Processes > Process Payments > Cash Payment Register
Cash Requirements	Schedule released invoices for payment.	Run Processes > Cash Requirements
Chargeback	Print a list of chargebacks.	Run Processes > Match Processing > Chargeback

Report name	Description	Navigation/location
Cost Variance Analysis	Use to view cost variances for several scenarios, for example, cost changes for a buyer.	Run Processes > Match Processing > Cost Variance Analysis
ERS Invoice Creation	Use to create invoices from receipts.	Run Processes > Match Processing > ERS Invoice Creation
Electronic Payment Creation	Create an electronic payment transfer file to pay scheduled invoices for vendors that are defined to pay by electronic payment. See <i>Payables User Guide</i> appendix for info file layout.	Run Processes > Process Payments > Electronic Payment Creation
Financial Reporting Update	Run Financial Reporting Update to provide adjustments or difference postings for Stock Ledger or Purchase Journal Interface.	Run Processes > Process Month End > Financial Reporting Update
Interface Payables Invoices	Import invoice, split invoice payment, and general ledger distribution information from a non-Infor system to the Payables solution.	Run Processes > Payables Invoice Interface > Interface Payables Invoices
Interface Invoices	Import expense and match invoices, and PO service only invoices into Match from an external source.	Run Processes > Match Processing > Match Interface > Interface Invoices
Intrastat Data Report	Edit Intrastat data and create, re-create, or reprint an Intrastat data report for a selected period.	Run Processes > Process Month End > Intrastat Data Report
Invoice Add On Charges	Use this list to view invoices that have add on charges and allowances. Add on charges and allowances are charges or discounts in addition to the charge for goods and services on PO Invoices. Use the filter to narrow the results. You cannot change records on this screen.	Select Analysis > Match Reports and select the Invoice Add On Charges tab.
Invoice Accrual Reconciliation Report	Generate a report of invoice transactions that you can use to analyze the balance of your organization's accrual accounts.	Run Processes > Process Month End > Invoice Accrual Reconciliation Report
Invoice Data Archival	Archive invoice and Payables-related data. Archival is an alternative to purging data using Payables History Purge . One-time vendors, no activity vendors, and comments are not archived.	Run Processes > Utilities > Invoice Data Archival
Invoice Messages	A listing of invoices that have either Purchasing Review or Reconciliation Messages.	Select Analysis > Match Reports and select the Invoice Messages tab.

Report name	Description	Navigation/location
Invoiced Not Received	Use this list to search for invoices that are available to match but have no receipt. This is only a listing. No actions are available to change records.	Select Analysis > Match Reports and select the Invoiced Not Received tab.
Invoice Processing Statistics	Track and report invoice statistics, match statistics, and canceled invoice statistics.	Run Processes > Process Month End > Invoice Processing Statistics
Journalize Distribution	Post released invoice distributions to Global Ledger.	Run Processes > Journalize
Mass Invoice Release	Release registered invoices for a company that has selected Invoice Approval and has not selected Batch Release in Company .	Run Processes > Utilities > Mass Invoice Release
Mass Retainage Payment Adjust	Modify payment records for the retainage portion of an invoice that has amounts retained.	Run Processes > Process Payments > Mass Retainage Payment Adjust
Mass Update Invoices On Hold	Add or remove multiple holds simultaneously.	Run Processes > Process Payments > Mass Update Invoices On Hold
Match Analysis Report	Use the parameters to run a report of the match status of invoices. Use the parameters to filter on vendor if the work distribution within the department is divided by vendor. Use the Report Option parameter.	Run Processes > Match Processing > Match Analysis Report
Match Discount Posting	Accrue discounts that were taken during the match process.	Run Processes > Match Processing > Match Discount Posting
Invoice Cost Update	Use this list to search for invoices that have had a cost change against the initial purchase order cost.	Select Analysis > Match Reports and select the Invoice Cost Update tab.

Report name	Description	Navigation/location
Open Receipt Archive	<p>Write off receipts, archive receipts, or both. Receipts that are written off have the profit recognized, but are not removed from the matching pool, including Landed Tax and Landed spread AOC. Receipts that are archived have the profit recognized, if it is not written off, and completely removed from the matching pool. The receipt status is updated to Ready to be Archived when every line on the receipt is matched but there is a remaining amount to match. the receipt is also removed from the open receipt pool.</p> <p>Note: If a receipt status is archived but the receipt was written off when Open Receipt Archive was previously executed, an asterisk is displayed.</p>	Run Processes > Match Processing > Open Receipt Archive
Paid Invoice Project Update	Run after Payment Close to list the transactions that are affected by the payment status updates. You can list all updates, only payment updates to a Paid transaction. Write off receipts, archive receipts, or status, or only payment updates to a Not Paid status.	Run Processes > Process Month End > Paid Invoice Project Update
Payables Company Purge	Delete a payables company and associated information.	Run Processes > Utilities > Payables Company Purge
Payables History Purge	Delete historical Payables transactions, records, and contact information from database files and archive the records to a .csv file.	Run Processes > Utilities > Payables History Purge
Payables Period Close	Run at the end of each accounting period for companies that have system control that is selected in Global Ledger.	Run Processes > Process Month End > Close Period in Payables
Payment Close	Complete a cash payment cycle for a pay group. This is the last form in the payment cycle. Create a summary payment listing, a listing of recurring invoices, and a summary of Global Ledger transactions.	Run Processes > Process Payments > Payment Close
Pay Group Update	Update pay groups for payment cycle processing. A pay group update report can be generated.	Run Processes > Utilities > Pay Group Update

Report name	Description	Navigation/location
Payment Clearing File Creation	Create a file in the Automated Clearing House (ACH) or Bankers Automated Clearing Services (BACS). Use it to pay invoices that are scheduled by the most recent run of cash requirements. <i>See Payables User Guide</i> appendix for info file layout.	Run Processes > Process Payments > Payment Clearing File Creation
Payment Void Stop Pay Update	Reinstate invoices that are associated with payments that are voided in Cash Management.	Run Processes > Process Payments > Payment Void Stop Pay Update
Prepaid Invoice Not Received	Generate chargeback of invoices that were paid but the goods were never received.	Run Processes > Match Processing > Prepaid Invoice Not Received
Process Group Update	Update selected vendors and associated invoices with a new process group. A listing of updated vendors is displayed. You cannot run this update when a cash payment cycle is in progress.	Run Processes > Process Group Update
Procurement Card Charge Interface	Import the bank's statement of charges.	Run Processes > Manage Procurement Cards >
Procurement Card Statement Transaction	Create an invoice for each company on the charge statement download file.	Manage Procurement Cards > Invoice And Release Procurement Card Statement
Proof of Delivery Notification	Create proof of delivery (POD) statements.	Run Processes > Process Payments > Utilities > Proof of Delivery Notification
Purchasing And Sales Journal	Use to generate a report of transaction records and, optionally, their distribution detail lines. The source of the transactions is either input or output. Input: Payables, Cash Management, and Tax input transactions. Output: Receivables, Billing, Project Invoicing and Revenue, Cash Management, and Tax output transactions.	Run Processes > Proof of Delivery Notification
Receipt Interface	Import receipts from an external source into Match and Terms.	Run Processes Match Processing Receipt Interface
Recurring Invoice Update	Use this report to update recurring invoices.	Run Processes > Process Month End > Recurring Invoice Update

Report name	Description	Navigation/location
Retrospective Report	Run a list of the open invoices for a specified date. The list also shows aging of payables. You can filter the list using several fields.	Sign in as Application Administrator and select Financials > Payables > Payables Processing > Manage Invoices . Select the Retrospective Invoices tab. On the Paid tab, you can filter on the Paid Late field. The Days Paid Late column shows the number of days the invoices were paid late.
For Tax reports, see Tax reporting.	n/a	n/a
Unmatched Invoice List	Print a list of all unmatched invoices for a specific company.	Run Processes > Process Month End > Unmatched Invoice List
Unmatched Receipt Lines	A list of receipt lines that have not been matched to an invoice. Use the filter parameters to narrow the number of receipt lines. No actions are available. You cannot change the receipt lines that are displayed.	Select Analysis > Match Reports and select the Unmatched Receipt Lines tab.
Unrealized Gain and Loss Calculation	Run report for companies that pay non-base currency invoices. Use to calculate and create unrealized gain and loss Global Ledger transactions for payment accrual and unrealized gain and loss accounts. Unrealized gain and loss transactions are only created for released, non-base currency invoices.	Run Processes > Process Month End > Unrealized Gain and Loss Calculation
Update Analytic Cube	Cube-based reporting is a feature that is used for multidimensional reporting. Cubes are built-in tools that are used for visualizing and sorting data.	Utilities > Update Analytic Cube
US 1099 Tape Creation	Create a 1099 reportable income tape for a reportable income group.	Run Processes > Process Tax Documents > Process Tax Documents
Vendor Balance Rebuild	Rebuild vendor balances.	Sign in as Payables Vendor Specialist and select Vendor Utilities > Vendor Balance Rebuild

Report name	Description	Navigation/location
Vendor Balance Year End	Run this report at the end of the fiscal year. Use it to establish new vendor group period ending dates for a vendor group and transfer current year vendor balances to last year.	Run Processes > Process Month End > Vendor Balance Year End
Vendor Interfaces	Import vendors and alternate vendor locations from a non-Infor system to Payables.	Sign in as Payables Vendor Specialist and select Vendor Utilities > Vendor Interfaces
Vendor Deletion	Run when you have a large number of vendors to delete.	Sign in as Payables Vendor Specialist and select Vendor Utilities > Vendor Deletion
Vendor Group Copy	Copy selected hold codes, vendors, vendor classes, vendor locations, and user fields from one vendor group to another within the Payables solution.	Sign in as Payables Vendor Specialist and select Vendor Utilities > Vendor Group Copy
Vendor Merge	Transfer a vendor's open invoices to another vendor.	Sign in as Payables Vendor Specialist and select Vendor Utilities > Vendor Merge

Chapter 14: Payables reporting

This table shows Payables reports and where to find them:

Reports	Location:
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.

Payables and Match standard application reports and lists

Using filters

Match reports and listings each contain filter functionality so that you can narrow the number of records you can see. Use the filters to save time and ensure that the process runs by not requesting large amounts of data. When specifying parameters in the filter parameters, attempt to get to the data in the most direct manner. For example, if you know the invoice number, filter on the Invoice number instead of the company and vendor only.

Use status or date range parameters to filter on, when applicable. This is done if you are unsure but have some idea of a date and that the invoice is still open.

Reports and listings

Payables and match information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for payables and match. The navigation path listed is for the Payables Manager role, unless otherwise specified.

Report name	Description	Navigation/location
Auto Match	Match invoices based on the selected parameters.	Run Processes > Match Processing > Auto Matching > Auto Match

Report name	Description	Navigation/location
Auto Match Results	Results of Auto Match report.	Run Processes > Match Processing > Auto Matching > Auto Match Results
Bank Account Payment History	Print a report of manual and system-generated payments for a pay group.	Run Processes > Process Month End > Bank Account Payment History
Bill of Exchange Bank Statement	Create a statement of bills of exchange that are printed on Bill of Exchange Creation .	Run Processes > Bill of Exchange > Bill of Exchange Bank Statement
Bill of Exchange Cashing Statement	Create a statement of bills of exchange drafts that have been selected for cashing by the bank on the same date.	Run Processes > Bill of Exchange > Bill of Exchange Cashing Statement
Bill of Exchange Cashing Update	Create Global Ledger distribution records for bill of exchange activity that has occurred since the last time bill of exchange cashing update was run.	Run Processes > Bill of Exchange > Bill of Exchange Cashing Update
Bill of Exchange Creation	Print the generated bills of exchange.	Run Processes > Bill of Exchange > Bill of Exchange Creation
Bill of Exchange Distribution	Use to transfer global ledger distributions that are created by Bill of Exchange Cashing Update . Transfers all other distributions that have been created during bill of exchange processing.	Run Processes > Bill of Exchange > Journalize Bill of Exchange Distribution
Bill of Exchange Generation	Schedule invoices that are paid with a bill of exchange and generate bills of exchange for the selected invoices.	Run Processes > Bill of Exchange > Bill of Exchange Generation
Bill of Exchange Statement Update	Update cashed and dishonored bills of exchange. Create Global Ledger distribution records for bills of exchange that were cashed and dishonored, and update vendor balances.	Run Processes > Bill of Exchange > Bill of Exchange Statement Update
Cash Payment Register	Report on invoice payments for a pay group.	Run Processes > Process Payments > Cash Payment Register
Cash Requirements	Schedule released invoices for payment.	Run Processes > Cash Requirements
Chargeback	Print a list of chargebacks.	Run Processes > Match Processing > Chargeback

Report name	Description	Navigation/location
Cost Variance Analysis	Use to view cost variances for several scenarios, for example, cost changes for a buyer.	Run Processes > Match Processing > Cost Variance Analysis
ERS Invoice Creation	Use to create invoices from receipts.	Run Processes > Match Processing > ERS Invoice Creation
Electronic Payment Creation	Create an electronic payment transfer file to pay scheduled invoices for vendors that are defined to pay by electronic payment. See <i>Payables User Guide</i> appendix for info file layout.	Run Processes > Process Payments > Electronic Payment Creation
Financial Reporting Update	Run Financial Reporting Update to provide adjustments or difference postings for Stock Ledger or Purchase Journal Interface.	Run Processes > Process Month End > Financial Reporting Update
Interface Payables Invoices	Import invoice, split invoice payment, and general ledger distribution information from a non-Infor system to the Payables solution.	Run Processes > Payables Invoice Interface > Interface Payables Invoices
Interface Invoices	Import expense and match invoices, and PO service only invoices into Match from an external source.	Run Processes > Match Processing > Match Interface > Interface Invoices
Intrastat Data Report	Edit Intrastat data and create, re-create, or reprint an Intrastat data report for a selected period.	Run Processes > Process Month End > Intrastat Data Report
Invoice Add On Charges	Use this list to view invoices that have add on charges and allowances. Add on charges and allowances are charges or discounts in addition to the charge for goods and services on PO Invoices. Use the filter to narrow the results. You cannot change records on this screen.	Select Analysis > Match Reports and select the Invoice Add On Charges tab.
Invoice Accrual Reconciliation Report	Generate a report of invoice transactions that you can use to analyze the balance of your organization's accrual accounts.	Run Processes > Process Month End > Invoice Accrual Reconciliation Report
Invoice Data Archival	Archive invoice and Payables-related data. Archival is an alternative to purging data using Payables History Purge . One-time vendors, no activity vendors, and comments are not archived.	Run Processes > Utilities > Invoice Data Archival
Invoice Messages	A listing of invoices that have either Purchasing Review or Reconciliation Messages.	Select Analysis > Match Reports and select the Invoice Messages tab.

Report name	Description	Navigation/location
Invoiced Not Received	Use this list to search for invoices that are available to match but have no receipt. This is only a listing. No actions are available to change records.	Select Analysis > Match Reports and select the Invoiced Not Received tab.
Invoice Processing Statistics	Track and report invoice statistics, match statistics, and canceled invoice statistics.	Run Processes > Process Month End > Invoice Processing Statistics
Journalize Distribution	Post released invoice distributions to Global Ledger.	Run Processes > Journalize
Mass Invoice Release	Release registered invoices for a company that has selected Invoice Approval and has not selected Batch Release in Company .	Run Processes > Utilities > Mass Invoice Release
Mass Retainage Payment Adjust	Modify payment records for the retainage portion of an invoice that has amounts retained.	Run Processes > Process Payments > Mass Retainage Payment Adjust
Mass Update Invoices On Hold	Add or remove multiple holds simultaneously.	Run Processes > Process Payments > Mass Update Invoices On Hold
Match Analysis Report	Use the parameters to run a report of the match status of invoices. Use the parameters to filter on vendor if the work distribution within the department is divided by vendor. Use the Report Option parameter.	Run Processes > Match Processing > Match Analysis Report
Match Discount Posting	Accrue discounts that were taken during the match process.	Run Processes > Match Processing > Match Discount Posting
Invoice Cost Update	Use this list to search for invoices that have had a cost change against the initial purchase order cost.	Select Analysis > Match Reports and select the Invoice Cost Update tab.

Report name	Description	Navigation/location
Open Receipt Archive	<p>Write off receipts, archive receipts, or both. Receipts that are written off have the profit recognized, but are not removed from the matching pool, including Landed Tax and Landed spread AOC. Receipts that are archived have the profit recognized, if it is not written off, and completely removed from the matching pool. The receipt status is updated to Ready to be Archived when every line on the receipt is matched but there is a remaining amount to match. the receipt is also removed from the open receipt pool.</p> <p>Note: If a receipt status is archived but the receipt was written off when Open Receipt Archive was previously executed, an asterisk is displayed.</p>	Run Processes > Match Processing > Open Receipt Archive
Paid Invoice Project Update	Run after Payment Close to list the transactions that are affected by the payment status updates. You can list all updates, only payment updates to a Paid transaction. Write off receipts, archive receipts, or status, or only payment updates to a Not Paid status.	Run Processes > Process Month End > Paid Invoice Project Update
Payables Company Purge	Delete a payables company and associated information.	Run Processes > Utilities > Payables Company Purge
Payables History Purge	Delete historical Payables transactions, records, and contact information from database files and archive the records to a .csv file.	Run Processes > Utilities > Payables History Purge
Payables Period Close	Run at the end of each accounting period for companies that have system control that is selected in Global Ledger.	Run Processes > Process Month End > Close Period in Payables
Payment Close	Complete a cash payment cycle for a pay group. This is the last form in the payment cycle. Create a summary payment listing, a listing of recurring invoices, and a summary of Global Ledger transactions.	Run Processes > Process Payments > Payment Close
Pay Group Update	Update pay groups for payment cycle processing. A pay group update report can be generated.	Run Processes > Utilities > Pay Group Update

Report name	Description	Navigation/location
Payment Clearing File Creation	Create a file in the Automated Clearing House (ACH) or Bankers Automated Clearing Services (BACS). Use it to pay invoices that are scheduled by the most recent run of cash requirements. <i>See Payables User Guide</i> appendix for info file layout.	Run Processes > Process Payments > Payment Clearing File Creation
Payment Void Stop Pay Update	Reinstate invoices that are associated with payments that are voided in Cash Management.	Run Processes > Process Payments > Payment Void Stop Pay Update
Prepaid Invoice Not Received	Generate chargeback of invoices that were paid but the goods were never received.	Run Processes > Match Processing > Prepaid Invoice Not Received
Process Group Update	Update selected vendors and associated invoices with a new process group. A listing of updated vendors is displayed. You cannot run this update when a cash payment cycle is in progress.	Run Processes > Process Group Update
Procurement Card Charge Interface	Import the bank's statement of charges.	Run Processes > Manage Procurement Cards >
Procurement Card Statement Transaction	Create an invoice for each company on the charge statement download file.	Manage Procurement Cards > Invoice And Release Procurement Card Statement
Proof of Delivery Notification	Create proof of delivery (POD) statements.	Run Processes > Process Payments > Utilities > Proof of Delivery Notification
Purchasing And Sales Journal	Use to generate a report of transaction records and, optionally, their distribution detail lines. The source of the transactions is either input or output. Input: Payables, Cash Management, and Tax input transactions. Output: Receivables, Billing, Project Invoicing and Revenue, Cash Management, and Tax output transactions.	Run Processes > Proof of Delivery Notification
Receipt Interface	Import receipts from an external source into Match and Terms.	Run Processes Match Processing Receipt Interface
Recurring Invoice Update	Use this report to update recurring invoices.	Run Processes > Process Month End > Recurring Invoice Update

Report name	Description	Navigation/location
Retrospective Report	Run a list of the open invoices for a specified date. The list also shows aging of payables. You can filter the list using several fields.	Sign in as Application Administrator and select Financials > Payables > Payables Processing > Manage Invoices . Select the Retrospective Invoices tab. On the Paid tab, you can filter on the Paid Late field. The Days Paid Late column shows the number of days the invoices were paid late.
For Tax reports, see Tax reporting.	n/a	n/a
Unmatched Invoice List	Print a list of all unmatched invoices for a specific company.	Run Processes > Process Month End > Unmatched Invoice List
Unmatched Receipt Lines	A list of receipt lines that have not been matched to an invoice. Use the filter parameters to narrow the number of receipt lines. No actions are available. You cannot change the receipt lines that are displayed.	Select Analysis > Match Reports and select the Unmatched Receipt Lines tab.
Unrealized Gain and Loss Calculation	Run report for companies that pay non-base currency invoices. Use to calculate and create unrealized gain and loss Global Ledger transactions for payment accrual and unrealized gain and loss accounts. Unrealized gain and loss transactions are only created for released, non-base currency invoices.	Run Processes > Process Month End > Unrealized Gain and Loss Calculation
Update Analytic Cube	Cube-based reporting is a feature that is used for multidimensional reporting. Cubes are built-in tools that are used for visualizing and sorting data.	Utilities > Update Analytic Cube
US 1099 Tape Creation	Create a 1099 reportable income tape for a reportable income group.	Run Processes > Process Tax Documents > Process Tax Documents
Vendor Balance Rebuild	Rebuild vendor balances.	Sign in as Payables Vendor Specialist and select Vendor Utilities > Vendor Balance Rebuild

Report name	Description	Navigation/location
Vendor Balance Year End	Run this report at the end of the fiscal year. Use it to establish new vendor group period ending dates for a vendor group and transfer current year vendor balances to last year.	Run Processes > Process Month End > Vendor Balance Year End
Vendor Interfaces	Import vendors and alternate vendor locations from a non-Infor system to Payables.	Sign in as Payables Vendor Specialist and select Vendor Utilities > Vendor Interfaces
Vendor Deletion	Run when you have a large number of vendors to delete.	Sign in as Payables Vendor Specialist and select Vendor Utilities > Vendor Deletion
Vendor Group Copy	Copy selected hold codes, vendors, vendor classes, vendor locations, and user fields from one vendor group to another within the Payables solution.	Sign in as Payables Vendor Specialist and select Vendor Utilities > Vendor Group Copy
Vendor Merge	Transfer a vendor's open invoices to another vendor.	Sign in as Payables Vendor Specialist and select Vendor Utilities > Vendor Merge

Chapter 15: Project ledger reporting

This table shows Project Ledger reports and where to find them:

Reports	Location
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.
d/EPM platform reports	BI FSM.

Project Ledger standard application reports and lists

Project Ledger information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for project ledger.

Report name	Description	Navigation/location
Commitments And Encumbrances	View all commitments and encumbrances by system. Select the document number to view the distribution details. The report can be filtered by attributes of the commitments.	Sign in as Project Accountant, Project Administrator, or Project Manager and select Financials > Project Ledger > Reports . Select the Commitments And Encumbrances tab.
Contract Gross Margin	Select the reporting settings to show the gross margin. Only contracts that have the same currency as the reporting currency are displayed to ensure that the calculations is in the contract currency. The d/EPM Platform data is from the analytics cube. The budget, actual, cost to complete, gross margin amounts, gross margin percent, and the estimated revenue amount are displayed.	Sign in as Project Accountant, Project Administrator, or Project Manager and select Financials > Project Ledger > Reports . Select the Contract Gross Margin tab.

Report name	Description	Navigation/location
Contract Percent Complete	Select the reporting settings to show the percent that is complete. Only contracts that have the same currency as the reporting currency are displayed to ensure that the calculations are in the contract currency. d/EPM Platform data from the analytics cube is displayed including the budget, actual, cost to complete, and percent complete. This report also includes the earned revenue, previously recognized revenue, and revenue recognized amounts. The previously recognized revenue includes draft and journalized revenue amounts. This information is available when revenue recognition is run based on the percent complete.	Sign in as Project Accountant, Project Administrator, or Project Manager and select Financials > Project Ledger > Reports . Select the Contract Percent complete tab.
Distribute All Labor		Sign in as Project Accountant and select Project Processes > Labor Processes > Distribute Labor
Invoice Lines	The invoice line details that have been created or journalized are displayed by contract and project funding.	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Contracts. Select the Invoice Lines tab. • Project Manager: My Project Contracts or My Team Project Contracts. Select the Invoice Lines tab. • Project Administrator: Setup > Project Contracts. Select the Invoice Lines tab.
Invoiced And Revenue Comparison	View project contracts used to compare invoiced and revenue amounts between date ranges. Click Search to display all data. You can limit the search for project contract, combined or separate revenue recognition, and project funding source. Searching on the date range fields only filters the amounts. You can compare previous periods to current periods with this list.	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Contracts. Select the Invoiced And Revenue Comparison tab. • Project Manager: My Project Contracts or My Team Project Contracts. Select the Invoiced And Revenue Comparison tab. • Project Administrator: Setup > Project Contracts. Select the Invoiced And Revenue Comparison tab.

Report name	Description	Navigation/location
Invoices	The invoices that have been created or journalized are displayed by contract and project funding.	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Contracts. Select the Invoices tab. • Project Manager: My Project Contracts or My Team Project Contracts. Select the Invoices tab. • Project Administrator: Setup > Project Contracts. Select the Invoices tab.
Journalized Invoiced And Revenue Balances	View all journalized invoiced and revenue balances by project contract. The list is provided to aid in reconciling the billed unearned and earned unbilled balances. If the total journalized invoiced amount is greater than the total journalized recognized revenue amount, the amount is displayed in the billed/unearned balance. If the total journalized invoiced amount is less than the total journalized recognized revenue amount, the amount is displayed in the earned/unbilled balance.	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Contracts. Select the Journalized Invoiced And Revenue Balances tab. • Project Manager: My Project Contracts or My Team Project Contracts. Select the Journalized Invoiced And Revenue Balances tab. • Project Administrator: Setup > Project Contracts. Select the Journalized Invoiced And Revenue Balances tab.
Funding Source Deliverables	The project funding that have deliverables assigned to them are listed on this tab.	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Contracts. Select the Funding Source Deliverables tab. • Project Manager: My Project Contracts or My Team Project Contracts. Select the Funding Source Deliverables tab. • Project Administrator: Setup > Project Contracts. Select the Funding Source Deliverables tab.

Report name	Description	Navigation/location
Milestones And Installment	A list of both the billing and revenue milestones by contract, project funding, and milestone type. This is a way to view all milestones, statuses, and due dates in one list.	<ul style="list-style-type: none"> Project Accountant: Project Management > Project Contracts. Select the Milestones And Installment tab. Project Manager: My Project Contracts or My Team Project Contracts. Select the Milestones And Installment tab. Project Administrator: Setup > Project Contracts. Select the Milestones And Installment tab.
Payables Invoices	View all payable invoice lines for the posting project that is selected. Select the payable invoice to view the details. Select the payable invoice distribution to view the line details.	Sign in as Project Accountant, Project Administrator, or Project Manager and select Financials > Project Ledger > Reports . Select the Payables Invoices tab.
Percent Complete	The history of the percent complete that has been run by contract is listed in this report.	<ul style="list-style-type: none"> Project Accountant: Project Management > Project Contracts. Select the Percent Complete tab. Project Manager: My Project Contracts or My Team Project Contracts. Select the Percent Complete tab. Project Administrator: Setup > Project Contracts. Select the Percent Complete tab.
Project Assets	View assets that are assigned to the project contract. Select a posting project and the assets associated with the posting project are displayed.	<ul style="list-style-type: none"> Project Accountant: Project Management > Project Assets Project Manager: My Project Assets
Project Balances	View accounts and balances for posting projects. These features are displayed: <ul style="list-style-type: none"> The project list to select a posting project. A chart of the expenses. Click the pie icon to change the chart into a list. The expense balances for the posting project by account. To view the amounts in other currencies, double-click a record. 	<ul style="list-style-type: none"> Project Accountant: Project Management > Project Balances Project Manager: My Project Balances

Report name	Description	Navigation/location
Project Commitments	View all requisitions, purchase orders, payables invoices, salary encumbrances, and manual encumbrances for a project.	<ul style="list-style-type: none"> Project Accountant: Project Management > Project Commitments Project Manager: My Project Commitments
Project Contracts	View a list of all project contracts. Project contracts are listed with contract amount, invoice amounts, revenue recognized amount, whether revenue is recognized as combined or separate, revenue method, billing method, and contract status. You can open a contract to view more details.	Sign in as Project Accountant, Project Administrator, or Project Manager and select Financials > Project Ledger > Reports . Select the Project Contracts tab.
Project Contract Change Request	View project contract change requests that have been created by project contract. The new values, status, requester, date, and approver are displayed.	<ul style="list-style-type: none"> Project Accountant: Project Management > Project Contracts. Select the Project Contract Change Request tab. Project Manager: My Project Contracts or My Team Project Contracts. Select the Project Contract Change Request tab. Project Administrator: Setup > Project Contracts. Select the Project Contract Change Request tab.
Project Employees	View all project employees and open an employee to see their labor distribution setup and project assignments.	Sign in as Project Accountant and select Project Management > Project Employees .

Report name	Description	Navigation/location
Project Funding List	<p>The funding sources and associated project contracts are displayed on the project funding list. Three views are presented on these separate tabs:</p> <ul style="list-style-type: none"> • Enterprise Project Funding List: Shows only the enterprise structure funding sources. • Project Funding Sources By Structure: Shows the funding sources with a pie chart that shows which project contracts are associated with the funding source. If you place your pointer over the pie chart, the amount of the funding source that is associated with the project contract is displayed. • Posting Project Funding List: Shows only posting projects and includes the person responsible at the posting level. 	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Funding. Click the Project Funding Sources By Structure tab. • Project Manager: My Project List • Project Administrator: Setup > Project Funding List. Click the Project Funding Sources By Structure tab.
Project Funding Sources	View project funding sources by project contract including invoice amounts, revenue amounts, and remaining balances.	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Contracts. Select the Project Funding Sources tab. • Project Manager: My Project Contracts or My Team Project Contracts. Select the Project Funding Sources tab. • Project Administrator: Setup > Project Contracts. Select the Project Funding Sources tab.
Project Funding Source Change Request	View project funding source change requests that have been created by project funding source. The new values, status, requester, date, and approver are displayed.	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Contracts. Select the Project Funding Source Change Request tab. • Project Manager: My Project Contracts or My Team Project Contracts. Select the Project Funding Sources tab. • Project Administrator: Setup > Project Contracts. Select the Project Funding Sources tab.

Report name	Description	Navigation/location
Project Labor	<p>Project labor includes these tabs of information:</p> <ul style="list-style-type: none"> • Enterprise Totals: Provides a view of the enterprise project structure hierarchy. Expand the project structure hierarchy list to view the posting projects in each summary project with a pie chart that shows project labor by employee. • Totals By Structure: Provides the same view as Enterprise Totals you can access the view from an alternate project structure or rollup. • By Employee: Provides a view of the employee assignments by period. 	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Labor • Project Manager: My Project Labor
Project List	<p>View a list of projects with a tab to view enterprise projects or projects by structure. The assignments that are associated with a project are displayed in card view. The assignments include the employee photo, profile information, and the assignment dates for the project.</p>	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project List • Project Manager: My Project List
Project Obligations	<p>Click the hyperlink to show the obligations report. d/EPM Platform data from the analytics cube and detail from the line that is selected are displayed. The data displayed is based on the reporting settings. If the data is not displayed or is not as expected, verify the project reporting settings. Verify the budget scenario, summary account, and reporting period selected.</p>	<p>Sign in as Project Accountant, Project Administrator, or Project Manager and select Financials > Project Ledger > Reports. Select the Project Obligations tab.</p>

Report name	Description	Navigation/location
Project Period Comparison	Click the Project Period Comparison hyperlink to show the comparison between the periods that are selected in the reporting settings. d/EPM Platform data from the analytics cube and detail from the selected line are displayed. The data is based on the reporting settings. If the data is not displayed or is not as expected, verify the project reporting settings. Verify the budget scenario, summary account, and reporting period selected.	Sign in as Project Accountant, Project Administrator, or Project Manager and select Financials > Project Ledger > Reports . Select the Project Period Comparison tab.
Project Variance	Click the hyperlink to show the variance between budget and actuals. d/EPM Platform data from the analytics cube and detail from the selected line are displayed. The data is based on the reporting settings. If the data is not displayed or is not as expected, verify the project reporting settings. Verify the budget scenario, summary account, and reporting period selected.	Sign in as Project Accountant, Project Administrator, or Project Manager and select Financials > Project Ledger > Reports . Select the Project Variance tab.
Project Vendor Contracts	Project vendor contracts is a list of the vendors that are assigned to the project contract. Vendors can be contractors, suppliers, or any other relation to the project contract. Summary project contracts and posting projects are displayed. Select a posting project and the vendor contracts associated with the posting project are displayed.	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Vendor Contracts • Project Manager: My Project Vendor Contracts
Purchase Orders	View all purchase order lines for the selected posting project. Select the purchase order to view the details. Select the purchase order line number to view the line details.	Sign in as Project Accountant, Project Administrator, or Project Manager and select Financials > Project Ledger > Reports . Select the Purchase Orders tab.

Report name	Description	Navigation/location
Receivable Transactions	The invoice line details that have had cash applied against them are listed in this report. The invoice status, invoice amount, cash receipts, and open amount are displayed.	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Contracts. Select the Receivable Transactions tab. • Project Manager: My Project Contracts or My Team Project Contracts. Select the Receivable Transactions tab. • Project Administrator: Setup > Project Contracts. Select the Receivable Transactions tab.
Recognize Contract Revenue		Sign in as Project Accountant and select Project Processes > Invoice Processes > Recognize Contract Revenue
Requisitions	View all requisition line distributions for the selected posting project. Select the requisition to view the details. Select the requisition line number to view the line details.	Sign in as Project Accountant, Project Administrator, or Project Manager and select Financials > Project Ledger > Reports . Select the Requisitions tab.
Retainers	The retainer invoices and retainer adjustment invoices that have been created or journalized are displayed by contract and project funding.	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Contracts. Select the Retainers tab. • Project Manager: My Project Contracts or My Team Project Contracts. Select the Retainers tab. • Project Administrator: Setup > Project Contracts. Select the Retainers tab.
Revenue	Contracts that are created as separate for revenue recognition are displayed. Revenue that is recognized by contract and funding is displayed.	<ul style="list-style-type: none"> • Project Accountant: Project Management > Project Contracts. Select the Revenue tab. • Project Manager: My Project Contracts or My Team Project Contracts. Select the Revenue tab. • Project Administrator: Setup > Project Contracts. Select the Revenue tab.

Report name	Description	Navigation/location
Schedule Of Federal Awards	Select the reporting settings to show the schedule of federal awards. A list of project contracts and the project funding with a comparison of the expenditures to the funding is displayed. Click Search to filter the data selection. This report is the Grant Federal report for the Schedule of Expenditures of Federal Awards, or SEFA.	Sign in as Project Accountant, Project Administrator, or Project Manager and select Financials > Project Ledger > Reports . Select the Schedule Of Federal Awards tab.

Project reporting settings

Project reporting settings are used to create reusable templates for reporting. Use them to define parameters for retrieving project balances, including budget scenario, balance type, currency, and summary account.

The balance amounts that are displayed on the Project Obligations, Project Variance, Project Percent Complete, and Project Gross Margin pages are retrieved from the cube. Summary project amounts are rollup balances from the cube. You can expand the project hierarchy to access and view balances by posting project. Click the amounts link to see the list of Global Ledger total balance records that formulate the balance. You can view a list of the source transactions and lead back to the origination subsystem expense entry.

These templates are available to create Landmark project reports:

- Project Obligations: Reports balances by commitments, encumbrances, and actuals. Total obligations are compared to budget and provide budget remaining.
- Project Variance: Compares actuals to budget and calculates variance. You can assign colors or alerts to variance percentages to identify projects where the remaining percent is above tolerance.
- Contract Percent Complete: Compares actual to budget, calculating costs to complete, and percent complete. Use with percent complete revenue recognition to compare earned revenue with previously recognized and revenue to be recognized.
- Contract Gross Margin: Compares actual to budget, calculating costs to complete, and gross margin. Use with percent complete revenue recognition to calculate estimated revenue.
- Schedule of Federal Awards: A list of project contracts and the project funding with a comparison of the expenditures to the funding is displayed.

These are examples of Project reporting groups:

- Life to date reporting: Reporting period = LTD with LTD period end date selected
- Year to date reporting: Reporting period = YTD with YTD period end date selected
- Period to date reporting: Reporting period = PTD with period end date selected
- Life to date work in progress reporting: Summary account = WIP asset account

You can also create these reporting settings:

- By budget scenario: If you use multiple budget scenarios

- By reporting currency: If you use multiple reporting currencies
- By account type: Expense, revenue, asset

Project Ledger d/EPM Platform reports

This table shows the project reports that are available in the Infor d/EPM Platform Dashboard:

Report name	Description
Project Summary	This report has fixed columns and rows. Projects are in the rows. Expense Accounts and Scenarios are in the columns. Use LTD calendar.
Project Detail only accessible from Project Summary	This report displays the detail information for the project selected on the Project summary report. The information displayed in the header of the report are the Project's attributes. The attributes values are defined when setting up the project in Infor Financials. The details are presented in three tabs: General Information, Budget and Categories. Use LTD calendar.
Project Analysis	This report has fixed columns and rows. Projects are in the rows and Scenarios are in the columns. Use LTD calendar.
Project Commitment Analysis	This report has fixed columns and rows. Accounts are in the rows and Scenarios are in the columns. Use LTD calendar.
Project Watch	This is a project widget. This widget shows radial percentage charts for all of the projects that are defined with the watch attribute. Designed for use on a landing page. Use LTD calendar.
Project List	A list of all project reports using a columnar display. Designed for use on a landing page. Use LTD calendar.

Project analysis

This report has fixed columns and rows. Projects are in the rows and Scenarios are in the columns.

Use this procedure to change scenarios:

- 1 Sign in to Infor d/EPM Platform Dashboard.
- 2 Select **FSM Reports > CloudSuite Financials > Financial Reports > Project Reports > Project Analysis**.
- 3 To change the scenario, right-click either of the columns that have the triangle image.
- 4 Select the scenario.
- 5 To set the column to show the project description or the project display name, right-click the **Project** column.
- 6 You can view more information on these columns
 - **Previous Periods:** The previous periods column display a line chart of the past 12 actual values based on the start period selected. Clicking the line chart opens a new Project Period values window.
 - **Project Period Values:** The actual, budget, variance and variance percentage for the number of periods selected will display. The variance chart can be changed to display either the percent or the value. The number of periods displayed can be changed (1-12).
 - **Project Attributes:** Clicking any of the projects displays a menu option to show the project's attributes. The project attribute report will display attributes for the selected project. (Project, Person Responsible, Phone, Email, Active, Billable, Contract, Project Date Range).

Project summary

This report has fixed columns and rows. Projects are in the rows. Expense Accounts and Scenarios are in the columns.

- 1 Sign in to Infor d/EPM Platform Dashboard.
- 2 Select **FSM Reports > CloudSuite Financials > Financial Reports > Project Reports > Project Summary**.
- 3 Click **Other Options (...)** to show options for changing the values on the report.
- 4 Click **Home** to access the Financial Home report to modify any settings. If values are not displaying on your report, open the Financial Home report and select the desired values on this report.
- 5 Click **Filter Selection**, located in **Other Options (...)**, to modify the value of the dimensions that are used to calculate the report values.

Filter Selection

Define Filters

Measures	FunctionalAmount	
Entity	Core Reporting Basis Top Level	
Currency	Top-Level	
Accounting Unit	Reporting Hierarchy Top Level	
Account	EXPENSE-Total Expenses	
Departments	Department Structure Top Level	
Grants	Regional Structure Top Level	
System	SCB	
Ledger	Core Reporting Basis Top Level	

OK Cancel

- 6 Click **Refresh** to revert the report to its original state.
- 7 Click VIEW SUB ITEMS to recalculate the report to the next lower level of the project. When there are no lower level projects, the link is not displayed.
- 8 Click the right-facing arrow to view the **Project Detail** report.
- 9 Click the left-facing arrow to return to the previous level of the project.
- 10 When a project has expired or is about to expire, a calendar icon is displayed next to the project name.

Project detail

This report shows the detail information for the project that is selected on the Project summary report. The information that is displayed in the header of the report are the project's attributes. The attributes values are defined when setting up the project in Infor Financials.

A few of the attributes are Employee attributes. If Global Human Resources is not installed, then a subset of employee files is delivered with Global Ledger.

- 1 Sign in to Infor d/EPM Platform Dashboard.
- 2 Select **FSM Reports > CloudSuite Financials > Financial Reports > Project Reports > Project Summary**.
- 3 Click the right-facing arrow to view the **Project Details**.
- 4 The Work Email and Work Phone attributes can be defined by adding them to the Employee list.
 - a From the Project Administrator page, select the HCM Menu option to see the Employee list.

- b Select **Options > Personalize**.
- 5 Use the **Add Field** button to add the **UseForWorkEmail** and the **UserForWorkPhone** fields to the Employee list.
 - a Click an Employee record and add the Contact information for Work Email and Work Phone.
- 6 The details are presented in three tabs: General Information, Budget and Categories.

Project detail tabs

These tabs are available on the Project Detail report:

General Information tab

Bar charts showing the percentage spent of the budget for each expense account. Clicking on an account in the hierarchy updates the spending to date bar chart and the title of the bar chart. The bar chart shows the percentage for the accounts that are children of the selected account.

Section	Description
Budget versus Expense	<p>A line chart is displayed showing both the expense and budget amount for the periods selected. The periods can be: Full Project Period, This Year, Past 60 Days, or Past 6 Months</p> <p>Note: The date used for each of these selections is the default date that is selected on the Financial Home report.</p>
Top Categories	<p>A pie chart displaying the percentage of the total expense for the top number of expense accounts selected. The number of top expense accounts can be selected by clicking on the "Top Categories" heading.</p> <p>Expense accounts can be changed using the Filter Selection dialog and changing the value of the Account dimension to desired accounts. Note: The Filter Selection report is can accessed using the ellipsis icon.</p> <p>The budget value can be changed using the budget select.</p>

Budget tab

Section	Description
Budget versus Expense	A line chart is displayed showing both the expense and budget amount for the selected periods. The periods can be: Full Project Period, This Year, Past 60 Days, or Past 6 Months
Project Work	<p>The selected project's hierarchy showing the project's budget, spent percentage and available percentage.</p> <p>To add or remove projects that have zero values, click the ellipsis icon and select Zero Suppression.</p>

Categories tab

Section	Description
Spending To Date	A bar chart is displayed showing the expense percentages for the total budget.
Spending by Category	<p>Bar charts showing the percentage spent of the budget for each expense account.</p> <p>Clicking an account in the hierarchy updates the spending to date bar chart and the title of the bar chart. The bar chart displays the percentage for the accounts that are children of the selected account.</p>

Chapter 16: Purchasing reporting

This table shows Purchasing reports and where to find them:

Reports	Location
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.

Purchasing standard application reports and lists

Purchasing information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for Purchasing:

Report name	Description	Navigation by role
Buyer Expediting Report	A report of all open lines for a purchase order. Buyers use this report to determine the purchase order lines that remain open and the ones that require follow-up.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Buyer Expediting Report • Inventory Manager: Processes in Other Systems > Purchasing Lists > Buyer Expediting Report • Purchasing Receiver: Purchasing Lists > Buyer Expediting Report • Supply Management Processor: Purchasing Processing > Purchasing Lists > Buyer Expediting Report • Supply Management Viewer: Purchasing > Purchasing Lists >

Report name	Description	Navigation by role
Buyer Performance	A list of events that involve requisitions being processed into Purchasing. These events are performed by a buyer for a company and an item group. This list can be personalized by setting or clearing the Display Event Performance, and Print Parameters fields. Buyer Expediting Report	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Manage Supply Management Reports > Purchasing Reports > Buyer Performance • Supply Management Processor: Purchasing Processing > Reports > Buyer Performance • Supply Management Viewer: Purchasing > Reports > Buyer Performance
Check All Fax Status	Use to check statuses for all sent faxes. Use to update all fax statuses for purchase order faxes that were transmitted for a specific company.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Check All Fax Status • Inventory Manager: Processes in Other Systems > Purchasing Lists > Check All Fax Status • Purchasing Receiver: Purchasing Lists > Check All Fax Status • Supply Management Processor: Purchasing Processing > Purchasing Lists > Check All Fax Status • Supply Management Viewer: Purchasing > Purchasing Lists > Check All Fax Status
Consolidated PO line search	Use this list to reconcile items ordered against received for a specific time period and to analyze item demand. This list replaces these v10 reports: <ul style="list-style-type: none"> • PO Inquiry Report • Item Receipt Volume Report • Purchases By Class 	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Manage Purchase Orders. Select the Line Search tab. • Supply Management Processor: Purchasing Processor > Manage Purchase Orders. Select the Line Search tab. • Supply Management Viewer: Purchasing > Manage Purchase Orders. Select the Line Search tab.

Report name	Description	Navigation by role
Close Purchase Order Header	A report of all purchase orders for the company whose line items meet the criteria for a closed purchase order line.	<ul style="list-style-type: none"> • Purchasing Manager: Lists and Processes > Create Purchasing Processes > Purchase Order Processing > Close Purchase Order Header Or Month End Processing > Close Purchase Order Header • Buyer: Lists and Processes > Create Purchasing Processes > Purchase Order Processing > Close Purchase Order Header • Inventory Manager: Processes in Other Systems > Create Purchasing Processes > Purchase Order Processing > Close Purchase Order Header • Supply Management Processor: > Create Purchasing Processes > Purchase Order Processing > Close Purchase Order Header Or Purchasing Processing > Month End Processing > Close Purchase Order Header • Supply Management Viewer: Purchasing > Create Purchasing Processes > Purchase Order Processing > Close Purchase Order Header Or Purchasing > Month End Processing > Close Purchase Order Header

Report name	Description	Navigation by role
Cost History	Use to query the cost history of inventoried Items.	<ul style="list-style-type: none"> • Purchasing Manager: Lists And Processes > Inventory Information, select the Cost History tab. • Buyer: Manage Other Processes > Inventory Information, select the Cost History tab. • Inventory Manager: Purchasing Inventory Information, select the Cost History tab. Or Item Setup > Inventory Information, select the Cost History tab. • Item Master Specialist: Inventory Information, select the Cost History tab. • Supply Management Processor: Inventory Control Processing > Inventory Information, select the Cost History tab. • Supply Management Viewer: Inventory Control > Inventory Information, select the Cost History tab. Or Supply Management Setup > Items > Inventory Information, select the Cost History tab.

Report name	Description	Navigation by role
Cost Variance Analysis	Run this report to compare the invoice unit cost to the purchase order cost or standard cost and report the variances.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > > Cost Variance Analysis Purchase Order Processing • Financials Processor: Payables > Run Processes > Match Processing > Cost Variance Analysis • Financials Viewer: Payables > Payables Processing > Run Processes > Match Processing > Cost Variance Analysis • Inventory Manager: Processes in Other Systems > Create Purchasing Processes > Purchase Order Processing > Cost Variance Analysis • Payables Manager: Run Processes > Match Processing > Purchase Order Cost Variance Analysis • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purchase Order Processing > Cost Variance Analysis • Supply Management Viewer: Purchasing > Create Purchasing Processes > Purchase Order Processing > Cost Variance Analysis

Report name	Description	Navigation by role
Create Purchase Orders From Standing Contracts	Release standing purchase orders in batch.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purchase Order Processing > Create Purchase Orders From Standing Contracts • Inventory Manager: Processes in Other Systems > Create Purchasing Processes > Purchase Order Processing > Create Purchase Orders From Standing Contracts • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purchase Order Processing > Create Purchase Orders From Standing Contracts • Supply Management Viewer: Purchasing > Create Purchasing Processes > Purchase Order Processing > Create Purchase Orders From Standing Contracts
View Purchase Orders From Standing Contracts	<p>A list of standing orders that have resulted from Creating Purchase Orders From Standing Contracts. This list can be sorted by Run Time either ascending or descending.</p> <p>You can Open, Delete, or Create Purchase Orders From Standing Contracts</p>	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purchase Order Processing > View Purchase Orders From Standing Contracts • Inventory Manager: Processes in Other Systems > Create Purchasing Processes > Purchase Order Processing > View Purchase Orders From Standing Contracts • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purchase Order Processing > View Purchase Orders From Standing Contracts • Supply Management Viewer: Purchasing > Create Purchasing Processes > Purchase Order Processing > View Purchase Orders From Standing Contracts

Report name	Description	Navigation by role
Demand and Supply	Use to query the demand and supply of inventoried items in inventory locations.	<ul style="list-style-type: none"> • Purchasing Manager: Lists And Processes > Inventory Information, select the Demand and Supply tab. • Buyer: Manage Other Processes > Inventory Information, select the Demand and Supply tab. • Inventory Manager: Inventory Information, select the Demand and Supply tab. Or Item Setup > Inventory Information • Item Master Specialist: Inventory Information, select the Demand and Supply tab. • Supply Management Processor: Inventory Control Processing > Inventory Information, select the Demand and Supply tab. • Supply Management Viewer: Inventory Control > Inventory Information, select the Demand and Supply tab. Or Supply Management Setup > Items > Inventory Information

Report name	Description	Navigation by role
Departmental Procurement Expenses Report	Run this report to show transactions that originated from Payables, Inventory Control, Requisitions, and Purchasing and are posted to Global Ledger.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Manage Supply Management Reports > Purchasing Reports > Departmental Procurement Expenses • Inventory Manager: Inventory Post And Close > Departmental Procurement Expenses • Supply Management Processor: Inventory Control Processing > Inventory Post And Close > Departmental Procurement Expenses Or Purchasing Processing > Reports > Departmental Procurement Expenses • Supply Management Viewer: Inventory Control > Inventory Posting Information > Departmental Procurement Expenses Or Purchasing > Reports > Departmental Procurement Expenses
Dispatch Purchase Orders	<p>Use to dispatch purchase orders by purchasing company to the Vendor when these conditions are met:</p> <ul style="list-style-type: none"> • A purchase order dispatch vendor is created for the purchasing vendor • The issue method of both the purchase order and the purchasing vendor is set to XML <p>If the Delete Input Data check box is selected, then dispatch records related to the purchasing company are deleted.</p>	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Dispatch Purchase Orders • Inventory Manager: Processes In Other Systems > Purchasing Lists > Dispatch Purchase Orders • Purchasing Receiver: Purchasing Lists > Dispatch Purchase Orders • Supply Management Processor: Purchasing Processing > Purchasing Lists > Dispatch Purchase Orders • Supply Management Viewer: Purchasing > Purchasing Lists > Dispatch Purchase Orders

Report name	Description	Navigation by role
Interface Adjustments And Additions	Import receipt adjustments from an external source into the Invoice Matching and Terms.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Interface Receipts > Interface Adjustments And Additions • Financial Administrator: Payables > Interface > Receipt Interface > Interface Adjustments And Additions • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Interface Receipts > Interface Adjustments And Additions • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Interface Receipts > Interface Adjustments And Additions • Supply Management Viewer: Purchasing > Create Purchasing Processes > Interface Receipts > Interface Adjustments And Additions

Report name	Description	Navigation by role
Interface Re- ceipts	Interface receipts from an external source into Match.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Interface Receipts > Interface Receipts • Cash Accountant: Process Cash Ledger > Interface Cash Ledger Transaction > Interface Receipts • Financials Administrator: Payables > Interface > Receipt Interface > Interface Receipts • Financials Processor: Cash Ledger > Process Cash Ledger > Interface Cash Ledger Transactions > Interface Receipts • Financials Viewer: Cash Management > Cash Ledger Processing > Process Cash Ledger > Interface Cash Ledger Transactions > Interface Receipts • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Interface Receipts > Interface Receipts • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Interface Receipts > Interface Receipts • Supply Management viewer: Purchasing > Create Purchasing Processes > Interface Receipts > Interface Receipts

Report name	Description	Navigation by role
Invoice and Release Procurement Card Statement	Create an invoice for each company on the charge statement download file.	<ul style="list-style-type: none"> • Purchasing Manager: Manage Procurement Cards > Invoice and Release Procurement Card Statement • Financials Administrator and Financial Processor: Payables > Manage Procurement Cards > Invoice and Release Procurement Card Statement • Financials Viewer: Payables > Payables Processing > Manage Procurement Cards > Invoice and Release Procurement Card Statement • Payables Vendor Specialist: Manage Procurement Cards > Invoice and Release Procurement Card Statement • Supply Management Processor: Purchasing Processing > Manage Procurement Cards > Invoice and Release Procurement Card Statement • Supply Management Viewer: Purchasing > Manage Procurement Cards > Invoice and Release Procurement Card Statement
Invoiced Not Received Report	A list of invoices with quantities that have been invoiced but have not been received.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Invoiced Not Received Report • Inventory Manager: Processes In Other Systems > Purchasing Lists > Invoiced Not Received Report • Purchasing Receiver: Purchasing Lists > Invoiced Not Received Report • Supply Management Processor: Purchasing Processing > Purchasing Lists > Invoiced Not Received Report • Supply Management Viewer: Purchasing > Purchasing Lists > Invoiced Not Received Report

Report name	Description	Navigation by role
Lots And Bins	Use to search for lot and bin information for lot- and bin-tracked Items in an inventory location.	<ul style="list-style-type: none"> • Purchasing Manager: Lists And Processes > Inventory Information, select the Lots And Bins tab. • Buyer: Manager Other Processes > Inventory Information, select the Lots And Bins tab. • Inventory Manager and Item Master Specialist: Inventory Information, select the Lots And Bins tab. • Inventory Manager: Item Setup > Inventory Information, select the Lots And Bins tab. • Supply Management Processor: Inventory Control Processing > Inventory Information, select the Lots And Bins tab. • Supply Management Viewer: Inventory Control > Inventory Information, select the Lots And Bins tab. <p style="text-align: center;">Or</p> <p>Supply Management Setup > Items > Inventory Information</p>
Manage Purchasing Reports	A list of all of the purchasing reports that you generated. These fields are displayed: Report Number, Report Type, Report Description, Print Date, and Print Time of each record.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Manage Supply Management Reports > Purchasing Reports > Manage Purchasing Reports • Supply Management Processor: Purchasing Processing > Reports > Manage Purchasing Reports • Supply Management Viewer: Purchasing > Reports > Manage Purchasing Reports

Report name	Description	Navigation by role
Mass Create Purchase Order Receipts	Create receipt from an open purchase order	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Mass Create Purchase Order Receipts • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Mass Create Purchase Order Receipts • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Mass Create Purchase Order Receipts • Supply Management Viewer: Purchasing > Create Purchasing Processes > Mass Create Purchase Order Receipts
Mass PO Issue	Issue a purchase order document by paper, fax, email, or EDI.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purchase Order Processing > Mass PO Issue • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Mass PO Issue • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purchase Order Processing > Mass PO Issue • Supply Management Viewer: Purchasing > Create Purchasing Processes > Purchase Order Processing > Mass PO Issue

Report name	Description	Navigation by role
Matched Not Received Report	Report invoice details that were processed without a received quantity. Shows the orders for which the approved quantity for the purchase order line is greater than the received quantity.	<ul style="list-style-type: none"> • Purchasing Manager: Month End Processing > Matched Not Received Report • Supply Management Processor: Purchasing Processing > Month End Processing > Matched Not Received Report • Supply Management Viewer: Purchasing > Month End Processing > Matched Not Received Report
Open Receipt Archive	Posts written off and archived receipt transactions to Global Ledger. Written off receipts are still available in the match process. Archived receipts are no longer available in the match process.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purge And Archival > Open Receipt Archive • Financials Processor: Payables > Run Processes > Match Processing > Open Receipt Archive • Financials Viewer: Payables > Payables Processing > Run Processes > Match Processing > Open Receipt Archive • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Purge And Archival > Open Receipt Archive • Payables Manager: Run Processes > Match Processing > Open Receipt Archive • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purge And Archival > Open Receipt Archive • Supply Management Viewer: Purchasing > Create Purchasing Processes > Purge And Archival > Open Receipt Archive

Report name	Description	Navigation by role
Interface Purchase Order	Update the Purchasing solution with ordering information from Inventory Control Requisition Self Service, and Item and Order Billing.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Interface Purchase Orders > Interface Purchase Orders • Inventory Manager: Processes In Other System > Create Purchasing Processes > Interface Purchase Orders > Interface Purchase Orders • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Interface Purchase Orders > Interface Purchase Orders • Supply Management Viewer: Purchasing > Create Purchasing Processes > Interface Purchase Orders > Interface Purchase Orders
PO Interface Listing	A list of records in the PO interface file. You can select a specific system code, ship-to location, buyer, or requesting location. Excludes records that either do not have a vendor where there is no cost or the cost is manually defined and the Use Entered Cost field is No . You can find these records by selecting the parameters Only records with no cost override, Only records with no vendor, or both.	<ul style="list-style-type: none"> • Buyer: Manage Purchase Requests • Supply Management Processor: Purchasing Processing > Manage Purchase Requests • Supply Management Viewer: Purchasing > Manage Purchase Requests

Report name	Description	Navigation by role
PO Output Purge	Use to purge and list programs for the purchase order output tables.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purge And Archival > PO Output Purge • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Purge And Archival > PO Output Purge • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purge And Archival > PO Output Purge • Supply Management Viewer: Purchasing > Create Purchasing Processes > Purge And Archival > PO Output Purge
PO Status Report	A report of purchase order statuses. You are only required to specify the company number, but you can also use this selection criteria to determine what information is printed.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > PO Status Report • Inventory Manager: Processes In Other Systems > Purchasing Lists > PO Status Report • Purchasing Receiver: Purchasing Lists > PO Status Report • Supply Management Processor: Purchasing Processing > Purchasing Lists > PO Status Report • Supply Management Viewer: Purchasing > Purchasing Lists > PO Status Report

Report name	Description	Navigation by role
Print Vendor RMA	<p>Print a Return Material Authorization document to send along with the return goods to the vendor. The RMA document shows data that is related to the vendor. For example, the location that returned the goods, the location that the replacement goods should be shipped to, and whether the replacement is no charge or billable.</p> <p>You can print up to six specific returns which are printed regardless of whether they have already been printed. It can also be run to print documents for all returns for a location or vendor that have not already had documents printed.</p>	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Print Vendor RMA • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Print Vendor RMA • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Print Vendor RMA • Supply Management Viewer: Purchasing > Create Purchasing Processes > Print Vendor RMA

Report name	Description	Navigation by role
Process Purchase Order EDI Acknowledgement	Use to import purchase order acknowledgment data into the Purchasing solution. The data is generated when EDI translates inbound 855 transactions.	<ul style="list-style-type: none"> • Purchasing Manager: Lists and Processes > Create Purchasing Processes > Process Purchase Order EDI Acknowledgement Or EDI Processing > Supply Chain Interfaces > PO Acknowledgements > Process Purchase Order EDI Acknowledgement • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Process Purchase Order EDI Acknowledgement • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Process Purchase Order EDI Acknowledgement Or EDI Processing > Supply Chain Interfaces > PO Acknowledgements > Process Purchase Order EDI Acknowledgement Or Purchasing Processing > EDI Processing > Supply Chain Interfaces > PO Acknowledgements > Process Purchase Order EDI Acknowledgement • Supply Management Viewer: Purchasing > Create Purchasing Processes > Process Purchase Order EDI Acknowledgement Or EDI > Supply Chain Interfaces > PO Acknowledgements > Process Purchase Order EDI Acknowledgement Or Purchasing > EDI Processing > Supply Chain Interfaces > PO Acknowledgements > Process Purchase Order EDI Acknowledgement

Report name	Description	Navigation by role
Process Purchase Requests	Automatically create purchase orders from order requests that contain all required information.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purchase Order Processing > Process Purchase Requests • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Purchase Order Processing > Process Purchase Requests • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purchase Order Processing > Process Purchase Requests • Supply Management Viewer: Purchasing > Create Purchasing Processes > Purchase Order Processing > Process Purchase Requests
Procurement Card Charges	View a list of imported charges for a merchant, merchant group, or vendor.	<ul style="list-style-type: none"> • Purchasing Manager: Manage Procurement Cards > Procurement Card Charges • Financials Administrator: Payables > Manage Procurement Cards > Procurement Card Charges • Financials Processor: Payables > Management Procurement Cards > Procurement Card Charges • Financials Viewer: Payables > Payables Processing > Manage Procurement Cards > Procurement Card Charges • Payables Vendor Specialist: Manage Procurement Cards > Procurement Card Charges • Supply Management Processor: Purchasing Processing > Manage Procurement Cards > Procurement Card Charges • Supply Management Viewer: Purchasing > Manage Procurement Cards > Procurement Card Charges

Report name	Description	Navigation by role
Procurement Template Mass Change	Mass change a specific value on procurement templates or selected templates for a procurement group, specified participants, or to change items on multiple procurement templates.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Procurement Template Mass Change • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Procurement Template Mass Change • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Procurement Template Mass Change • Supply Management Viewer: Purchasing > Create Purchasing Processes > Procurement Template Mass Change
Purchase Order Interface Maintenance	Import purchase orders from an outside source into Purchasing.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Interface Purchase Orders > Purchase Order Interface Maintenance • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Interface Purchase Orders > Purchase Order Interface Maintenance • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Interface Purchase Orders > Purchase Order Interface Maintenance • Supply Management Viewer: Purchasing > Create Purchasing Processes > Interface Purchase Orders > Purchase Order Interface Maintenance

Report name	Description	Navigation by role
Purchasing Activity By Source Report	Use to classify the sources for all purchase orders that are created within a given date range. Sources include requisition, inventory control, case carts, order entry, and purchase order.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Purchasing Activity By Source Report • Inventory Manager: Processes In Other Systems > Purchasing Lists > Purchasing Activity By Source Report • Purchasing Receiver: Purchasing Lists > Purchasing Activity By Source Report • Supply Management Processor: Purchasing Processing > Purchasing Lists > Purchasing Activity By Source Report • Supply Management Viewer: Purchasing > Purchasing Lists > Purchasing Activity By Source Report
Purge Purchase Orders	Purge purchase orders. You can save the records to a CSV file for archive purposes. Select Archive Records to create the CSV file. If you do not select this field, then the records are permanently deleted.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purge And Archival > Purge Purchase Orders • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Purge And Archival > Purge Purchase Orders • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purge And Archival > Purge Purchase Orders • Supply Management Viewer: Purchasing Processing > Create Purchasing Processes > Purge And Archival > Purge Purchase Orders

Report name	Description	Navigation by role
Purge Purchase Order Receipts	Purge purchase order receipts. You can save the records to a CSV file for archive purposes. Select Archive Records to create the CSV file. If you do not select this field, then the records are permanently deleted.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purge And Archival > Purge Purchase Order Receipts • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Purge And Archival > Purge Purchase Order Receipts • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purge And Archival > Purge Purchase Order Receipts • Supply Management Viewer: Purchasing Processing > Create Purchasing Processes > Purge And Archival > Purge Purchase Order Receipts
Purge Vendor Returns	Purge vendor returns. You can save the records to a CSV file for archive purposes. Select Archive Records to create the CSV file. If you do not select this field, then the records are permanently deleted.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purge And Archival > Purge Vendor Returns • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Purge And Archival > Purge Vendor Returns • Supply Management: Processor: Purchasing Processing > Create Purchasing Processes > Purge And Archival > Purge Vendor Returns • Supply Management Viewer: Purchasing Processing > Create Purchasing Processes > Purge And Archival > Purge Vendor Returns

Report name	Description	Navigation by role
Purge Contracts	<p>Purge contracts.</p> <p>You can save the records to a CSV file for archive purposes. Select Archive Records to create the CSV file. If you do not select this field, then the records are permanently deleted.</p>	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purge And Archival > Purge Contracts • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Purge And Archival > Purge Contracts • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purge And Archival > Purge Contracts • Supply Management Viewer: Purchasing Processing > Create Purchasing Processes > Purge And Archival > Purge Contracts
Purchasing Arrival Interface	<p>Import delivery information from the Pitney Bowes Arrival package tracking system, which captures information using the handheld signature pads.</p>	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purchasing Arrival Interface • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Purchasing Arrival Interface • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purchasing Arrival Interface • Supply Management Viewer: Purchasing > Create Purchasing Processes > Purchasing Arrival Interface

Report name	Description	Navigation by role
Purchasing Cash Requirements Forecast	Print a list of cash requirements for the company based on the items ordered, but not yet invoiced for payment. The cash requirement date is calculated using the early delivery date and adding the due days for the line item. The week ending dates are calculated by adding seven days to the last day of the first week in the period.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Purchasing Cash Requirements Forecast • Inventory Manager: Processes In Other Systems > Purchasing Lists > Purchasing Cash Requirements Forecast • Purchasing Receiver: Purchasing Lists > Purchasing Cash Requirements Forecast • Supply Management Processor: Purchasing Processing > Purchasing Lists > Purchasing Cash Requirements Forecast • Supply Management Viewer: Purchasing > Purchasing Lists > Purchasing Cash Requirements Forecast
Purchasing Deliver Quality Analysis	A report to analyze a vendor's performance in the quality of the items shipped.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Purchasing Deliver Quality Analysis • Inventory Manager: Processes In Other Systems > Purchasing Lists > Purchasing Deliver Quality Analysis • Purchasing Receiver: Purchasing Lists > Purchasing Deliver Quality Analysis • Supply Management Processor: Purchasing Processing > Purchasing Lists > Purchasing Deliver Quality Analysis • Supply Management Viewer: Purchasing > Purchasing Lists > Purchasing Deliver Quality Analysis

Report name	Description	Navigation by role
Purchasing Deliver Quantity Analysis	A report to analyze a vendor's performance in filling orders. The report shows over, under, and as ordered shipments. You can sort the report by vendor, item, or buyer. In detail mode, information is printed for each purchase order line. In summary mode, a summarization at the item level.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Purchasing Deliver Quantity Analysis • Inventory Manager: Processes In Other Systems > Purchasing Lists > Purchasing Deliver Quantity Analysis • Purchasing Receiver: Purchasing Lists > Purchasing Deliver Quantity Analysis • Supply Management Processor: Purchasing Processing > Purchasing Lists > Purchasing Deliver Quantity Analysis • Supply Management Viewer: Purchasing > Purchasing Lists > Purchasing Deliver Quantity Analysis
Purchasing Delivery Date Analysis	A report to analyze the timeliness of deliveries for a vendor, buyer, or item.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Purchasing Delivery Date Analysis • Inventory Manager: Processes In Other Systems > Purchasing Lists > Purchasing Delivery Date Analysis • Purchasing Receiver: Purchasing Lists > Purchasing Delivery Date Analysis • Supply Management Processor: Purchasing Processing > Purchasing Lists > Purchasing Delivery Date Analysis • Supply Management Viewer: Purchasing > Purchasing Lists > Purchasing Delivery Date Analysis

Report name	Description	Navigation by role
Purchasing Returns Analysis	A report of returns analysis. The report is sorted and summarized by item, and then by vendor, location, or reason code, depending on the parameter selection. The report shows total dollars purchased for an item within the date range, total dollars returned, and what percentage of total purchases are returns. If the reason code parameter is selected, the report shows total dollars returned.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Purchasing Returns Analysis • Inventory Manager: Processes In Other Systems > Purchasing Lists > Purchasing Returns Analysis • Purchasing Receiver: Purchasing Lists > Purchasing Returns Analysis • Supply Management Processor: Purchasing Processing > Purchasing Lists > Purchasing Returns Analysis • Supply Management Viewer: Purchasing > Purchasing Lists > Purchasing Returns Analysis
Purchasing Return Status Report	A detailed report about returns. The report contains data related to expediting returns with vendors and the warehouse. Header information is printed on the vendor, return to, return from, total value, credit received, vendor contact and phone number, freight and handling charges, and status. Line information is printed about items, quantities, costs, and adjustments.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Purchasing Return Status Report • Inventory Manager: Processes In Other Systems > Purchasing Lists > Purchasing Return Status Report • Purchasing Receiver: Purchasing Lists > Purchasing Return Status Report • Supply Management Processor: Purchasing Processing > Purchasing Lists > Purchasing Return Status Report • Supply Management Viewer: Purchasing > Purchasing Lists > Purchasing Return Status Report

Report name	Description	Navigation by role
Purchasing Standard Cost Calculation	Calculate and create a reversing journal entry for the difference between the standard cost and the purchase order cost. This is for purchase order lines that have a Matched Not Received (MNR) or Received Not Invoiced (RNI) quantity that is greater than zero.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Purchasing Standard Cost Calculation • Inventory Manager: Processes In Other Systems > Purchasing Standard Cost Calculation > Purchasing Standard Cost Calculation • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purchasing Standard Cost Calculation • Supply Management Viewer: Purchasing > Create Purchasing Processes > Purchasing Standard Cost Calculation
Purchasing Sub Contractor Monitoring Report	Use to monitor certification letters or audit reports for subcontractor vendors for Grant Accounting. Use to evaluate all of the subcontractor purchase orders. Excludes vendors that have no transactions since last certified or only recent transactions that have not been audited.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Purchasing Sub Contractor Monitoring Report • Inventory Manager: Processes In Other Systems > Purchasing Lists > Purchasing Sub Contractor Monitoring Report • Purchasing Receiver: Purchasing Lists > Purchasing Sub Contractor Monitoring Report • Supply Management Processor: Purchasing Processing > Purchasing Lists > Purchasing Sub Contractor Monitoring Report • Supply Management Viewer: Purchasing > Purchasing Lists > Purchasing Sub Contractor Monitoring Report

Report name	Description	Navigation by role
Purchasing System Close	Close Purchasing.	<ul style="list-style-type: none"><li data-bbox="833 302 1409 449">• Purchasing Manager: Month End Processing > Purchasing System Close Or<li data-bbox="833 464 1409 527">• Lists and Processes > Purchasing System Close<li data-bbox="833 541 1409 646">• Supply Management Processor: Purchasing Processing > Month End Processing > Purchasing System Close<li data-bbox="833 661 1409 766">• Supply Management Viewer: Purchasing > Month End Processing > Purchasing System Close

Report name	Description	Navigation by role
Purchase Order Acknowledgment Results	Use to view purchase orders that have PO Acknowledgments and detail information received from the acknowledgment. This includes discrepancies. For example, quantities that do not match, and comments.	

Report name	Description	Navigation by role
		<ul style="list-style-type: none"> • Purchasing Manager: Lists And Processes > Create Purchasing Processes > Purchase Order Acknowledgment Results Or EDI Processing > Supply Chain Interfaces > PO Acknowledgments > Purchase Order Acknowledgment Results • EDI Administrator: Supply Chain Interfaces > PO Acknowledgments > Purchase Order Acknowledgment Results • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Purchase Order Acknowledgment Results • Buyer: Lists And Processes > Create Purchasing Processes > Purchase Order Acknowledgment Results • Purchasing Manager: EDI Processing > Supply Chain Interfaces > PO Acknowledgments > Purchase Order Acknowledgment Results • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Purchase Order Acknowledgment Results Or Purchasing Processing > EDI Processing > Supply Chain Interfaces > PO Acknowledgments > Purchase Order Acknowledgment Results Or EDI Processing > Supply Chain Interfaces > PO Acknowledgments > Purchase Order Acknowledgment Results • Supply Management Viewer: Purchasing > Create Purchasing Processes > Purchase Order Acknowledgment Results Or

Report name	Description	Navigation by role
		<p>Purchasing > EDI Processing > Supply Chain Interfaces > PO Acknowledgments > Purchase Order Acknowledgment Results</p> <p>Or</p> <p>EDI > Supply Chain Interfaces > PO Acknowledgments > Purchase Order Acknowledgment Results</p>
PO Receipts Search	This list replaces the V10 Receipt Inquiry Report from PO.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Manage Purchase Orders, select the Receipt Search tab. • Supply Management Processor: Purchasing Processing > Manage Purchase Orders, select the Receipt Search tab. • Supply Management Viewer: Purchasing > Manage Purchase Orders, select the Receipt Search tab.
Received Not Invoiced Report	Update the Global Ledger interface file with non-inventory transactions from purchase order receipts and adjustments.	<ul style="list-style-type: none"> • Purchasing Manager: Month End Processing > Received Not Invoiced Report • Supply Management Processor: Purchasing Processing > Received Not Invoiced Report • Supply Management Viewer: Purchasing > Month End Processing > Received Not Invoiced Report

Report name	Description	Navigation by role
Receiving Adjustment Log	A report of released and unreleased receiving adjustment activity.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Receipt Processing > Receiving Adjustment Log • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Receipt Processing > Receiving Adjustment Log • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Receipt Processing > Receiving Adjustment Log • Supply Management Viewer: Purchasing > Create Purchasing Processes > Receipt Processing > Receiving Adjustment Log
Receiving Delivery and Putaway	Process delivery tickets for receiving.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Receipt Processing > Receiving Delivery and Putaway • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Receipt Processing > Receiving Delivery and Putaway • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Receipt Processing > Receiving Delivery and Putaway • Supply Management Viewer: Purchasing > Create Purchasing Processes > Receipt Processing > Receiving Delivery and Putaway

Report name	Description	Navigation by role
Receiving Document	Print the receiving documents for released purchase orders and use as a worksheet to create receipts.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Receipt Processing > Receiving Document • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Receipt Processing > Receiving Document • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Receipt Processing > Receiving Document • Supply Management Viewer: Purchasing > Create Purchasing Processes > Receipt Processing > Receiving Document
Receiving Log	Print the receiving log. The receiving log reports receiving activity that has been released.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Create Purchasing Processes > Receipt Processing > Receiving Log • Inventory Manager: Processes In Other Systems > Create Purchasing Processes > Receipt Processing > Receiving Log • Supply Management Processor: Purchasing Processing > Create Purchasing Processes > Receipt Processing > Receiving Log • Supply Management Viewer: Purchasing > Create Purchasing Processes > Receipt Processing > Receiving Log

Report name	Description	Navigation by role
Remaining PO Balance Report	A report of the Ordered Less Canceled, Open to Receive, Matched, and Open To Match amount. This information can be useful to review the remaining PO balance for the selected PO criteria.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Remaining PO Balance Report • Inventory Manager: Processes In Other Systems > Purchasing Lists > Remaining PO Balance Report • Purchasing Receiver: Purchasing Lists > Remaining PO Balance Report • Supply Management Processor: Purchasing Processing > Purchasing Lists > Remaining PO Balance Report • Supply Management viewer: Purchasing > Purchasing Lists > Remaining PO Balance Report
Resend Errored Faxes	Resend unsent or errored faxes	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > Resend Errored Faxes • Inventory Manager: Processes In Other Systems > Purchasing Lists > Resend Errored Faxes • Purchasing Receiver: Purchasing Lists > Resend Errored Faxes • Supply Management Processor: Purchasing Processing > Purchasing Lists > Resend Errored Faxes • Supply Management Viewer: Purchasing > Purchasing Lists > Resend Errored Faxes

Report name	Description	Navigation by role
RNI Aging Report	<p>A report of Global Ledger transactions posted when the Received, Not Invoiced Report is run in Update mode for a period close. There are three reports that show Summary, PO Detail, and PO-Invoice detail. Shows all purchase order lines with receipts and no invoices at the time Received, Not Invoiced Report are running.</p> <p>Buyers, receiving staff, or accounts payable staff can run this report throughout the month to track receipts that are not invoiced. This allows for visibility to reduce the PO Accrual amount so it does not continue to grow each period.</p>	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Lists and Processes > Purchasing Lists > RNI Aging Report • Inventory Manager: Processes In Other Systems > Purchasing Lists > RNI Aging Report • Purchasing Receiver: Purchasing Lists > RNI Aging Report • Supply Management Processor: Purchasing Processing > Purchasing Lists > RNI Aging Report • Supply Management Viewer: Purchasing > Purchasing Lists > RNI Aging Report

Report name	Description	Navigation by role
Serial Numbers	Use to query the serial number information of serial-tracked Items in an inventory location.	<ul style="list-style-type: none"> • Purchasing Manager: Lists And Processes > Inventory Information, select the Serial Numbers tab. • Buyer: Manage Other Processes > Inventory Information, select the Serial Numbers tab. • Inventory Manager: Inventory Information, select the Serial Numbers tab. Or Item Setup > Inventory Information, select the Serial Numbers tab. • Item Master Specialist: Inventory Information, select the Serial Numbers tab. • Supply Management Processor: Inventory Control Processing > Inventory Information, select the Serial Numbers tab. • Supply Management Viewer: Inventory Control > Inventory Information, select the Serial Numbers tab. Or Supply Management Setup > Items > Inventory Information, select the Serial Numbers tab.

Report name	Description	Navigation by role
Translate In-bound		<ul style="list-style-type: none"> • Purchasing Manager: EDI Processing > Translate Inbound • EDI Administrator: Translate Inbound • Supply Management Processor: EDI Processing > Translate Inbound Or Purchasing Processing > EDI Processing > Translate Inbound • Supply Management Viewer: EDI > Translate Inbound Or Purchasing > EDI > Translate Inbound
Translate Out-bound		<ul style="list-style-type: none"> • Purchasing Manager: EDI Processing > Translate Outbound • EDI Administrator: Translate Outbound • Supply Management Processor: EDI Processing > Translate Outbound Or Purchasing Processing > EDI Processing > Translate Outbound • Supply Management Viewer: EDI > Translate Outbound Or Purchasing > EDI > Translate Outbound

Report name	Description	Navigation by role
Stock On Hand	Use to find the stock on hand information for items in an inventory location. You can Open, Update, Delete, Create, and Request New Item Location.	<ul style="list-style-type: none"> • Purchasing Manager: Lists And Processes > Inventory Information, select the Stock on Hand tab. • Buyer: Manage Other Processes > Inventory Information, select the Stock on Hand tab. • Inventory Manager: Inventory Information, select the Stock on Hand tab. Or Item Setup > Inventory Information, select the Stock on Hand tab. • Item Master Specialist: Inventory Information, select the Stock on Hand tab. • Supply Management Processor: Inventory Control Processing > Inventory Information, select the Stock on Hand tab. • Supply Management Viewer: Inventory Control > Inventory Information, select the Stock on Hand tab. Or Supply Management Setup > Items > Inventory Information, select the Stock on Hand tab.
Commodity Spend by Diversity Code	An overview of the company spend for a certain commodity. Grouped by Diversity Code, within a specified Invoice Date range, from a specified Vendor Group.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Manage Supply Management Reports > Purchasing Reports > Commodity Spend By Diversity Code • Supply Management Processor: Purchasing Processing > Reports > Commodity Spend By Diversity Code • Supply Management Viewer: Purchasing > Reports > Commodity Spend By Diversity Code

Report name	Description	Navigation by role
Commodity Spend by Vendor	An overview of the company spend for a certain commodity. Grouped by vendor, from a specified vendor group, within a specified invoice date range.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Manage Supply Management Reports > Purchasing Reports > Commodity Spend by Vendor • Supply Management Processor: Purchasing Processing > Reports > Commodity Spend by Vendor • Supply Management Viewer: Purchasing > Reports > Commodity Spend by Vendor
Item History by Vendor	Detailed information about items used in past purchasing transactions by a company, sorted by item type	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Manage Supply Management Reports > Purchasing Reports > Item History By Vendor • Supply Management Processor: Purchasing Processing > Reports > Item History By Vendor • Supply Management Viewer: Purchasing > Reports > Item History by Vendor
Purchasing by Diversity Code Certification	An overview of the company spend in purchase orders, grouped by diversity code certification, either diverse or non-diverse, within a specified Invoice Date range, and from a specified Sourcing Group.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Manage Supply Management Reports > Purchasing Reports > Purchasing by Diversity Code Certification • Supply Management Processor: Purchasing Processing > Reports > Purchasing by Diversity Code Certification • Supply Management Viewer: Purchasing > Reports > Purchasing by Diversity Code Certification

Report name	Description	Navigation by role
Manage Purchasing Reports	Shows all the purchasing reports generated by the user. Shows the Report Number, Report Type, Report Description, Print Date, and Print Time of each record.	<ul style="list-style-type: none"> • Purchasing Manager and Buyer: Manage Supply Management Reports > Purchasing Reports > Manage Purchasing Reports • Supply Management Processor: Purchasing Processing > Reports > Manage Purchasing Reports • Supply Management Viewer: Purchasing > Reports > Manage Purchasing Reports
Transaction History	Use to query the history of released inventory transactions.	<ul style="list-style-type: none"> • Purchasing Manager: EDI Processing > EDI Data Menu > Transaction History • EDI Administrator: EDI Data Menu > Transaction History • Supply Management Processor: Purchasing Processing > EDI Processing > EDI Data Menu > Transaction History Or EDI Processing > EDI Data Menu > Transaction History • Supply Management Viewer: Purchasing > EDI Processing > EDI Data Menu > Transaction History Or EDI > EDI Data Menu > Transaction History

Chapter 17: Receivables reporting

This table shows Receivables reports and where to find them:

Reports	Location
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.

Receivables standard application reports and lists

Receivables information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for receivables.

To access these reports, sign in as Application Administrator, Receivables Administrator, Receivables Manager, or Receivables Specialist.

Report name	Description	Navigation/location
Adjustment Maintenance Report	A list of application adjustments and pending maintenance adjustments for a company.	Run Receivables Listings > Adjustment Maintenance Report
Adjustments By Period Report	Use for trend reporting of deduction adjustments that are categorized by discounts, chargebacks, or write-offs. Enhances the analysis of deduction management.	Run Receivables Listings > Adjustments By Period Report
Advanced Dunning Letter Selection	Select customers for dunning letter notification. Dunning letters are past due notices.	Application Administrator and Receivables Manager: Processing > Credit And Collection > Advanced Dunning Letter Selection

Report name	Description	Navigation/location
Application Audit	Create a report of applications that require review before they can be posted. Before you can use this report, the Application Review Required field must be Yes in the Company setup.	Application Administrator and Receivables Manager: Processing > Run Receivables Processes > Application Audit
Application Close	Close all transaction entries, cash applications, and cash application adjustments.	Run Receivables Processes > Receivables Close Menu > Application Close
Application Reversal Creation	Update application reversals that were created in Payment Reversal and Receivable interface Application Reversal .	Processing > Run Receivables Processes > Application Reversal Creation
AR Customer Project Aging Report	Create a transaction aging report for activity-based parameter selections.	Processing > Run Receivables Listings > Receivables Aging Listings > AR Customer Project Aging Report
Automatic Cash Application	Automatically apply payments or credit memos to open items for customers that are selected.	Processing > Run Receivables Processes > Receivables Automatic Application > Automatic Cash Application
Automatic Memo Application	Automatically apply these types of credit memos. Invoices or debit memos that cross reference open items, and those that do not cross reference open items for selected customers.	Processing > Run Receivables Processes > Receivables Automatic Application > Automatic Memo Application
Automatic Prepayment Apply	Automatically apply customer payments that have been designated as prepayments, to cross referenced transactions.	Processing > Run Receivables Processes > Receivables Automatic Application > Automatic Prepayment Apply
Automatic Transaction Removal	Remove transactions according to the selection parameters that are defined.	Processing > Credit and Collection > Automatic Transaction Removal
Remittance Selection By Due Date	Use to select bills of exchange for remittance.	Processing > Bill of Exchange Processing > Remittance Selection
Bill of Exchange Risk List	Use to list the due date of bills of exchange. These are bill of exchange that have been remitted for payment at a discount and are still at risk with the bank.	Processing > Bill of Exchange Processing > Bill of Exchange List
Cash Batch Release Report	Release unreleased cash batches for a company.	Processing > Run Receivables Processes > Cash Batch Release Report

Report name	Description	Navigation/location
Cash Forecasting Report	Create a cash forecasting report.	Run Receivables Processes > Cash Forecasting Report
Chargeback Creation	Use to create a report by customer and chargeback number. The company total is included. This report can be run for Company Customer records where the Print Chargebacks field is selected. Print Chargebacks is located on the Cash Application tab.	Processing > Run Receivables Processes > Chargeback Creation
Company Aging Report	Create a transaction aging report for a company.	Processing > Run Receivables Listings > Receivables Aging Listings > Company Aging Report
Rebuild Receivable Project	Create activity-based transaction records.	Processing > Run Receivables Processes > Rebuild Receivable Project
Convert Applications	Import cash application and adjustment records to Receivables from a created file by an external source.	Processing > Conversions > Transaction > Convert Applications
Maintain Conversion Applications	Maintain conversion application records after you run Convert Applications.	Processing > Conversions > Transaction > Maintain Conversion Applications
Convert Comments	Import transaction comments to Receivables from files that are created by an external source.	Processing > Conversions > Transaction > Convert Comments
Maintain Conversion Comments	Maintain conversion comments records after you run Convert Comments.	Processing > Conversions > Transaction > Maintain Conversion Comments
Conversion Results	Use this list to view results, including errors, for these conversions: Convert Invoices, Convert Payments, Convert Distributions, Convert Applications, Maintain Adjustments, Convert Disputes, and Convert Comments.	Processing > Conversions > Transaction > Conversion Results
Convert Customer Balances	Update customer, customer group, and national account balances for all open items.	Processing > Conversions > Transaction > Convert Customer Balances
Convert Customers	Import customer records to Receivables from the customer conversion file.	Processing > Conversions > Transaction > Convert Customers

Report name	Description	Navigation/location
Customer Conversion Maintenance	Maintain conversion customer records after you run Convert Customers.	Processing > Conversions > Transaction > Customer Conversion Maintenance
Customer Conversion Results	View results, including errors, for Convert Customers.	Processing > Conversions > Transaction > Customer Conversion Results
Convert Disputes	Import disputed transaction records to Receivables from files that are created by an external source.	Processing > Conversions > Transaction > Convert Disputes
Maintain Conversion Disputes	Maintain conversion dispute records after you run Convert Disputes.	Processing > Conversions > Transaction > Maintain Conversion Disputes
Convert Distributions	Import distribution records to Receivables from files that are created by an external source.	Processing > Conversions > Transaction > Convert Distributions
Maintain Conversion Distributions	Maintain conversion distribution records after you run Convert Distributions.	Processing > Conversions > Transaction > Maintain Conversion Distributions
Convert Invoices	Import invoices, debit memos, credit memos to Receivables from the created files by an external source.	Processing > Conversions > Transaction > Convert Invoices
Maintain Conversion Invoices	Maintain conversion invoice records after you run Convert Invoices.	Processing > Conversions > Transaction > Maintain Conversion Invoices
Convert Payments	Import payment records to Receivables from a created file by an external source. This process adds existing payments that have updated balances and Global Ledger in the external source.	Processing > Conversions > Transaction > Convert Payments
Maintain Conversion Payments	Maintain conversion payment records after you run Convert Payments.	Processing > Conversions > Transaction > Maintain Conversion Payments
Credit Exception Report	Print a report of customers that have exceeded their credit limit or have transactions that exceed a specific number of days past due.	Processing > Run Receivables Listings > Credit Exception Report
Critical Review Report	Use to generate a list of customers. Use the parameters to select criteria. For example, filter on percent of credit limit used, open orders, current balance, specific risk code, and days past due.	Processing > Run Receivables Listings > Critical Review Report

Report name	Description	Navigation/location
Customer Add Alert	Create a report of customers that have been added where the system date is equivalent to a customer's start date. Start date is defined on Customer .	Processing > Run Receivables Listings > Receivables Customer Listings > Customer Add Alert
Customer Aging Report	Use to create a transaction aging report for a customer group. You can run the report for all customers or for a single customer in a customer group. The report is created as of the date you specify for an accurate aging. You can define aging periods and options or leave the fields blank to use the aging options defined for the Customer Group .	Processing > Run Receivables Listings > Receivables Aging Listings > Customer Aging Report
Customer Credit Alert	Create a report for customers where the current balance, plus the open order amount, is greater than the customer credit limit. This is based on the Over Limit Percent or the Percent of Credit Limit that you selected.	Processing > Run Receivables Listings > Receivables Customer Listings > Customer Credit Alert
Customer Data Export	Use to export summary aging data for company customers and for company customer's receivable invoice detail records by a Transaction User Field 1 field. The invoice detail record's Transaction User Field 1 field represents a user supplied invoice attribute.	Processing > Run Receivables Processes > Customer Data Export
Customer Grand Livre	Print a detailed report of customer transactions and balances by account number and customer for one or more accounting periods.	Processing > Run Receivables Listings > Receivables Customer Listings > Customer Grand Livre
Customer Interface Maintenance	Maintain customer interface and conversion records before they are processed into Receivables.	Processing > Interface > Customer Interface Maintenance
Customer Purge	Use to delete all receivables customers that are assigned to a specific company or customer group. Includes all customer audit records that are related.	Processing > Run Receivables Processes > Receivables Purge Menu > Customer Purge
Customer Review Selection	Create a work file of customers for a company.	Processing > Credit and Collection > Customer Review Selection

Report name	Description	Navigation/location
Customer Statistic Report	List of the average number of days beyond terms, invoice payment averages, and transaction activity by category and period for customers.	Processing > Run Receivables Listings > Receivables Customer Listings > Customer Statistic Report
Customer Statistic Report	Print a report of transaction recaps for customers within a company.	Processing > Run Receivables Listings > Receivables Customer Listings > Customer Statistic Report
Basic Dunning Letter File Generation	Create a file of letters selected for dunning by Dunning Letter Selection . You can produce a print file, a comma-separated value file, or both.	Credit And Collection > Basic Dunning Letter File Generation
Advanced Dunning Letter File Generation		Credit And Collection > Advanced Dunning Letter File Generation
Basic Dunning Letter Select	Select customers for basic dunning letter notification.	Credit And Collection > Basic Dunning Letter Select
Advanced Dunning Letter Selection	Select customers for basic dunning letter notification.	Credit And Collection > Advanced Dunning Letter Select
EFT Adjustments	Create adjustments to the pre-notifications before you process them.	Processing > Run Receivables Processes > Electronic Funds Processing > EFT Adjustments
EFT Extract	Select open items for EFT extract processing and create adjustment notices for adjusted open items.	Processing > Run Receivables Processes > Electronic Funds Processing > EFT Extract
EFT Notification Extract	Select open items for pre-notification or final notification.	Processing > Run Receivables Processes > Electronic Funds Processing > EFT Notification Extract
EFT Notification Print	Create pre-notification and final notification print files and flat files.	Processing > Run Receivables Processes > Electronic Funds Processing > EFT Notification Print
EFT Payment Creation	Create ACH or non-formatted payments and apply payments to eligible open items.	Processing > Run Receivables Processes > Electronic Funds Processing > EFT Payment Creation
Finance Charge Initiation	Run Finance Charge Initiation to begin assessing finance and late payment charges.	Processing > Credit And Collection > Finance Charge Initiation

Report name	Description	Navigation/location
Finance Charge Late Payment	Use to assess finance and late payment charges for customers with finance charge options in Customer . First run Application Closing so that all applications are included.	Processing > Credit And Collection > Finance Charge Late Payment
Interface Customers	Add or change customer records from an externally loaded customer interface file.	Processing > Interface > Interface Customers
Customer Interface Maintenance	Maintain customer interface and conversion records after you run Interface Customers and before the records are processed into Receivables.	Processing > Interface > Customers Interface Maintenance
Customer Interface Results	View results, including errors, for Interface Customers.	Processing > Interface > Customers Interface Results
Interface Invoices	Process invoice interface and conversion records into Receivables.	Processing > Interface > Interface Invoices
Invoice Interface Maintenance	Use to maintain errors that occur after you run Interface Invoices.	Processing > Interface > Invoice Interface Maintenance
Interface Lock Boxes	Import lock box payments to Receivables from a created file by an external source.	Processing > Interface > Interface Lock Boxes
Interface Payments 2	Import payments to Receivables from a created file by an external source	Processing > Interface > Interface Payments 2
Payment 2 Interface Maintenance	Maintain payment interface errors after you run Interface Payments 2.	Processing > Interface > Payments 2 Interface Maintenance
Receivables Interface Results	View results, including errors, for these interfaces: Interface Invoices, Interface Payments, Interface Lockboxes, Interface Payments 2.	Processing > Interface > Receivables Interface Results
Interface Payments	Import payments to Receivables from a created file by an external source. Use the Pay Code field to override the pay code.	Processing > Interface > Interface Payments
Payment Interface Maintenance	Maintain payment interface errors after you run Interface Payments.	Processing > Interface > Payment Interface Maintenance
Last Statement Balance Build	Create a last statement balance amount for a customer.	Processing > Run Receivables Processes > Last Statement Balance Build
Lock Box Interface Maintenance	Maintain lock box payment interface errors after you run Interface Lock Boxes.	Processing > Interface > Lock Box Interface Maintenance

Report name	Description	Navigation/location
Mass Customer Update	Update codes, rules, conditional codes and billing for all or a range of customer records within a company.	Processing > Run Receivables Processes > Mass Customer Update
National Account Aging Report	Create a transaction aging listing for all national account customers or an individual national account.	Processing > Run Receivables Listings > Receivables Aging Listings > National Account Aging Report
National Account Trans Update	Delete national account relationship records and to update national account balance records.	Processing > Run Receivables Processes > National Account Trans Update
Payment Request Notice Print	Print payment request notices that are created in Returned Payment, Finance Charge Late Payment, and Chargeback Creation.	Processing > Run Receivables Processes > Payment Request Notice Print
Period Close Report	Close the current period and year for Receivables, update record status, and update customer period statistics.	Processing > Run Receivables Processes > Receivables Close Menu > Period Close Report
Dishonor Bill of Exchanges	Use to create Global Ledger records for bills of exchange that are marked as dishonored in Dishonor Bill of Exchange.	Processing > Bill Of Exchange Processing > Dishonor Bill of Exchanges
Project History Report	Use to print a report of all transactions, cash application adjustments, and non-asset Receivables transactions that are associated with a project.	Processing > Run Receivables Listings > Project History Report
Project Report	To print a report of all transactions, cash application adjustments, non-asset receivables payment transactions, and miscellaneous distributions that are associated with each activity.	Processing > Run Receivables Listings > Project Report
Receivable Activity Summary	Use to report receivables activity, close Invoice Payment Average and Days Beyond Terms period totals. A static aged trial balance is created for each customer in a company.	Processing > Run Receivables Processes > Receivables Close Menu > Receivable Activity Summary
Receivables Tie Back Report	Use to create a Receivables tie back listing for a company. You can select an accounts receivable code to further define the report. Use this report to reconcile the Receivables general ledger account to the supporting detail the Receivables solution.	Processing > Run Receivables Listing > Receivables Tie Back Report

Report name	Description	Navigation/location
Receivables Transaction History Report	Print a report of all transactions for a range of Global Ledger dates for a company.	Processing > Run Receivables Listings > Receivables Transaction History Report
Regulatory Foreign Invoices	Reports on sales to foreign countries.	Processing > Run Receivables Listings > Regulatory Foreign Invoices
Report Group Aging Report	Create a summary aging listing for a process level report group.	Processing > Run Receivables Listings > Receivables Aging Listings > Report Group Aging Report
Bill Of Exchange Risk list	Use to list the due date of bills of exchange that have been remitted for payment at a discount. The bills of exchange are still at risk with the bank.	Processing > Bill Of Exchange Processing > Bill Of Exchange Risk
Self Balancing Report	Update distribution balance records to enable future reporting.	Processing > Run Receivables Processes > Self Balancing Report
Statement Print	Create statements of account for customers using the statement options that are defined for each customer. The statement cycle code that is assigned to the customer determines whether to create an open item or balance forward statement.	Processing > Credit And Collection > Statement Print
Summary Aging Report	Create a summary aging report. You can summarize transactions in total or summarize transactions for a specific process level or range of sales representatives. There is one line for each customer's transactions.	Processing > Run Receivables Listings > Receivables Aging Listings > Summary Aging Report
Transaction Purge	Delete selected records from Receivables.	Processing > Run Receivables Processes > Receivables Purge Menu > Transaction Purge
Transaction Status Update	Update the transaction status of records.	Processing > Run Receivables Processes > Transaction Status Update
Transferred Transaction Report	List Return To Maker (RTM) records that are created in Returned Payment for a company. You can include unreleased or released RTMs on the report.	Processing > Run Receivables Listings > Transferred Transaction Report

Report name	Description	Navigation/location
Unrealized Gain Loss Report	Calculate unrealized gains and losses for open, non-base currency transactions and create entries for posting to Global Ledger.	Processing > Run Receivables Processes > Unrealized Gain Loss Report
Unreleased Invoice Interface Maintenance	Use to maintain and release unreleased invoice data errors that occur after you run Interface Invoices.	Processing > Interface > Unreleased Invoice Interface Maintenance
User Sort File Build	Create user sort transaction records from invoice, debit memo, and credit memo transaction records.	Processing > Run Receivables Processes > User Sort File Build
Voucher Reference Report	Use this report to assign a voucher number to invoices that have been ordered for a selected company and year. This report is sequenced in ascending general ledger date order.	Processing > Run Receivables Listings > Voucher Reference Report

Chapter 18: Reconciliation management reporting

Reconciliation management reports include:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.

Reconciliation management standard application reports and lists

Reconciliation management information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for reconciliation management. The navigation path listed is for the Reconciliation Manager role.

Report name	Description	Navigation/Location
All Open Reconciliations (by structure)	View information for open reconciliations of a specific structure level. Select the applicable structure level in the Structures list.	Reconciliation Accounts , select the All Open Reconciliations tab.
Closed Reconciliations Out Of Balance With Ledger	View a list of closed reconciliations where the ledger balance has been changed after reconciliation.	Reconciliation Accounts , select the Closed Reconciliations Out Of Balance With Ledger tab.
Open Reconciliations	View information for open reconciliations including period, priority, and status. You can filter the list to view open reconciliations for a specific status, owner, or other value.	Reconciliation Status , select the Open Reconciliations tab.

Report name	Description	Navigation/Location
Open Reconciliations By Resource	View open reconciliations by resource. Select the resource in the Reconciliation Resources list. The Reconciliations By Status pie chart aggregates the open reconciliations by status for the selected resource. Select a status in the pie chart to view open reconciliations in that status for the selected resource in the Open Reconciliations list.	Reconciliation Status , select the Open Reconciliations By Resource tab.
Reconciliations By Structure	View details of open reconciliations for a specific structure level and quickly see the percentage of reconciliations that have been completed by period. Select the applicable structure level in the Structures list.	Reconciliation Status , select the Reconciliations By Structure tab.

Chapter 19: Requisition reporting

This table shows Requisition reports and where to find them:

Reports	Location
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.
Birst dashboards and reports	FSM Analytics or sign in to Birst Visualizer.

Requisitions standard application reports and lists

Requisitions information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for requisitions. The navigation path listed is for the Requester role.

Report name	Description	Navigation/location
Department Usage Report	Use to analyze the fill rate by Company or Requesting Location. The detail report shows fill rates by location, requisition, and line. The summary report lists by location and item.	<ul style="list-style-type: none"> Buyer: Lists and Processes > Requisition Lists > Department Usage Report Inventory Manager: Processes In Other Systems > Requisition Lists > Department Usage Report Purchasing Manager: Lists and Processes > Requisition Lists > Department Usage Report
Print Requisitions	A report of the requisition. This copy can be used to approve the requisition. Fields are provided on the bottom of the requisition for approval signatures if the requisition requires approval using approval codes.	<ul style="list-style-type: none"> Buyer: Lists and Processes > Create Requisition Processes > Print Requisitions Inventory Manager: Processes In Other Systems > Create Requisition Processes > Print Requisitions Purchasing Manager: Lists and Processes > Create Requisition Processes > Print Requisitions

Report name	Description	Navigation/location
Request Location Load	Use this page to import requisition data from a CSV file.	<ul style="list-style-type: none"> • Buyer: Lists and Processes > Create Requisition Processes > Request Location Load • Inventory Manager: Processes In Other Systems > Create Requisition Processes > Request Location Load • Purchasing Manager: Lists and Processes > Create Requisition Processes > Request Location Load
Requester Setup Extract	Use to extract requester setup data from the item master. The data is extracted to a CSV file. Specify a company to extract requester data for that company.	<ul style="list-style-type: none"> • Buyer: Lists and Processes > Create Requisition Processes > Requester Setup Extract • Inventory Manager: Processes In Other Systems > Create Requisition Processes > Requester Setup Extract • Purchasing Manager: Lists and Processes > Create Requisition Processes > Requester Setup Extract
Requisition Interface	Summarize requisition volume by requesting location. The report includes the total number of requisitions, lines, total value, and average value. The Results lists shows the details about what happens when running the documents in a single Run Group.	<ul style="list-style-type: none"> • Buyer: Lists and Processes > Create Requisition Processes > Interface Requisitions • Inventory Manager: Processes In Other Systems > Create Requisition Processes > Interface Requisitions • Purchasing Manager: Lists and Processes > Create Requisition Processes > Interface Requisitions
Requisition Purge	Purge requisition information by on company number or other parameters.	<ul style="list-style-type: none"> • Buyer: Lists and Processes > Create Requisition Processes > Requisition Purge • Inventory Manager: Processes In Other Systems > Create Requisition Processes > Requisition Purge • Purchasing Manager: Lists and Processes > Create Requisition Processes > Requisition Purge

Report name	Description	Navigation/location
Requisition Status Report	Use to analyze orders by requesters. Reports on all requisition lines within a specified date range.	<ul style="list-style-type: none"> • Buyer: Lists and Processes > Create Requisition Processes > Requisition Status Report • Inventory Manager: Processes In Other Systems > Create Requisition Processes > Requisition Status Report • Purchasing Manager: Lists and Processes > Create Requisition Processes > Requisition Status Report
Requisition Volume Summary Report	Run the Requisition Volume Summary Report to summarize requisition volume by requesting location. The report includes the total number of requisitions, lines, total value, and average value.	<ul style="list-style-type: none"> • Buyer: Lists and Processes > Requisition Lists > Requisition Volume Summary Report • Inventory Manager: Processes In Other Systems > Requisition Lists > Requisition Volume Summary Report • Purchasing Manager: Lists and Processes > Requisition Lists > Requisition Volume Summary Report
Requisitioned Items Report	Use to help you analyze what is ordered by requesters. A report of all requisition lines within a specified date range is reported and can be run.	<ul style="list-style-type: none"> • Buyer: Lists and Processes > Requisition Lists > Requisitioned Items Report • Inventory Manager: Processes In Other Systems > Requisition Lists > Requisitioned Items Report • Purchasing Manager: Lists and Processes > Requisition Lists > Requisitioned Items Report
Requisition Fill Rate Analysis	Use to help you analyze the fill rate by company or requesting location. The detail report shows fill rates by location, requisition, and line. The summary report lists by location and item.	<ul style="list-style-type: none"> • Buyer: Lists and Processes > Requisition Lists > Requisitioned Fill Rate Analysis • Inventory Manager: Processes In Other Systems > Requisition Lists > Requisitioned Fill Rate Analysis • Purchasing Manager: Lists and Processes > Requisition Lists > Requisitioned Fill Rate Analysis

Chapter 20: Strategic Sourcing reporting

Strategic Sourcing reports include:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.

Strategic Sourcing standard application reports and lists

Strategic sourcing information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for strategic sourcing:

Report name	Description	Navigation/Location
Award History By Diversity Code	Use this report to identify the relative number and value of awards by supplier diversity code.	Reports > Award History By Diversity Code
Event Q and A Listing	A list of questions and answers that are related to a specific event. Company and Event parameters are required.	Reports > Event Q and A Listing
Event Questions And Responses	A list of all of the event and event line questions and the related responses. The list is sorted by supplier.	Reports > Event Questions And Responses
Event Response Listing	A list of all of the responses to an event including the line level detail of each.	Reports > Event Response Listing
Executive Summary Report	A high level view of an event and the related information. Provides executive or board level compliance with organizational policies and procedures that are related to events and their related awards.	Reports > Executive Summary Report

Report name	Description	Navigation/Location
Line Response Compare	This report provides a side by side review of all responses that are related to an event line.	Reports > Line Response Compare
Event Response Listing	A list of all responses to included event lines. Similar to the Line Response Compare, but contains more detail.	Reports > Event Response Listing
Supplier Bid Success	Use this report to show detail regarding the number of notifications and the response rate to those notifications. This report does not measure or include responses that are not notified. The success rate of those responses is calculated for both on the number of events responded versus awarded and the dollars bid versus awarded.	Reports > Supplier Bid Success
Supplier Participation	Use this report to identify the participation of a supplier in your events. This report can be used to retrieve both Notification and Response detail. Run this report for a single supplier. Bid success rates are also presented.	Reports > Supplier Participation
Supplier Response Detail	A complete listing of the event and line responses for an individual supplier.	Reports > Supplier Response Detail Listing
Supplier Response History	A list of all responses received from a supplier for a given time frame.	Reports > Supplier Response History
Supplier Response By Commodity Code	Use to identify all of the submitted responses to event lines and present them by commodity code. Diversity information is also included.	Reports > Supplier Response By Commodity Code
Manage Strategic Sourcing Reports	Use to manage all of the strategic sourcing reports.	Reports > Manage Strategic Sourcing Reports

Chapter 21: Student Activities reporting

Student Activities reports include:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.

Student Activities standard application reports and lists

Student activities information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for student activities:

Report name	Description	Role	Navigation/Location
Bank Transaction Details	View school bank transaction activity details. You can filter records using search parameters.	School book-keeper	Search Activity Details, Bank Transaction Details tab
District Activity Balances	View district activity balances including current balances, period balances, period balances by school, and balances by school type.	School Controller	View Balances > District Activity Balances
Manage Districts	View district information including district schools, activity accounts, and students.	School Controller	Manage Districts
Manage Schools	View school information including bank accounts, school activities, and students.	School Book-keeper	Manage Schools
Receipt Details	View school receipt activity details. You can filter records using search parameters.	School Book-keeper	Search Activity Details, Receipt Details tab

Report name	Description	Role	Navigation/Location
Reportable Income Records	View reportable income disbursement transactions. You can filter records using search parameters	School Book-keeper	Processing > School Processing > Reportable Income Records
School Activity Balances	View school activity balances including current balances and period balances.	School Book-keeper	View Balances > School Activity Balances
Transfer Details	View school transfer activity details. You can filter available records using search parameters.	School Book-keeper	Search Activity Details, Transfer Details tab

Chapter 22: Tax reporting

Tax reports include:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.

Tax standard application reports and lists

Tax information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for tax. The navigation path listed is for the Payables Manager role unless otherwise specified.

Report name	Description	Navigation/location
US 1099 Tape Creation	Create a 1099 reportable income tape for a reportable income group.	Run Processes > Process Tax Documents > US 1099 Tape Creation
US 1099 Tape Output	Use to view reportable income output files.	Run Processes > Process Tax Documents > > US 1099 Tape Output

Report name	Description	Navigation/location
European Community Sales List Reports	Contains all of the intra-EEC sales transactions that are reported on your company Value Added Tax Return Reports for the quarter.	Sign in as Application Administrator and select Financials > Payables > Payables Processing > VAT Processing > EU Sales List Tax Codes > European Community Sales List Reports or Financials > Payables > Tax Setup > Vat Setup > EU Sales List Tax Codes > European Community Sales List Reports
Intrastat Data Report	Edit Intrastat data and create, recreate, or reprint an Intrastat data report for a selected period.	Run Processes > Process Month End > Intrastat Data Report Or, sign in as Application Administrator and select Payables > Tax Setup > Intrastat Setup > Intrastat Data Report
Journal File Create	Use to read the input and output transactions and write them to a new tax file. The source can be input or output. Input: Accounts Payable, Cash Management, or Tax input transactions. Output: Accounts Receivable, Billing, Project Invoicing and Revenue, Cash Management, and Tax output transactions.	Run Processes > Process Month End > Journal File Create
Tax Analysis Report	Create a report of released or historical tax information.	Run Processes > Process Tax Documents > Tax Analysis Report
Tax Identification Number	Create a CSV file to send to the IRS to verify that tax identification numbers for the vendors are valid. This is only an outgoing file.	Run Processes > Process Tax Documents > Tax Identification Number

Report name	Description	Navigation/location
Tax Reconciliation Report	List all invoices that were applied to a specific taxperiod. The report subtotals by general ledger period or tax code.	Run Processes > Process Tax Documents > Tax Reconciliation Report Or, sign in as Application Administrator and select Payables > Tax Setup > Vat Setup > EU Sales List Tax Codes
Tax Transaction Conversion	Import non-Infor tax transactions. You can convert both historical and unreported tax transactions.	Run Processes > Process Tax Documents > Tax Transaction Conversion
Value Added Tax Return Report	Contains summary information of all of the taxable purchases and sales made by the company over a period. It shows the VAT tax liability. It contains statistical information for some types of transactions, such as transportation. Reports vary from country to country.	Financials > Payables > Payables Processing > VAT Setup > VAT Return Report > Value Added Tax Return Report Or, sign in as Application Administrator and select Payables > Tax Setup > Vat Setup > Vat Return Report > Value Added Tax Return Report.

Chapter 23: Warehouse reporting

Warehouse reports include:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.

Warehouse standard application reports and lists

Warehouse information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for warehouse. The navigation path listed is for the Supply Management Processor role.

Report name	Description	Navigation/Location
Forecast Demand Interface	You can import forecast demand from a non-Infor forecasting system. Importing demand from a forecasting system ensures that expected demand is satisfied.	Workorder Processing > Create Processing Reports > Forecast Demand Interface
Lot And Serial Number Traceback	A list of lot or serial numbers used in work orders. The records on this list are based on the option that is selected for components that are used and for finished goods and byproducts produced.	Workorder Processing > Lists > Lot And Serial Number Traceback
Offsite Work Orders	A report of work orders for a production facility that are on offsite hold. Fields included are: <ul style="list-style-type: none"> work order number finished good item and description hold code and description vendor number and name date sent offsite production dates planned quantity of finished goods produced by the work order 	Workorder Processing > Lists > Offsite Work Orders

Report name	Description	Navigation/Location
Warehouse Batch Allocation	Allocate inventory for released documents. The process updates the allocated and back ordered quantities for specific documents.	Workorder Processing > Warehouse Processing > Warehouse Batch Allocation
Warehouse Batch Feedback	Perform full automatic picking, packing, or shipping feedback of document lines. You can perform one kind of feedback at a time, based on the step you select the Feedback Step field.	Workorder Processing > Warehouse Lists > Warehouse Batch Feedback
Warehouse Batch Feedback Interface	Import one type of feedback at a time into Warehouse. Before you run this interface, you must define External Warehouse Participants for an inventory location.	Workorder Processing > Warehouse Lists > Warehouse Batch Feedback Interface
Warehouse Batch Work Order Scheduling	Report on document and forecast demand for finished goods for a production facility. This report can be run for one item or for all finished goods. The periods in which demand is reported are specified when you run the report. This report can be run based on the needed date or the latest start date for production. Individual document demand records can be listed in detail or summarized. Forecast demand is reported in summary.	Workorder Processing > Lists > Create Processing Reports > Warehouse Batch Work Order Scheduling
Warehouse Bill Of Lading Print	Print Bills of Lading that have been created using Bill of Lading. Bills of Lading are forms giving total cubic feet and weight of the items by freight class that are included in a shipment.	Warehouse Processing > Bill Of Lading Processing > Warehouse Bill Of Lading Print
Warehouse Bulk Pick List	Print documents in a list that enables warehouse personnel to perform bulk picking. You must run Warehouse Pick List Print first to assign pick list numbers that are a parameter in this process. This process is only valid for detail-tracked items.	Warehouse Processing > Warehouse Bulk Pick List
Warehouse Global Ledger Distribution Report	Print a report of postings that are created to Global Ledger by the solution. Postings are updated for inclusion on this report by running Warehouse Production Feedback Update . The report totals by location and company and can be limited to a specific work order range or date range.	Workorder Processing > Lists > Warehouse Global Ledger Distribution Report
Warehouse Items On Backorder Report	A report of items that have been back ordered for shipments from the specified inventory location.	Warehouse Processing > Warehouse Lists > Warehouse Items On Backorde

Report name	Description	Navigation/Location
Warehouse Packing List Print	A list of packed items by location. Shipments that are printed from this report are marked as printed.	Warehouse Processing > Warehouse Lists > Warehouse Packing List Print
Warehouse Picking Feedback Update	Run after completing the typing of picking feedback information for components that have been picked for work orders. If you do not add picking feedback to the picking feedback form, then this report is not applicable.	Workorder Processing > Create Processing Reports > Warehouse Picking Feedback Update
Warehouse Pick List Print	Print the pick list for documents that are released and have items allocated to them. Documents are printed in sequence, based on their shipment and line number.	Warehouse Processing > Warehouse Processing > Warehouse Pick List Print
Warehouse Production Feedback	Update inventory and Global Ledger for the used and produced inventory items, along with updating Global Ledger for the cost of burdens. In addition, the actual cost of the finished goods that are produced for the work order is determined. Run this after completing the entry of production feedback for work orders. The production feedback form must be in the Released status. Running the production feedback update process changes the work order status to Completed .	Workorder Processing > Create Processing Reports > Warehouse Production Feedback
Warehouse Production Print	Print information for work orders in the In Production status. This report includes information for the finished good, work order quantity and dates, components, burdens, byproducts, assembly instructions, and other comments. For a production facility, you can print all work orders in a production status that have not previously been included on this report. You can select a range of work orders based on a work order number or production start date. You can reprint a range of work order numbers that have previously been included on the Production Print Report . Optionally, for any of the previous choices, you can omit the feedback line and the waste line for components.	Workorder Processing > Create Processing Reports > Warehouse Production Print

Report name	Description	Navigation/Location
Warehouse Proof Of Delivery Print	<p>Print a Proof of Delivery (POD) form to send with an order to a customer. The POD form is used by the customer to confirm the receipt of goods before being billed. The customer can accept the goods, accept some of the goods, or reject the whole shipment. When the POD form is sent back, the customer is billed accordingly.</p> <p>If the POD form is required for a customer, then you can define a grace period. During the grace period, the customer has time to send back the POD form. If the grace period expires and the proof of delivery form is not returned, then the shipment is invoiced. You define a customer as requiring POD processing and the grace period in Receivables.</p>	Warehouse Processing > Warehouse Processing > Warehouse Proof Of Delivery Print
Warehouse Route Creation	Create a temporary route file. Only companies that deliver goods directly to customers use this process and they must do so before printing the pick list.	Warehouse Processing > Miscellaneous Warehouse Processes > Warehouse Route Creation
Warehouse Schedule Planning Report	<p>A report of document and forecast demand for finished goods for a production facility. This report can be run for one item or for all finished goods. The periods in which demand is reported are specified when you run the report.</p> <p>This report runs based on the needed date or the latest start date for production. Individual document demand records can be listed in detail or summarized. Forecast demand is reported in summary.</p>	Workorder Processing > Lists > Warehouse Schedule Planning Report
Shipments	A list of all lines that were printed on a pick list but have not been picked, packed, or shipped	Warehouse Processing > Warehouse Processing > Shipments
Warehouse Shipment Interface Purge	Purge shipment interface data. This process permanently deletes data. Before you run this process, back up your data according to your company's procedures. Before you submit the report, carefully review the parameters.	Warehouse Processing > Warehouse Processing > Shipment Interface Purge
Warehouse Shipment Load Program	Run Shipment Load process to import shipments from a non-Infor system to Infor.	Warehouse Processing > Warehouse Processing > Shipment Load Program

Report name	Description	Navigation/Location
Warehouse Shipment Release	<p>Release a shipment after adding shipping feedback. Shipments are created when you run Warehouse Pick List Print to print the pick list. The process lists shipment and document numbers, requested and shipped dates, and document lines.</p> <p>Stock-on-hand quantities are reduced as a result of running this process.</p>	Warehouse Processing > Warehouse Processing > Shipment Release
Warehouse Work in Process Report	<p>Print a report of component costs that have been issued from inventory and posted to work in process. Components for work orders that are in production and have completed picking feedback are selected for this report. This report can be run for all production facilities of a company or for a specific production facility.</p> <p>The components can be listed on the report in one of these sequences:</p> <ul style="list-style-type: none"> • By finished good and component for each finished goods • By component and finished good for each component 	Workorder Processing > Lists > Warehouse Work in Process Report
Warehouse Work Order Explosion	<p>Explode released work orders for a production facility. For a production facility, you can explode all released work orders, a specified range of work order numbers, or a specified date range. The date range is based on production start date.</p>	Workorder Processing > Create Processing Reports > Warehouse Work Order Explosion
Warehouse Work Order Pick List Print	<p>Print a pick list for components of work orders that are in In Production status. Inventory component items and packing items that are used in the work order are printed.</p>	Workorder Processing > Create Processing Reports > Warehouse Work Order Pick List Print
Warehouse Work Order Purge	<p>Delete work order information for work orders that have been canceled or completed. Delete the work order information that is no longer required for inquiry or reporting.</p>	Workorder Processing > Create Processing Reports > Warehouse Work Order Purge

Chapter 24: Work order reporting

Work order reports include:

Reports	Where to go
Standard application reports and lists	Infor Financials and Supply Management navigation menus and action menus.

Work Order standard application reports and lists

Work order information for reporting is located throughout the navigation menus. In addition, you can create a report from any list.

This table contains a list of the most pertinent standard application reports and lists for work order. The navigation listed is for the Supply Management Processor role.

Report name	Description	Navigation/Location
Warehouse Global Ledger Distribution Report	Print a report of postings that are created to Global Ledger by Production Management.	Workorder Processing > Lists > Warehouse Global Ledger Distribution Report
Warehouse Schedule Planning Report	Print a report of document and forecast demand for finished goods for a production facility. This report can be run for one item or for all finished goods. The periods in which reported demand are specified when you run the report.	Workorder Processing > Lists > Warehouse Schedule Planning Report
Warehouse Work In Process Report	Print a report of component costs that have been issued from inventory and posted to work in process. Components for work orders that are in production and have picking feedback are selected for this report. This report can be run for all production facilities of a company or for a specific production facility.	Workorder Processing > Lists > Warehouse Work In Process Report

Report name	Description	Navigation/Location
Warehouse Batch Work Order Scheduling	Print a list of document and forecast demand for finished goods for a production facility. This report can be run for one item or for all finished goods. Specify the period in which the demand is reported when you run the report.	Workorder Processing > Create Processing Reports > Warehouse Batch Work Order Scheduling
Forecast Demand Interface	Import forecast demand from a non-Infor forecasting system. Importing demand from a forecasting system ensures that expected demand is satisfied.	Workorder Processing > Create Processing Reports > Forecast Demand Interface
Warehouse Picking Feedback Update	Run Picking Feedback Update after specifying the picking feedback information for components that have been picked for work orders.	Workorder Processing > Create Processing Reports > Warehouse Picking Feedback Update
Warehouse Production Feedback	Specify the actual finished good quantity, used actual components, and actual burden costs.	Workorder Processing > Create Processing Reports > Warehouse Production Feedback
Warehouse Production Print	Print information for work orders in the In Production status. This report includes information for the finished good, work order quantity and dates, components, burdens, byproducts, assembly instructions, and other comments.	Workorder Processing > Create Processing Reports > Warehouse Production Print
Warehouse Work Order Explosion	Explode released work orders for a production facility. You can explode all released work orders, a specified range of work order numbers, or a specified date range.	Workorder Processing > Create Processing Reports > Warehouse Work Order Explosion
Warehouse Work Order Pick List Print	Print a pick list for components of work orders that are in the In Production status. Inventory component items and used packing items in the work order are printed.	Workorder Processing > Create Processing Reports > Warehouse Work Order Pick List Print
Warehouse Work Order Purge	Delete work order information for work orders that have been canceled or completed.	Workorder Processing > Create Processing Reports > Warehouse Work Order Purge

Appendix A: Report mapping from Lawson v10 to FSM v11

This appendix contains a list of Lawson v10 reports and their conversion to Infor Financials and Supply Management. Use this list as a reference if you are familiar with the Lawson Enterprise Applications. The list is in alpha-numeric order by Lawson token ID. If the Lawson token ID is not listed in this document, then the batch report was not converted for use in Infor Financials and Supply Management.

Note that some of the title names have changed from v10 to v11.

Asset Accounting

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AM115	Mass Additions	Mass Asset Additions
AM117	Mass Distribution Split	Mass Asset Distribution Split
AM118	Repair Release	Asset Repair Release
AM120	Asset Book Copy	Book Copy
AM125	Mass Adjustments	Mass Asset Adjustments
AM135	Item Transfer Report	Asset Mass Transfers
AM145	Mass Disposals Asset	Mass Disposals
AM152	Inventory Update	Asset Inventory Update
AM153	Asset Bar Code Labels	Asset Bar Code Labels
AM154	AM Bar Code File Interface	Asset Bar Code File Interface
AM170	Processing Release	Release Assets
AM180	Depreciation Calculation and Listing	Asset Depreciation Calculation and List
AM185	Insurance and Replacement Calculation	Insurance and Replacement Calculation

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AM190	Period Close	Asset Period Close
AM192	Short Year Close	Asset Short Year Close
AM195	Year End Close	Asset Year End Close
AM200	System Setup Lists	Asset Manager > Asset System Setup > Companies > open a record > Main tab: Company Options Asset Manager > Asset System Setup > Books Asset Manager > Asset System Setup > Calendars Asset Manager > Asset System Setup > Asset Locations Asset Manager > Asset System Setup > Asset Divisions Asset Manager > Asset System Setup > Disposal Properties Asset Manager > Asset System Setup > Depreciation and Valuation Methods > Depreciation Methods Asset Manager > Asset System Setup > Depreciation and Valuation Methods > Insurance Methods Asset Manager > Asset System Setup > Depreciation and Valuation Methods > Replacement Methods Asset Manager > Asset System Setup > Depreciation and Valuation Methods > Depreciation Methods > Units of Production tab > Asset Method Year Asset Manager > Asset System Set-up> Depreciation and Valuation Methods > Insurance Methods > Units of Production tab > Asset Method Year Asset Manager > Asset System Setup > Depreciation and Valuation Methods > Replacement Methods > Units of Production tab > Asset Method Year Asset Manager > Asset System Setup > Asset Tax Credit Tables Asset Manager > Asset System Setup > Personal Use Codes

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AM205	Company Setup List	Asset Manager > Asset System Setup > Companies > open a record > Asset Account Groups tab: Account Groups Within Company Asset Manager > Asset System Setup > Companies > Open a record > Asset Types tab Asset Manager > Asset System Setup > Companies > open a record > Asset Dimension Groups tab Asset Manager > Asset System Setup > Companies > open a record > Company Book Calendars tab Asset Manager > Asset System Setup > Companies > open a record > Main tab
AM206	Product Category Workbook	Asset Manager > Asset System Setup > Asset Types > open a record > Product Categories tab: Asset Product Categories
AM210	Book Group List	Asset Manager > Asset System Setup > Book Groups
AM212	Addition Template List	Asset Manager > Asset System Setup > Asset Templates
AM213	Asset Group List	Asset Manager > Asset System Setup > Asset Groups
AM214	Class Depreciation Rate List	Asset Manager > Asset System Setup > Asset Types > open a record > Class Depreciation Rates tab
AM220	Addition Report	Asset Manager > Asset Listings > Asset Addition Report
AM222	Asset Book List	Asset Manager > Asset System Setup > Books > right-click a record > DrillAround > Book > Assets tab: Assets for Book
AM223	Asset Item List	Asset Analyst > Asset Processes > Assets > open a record > Items tab: Asset Items

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AM224	Asset Repair Report	Asset Manager > Conversion and Interfaces > Asset Repair Interface List: Interfacing Asset Repair Records
AM225	Asset Adjustment Report	Asset Analyst > Asset Processes > Assets > open a record > Adjustments tab: Asset Adjustment
AM230	Asset Transfer Report	Asset Analyst > Asset Processes > Transfer: Asset Transfer List
AM235	Asset Item Transfer Report	Asset Analyst > Asset Processes > Transfer > open a record > Items tab: Asset Item Transfers
AM240	Disposal Report	Asset Analyst > Asset Processes > Disposal: Asset Disposals
AM241	Reinstate Disposed Assets	Asset Analyst > Asset Processes > Reinstatement: Asset Reinstatement
AM245	Asset Item Disposal Report	Asset Analyst > Asset Processes > Disposal > open a record > Items tab: Disposed Items
AM251	Asset Item Adjustment	Asset Manager > Conversion and Interfaces > Asset Item Adjustment Import List
AM252	Asset Inventory Comparison	Asset Manager > Conversion and Interfaces > Asset Item Inventory List

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AM288	Asset Audit Report	Asset Manager > Asset System Setup > Asset Types > Open a record > Main tab > open an account > DrillAround > Audit List for Global Ledger Chart Account Asset Manager > Asset System Setup > Account Groups > Actions > View Full Audit Log Asset Manager > Asset System Setup > Asset Types > Actions > View Full Audit Log Asset Manager > Asset System Setup > Asset Dimension Groups > Actions > View Full Audit Log Asset Manager > Asset System Setup > Asset Locations > Actions > View Full Audit Log Asset Manager > Asset System Setup > Asset Divisions > Actions > View Full Audit Log Asset Manager > Conversion and Interfaces > Asset Interface List > Actions > View Full Audit Log
AM300	Historical Purge	Purge Asset History
AM305	Asset Management Audit Purge	Asset Audit Purge
AM310	Book Purge	Book Purge
AM320	Depreciation History Build	Depreciation History Rebuild
AM330	Disposed Asset Purge	Disposed Asset Purge
AM500	Asset Management Interface	Asset Management Interface
AM501	Depreciation History Balances	Depreciation History Balances
AM502	Additional Book Conversion	Additional Book Conversion
AM520	Book Name Change	Book Name Change
AM550	Dictionary Load and Listing	Asset Dictionary Load and List
AM551	Item Update Adjustment Interface	Asset Item Update Adjustment Interface
AM580	Depreciation Recalculation	Depreciation Recalculation
AM588	AM Audit Dictionary Load	Asset Audit Dictionary Load

Payables

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AP100	Vendor Group Copy	Vendor Group Copy
AP101	Pay Group Update	Pay Group Update
AP102	Process Group Update	Process Group Update
AP110	Mass Vendor Update	Mass Vendor Update
AP111	Vendor Deletion	Vendor Deletion
AP115	Vendor Merge	Vendor Merge
AP130	Proof of Delivery Statements	Proof of Delivery Notification
AP131	Chargeback	Chargeback
AP133	Mass Retainage Payment Adjust	Mass Retainage Payment Adjust
AP136	Invoice Accrual Reconciliation	Invoice Accrual Reconciliation
AP141	Mass Invoice Hold	Mass Update Invoices On Hold
AP144	Tax Identification Notification	Tax Identification Number
AP146	1099 Tape Creation	US 1099 Tape Creation
AP150	Cash Requirements	Cash Requirements
AP151	Bill of Exchange Generation	Bill of Exchange Generation
AP156	Bill of Exchange Creation	Bill of Exchange Creation
AP160	Payment File Creation	Payment Clearing File Creation
AP161	Electronic Payment File Creation	Electronic Payment Creation
AP162	Vendor Attribute Interface	Vendor Attribute Interface
AP166	Bill of Exchange Bank Statement	Bill of Exchange Bank Statement
AP167	Bill of Exchange Cashing Statement	Bill of Exchange Cashing Statement
AP170	Payment Closing	Payment Close
AP175	Invoice Distribution Close	Journalize Distribution
AP176	Match Discount Accrual	Match Discount Posting
AP177	Financial Reporting Update	Financial Reporting Update
AP178	Paid Invoice Activity Update	Paid Invoice Project Update
AP180	Bill of Exchange Cashing Update	Bill of Exchange Cashing Update
AP181	Bill of Exchange Statement Update	Bill of Exchange Statement Update

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AP185	Bill of Exchange Distribution Posting	Bill of Exchange Distribution
AP189	Company, Process Level Audit Report	Company and Process Level Audit Report
AP190	Invoice Reinstatement	Payment Void Stop Pay Update
AP191	Unrealized Gain or Loss	Unrealized Gain and Loss Calculation
AP193	Recurring Invoice Update	Recurring Invoice Update
AP195	Period Closing	Payables Period Close
AP197	Vendor Balance Rebuild	Vendor Balance Rebuild
AP198	Invoice Data Archival	Invoice Data Archival
AP199	Vendor Balance Year End	Vendor Balance Year End
AP200	Vendor Group and Company List	Payables Manager > Setup > Vendor Group Payables Admin > Vendor Groups tab > Vendor Group Payables Manager > Setup > Companies > Company List
AP201	Pay Group List	Payables Manager > Setup > Pay Groups
AP202	AP Process Group List	Payables Manager > Setup > Process Groups Payables Admin > Vendor Groups tab > Vendor Group
AP205	Accounts Payable Codes List	Payables Manager > Setup > Payables Codes
AP210	Vendor List	Payables Manager > Manage Vendors
AP211	Vendor Invoicing	Payables Manager > Manage Invoices > Search tab. Filter invoices for a specific vendor.
AP212	AP Vendor Comments List	Payables Manager > Manage Vendors > Processing tab > Select an invoice > Comments tab
AP213	Vendor Account Balance	Payables Manager > Manage Vendors > Balances tab > select a vendor > Current Balances or Period Balances
AP220	AP Invoice Edit Report	Payables Manager > Manage Invoice > Unsubmitted tab > Payables Invoice

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AP230	Open Payables Report	Payables Manager > Manage Invoice > Released tab > Released Invoices
AP235	AP Incoming Invoice Register	Payables Manager > Manage Invoice > Search tab. Add additional field Voucher Number
AP236	AP Invoice Payment Approval Edit	Click to your Approver profile > My Inbasket Payables Processor > Process Invoices > Pending Approval Note: Payables Invoice Automation has replaced Payment approval functionality. No longer used.
AP237	Distribution Approval List	Click to your Approver profile > My Inbasket Payables Processor > Process Invoices > Pending Approval > Open invoice > Distributions tab Note: Payables Invoice Automation has replaced Payment approval functionality. No longer used.
AP240	Hold AP Payments Report Vendor	Payables Manager > Run Process > Process Payments > On Hold Invoice Search Payables Manager > Manage Vendors > Processing tab > If the Hold Code field is filled, the vendor is on hold Payables Specialist > Vendors on Hold column
AP245	Reportable Income Report	Payables Manager > Run Processes > Process Tax Documents > Reportable Income
AP250	Cash Forecasting	Payables Manager > Run Processes > Process Payments > Payables Forecasting
AP251	Match Analysis Report	Match Analysis Report
AP252	Unmatched Invoice Listing	Unmatched Invoice List
AP255	Bank Account Payment History	Bank Account Payment History
AP255	Bank Account Payment History	Bank Account Payment History
AP262	Vendor Attribute Interface List	No longer used

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AP265	Cash Payment Register	Cash Payment Register
AP270	Vendor Payment History	Payables Manager > Run Process > Process Payments > Vendor Payment History
AP271	Vendor Spend Report	Payables Manager > Run Process > Vendor Spend
AP275	AP Invoice Distribution History	Payables Manager > Run Process > Journalize > View Journalize Distributions > select a record > Journalize
AP290	Vendor Labels	Payables Manager > Manage Vendor > Select a Vendor > Contacts tab > Addresses
AP295	Invoice Processing Statistics	Invoice Processing Statistics
AP300	Invoice and Vendor History Purge	Payables History Purge
AP305	Accounts Payable Company Purge	Payables Company Purge
AP510	Vendor Conversion	Vendor Conversion
AP520	Invoice Interface	Interface Payables Invoices

Receivables

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AR100	EFT Notification Extract	EFT Notification Extract
AR105	EFT Notification Print	EFT Notification Print
AR110	EFT Extract	EFT Extract
AR112	National Account Transaction Update	National Account Trans Update
AR115	EFT Payment Creation	EFT Payment Creation
AR120	Mass Customer Update	Mass Customer Update
AR124	Cash Batch Release Report	Cash Batch Release Report
AR129	Automatic Prepayment Apply	Automatic Prepayment Apply
AR130	Automatic Cash Application Aud	Automatic Cash Application Aud
AR131	Automatic Memo Application	Automatic Memo Application

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AR132	Application Closing	Application Audit
AR135	Automatic Transaction Removal	Automatic Transaction Removal
AR136	Finance Charge Initiation	Finance Charge Initiation
AR137	Finance Charge Late Payment	Finance Charge Late Payment
AR140	Dunning Letter Selection	Dunning Letter Selection
AR141	Dunning Letter File Generation	Dunning Letter File Generation
AR145	Dunning Letter File Update	Dunning Letter File Update
AR150	Statement Print	AR Statement Print
AR155	Payment Request Notice Print	Payment Request Notice Print
AR160	Dunning Letter Select	Dunning Letter Select
AR161	Dunning Letter Print	Dunning Letter Print
AR170	Customer Review Selection	Customer Review Selection
AR180	Application Reversal Creation	Application Reversal Creation
AR190	Application Closing	Application Close
AR191	Chargeback Creation	Chargeback Creation
AR194	Audit Summary	Audit Summary
AR195	Distribution Closing	Distribution Close
AR196	Unrealized Gain Loss Report	Unrealized Gain Loss Report
AR197	Self Balancing Report	Self Balancing Report
AR198	Transaction Status Update	Transaction Status Update
AR199	Period Closing Report	Period Close Report
AR200	Customer Group List	Receivables Manager > Setup > Customer Group
AR201	Company Process Level List	Receivables Manager > Setup > Receivable Companies > Companies Lists
AR203	AR Process Level Report Group List	Receivables Manager > Setup > Process Level Groups
AR204	Cycle List	Receivables Manager > Setup > Receivable Code Setup > Receivable Cycle > Receivable Cycle Codes
AR205	Customer Class List	Receivables Manager > Setup > Customer Class > Customer Major Class List

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AR206	AR Operational Setup1 List	Receivables Manager > Setup > Receivable Codes Setup > Sales Representative Receivables Manager > Setup > Receivable Codes Setup > Territory Receivables Manager > Setup > Receivable Codes Setup > Credit Analysts
AR207	Finance Charge List	Receivables Manager > Setup > Customer Document Setup > Finance Charge Code
AR208	Customer Defaults List	Receivables Manager > Setup > Receivable Codes Setup > Default Codes
AR209	Customer Labels Print	Receivables Manager > Manage Customers > Company Customers > open a record > Address tab
AR210	Customer List	Receivables Manager > Manage Customers > Company Customers
AR211	Customer Optional Fields List	Receivables Manager > Manage Customers > Company Customers > open a record > Contacts tab
AR212	National Account List	Receivables Manager > Manage Customers > National Accounts
AR213	MICR Customer List	Receivables Manager > Manage Customers > Company Customers > Select a customer > Bank Accounts tab > Company Customer
AR214	Lock Box List	Receivables Manager > Setup > Receivable Codes Setup > Receivable Lock Box
AR215	AR Operational Setup2 List <ul style="list-style-type: none"> • Reason • GL Code • Dispute • Operator • Category • Aging 	Receivables Manager > Setup > Receivable Codes Setup > <ul style="list-style-type: none"> • Reason Codes • Receivable General Ledger Codes • Receivable Invoice Dispute Codes • Receivable Operators • Receivable Distribution Categories • Aging Codes
AR216	Hold List	Receivables Manager > Setup > Receivables Code Setup > Receivable Hold Code > Hold Codes
AR217	AR Comments List	Receivables Manager > Manage Customers > Company Customers > Customer Comments

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AR218	Dunning Text List	Receivables Manager > Setup > Customer Document Setup > Dun Text Codes > Dunning Text Codes
AR219	Customer Credit Card List	Receivable Manager > Manage Customers > Company Customers > open a record > Billing tab > Electronic Payments button > Customer Payment Accounts
AR220	Cash Batch Report	Receivables Manager > Processing > Payments > Select a payment batch > Batch Entry tab
AR222	Cash Cash Report	Receivables Manager > Processing > Payments > Customer Cash tab > Customer Cash List
AR223	Prepayment Report	Receivables Manager > Processing > Payments > Customer Cash tab) > Search by Prepayment > Prepayment (DrillAround) > Receivable Prepayment
AR226	Cash Batch Exception Report	Receivables Manager > Processing > Payments > Cash Batch Exception tab > Cash Batch Exception Payments
AR227	Unapplied Credit Report	Receivables Manager > Processing > Cash Application > Apply Credit > open a record > Apply Credit
AR228	Unapplied Unassigned Cash Report	<ul style="list-style-type: none"> Receivables Manager > Processing > Payments > Unapplied Cash tab > Unapplied Cash List Receivables Manager > Processing > Payments > Unassigned Cash tab > Unassigned Cash List
AR229	Transferred Transaction Report	Transferred Transaction Report
AR230	Payment Application Report	Receivables Manager > Processing > Cash Application > Review Applications > Review Payments > Review Batch Payments > open a record > Review Batch Payments > Review Applications
AR232	Transaction Application Report	Receivables Manager > Processing > Cash Application > Review Applications > Review Transactions > open a record > Review Transactions > Review Transaction

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AR233	Unposted Application Report	Receivables Manager > Processing > Cash Application > Review Applications > Application Adjustments > Unposted Receivable Invoice Applications
AR234	Open Chargeback Report	Receivables Manager > Processing > Cash Application > Select Invoices and Apply Cash > Chargeback Memo tab > Open Chargeback Memo
AR235	Application Adjustment Report	Receivables Manager > Processing > Analysis > Application Adjustments tab.
AR237	Activity Application Report	Receivables Manager > Processing > Analysis > Customer Activity tab > Customer Activity. Click Customer or National Account link
AR238	Adjustment Maintenance Edit	Receivables Manager > Processing > Cash Application > Review Applications > Customer Adjustments > Adjustment Maintenance
AR239	Activity Adjustment Report	Receivables Manager > Processing > Analysis > Application Adjustments tab.
AR242	Unreleased Transaction Report	Receivables Manager > Processing > Invoices > Invoice Batch tab > filter by Unreleased status > open the record > Main and Transactions tabs > Manage Invoices (Invoice Batch)
AR245	Disputed Transaction Report	Receivables Manager > Processing > Invoices > Disputes tab > Manage Invoices (Receivable Invoice Dispute List)
AR246	Credit and Debit Memo Report	Receivables Manager > Processing > Invoices > Invoices tab > Manage Invoices (Receivable Invoice List)
AR250	Customer Aging Report	Customer Aging Report
AR251	Company Aging Report	Company Aging Report
AR252	Report Group Aging Report	Report Group Aging Report
AR253	Summary Aging Report	Summary Aging Report
AR255	National Accounting Aging Report	National Account Aging Report
AR256	Receivables Tie Back Report	Receivables Tie Back Report
AR257	Activity Aging Report	AR Customer Project Aging Report
AR258	Cash Forecasting Report	Cash Forecasting Report

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AR260	Customer Add Alert	Customer Add Alert
AR261	Customer Credit Alert	Customer Credit Alert
AR264	Adjustments By Period Report	Adjustments By Period Report
AR265	Adjustment Maintenance Report	Adjustment Maintenance Report
AR271	Critical Review Report	Critical Review Report
AR274	Dunning History Report	Receivables Manager > Manage Customers > Customers > Customer List tab > Drill Around on a Customer > List For Dunning History
AR275	Credit Exception Report	Credit Exception Report
AR282	Returned Payment Report	Receivables Manager > Processing > Cash Application > Return to Maker > RTM Payment List
AR285	Customer Audit	Receivables Manager > Manage Customers > Customers > Customer List (tab) > Drill Around on a customer > Audit List For Customer > Audit List For Customer
AR286	Customer Grand Livre	Customer Grand Livre
AR287	Customer Account Balance	Receivables Manager > Processing > Analysis > Customer Aging (tab) > Aging
AR288	Audit Analysis Report	Receivables Manager > Setup > Receivable Company > Drillaround > Audit List for Receivable Company
AR290	Customer Statistic Report	Customer Statistic Report
AR291	Customer Hold Report	Receivables Manager > Setup > Receivable Companies > open a Record > Customers On Hold tab
AR292	Customer Inactivity Report	<ul style="list-style-type: none"> Receivables Manager > Setup > Receivable Companies > open a record > Customers Over Credit Limit tab Receivables Manager > Setup > Receivable Companies > open a record > Customers Over Last Aging Period tab
AR293	Activity History Report	Project History Report
AR294	Transaction History Report	Receivables Transaction History Report
AR295	Distribution Report	Receivables Manager > Processing > Analysis > Distributions tab.

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AR296	Activity Report	Receivables Manager > Run Receivables Listing > Project Report
AR297	Regulatory Foreign Invoices	Receivables Manager > Run Receivables Listing > Regulatory Foreign Invoices
AR300	Transaction Purge	Transaction Purge
AR301	Customer Purge	Customer Purge
AR305	Audit Analysis Purge	Audit Analysis Purge
AR501	Customer Conversion	Customer Conversion
AR502	Transaction Conversion	Transaction Conversion
AR503	Payment Conversion	Payment Conversion
AR504	Application Conversion	Application Conversion
AR505	Customer Balance Conversion	Customer Balance Conversion
AR506	Dispute and Comment Conversion	Dispute and Comment Conversion
AR507	Distribution Conversion	Distribution Conversion
AR510	User Sort File Build	User Sort File Build
AR515	Customer Attribute Load	Customer Attribute Load
AR520	Last Statement Balance Build	Last Statement Balance Build
AR525	Contract Activity Group Build	Rebuild Receivable Project
AR550	Customer Interface	Customer Interface
AR560	Transaction Interface	AR Invoice Transaction Interface
AR570	Lock Box Interface	Lock Box Interface
AR575	Payment 1	Interface Payment Interface
AR580	Payment 2 Interface	Payment2 Interface
AR588	Audit Dictionary Load	AR Audit Dictionary Load
AR105	EFT Notification Print	EFT Notification Print
AR110	EFT Extract	EFT Extract
AR112	National Account Transaction Update	National Account Trans Update
AR115	EFT Payment Creation	EFT Payment Creation
AR120	Mass Customer Update	Mass Customer Update
AR124	Cash Batch Release Report	Cash Batch Release Report

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AR129	Automatic Prepayment Apply	Automatic Prepayment Apply
AR130	Automatic Cash Application Aud	Automatic Cash Application Audit
AR131	Automatic Memo Application	Automatic Memo Application
AR132	Application Closing	Application Audit
AR135	Automatic Transaction Removal	Automatic Transaction Removal
AR136	Finance Charge Initiation	Finance Charge Initiation
AR137	Finance Charge Late Payment	Finance Charge Late Payment
AR140	Dunning Letter Selection	Dunning Letter Selection
AR141	Dunning Letter File Generation	Dunning Letter File Generation
AR145	Dunning Letter File Update	Dunning Letter File Update
AR150	Statement Print	AR Statement Print
AR155	Payment Request Notice Print	Payment Request Notice Print
AR160	Dunning Letter Select	Dunning Letter Select
AR161	Dunning Letter Print	Dunning Letter Print
AR170	Customer Review Selection	Customer Review Selection
AR180	Application Reversal Creation	Application Reversal Creation
AR190	Application Closing	Application Close
AR191	Chargeback Creation	Chargeback Creation
AR194	Audit Summary	Audit Summary
AR195	Distribution Close	Distribution Close
AR196	Unrealized Gain Loss Report	Unrealized Gain Loss Report
AR197	Self Balancing Report	Self Balancing Report
AR198	Transaction Status Update	Transaction Status Update
AR199	Period Closing Report	Period Close Report
AR229	Transferred Transaction Report	Transferred Transaction Report
AR250	Customer Aging Report	Customer Aging Report
AR251	Company Aging Report	Company Aging Report
AR252	Report Group Aging Report	Report Group Aging Report
AR253	Summary Aging Report	Summary Aging Report

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AR255	National Accounting Aging Report	National Account Aging Report
AR256	Receivables Tie Back Report	Receivables Tie Back Report
AR257	Activity Aging Report	AR Customer Activity Aging Report
AR258	Cash Forecasting Report	Cash Forecasting Report
AR260	Customer Add Alert	Customer Add Alert
AR261	Customer Credit Alert	Customer Credit Alert
AR264	Adjustments By Period Report	Adjustments By Period Report
AR265	Adjustment Maintenance Report	Adjustment Maintenance Report
AR271	Critical Review Report	Critical Review Report
AR275	Credit Exception Report	Credit Exception Report
AR286	Customer Grand Livre	Customer Grand Livre
AR290	Customer Statistic Report	Customer Statistic Report
AR293	Activity History Report	Activity History Report
AR294	Transaction History Report	Receivables Transaction History Report
AR296	Activity Report	Activity Report
AR297	Regulatory Foreign Invoices	Regulatory Foreign Invoices
AR300	Transaction Purge	Transaction Purge
AR301	Customer Purge	Customer Purge
AR305	Audit Analysis Purge	Audit Analysis Purge
AR501	Customer Conversion	Customer Conversion
AR502	Transaction Conversion	Transaction Conversion
AR503	Payment Conversion	Payment Conversion
AR504	Application Conversion	Application Conversion
AR505	Customer Balance Conversion	Customer Balance Conversion
AR506	Dispute and Comment Conversion	Dispute and Comment Conversion
AR507	Distribution Conversion	Distribution Conversion
AR510	User Sort File Build	User Sort File Build
AR515	Customer Attribute Load	Customer Attribute Load
AR520	Last Statement Balance Build	Last Statement Balance Build

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AR525	Contract Activity Group Build	Contract Activity Group Build
AR550	Customer Interface	Customer Interface
AR560	Transaction Interface	AR Invoice Transaction Interface
AR570	Lock Box Interface	Lock Box Interface
AR575	Payment 1 Interface	Payment Interface
AR580	Payment 2 Interface	Payment2 Interface
AR588	Audit Dictionary Load	AR Audit Dictionary Load

Billing

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL120	Invoice Batch Release	Invoice Batch Release
BL121	Invoice Print Edit Report	Invoice Verification Report
BL122	Invoice and Register Print	Invoice and Register Print
BL123	Sub-System Update	Sub-System Update
BL125	Electronic Payment Invoice Batch Release	EP Invoice Batch Release
BL130	Create Recurring Invoices	Create Recurring Invoices
BL140	Base List Worksheet Creation	Base List Worksheet Creation
BL141	Base List Worksheet Update	Base List Worksheet Update
BL199	Subledger Close	Subledger Close
BL217	Electronic Payments	Electronic Payments

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL200	Billing Company List	<p>Application Administrator > Financials > Billing > Setup > Billing Company</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Billing Company</p> <p>Billing Administrator > Billing Company</p> <p>Financials Viewer > Billing > Setup > Billing Company</p> <p>Order Entry Manager > View Item and Order Billing Setup > Billing Setup > Billing Company</p> <p>Supply Management Administrator > Item and Order Billing > Billing Setup > Billing Company</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Billing Company</p>
BL201	Process Level List	<p>Application Administrator > Financials > Billing > Setup > Process Level</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Process Level</p> <p>Billing Administrator > Process Level</p> <p>Financials Viewer > Billing > Setup > Process Level</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Process Level</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Process Level</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Process Level</p>

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL202	Billing Ship to List	<p>Application Administrator > Financials > Billing > Setup > Customer Ship To</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Customer Ship To</p> <p>Billing Administrator > Customer Ship To</p> <p>Financials Viewer > Billing > Setup > Customer Ship To</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Customer Ship To</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Customer Ship To</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Customer Ship To</p>
BL203	Standard Billing Comments List	<p>Application Administrator > Financials > Billing > Setup > Standard Comment Header</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Standard Comment Header</p> <p>Billing Administrator > Standard Comment Header</p> <p>Financials Viewer > Billing > Setup > Standard Comment Header</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Standard Comment Header</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Standard Comment Header</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Standard Comment Header</p>

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL204	Customer Item List	<p>Application Administrator > Financials > Billing > Setup > Item Related Setup > Customer Item Cross Reference</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Customer Item Cross Reference</p> <p>Billing Administrator > Item Related Setup > Customer Item Cross Reference</p> <p>Financials Viewer > Billing > Setup > Item Related Setup > Customer Item Cross Reference</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Item Related Setup > Customer Item Cross Reference</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Item Related Setup > Customer Item Cross Reference</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Customer Item Cross Reference</p>

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL205	Sales Class Accounts List	<p>Application Administrator > Financials > Billing > Setup > Item Related Setup > Item General Ledger Account</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Item General Ledger Account</p> <p>Billing Administrator > Item Related Setup > Item General Ledger Account</p> <p>Financials Viewer > Billing > Setup > Item Related Setup > Item General Ledger Account</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Item Related Setup > Item General Ledger Account</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Item Related Setup > Item General Ledger Account</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Item General Ledger Account</p>
BL206	Invoice Type List	<p>Application Administrator > Financials > Billing > Setup > Invoice Type</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Invoice Type</p> <p>Billing Administrator > Invoice Type</p> <p>Financials Viewer > Billing > Setup > Invoice Type</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Invoice Type</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Invoice Type</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Invoice Type</p>

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL207	Billing Reason Code List	<p>Application Administrator > Financials > Billing > Setup > Order Cancel Credit Reason</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Order Cancel Credit Reason</p> <p>Billing Administrator > Order Cancel Credit Reason</p> <p>Financials Viewer > Billing > Setup > Order Cancel Credit Reason</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Order Cancel Credit Reason</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Order Cancel Credit Reason</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Order Cancel Credit Reason</p>
BL208	Location Tax List	<p>Application Administrator > Supply Management > Supply Management Setup > Inventory Control > Inventory Location Information > Inventory Locations</p> <p>Inventory Manager > Setup > Inventory Locations</p> <p>Supply Management Administrator > Inventory Control > Inventory Location Information > Inventory Locations</p> <p>Supply Management Viewer > Supply Management Setup > Inventory Control > Inventory Location Information > Inventory Locations</p>

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL209	Billing Add on Charges List	<p>Application Administrator > Financials > Billing > Setup > Item And Order Billing Add On Charge</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Item And Order Billing Add On Charge</p> <p>Billing Administrator > Item And Order Billing Add On Charge</p> <p>Financials Viewer > Billing > Setup > Item And Order Billing Add On Charge</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Item And Order Billing Add On Charge</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Item And Order Billing Add On Charge</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Item And Order Billing Add On Charge</p>
BL210	Billing Item Add on List	<p>Application Administrator > Financials > Billing > Setup > Item Related Setup > Item Add On Cost</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Item Add On Cost</p> <p>Billing Administrator > Item Related Setup > Item Add On Cost</p> <p>Financials Viewer > Billing > Setup > Item Related Setup > Item Add On Cost</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Item Related Setup > Item Add On Cost</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Item Related Setup > Item Add On Cost</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Item Add On Cost</p>

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL212	Freight Code List	<p>Application Administrator > Financials > Billing > Setup > Freight Code</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Freight Code</p> <p>Billing Administrator > Freight Code</p> <p>Financials Viewer > Billing > Setup > Freight Code</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Freight Code</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Freight Code</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Freight Code</p>
BL213	Billing Electronic Payment Types List	<p>Application Administrator > Financials > Billing > Setup > Electronic Payment Type</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Electronic Payment Type</p> <p>Billing Administrator > Electronic Payment Type</p> <p>Financials Viewer > Billing > Setup > Electronic Payment Type</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Electronic Payment Type</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Electronic Payment Type</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Electronic Payment Type</p>

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL214	Customer Code List	<p>Application Administrator > Financials > Billing > Setup > Customer Code</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Customer Code</p> <p>Billing Administrator > Customer Code</p> <p>Financials Viewer > Billing > Setup > Customer Code</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Customer Code</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Customer Code</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Customer Code</p>
BL215	Recurring User List	<p>Application Administrator > Financials > Billing > Setup > Item Related Setup > Recurring Billing Item Operator</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Recurring Billing Item Operator</p> <p>Billing Administrator > Item Related Setup > Recurring Billing Item Operator</p> <p>Financials Viewer > Billing > Setup > Item Related Setup > Recurring Billing Item Operator</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Item Related Setup > Recurring Billing Item Operator</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Item Related Setup > Recurring Billing Item Operator</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Recurring Billing Item Operator</p>

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL216	Electronic Payment Batch List	Billing Administrator > Electronic Payment Batch List
BL219	Customer Electronic Payments	Application Administrator > Financials > Billing > Setup > Customer Credit Card Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Customer Credit Card Billing Administrator > Customer Credit Card Financials Viewer > Billing > Setup > Customer Credit Card Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Customer Credit Card Supply Management Administrator > Item And Order Billing > Billing Setup > Customer Credit Card Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Customer Credit Card
BL220	Invoice Status	Application Administrator > Financials > Billing > Processing > Invoice Billing Manager > Manage Processing > Invoice Financials Viewer > Billing > Processing > Invoice
BL230	Recurring Invoice List	Application Administrator > Financials > Billing > Processing > Recurring Invoice Definition Billing Manager > Manage Processing > Recurring Invoice Definition Financials Viewer > Billing > Processing > Recurring Invoice Definition

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL231	Customer Recurring Invoices	Application Administrator > Financials > Billing > Processing > Customer Recurring Invoices Billing Manager > Manage Processing > Customer Recurring Invoices Financials Viewer > Billing > Processing > Customer Recurring Invoices
BL232	Billed To Date	Billing Administrator > Billed To Date List
BL240	Worksheet Reprint	Worksheet Reprint
BL241	Price Audit Report	Price Audit Report
BL243	Price Book Print	Billing Administrator > Price Book Detail List
BL244	Discount Code List	Application Administrator > Financials > Billing > Setup > Price Discount Code > select record for details Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Price Discount Code > select record for full details Billing Administrator > Price Discount Code > select record for details Financials Viewer > Billing > Setup > Price Discount Code Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Price Discount Code Supply Management Administrator > Item And Order Billing > Billing Setup > Price Discount Code Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Price Discount Code

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL245	Price List List	<p>Application Administrator > Financials > Billing > Setup > Item Related Setup > Price List Contract Promotion</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Price List Contract Promotion</p> <p>Billing Administrator > Item Related Setup > Price List Contract Promotion</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Price List Contract Promotion</p> <p>Financials Viewer > Billing > Setup > Item Related Setup > Price List Contract Promotion</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Price List Contract Promotion</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Item Related Setup > Price List Contract Promotion</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Price List Contract Promotion</p>

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL247	Promotion List	<p>Application Administrator > Financials > Billing > Setup > Item Related Setup > Price List Contract Promotion</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Price List Contract Promotion</p> <p>Billing Administrator > Item Related Setup > Price List Contract Promotion</p> <p>Financials Viewer > Billing > Setup > Item Related Setup > Price List Contract Promotion</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Item Related Setup > Price List Contract Promotion</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Item Related Setup > Price List Contract Promotion</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Price List Contract Promotion</p>
BL293	Billing GL Distribution Report	Billing Administrator > Billing Global Ledger Distribution List

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
BL348	Base List	<p>Application Administrator > Financials > Billing > Setup > Item Related Setup > Price Base > Select a record</p> <p>Application Administrator > Supply Management > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Price Base > Select a record</p> <p>Billing Administrator > Item Related Setup > Price Base > Select a record</p> <p>Financials Viewer > Billing > Setup > Item Related Setup > Price Base > Select a record</p> <p>Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Item Related Setup > Price Base > Select a record</p> <p>Supply Management Administrator > Item And Order Billing > Billing Setup > Item Related Setup > Price Base > Select a record</p> <p>Supply Management Viewer > Supply Management Setup > Item And Order Billing > Billing Setup > Item Related Setup > Price Base > Select a record</p>
BL290	Sales Journal	Sales Journal
BL291	Invoice Register	Invoice Register
BL320	Invoice Purge	Billing Invoice Purge
BL330	Recurring Invoice Purge	Recurring Invoice Purge
BL331	Customer Recurring Invoice Purge	Customer Recurring Invoice Purge
BL340	Base List Worksheet Purge	Base List Worksheet Purge
BL341	Base List Audit Purge	Base List Audit Purge
BL520	Billing Interface	Billing Interface
BL530	Credit Card Interface	Credit Card Interface
BL546	Expired Contracts	Expired Contracts

Cash Management

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
CB145	EFT Extract Update	EFT Extract Update
CB150	Mass Release	Cash Ledger Mass Release
CB170	Positive Pay File Creation	Positive Pay Creation
CB181	CBCONSOL Current Day Build	Cash Consolidations Current Day Build
CB186	Stale Dating Processing	Stale Dating Processing
CB187	Stale Dating Reopen Update	Stale Dating Reopen Update
CB190	Bank Period Close	Bank Period Close
CB191	Bank Statement Close	Bank Statement Close
CB195	Company Period Close	Bank Company Period Close
CB210	Cash Receipt Deposit List	
CB211	Cash Account Group List	Cash Administrator > General Set-Up > Cash Management GroupFinancials > Cash Management > Cash Ledger Processing > Process Cash Ledger > Cash Receipts > Cash Ledger Cash Receipt Header List
CB215	Bank Transfer List	Financials > Cash Management > Cash Ledger Processing > Process Cash Ledger > Bank Transfer
CB220	Bank History Report	Cash Manager > Bank History Report> Bank History Search
CB221	Bank Transaction List	Financials > Cash Management > Cash Ledger Processing > Process Cash Ledger > Cash Ledger Transactions > All Cash Ledger Transactions List
CB222	Cash Position Reconciliation	Financials Cash Position Reconciliation
CB245	EFT Extract List	Financials > Cash Management > Cash Ledger Processing > Process Cash Ledger > EFT Extract Entry > Cash Ledger Electronic Funds Transfer Transaction List
CB246	Return Payment List	Financials > Cash Management > Cash Ledger Processing > Process Cash Ledger > Returned Payment Entry > Cash Ledger Returned Payment List

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
CB255	Cash Payment List	Financials > Cash Management > Cash Ledger Processing > Process Cash Ledger > Payment Entry > Cash Ledger Payment List
CB260	Cash Account Activity	Cash Accountant > Process Cash Ledger > Cash Ledger Transactions > All Cash Ledger Transactions List
CB281	Cash Reconciliation Statement List	Cash Manager > Statement Processing > Statement Reconciliation
CB286	Stale Dating and Escheatment Report	Stale Dating And Escheatment Report
CB295	Bank Transaction Audit Report	Financial Viewer > Cash Management > Cash Ledger Processing > Cash Ledger Transaction > right-click > Options > Create Report > Advanced Properties > Use Audit Data > Report for Cash Ledger Transaction
CB300	History Purge	Bank Transaction History Purge
CB305	Audit Report and Purge	Cash Audit Report and Purge
CB500	Bank Transaction Interface	Bank Transaction Interface
CB543	Receipts Load	Cash Receipts Load
CB544	Returned Payment Load	Returned Cash Payment Load
CB554	Payment Load	Cash Payment Load
CB580	Payment Formats	Cash Payment Formats Interface
CB588	CB Dictionary Load	Cash Dictionary Interface
CB590	CB Data Mart Registration	CB Data Mart Registration

Distribution

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
DR100	Distribution Requirements Report	Distribution Requirements Report

Bill of Exchange

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
DT150	Select, Generation of Bill	Generation of Bill
DT155	Bill of Exchange Print - Tape Create	Bill of Exchange Print Tape Create
DT160	Remittance Selection	Remittance Selection by Due Date
DT161	BOE Remittance Selection - Tape Generation	Bill of Exchange Remittance Selection Tape Generation
DT165	Generation of Bank Remittance	Generation of Bank Remittance
DT166	Generation of French Bill of Exchange File	Generation of French Bill of Exchange File
DT170	Risk Review	Risk Review
DT180	Bank Presentation, Cashing Update	Bank Presentation Cashing Update
DT181	Bank Presentation Cashing Update with Remit Control	Bank Presentation Cashing Update with Remit Control
DT185	Process Dishonored Bill of Exchanges	Process Dishonored Bill of Exchanges
DT190	Bill of Exchange Closing	Bill of Exchange Close
DT220	Customer Bill of Exchange Maturity List	Customer Bill of Exchange Maintenance
DT270	Bill of Exchange Risk Report	Bill of Exchange Risk List
DT280	Bill Of Exchange List	Customer Bill of Exchange Maintenance List
DT520	Bill of Exchange Interface	Bill of Exchange Interface

Currency

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
CU201	Currency Codes Listing	Currencies
CU202	Currency Relationship Listing	Currency Relationship

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
CU203	Company Currency Gain, Loss Accounts Listing	Finance Enterprise Group - System Posting Account Overrides on Charts
CU205	Translation Code Listing	Period Rate
CU210	Exchange Rate Listing	Daily Rate
CU220	Translation Rate Listing	Period Rate
CU260	Currency Rate Interface Listing	Daily Rate Interface Maintenance
CU261	Translation Interface Listing	Period Rate Interface Maintenance
CU278	Currency Audit Analysis Report	Audit Lists are on each individual business class
CU300	Currency Rate History Delete	Daily Rate & Period Rate
CU305	Currency Audit Analysis Delete	Audit Lists are on each individual business class

EDI

Electronic Data Interchange (EDI)

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
ED300	Purge Event History	Purge Event History
ED310	Purge Transaction History	Purge Transaction History
ED320	Cleanup EDI Directories	Cleanup EDI Directories
ED330	Start or Stop Translation Eng	Start or Stop Translation Eng
ED501	Execute Outbound EDI	Execute Outbound EDI
ED502	Execute Inbound EDI	Execute Inbound EDI

Expense

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
EX175	Company Expense Posting	Company Expense Posting
EX542	Expense Creation	Expense Interface
EX545	Advance Payback Creation	Advance Payback Creation
MM280	Departmental Procurement Expense Report	Departmental Procurement Expense Report
MM290	Requisition Issue Report	n/a

Franchise Billing

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
FR110	Budgeted Sales Update	Budgeted Sales Update
FR120	Sales Update	Sales Update
FR121	Sales Entry Release	Released Actual Sales Report
FR130	Create Estimates	Create Estimates
FR140	Invoice Interface	Invoice Interface
FR190	Accrual Closing	Accrual Close
FR195	Prepayment Update	Prepayment Update
FR199	Period Closing	Franchise Period Close
FR200	Open Estimate and Call-In Report	Franchise Billing Administrator > Processing > Open and Call In Estimates Report
FR210	Budgeted Sales Report	Franchise Billing Administrator > Processing > Budgeted Sales Report
FR220	Sales Entry Report	Sales Entry Report
FR225	Sales Entry Report	Sales Remittance Variance
FR250	Outstanding Balances By Sales Representative	Outstanding Balances by Rep
FR270	Customer Note Balance	Franchisee Note Balance

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
FR275	Charges By Sales Type	Charges by Sales Type
FR300	Sales Purge	Sales Purge
FR510	Budgeted Sales Interface	Sales Budget Interface
FR520	Franchise Sales Interface	Franchise Sales Interface

Global Ledger

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
GL200	Chart of Accounts Listing	Charts
GL201	System Control Listing	Company System Closing Control
GL205	Source Code Listing	Global Ledger Events
GL208	Organization Relationship Listing	Organization Code Listing
GL209	Account Relationship Listing	Account Code List
GL210	Company Listing	Accounting Entity
GL211	Company Group Listing	Accounting Entity Groups
GL215	Chart Compare	Chart Compare in Landmark is not the same as V10
GL219	Language Code Listing	List for Iso Locale . This is not an application list. It is a Landmark environment list.
GL220	Accounting Unit Listing	Accounting Unit For Entity
GL221	Posting Accounts Listing	Posting Account
GL222	Posting Accounts Listing by Account	Posting Account
GL225	Intercompany Relationship Listing	Accounting Entity Relations
GL238	Split Distribution Report	Split Distribution Report not coded in Landmark. You can see split distribution do queries on individual JEs.

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
GL240	Journal Edit Listing	Finance Transactions-Transaction List
GL241	Period Transaction Listing	Finance Transactions-Transaction List
GL243	Daily Transaction Listing	Finance Transactions-Transaction List
GL245	Journal Control Report	Finance Transactions-Transaction List
GL255	Transaction Writer Listing	Finance Transactions-Transaction List
GL256	Transaction Writer Report	Finance Transactions-Transaction List
GL260	Chart Interface Listing	Chart Upload
GL261	Accounting Unit Interface Listing	Accounting Unit Upload
GL262	Accounting Unit Attribute Interface Listing	User Fields on Accounting Unit business class
GL265	Transaction Interface Listing	GL Transaction Interface
GL267	Balance Interface Listing	GL Transaction Interface
GL270	Recurring Journal Edit Listing	Only query on individual Recurring Journal entries
GL275	Recurring Journal Control Report	Recurring Journal Control List
GL278	GL Audit Analysis Report	Audit analysis is on individual business classes
GL279	Jrnl Cntrl Audit Analysis Rpt	Audit analysis is on individual business classes
GL290	General Ledger Report	Totals
GL291	Trial Balance	d/EPM Platform Global Ledger Reports-Trial Balance
GL292	Balance Sheet	d/EPM Platform Global Ledger Reports- Balance Sheet
GL293	Income Statement	d/EPM Platform Global Ledger Reports-Income Statement
GL296	Transaction Currency Report	Finance Transactions-Transaction List

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
GL297	Posting Sequence Number Report	Finance Transactions-Transaction List
GL298	GL Commitment Analysis Report	GL Commitment And Encumbrances Report
GL305	GL Audit Analysis Delete	Audit analysis is on individual business classes
GL306	Jrnl Cntrl Audit Analysis Dlt	Audit analysis is on individual business classes
GL311	Remote Site GL Transaction Upload	GL Transaction Interface
GL325	GLAMOUNTS, GLUNITS File Rebuild	Accounting Entity Period Rebuild
GL327	Report Currency Rebuild	Accounting Entity Period Rebuild. Currency is included in General Ledger Total
GL330	Undistributed Retained Earning Rebuild	Schedule Rebuild Undistributed Retained Earnings
GL500	Fiscal Year Change	Feature not moved to Landmark. Landmark allows multiple calendars and reporting basis.
GL510	Chart Summary Extract	Charts
GL550	GL Balances Extract	Totals
MX201	Attribute Listing	User Fields on individual business classes
MX202	Attribute Value Listing	User Fields on individual business classes
MX260	Attribute Valid Value Listing	User Fields on individual business classes
MX278	MX Audit Analysis Report	Audit List for User Fields on individual business classes
MX305	MX Audit Analysis Delete	Audit List for User Fields on individual business classes

Average Daily Balance

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
AD220	Account Listing	Average Daily Balance Posting Account
AD300	Average Daily Balance History Delete	n/a
AD320	Variable Level Rebuild	n/a
AD325	ADAMOUNTSX File Rebuild	n/a

Budget Ledger

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
FB211	Budget Edit Group Listing	Groups
FB215	Budget Annual Amount Report	Budget Data
FB220	Budget Listing	Budget Data
FB225	Budget Control Report	Budgets
FB240	Budget Journal Edit Listing	Released Change Request Lines
FB265	Budget Interface Listing	Budget Import
FB278	Flex Budgeting Audit Analysis Report	Audit analysis is on individual business classes
FB305	Flex Budgeting Audit Analysis Purge	Audit analysis is on individual business classes

Global Ledger Allocations

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
CA200	Allocation Group Listing	List for Allocation Group
CA210	Allocation Edit Listing Lines	Landmark list is for a single allocation.
CA215	Allocation Control Listing	Allocations

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
CA278	CA Audit Analysis Report	Audit Lists are on each individual business class
CA290	Allocation Ledger	Allocation Runs
CA305	Allocation Audit Analysis Delete	Audit Lists are on each individual business class

Inventory Control

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
IC110	Intransit Shipping	Inventory Intransit Shipping
IC120	Economic Order Quantity and Reorder Calculation	Inventory EOQ and Reorder Calculation
IC125	Standard Cost Valuation	Inventory Standard Cost Valuation
IC130	General Ledger Interface	Inventory General Ledger Interface
IC131	Build IC Financial Reporting File	Purchasing Journal
IC134	Inventory Turnover	Inventory Turnover
IC135	Inventory Turnover by Issues	Inventory Turnover by Issues
IC138	Bin Replenishment Report	Bin Replenishment Report
IC140	Vendor Reorder Advice	Inventory Vendor Reorder Advice
IC141	Location Replenishment Report	Inventory Location Replenishment Report
IC142	Replenishment by Requisition POs	Replenishment by Requisition
IC143	Finished Good Replenishment	Inventory Finished Good Replenishment
IC145	Stock Status Report	Inventory Stock Status Report
IC150	Movement Analysis - Cost Inventory	Movement Analysis Cost
IC151	Movement Analysis - Sales Inventory	Movement Analysis Sales
IC152	Movement Analysis - GMROI	Inventory Movement Analysis GMROI

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
IC153	Product Transfer Resale Report	Inventory Product Transfer Resale Report
IC170	Freeze Selected Items	Inventory Freeze Selected Items
IC175	Update Variances	Inventory Variances Update
IC179	Delete Freeze Records	Delete Freeze Records
IC180	Dictionary Setup	Inventory Dictionary Setup
IC182	Par Location Utilization	Par Location Utilization
IC183	Par Level Load	Par Level Load
IC190	Closing	Inventory Period Close
IC191	Item Master Audit Trail	Item Master Audit Trail
IC192	Item Location Audit Trail	Item Location Audit Trail
IC193	IC Location Audit Report	Inventory Location Audit Report
IC194	GL Category Audit Report	Inventory GL Category Audit Report
IC199	Subsystem Close	Inventory Subsystem Close
IC200	Item Group List	Inventory Manager > Setup > Item Groups > Corporate Item Groups
IC201	Inventory Company List	Inventory Manager > Setup > Inventory Companies
IC202	Inventory Location List	Inventory Manager > Setup > Inventory Locations > Inventory Locations> Inventory Location Page
IC203	Inventory Report Group List	Inventory Manager > Setup > Report Groups > Inventory Report Groups
IC204	Inventory General Ledger Account Category List	Inventory Manager > Setup > Inventory Locations > Account Groups
IC205	Inventory Sales Class List	Inventory Manager > Setup > Major Classes
IC206	Inventory Class List	Inventory Manager > Setup > Major Classes
IC207	Purchase Class List	Inventory Manager > Setup > Major Classes
IC208	Inventory Generic Name List	Inventory Manager > Setup > Generic Names
IC209	Hazard Codes	Inventory Manager > Setup > Hazard Codes
IC210	Item Master List	Item Master Specialist > Item Master Specialist > Item Maintenance Page > Manage Items Inventory Manager > Inventory Manager > Items tab > Inventory Home Page

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
IC211	Item Location List	Inventory Manager > Item Setup > Manage Item Locations
IC212	Item Comments List	Item Master Specialist > Manage Items > open an Item > Comments tab
IC213	Item Substitutes List	Inventory Manager > Item Setup > Associated Items
IC215	Inventory Bin List	Inventory Manager > Setup > Inventory Locations > Bins
IC216	Open Transaction Report / Inventory UOM Usage Report	Inventory Manager > Setup > Units of Measure > Valid Units of Measure
IC217	Inventory Reason Code List	Inventory Manager > Setup > Inventory Companies > open a company > Reason Codes tab
IC218	GTIN List	Item Master Specialist > Manage Items > open an Item > GTINs tab > Global Trade Item Numbers
IC219	Inventory Forecast List	Inventory Manager > Inventory Reorder > Inventory Forecast
IC220	Inventory Transaction History Report	Inventory Manager > Inventory Transactions
IC221	Inventory Open Intransit Report	Inventory Manager > Inventory Transactions > Transfer Receipts tab
IC222	Inventory Unreleased Documents	Inventory Manager > Inventory Transactions > Unreleased tab
IC223	Availability Report	Inventory Availability Report
IC224	Gross Margin Return On Investment	Inventory Gross Margin Return on Investment
IC225	Inventory Reorder Advice	Inventory Reorder Advice
IC226	Inventory Leadtime Review Report	Inventory Leadtime Review
IC227	Inventory Potential Obsolete	Inventory Manager > Inventory Information > Potential Obsolete pane
IC228	Inventory Potential Overstock	Inventory Manager > Inventory Information > Potential Overstock pane
IC229	Inventory Transactions by Reason Code	Inventory Manager > Inventory Information > Transaction History pane > search by Reason Code
IC231	Issue Summary Report	Inventory Issue Summary Report

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
IC232	Serial Status Report	Inventory Manager > Item Setup > Check Stock On Hand > Serial Numbers
IC233	Inventory Valuation	Inventory Valuation
IC234	Period End Valuation	Period End Valuation
IC235	Market Inventory Valuation	Market Inventory Valuation
IC236	Inventory Freight Class List	Inventory Manager > Setup > Major Classes
IC238	Bin Stock on Hand Report	Inventory Manager > Item Setup > Check Stock On Hand > Lots And Bins tab
IC239	Forecast Variance	Inventory Forecast Variance
IC240	Inventory General Ledger Audit Report	Inventory Manager > Setup > Inventory Locations > Account Groups > Drill Around > Audit List for Inventory Location Account Groups
IC241	Bin Reorder Policy List	Inventory Manager > Setup > Inventory Locations > Bin Reorder Policies
IC242	Inventory Transaction Audit Report	Inventory Manager > Inventory Transactions > All Transactions tab > Drill Around > Audit List for Inventory Transaction
IC243	Killed Item Report	Inventory Manager > Inventory Lists > Killed Items
IC244	Inventory Issue Document	Inventory Issue Document
IC247	IFRS FIFO Period End Valuation	IFRSFIFO Period End Valuation
IC250	Inventory Released Document Report	Inventory Manager > Inventory Transactions > Adjustments tab Inventory Manager > Inventory Transactions > Transfers tab
IC258	Global Location Number List	Inventory Manager > Setup > Global Location Numbers
IC260	Kit Assembly List	Inventory Manager > Item Setup > Manage Kit Items and View Components
IC262	Inventory Finished Good List	Inventory Manager > Item Setup > Manage Kit Items and View Components
IC263	Burden List	Inventory Manager > Setup > Burden Codes
IC270	Count Sheets	Inventory Count Sheets
IC280	Distribution History Report	Inventory Distribution History Report
IC281	Par Inventory Worksheet	Par Inventory Worksheet

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
IC282	Requesting Location Usage	Requesting Location Usage
IC283	Par Location Valuation	Par Location Valuation
IC284	Variance Explanations	Inventory Variance Explanations
IC285	Detail Par Loc Utilization	Detail Par Location Utilization
IC286	Accuracy Progress	Inventory Accuracy Progress
IC287	Inventory Transactions by Document Type	Inventory Manager > Inventory Transactions > All Transactions tab > Sort by Document Type
IC290	Item Format List	Item Master Specialist> Mass Maintenance > Interface Item Master Information > Maintain Item Worksheet Inventory Manager > Item Setup > Mass Maintenance > Interface Item Master Information > Maintain Item Worksheet
IC295	Count Control Status	Inventory Count Control Status
IC300	Inventory Purge	Inventory Purge
IC311	ITEMASTOUT Purge	ITEMASTOUT Purge
IC320	Mass Item Location Copy	Mass Item Location Copy
IC330	Item Mass Change	Item Mass Change
IC331	Par Cart Mass Changes	Par Cart Mass Changes
IC500	Transaction Interface	Inventory Transaction Interface
IC501	IC Setup Extract	Inventory Company Setup Extract
IC502	IC Location CSV Create	Inventory Location CSV Create
IC503	IC Valid UOM CSV Create	Inventory Valid UOM CSV Create
IC511	Item Master - Item Location Extr	Item Master Item Location Extract
IC512	Item Master Audit Extract	Item Audit Extract
IC516	Load UNSPSC Product Codes	Load UNSPSC Product Codes
IC519	Forecast Interface	Inventory Forecast Interface
IC520	Handheld Item Master Interface	Handheld Item Master Interface
IC521	Bar Code Item Master Interface	We recommend that you use webservice to pull this information from the database and use Cloverleaf to format the data.

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
IC524	CSV Item Master	CSV Item Master
C525	Item Master Interface	HL7 Item Master Interface
IC550	Overallocated Items	Inventory Overallocated Items
IC558	GLN Master Load	GLN Master Load
IC574	Physical Inventory Interface	Physical Inventory Interface
IC588	Handheld Processing	Handheld Processing
IC589	Forecast Transfer	Inventory Forecast Transfer
IC590	Out of Stock Extract	Inventory Out of Stock Extract
IC598	Bin Label Export	Inventory Bin Label Export
IC599	Label Print Export	Inventory Label Print Export
IC800	Keyword Search Load	Keyword Search Load
IC811	Item Master Load	Item Master Load
IC820	Beginning Balance Load	Inventory Beginning Balance Load
IC840	Cart Par Location Conversion	Cart Par Location Conversion
IC841	General Ledger Category Conversion	Inventory General Ledger Category Conversion
IC850	Transaction Load	Inventory Transaction Load
IC851	History Load	Inventory History Load

Lease Accounting

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
LM121	Mass Lease Release	Mass Lease Release
LM131	Invoice Creation	Create AP Invoices for Lease Payments
LM136	Mass Payment Approval	Mass Lease Payment Approval
LM140	AP Interface	Interface Lease Payment Invoices to Payables
LM180	Interest Calculation	Lease Interest Calculation
LM190	Lease Posting	Lease Posting
LM199	Period Closing	Lease Period Close

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
LM205	Executory Cost Code List	Lease Specialist > Setup > Executory Cost Code
LM206	Lease Type List	Lease Specialist > Setup > Lease Type
LM207	Lease Date Code List	Lease Specialist > Setup > Lease Date Code
LM221	Lease List	Lease Specialist > Leases
LM228	Lease Allocation Code List	Lease Specialist > Setup > Lease Allocation Code
LM230	Lease Payment Schedule List	Lease Specialist > Lease Inquiry and Reports > Lease Payment Schedules
LM231	Lease Invoice List	Lease Specialist > Lease Inquiry and Reports > Lease Invoices
LM235	Advanced Lease Compute Options List	Lease Specialist > Lease Inquiry and Reports > Advanced Compute Option List
LM246	Lease Obligations by Date Range	Lease Inquiry And Reports > Lease New Debt Report
LM250	Lease Interface List	Lease Specialist > Lease Processing > Lease Interface List

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
LM278	Lease Management Audit Analysis Report	<p>Lease Specialist > Setup > Executory Cost Code > Drill Around > Audit List for Executory Cost Code</p> <p>Lease Specialist > Setup-> Lease Type > Drill Around > Audit List for Lease Type</p> <p>Lease Specialist > Setup > Lease Date Code > Drill Around > Audit List for Lease Date Code</p> <p>Lease Specialist > Leases > Open a Lease > Dates tab > Drill Around > Audit List for Lease Date</p> <p>Lease Specialist > Leases > Open a Lease > Executory Costs tab > Drill Around > Audit List for Lease Executory Cost Code</p> <p>Lease Specialist > Lease Inquiry and Reports > Lease Analysis Report</p> <p>Lease Specialist > Lease Inquiry and Reports > Lease Payment Schedules > Drill Around > Audit List for Lease Payment</p> <p>Lease Specialist > Lease Inquiry and Reports > Lease Payment Schedules > Open a Record > Payment Detail tab > Drill Around > Audit List for Lease Payment Detail</p> <p>Lease Specialist > Lease Inquiry and Reports > Lease Payment Schedules > Open a Record > Recurring Payment Detail tab > Drill Around > Audit List for Recurring Lease Payment Detail</p> <p>Lease Specialist > Lease Inquiry and Reports > Advanced Compute Option List > Drill Around > Audit List for Advanced Compute Option</p> <p>Lease Specialist > Setup > Lease Allocation Code > Drill Around > Audit List for Lease Allocation Code</p> <p>Lease Specialist > Setup > Lease Allocation Code > Open a record > Details tab > Drill Around > Audit List for Lease Allocation Code Detail</p> <p>Lease Specialist > Lease Inquiry and Reports > Lease Invoices > Drill Around > Audit List for Lease Invoice</p> <p>Lease Specialist > Lease Inquiry and Reports > Lease Invoices > open a record > Lines tab > Drill Around > Audit List for Lease Invoice Distribution</p>

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
LM300	Lease Purge	Lease Purge
LM305	LM Audit Analysis Purge	Lease Management Audit Analysis Purge
LM421	Lease Analysis Report	Lease Analysis Report
LM430	Lease Projections	Lease Projections
LM500	Lease Interface	Lease Interface
LM551	Payment Schedule Interface	Lease Payment Schedule Interface
LM588	LM Audit Dictionary Load	Lease Management Audit Dictionary Load

Invoice Matching

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
MA126	Auto Matching	Auto Matching
MA168	Prepaid Invoice Not Received	Prepaid Invoice Not Received
MA180	Open Receipt Archive	Open Receipt Archive
MA278	Cost Variance Analysis	Cost Variance Analysis

Order Entry

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
OE110	Batch Order Release	Order Entry Batch Order Release
OE111	Electronic Payment Batch Order Release	Order Entry EP Batch Order Release
OE112	Acknowledgement Print Report	Order Entry Acknowledgement Print Report
OE113	Quotation Listing and Delete	Order Entry Quotation Listing and Delete
OE114	Ship Immediates	Order Entry Ship Immediates
OE116	Order Line Mass Change Update	Order Entry Line Mass Change Update

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
OE129	Daily Shipment Journal	Order Entry Daily Shipment Journal
OE130	Returns GL Posting	Order Entry Returns General Ledger Posting
OE210	Order Entry Audit Report	Order Entry Manager > Manage Orders > Customer Orders > Actions > View Full Audit Log
OE220	Order Entry Sales Order Report	Order Entry Manager > Manage Orders > Customer Orders
OE229	Intercompany Shipping Invoice	Order Entry Intercompany Shipping Invoice
OE230	Order Entry Returns List	Order Entry Manager > Manage Orders > Customer Order Returns
OE251	Order Entry Type List	Order Entry Manager > View Item And Order Billing Setup > Order Entry Order Types
OE252	Order Entry Source List	Order Entry Manager > View Item And Order Billing Setup > Order Entry Order Sources
OE253	Order Entry User ID Option List	Order Entry Manager -> View Item And Order Billing Setup > Order Entry Operators
OE254	Order Entry Standard Order List	Order Entry Manager > View Item And Order Billing Setup > Order Entry Standard Orders
OE259	Order Entry Discount Code List	Order Entry Manager > View Item And Order Billing Setup > Billing Setup > Order Discount Code Billing Administrator > Order Discount Code
OE260	Order Entry Route List	Order Entry Manager > View Item And Order Billing Setup > Delivery Routes
OE270	Fill Rate Analysis	Order Entry Fill Rate Analysis
OE271	On Time Orders	Order Entry On Time Orders
OE272	Reason Code Analysis	Order Entry Reason Code Analysis
OE280	Order Entry Open Orders By Customer	Order Entry Manager > Manage Orders > Order Entry Open Orders > Search by Customer

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
OE283	Price Overrides	Order Entry Price Overrides
OE281	Order Entry Open Orders By Operator	Order Entry Manager > Manage Orders > Order Entry Open Orders > Search by Operator
OE282	Order Entry Cancellation Report	Order Entry Manager > Manage Orders > Order Entry Cancellation Report
OE284	Order Entry Credit Overrides Report	Order Entry Manager > Manage Orders > Order Entry Credit Overrides
OE285	Order Entry Customers On Hold Report	Order Entry Manager > Manage Orders > Order Entry Customers On Hold
OE286	Order Entry Orders On Hold Report	Order Entry Manager > Manage Orders > Order Entry Orders On Hold
OE287	Order Entry Items On Hold Report	Order Entry Manager > Manage Orders > Order Entry On Hold Items
OE288	Sales By Sales Representative	Order Entry Sales By Sales Representative
OE289	Sales By Sales Item	Order Entry Sales By Item
OE290	Sales By Customer	Order Entry Sales By Customer
OE291	Order Entry Credit Hold Report	Order Entry Manager > Manage Orders > Order Entry Orders On Hold
OE292	Order Entry Cash Down Payments by Customer	Order Entry Manager > Manage Orders > Cash Down Payments by Customer
OE293	Contract Status Report	Order Entry Contract Status Report
OE294	Credit Sales Report	Order Entry Credit Sales Report
OE310	Order History Purge	Order Entry History Purge
OE330	Returns Purge	Order Entry Returns Purge
OE510	Sales Order Import	Order Entry Sales Order Import
OE530	Return Feedback Interface	Order Entry Return Feedback Interface
OE810	Order Load Program	Order Entry Load Program
OE830	Returns Load Program	Order Entry Returns Load Program

Patient Charge

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
PC120	Price Calculation	Inventory Price Calculation
PC190	Patient Charge Item Audit Rpt	Patient Charge Item Audit Rpt
PC210	Patient Charge Reconciliation	Inventory Manager > Patient Charge Processing > Patient Charge Reconciliation
PC310	Patient Purge	Patient Purge
PC320	Patient Charge Purge	Patient Charge Purge
PC520	Patient Upload	Patient Upload
PC521	ADT Patient Interface	HL7 ADT Patient Interface
PC530	Patient Charge Download	Patient Charge Download
PC540	Patient Charge Upload	Patient Charge Upload
PC810	Patient Charge Item Conversion	Patient Charge Item Conversion

Project Ledger

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
AC105	Account Category Copy	<p>GL Account or User Dimension 3 or 4</p> <p>Account Category is optional. Account Category migrates to one of the User Dimensions.</p> <p>To copy account categories in FSM, use the Export to Upload action to export to the DimensionXUpload business class. Modify the account category dimension names, and then use the Upload Hierarchy action to create a new account category dimension hierarchy.</p>

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
AC108	Structure Reorganization	User Dimension 3 or 4 Account Category is optional. Account Category migrates to one of the User Dimensions. Use Finance Structure Dimension move action.
AC110	Copy Activity	Project To copy projects in FSM, use the Export to Upload action to export projects to the ProjectUpload business class. Modify the project dimension names, and then use the Upload Hierarchy action to create a new project dimension hierarchy. You can create a new posting project with the Copy Posting Project action. A single posting project is copied by the action.
AC112	Mass Activity Status Change	Project Use posting project list to change project status or use Spreadsheet Designer to export, modify, and update.
AC113	Activity Mass Change	Project List To mass modify projects in FSM, use the Export to Upload action to export projects to the ProjectUpload business class. Modify the project fields, and then use the Upload Hierarchy action to modify existing projects.
AC120	Level Reorganization	Project Hierarchy Use move action
AC121	Budget Calculation	Scenario Feature replaced by dEpm budgeting in FSM.

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
AC123	Budget Copy	Budget Import Feature replaced by dEpm budgeting in FSM. To copy budgets in FSM, use Infor Spreadsheet Designer to export GeneralLedgerTotal budget scenario records. Modify and import using the BudgetImport business class.
AC127	Budget Interface	Budget Import Feature replaced by dEpm budgeting in FSM. To import budgets in FSM, use the BudgetImport business class.
AC128	Budget Lock	Scenario Use the Scenario Ready action to finalize and lock budgets.
AC130	Allocation Calculation	AC Allocation Feature replaced by Global Ledger Allocations FSM.
AC131	Allocation Update	AC Allocation Feature replaced by Global Ledger Allocations FSM.
AC135	Attribute Effective Date	User fields Feature replaced by user fields in FSM. Use configuration console.
AC145	Mass Transaction	Global Ledger Journal Backout feature was not moved forward to FSM. Use the Global Ledger Journal Copy Journal action. Select the Copy to New Journal option and select Reverse Amounts to back out transactions.
AC147	Activity Commitment Capture	GL Commitment History Activity Commitment Capture feature was replaced by GL Commitment History.

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
AC160	Asset Management Interface	Run Draft Project Asset Interface to create draft asset interface records. After reviewing the results, run the Project Capitalization and Asset Interface actions to create asset interface records.
AC165	Percent Complete Calculation	Project Contract Percent Complete Select Reports > Contract Percent Complete . Use the Create Percent Complete action to update and store percent complete history.
AC169	Mass Capitalization Hold	Run the Hold Capitalizable Global Ledger Expense Transactions action to place transactions on hold for capitalization. Run the Remove Hold From Capitalizable Global Ledger Expense Transactions action to remove the transactions from hold.
AC190	Activity Posting	Quick Post or Post Journals Feature replaced by Global Ledger Post.
AC190	Accounting Unit Balance Post	Quick Post or Post Journals Feature replaced by Global Ledger Post.
AC195	System Control	Project System Control
AC196	Beginning Balance Update	Reporting Basis. Feature replaced by reporting basis process update next year balance action.

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
AC197	Burden Recalculation by Cost	Run the Reverse Journalized Indirect Burden Transactions action to reverse posted entries. Run the Delete Indirect Burden Transactions action to delete burden transactions. Update the burden rates and run the Generate Indirect Burden Transactions action. Validate the results and run the Journalize Indirect Burden Transactions action.
AC198	Burden Rate Recalculation	Run the Reverse Journalized Indirect Burden Transactions action to reverse posted entries. Run the Delete Indirect Burden Transactions action to delete burden transactions. Update the burden rates and run the Generate Indirect Burden Transactions action. Validate the results and run the Journalize Indirect Burden Transactions action.
AC200	Activity Group Listing	Project Hierarchy/Structure Feature was replaced by project structure/hierarchy.
AC202	Status Listing	Project Statuses List
AC203	Resource Assignment Listing	Project Assignment List
AC204	GL Code Listing	Feature was not moved forward to FSM
AC205	Account Category Listing	User Dimension 3 or 4 Account category is optional in FSM. Account category migrates to one of the user dimensions.
AC206	Account Category Assignment Listing	Code Block Relation Detail List Account category assignment feature was replaced by Finance Structure Rules in FSM.

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
AC207	Account Assignment Listing	Code Block Relation Detail List Account assignment feature was replaced by Finance Structure Rules in FSM.
AC208	Structure Listing and Audit	Finance Dimension Structure Account Category Structure was replaced by User Dimension 3 or 4 Structure.
AC210	Activity Listing	Project List
AC211	POP Template Listing	Period of Performance List
AC213	Activity Attribute Listing	Project User Fields
AC217	Resource Rate	Feature was not moved forward
AC218	Activity Resource Rate	Project Assignment List
AC220	Budget Listing	Scenario List
AC223	Spread Code Listing	Feature was replaced by dEpm
AC225	Budget Control Report	Feature was replaced by dEpm
AC227	Budget Interface Listing	Budget Import List
AC228	Activity Group Relationship List	Feature was not moved forward to FSM.
AC229	Activity Relationship List	Feature was not moved forward to FSM.
AC230	Allocation Listing Allocation	Feature replaced by Global Ledger Allocations FSM.
AC240	Journal Edit Listing	GL Transaction Detail List
AC246	Manual Commitment Listing	Global Ledger Processes > Manual Encumbrance The manual commitments feature was replaced by GL Manual Encumbrance Journals in FSM.
AC247	Activity Commitment History	GL Commitment History The Activity Commitment History feature was replaced by GL Commitment History.
AC255	Transaction Writer Listing	Feature was replaced by Birst GLTransactionDetail dashboard/reports in FSM.

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
AC256	Transaction Writer Report	Feature was replaced by Birst GLTransactionDetail dash-board/reports in FSM.
AC260	Burden Code Listing	Project Indirect Burden Code List
AC261	Acct Cat Burden Assignment	Project Indirect Burden List
AC262	Pool Driver Values Listing	Project Indirect Burden List
AC263	Burden and Provisional Rates	Provisional rates were not moved forward to FSM. Use Project Indirect Burden Code List to print burden rates.
AC264	Burden Type Listing	Burden types were not moved forward to FSM.
AC265	Percent Complete Report	Contract Percent Complete List
AC290	Transaction Listing	Transaction Detail Search List
AC292	Account Category Relationship Listing	Feature was not moved forward to FSM.
AC295	Activity Commitment Summary	Project Obligations Report or d/EPM Platform Report Project Commitment Analysis
AC297	Commitment Analysis	Project Obligations Report or d/EPM Platform Report Project Commitment Analysis
AC298	Commitment Detail	Commitment Transaction Report
AC300	Activity Group Purge	Feature was not moved forward to FSM.
AC310	Transaction Consolidation	Feature was not moved forward to FSM.
AC311	Purge and Archive	Feature was not moved forward to FSM.
AC346	Manual Commitments Purge	Feature was not moved forward to FSM.
AC400	Activity Group Analysis Report	d/EPM Platform Report Project Analysis or Account Analysis

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
AC401	Activity Trend	d/EPM Platform Report Finance Structure Analysis or Birst Project Dashboard Reports
AC410	Activity Analysis Report	d/EPM Platform Report Project Analysis or Account Analysis
AC412	Activity Status Report	Project List
AC420	Budget Variance Report	Project Variance or d/EPM Platform Report Budget to Actual
AC421	Change Order History	Budget Change Order
AC440	Resource Charge	Transaction Detail search list or Birst Project Dashboard Reports
AC460	Capitalization History	Transaction Detail search list or Birst Project Dashboard Reports
AC471	Bill of Costs	Transaction Detail search list or Birst Project Dashboard Reports
AC472	Bill of Activities	Transaction Detail search list or Birst Project Dashboard Reports
AC473	Profit and Loss	d/EPM Platform Report Income Statement
AC480	Activity Balances	d/EPM Platform Report Project Analysis
AC490	Activity Reconciliation	Feature was not moved forward to FSM.
AC493	Output Measure Analysis	Feature was not moved forward to FSM.
AC494	Activity Account Unit Analysis	d/EPM Platform Report Finance Structure Analysis or Account Analysis
AC500	Activity Interface	Project Upload
AC502	Performance Date Interface	Use Spreadsheet Designer.
AC510	Attribute Interface	User Fields Attributes were not moved forward to FSM. Use configuration console user fields.
AC520	Resource Interface	Feature was not moved forward to FSM.

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
AC527	AC to GL Budget Interface	Scenario Feature replaced by dEpm budgeting in FSM.
AC530	AC Category Summary Extract	Feature was not moved forward to FSM.
AC550	Activity Balances Extract	Export to Excel in FSM.
AC558	Structure Interface	Export to Excel in FSM.
AC560	Setup Interface	Export to Excel in FSM.
AC580	Balance Rebuild	Create Cube Feature.
AC583	Activity Transaction Rebuild	Create Cube Feature was not moved forward to FSM.

Project Contract

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
BR120	Invoice Calculation	Project Contract > Generate Invoice Action > Invoice Detail List
BR121	Invoice Print and Interface	
BR122	Online Batch Invoice Process	Batch program not moved forward to FSM
BR130	Revenue Calculation	Project Contract > Recognize Revenue Action > Revenue Recognition List Project Contract > Journalize Invoice Action > Invoice Detail and Receivable Invoice Lists
BR131	Revenue Realization	Project Contract > Journalize Revenue Action > Revenue Recognition List

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
BR140	Billing and Revenue Back out	Run the Reverse Journalized Invoices or Reverse Journalized Revenue actions. Run the Delete Project Invoices or Delete Project Revenue actions. Fix the billing and revenue setup and run the Generate Project Invoices or Recognize Revenue actions. After reviewing the results, run the Journalize Project Invoices or Journalize Revenue actions.
BR142	Mass Transaction Hold	Run the Hold Global Ledger Transactions action to place transactions on hold in mass for invoicing or revenue. Run the Remove Hold From Global Ledger Expense Transactions action to remove hold in mass for invoicing and revenue.
BR145	Invoice Control Maintenance	Project Contract Replaced by Project Contract Invoice Line > Remove Invoice Line action
BR165	Percent Complete Calculation	Contract Percent Complete list
BR180	Location Vertex Geocode Update	Run the Tax Entity Look Up Tax Area ID for Given Address action or run the Project Tax Location Update Tax Code Using Vertex action.
BR190	Billing and Revenue Recalc	Run the Reverse Journalized Invoices or Reverse Journalized Revenue actions. Run the Delete Project Invoices or Delete Project Revenue actions. Fix the billing and revenue setup and run the Generate Project Invoices or Recognize Revenue actions. After reviewing the results, run the Journalize Project Invoices or Journalize Revenue actions.
BR200	Recalc Billing List	Project Contract > Posting Projects List

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
BR202	Retainer List	Project Contract > Contract Funding Source > Retainer List
BR204	Burden Billing Rate Listing	Feature not moved forward to FSM.
BR205	Milestone Listing	Project Contract Milestones List
BR206	Invoice Group List	Feature not moved forward to FSM.
BR208	Reason Code Listing	Feature not moved forward to FSM.
BR209	Jurisdiction Code Listing	Jurisdiction Code List
BR210	Contract Listing	Project Contract List
BR211	Activity Customer Listing	Project Funding Source List Finance Dimension 2
BR212	Contract Modification Listing	Project Contract Change Request List
BR215	Fee Code Listing	Project Fee Code List
BR216	Service Location Listing	Address Code List or Service Location on Finance Dimension 2
BR217	Bill To Group Listing	Feature not moved forward to FSM
BR218	Contract Category Group Listing	User dimension hierarchy/structure in FSM.
BR220	Invoice Audit Listing	Use Audit Log in FSM.
BR230	Contract Status Listing	Project Contract List
BR245	Invoice Control Listing	Feature not moved forward to FSM
BR247	Contract Template Listing	Project Funding Source Template List and Project Billing Override Template List
BR265	Percent Complete Calculation	Percent Complete List/Action
BR300	Invoice Purge	Feature not moved forward to FSM.
BR400	Invoice History	Project Contract > Invoice List
BR405	Milestone Analysis	Project Contract Milestone List

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
BR420	Billing Invoice Report	Project Contract > Invoice List
BR422	Contract Change Order History Report	Project Contract Change Request List
BR430	Revenue History	Project Contract > Revenue List
BR450	Activity Aging	Receivable Project Aging List
BR515	Fee Code Recalculation	Run the Reverse Journalized Invoices or Reverse Journalized Revenue actions. Run the Delete Project Invoices or Delete Project Revenue actions. Fix the fee code setup and run the Generate Project Invoices or Recognize Revenue actions. After reviewing the results, run the Journalize Project Invoices or Journalize Revenue actions.
BR516	Fee Code Rebuild	Run the Reverse Journalized Invoices or Reverse Journalized Revenue actions. Run the Delete Project Invoices or Delete Project Revenue actions. Fix the fee code setup and run the Generate Project Invoices or Recognize Revenue actions. After reviewing the results, run the Journalize Project Invoices or Journalize Revenue actions.
BR530	Revenue Import	Use Project Contract Balance Adjustments in FSM.
BR580	Applied Balance Rebuild	Feature not moved forward to FSM.
BR123	Product Invoice Cancel	Product Maintenance Billing not moved forward to FSM
BR124	Deferred Revenue Adjustment	Product Maintenance Billing not moved forward to FSM
BR151	Product Billing Calculation	Product Maintenance Billing not moved forward to FSM
BR152	Maintenance Invoicing	Product Maintenance Billing not moved forward to FSM

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
BR153	Product Revenue Calculation	Product Maintenance Billing not moved forward to FSM
BR154	Maintenance Revenue Calculation	Product Maintenance Billing not moved forward to FSM
BR155	Product Maintenance Schedule Copy	Product Maintenance Billing not moved forward to FSM
BR156	Product Maintenance Quote	Product Maintenance Billing not moved forward to FSM
BR157	Product Maintenance Cancel	Product Maintenance Billing not moved forward to FSM
BR250	Product List Listing	Product Maintenance Billing not moved forward to FSM
BR251	Product Contract Listing	Product Maintenance Billing not moved forward to FSM
BR252	Maintenance Schedule Listing	Product Maintenance Billing not moved forward to FSM
BR253	Deferred Revenue Listing	Product Maintenance Billing not moved forward to FSM
BR254	Product Milestone Listing	Product Maintenance Billing not moved forward to FSM
BR570	Product Contract Interface	Product Maintenance Billing not moved forward to FSM

Grants

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
GM110	Salary Encumbrance Processing	Create Salary Encumbrance
GM111	Labor Distribution Template Copy	Project Assignment Labor Copy Action
GM115	Labor Distribution Mass Change	Use Copy Labor Process
GM120	Grant Expenditure Allocation	Project Contract Generate Invoice Action

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
GM121	Grant Request for Reimbursement	Project Contract Journalize Invoice Action with allocate expenditure action set to true
GM122	Multi Funded Contract Update	Project Contract Journalize action
GM140	Salary Encumbrance Clearing	Delete Salary Encumbrance
GM165	Effort Certification Report	Effort Certification List
GM170	Labor Cost Transfer Processing	Labor Distribution Adjustment
GM171	Non-Lawson Payroll Cost Transfer	Labor Distribution Adjustment
GM200	Institution Listing	Accounting Entity List
GM201	Award Listing	Project Funding (Finance Dimension 2) List
GM202	Code Listing	Feature not moved forward to FSM
GM203	Award Protocol Alert Report	Feature not moved forward to FSM
GM204	Award Deliverables Alert Report	Project Funding (Finance Dimension 2) Deliverables
GM205	Salary Cap Schedule Listing	Salary Cap List
GM210	Labor Distribution Listing	Labor Distribution - All Labor List
GM211	Approved Template Exceptions	Feature not moved forward to FSM
GM212	Labor Cost Transfer Listing	Labor Distribution Search List
GM220	Contract Funding Report	Project Contract > Contract Funding Sources List
GM265	Effort Exception Report	Project Assignment Labor List
GM269	Financial Status Report	d/EPM Platform App Studio Report - Project Analysis
GM270	Schedule of Expenditures of Federal Awards	Schedule of Federal Awards Report
GM272	Federal Cash Transaction Report	Project Contract > Receivable Transactions
GM290	Expenditure Allocation Listing	Project Invoice Lines list

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials and Supply Management equivalent
GM295	Listing Contract Activity Analysis	d/EPM Platform App Studio Report - Project Analysis
GM300	Labor Distribution and Effort Purge	Feature not moved forward to FSM
GM400	Award Summary Report	d/EPM Platform App Studio Report - Project Variance
GM401	Award Close	See <i>Project Ledger User Guide</i> for steps to close.
GM410	Labor Distribution Expiration Report	Project Assignment Labor List (filter by end date)
GM411	Labor Distribution Status History Report	Project Assignment Labor List
GM412	Salary Cap Alert Report	Project Assignment Labor List
GM415	Grant Summary Report	d/EPM Platform App Studio Report - Project Analysis
GM465	Effort Variance Report	Effort Variance List
GM466	Labor Cost Transfer Template Creation	Redistribute Action
GM467	Effort Comparison Report	Project Assignment Labor List
GM468	Salary Cap Analysis	Project Assignment Labor List
GM500	Non-Lawson Payroll Transaction Import	GLTransactionDetail list
GM510	Labor Distribution Template Interface	GLTransactionDetail list
GM701	Update Template Salary Cap Amounts	Feature not moved forward to FSM

Purchasing

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
PO100	Purchase Order Interface From Lawson Applications	Purchase Order Interface
PO101	Create Standing PO Release	Create Standing PO Release

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
PO115	Procurement Template Mass Change	Procurement Template Mass Change
PO120	Mass PO Issue	Procurement Template Mass Change
PO122	Transmitted PO Acknowledgement	Purchasing Transmitted PO Acknowledgement
PO130	Receiving Document	Receiving Document
PO131	Receiving Log	Receiving Log
PO132	Print Vendor Return Material Authorization	Print Vendor RMA
PO133	Receiving Adjustment Log	Receiving Adjustment Log
PO134	Receiving Delivery and Putaway	Receiving Delivery and Putaway
PO135	Received, Not Invoiced Report	Received Not Invoiced Report
PO136	Matched, Not Received Report	Matched Not Received Report
PO139	Standard Cost Calculation	Purchasing Standard Cost Calculation
PO181	Load PO AUDITRULES	Load PO AUDITRULES
PO190	Close Purchase Order Header	Close Purchase Order Header
PO199	Subsystem Close	Purchasing Subsystem Close
PO202	Ship Terms List	Application Admin > Supply Management > Supply Management Setup > Purchasing > Ship Terms
PO203	Buyer Group List	Application Admin > Supply Management > Supply Management Setup > Purchasing > Buyer Groups
PO204	Buyer Master List	
PO206	Purchasing Freight Terms List	Application Admin > Supply Management > Supply Management Setup > Purchasing > Freight Terms Application Admin > Supply Management > Supply Management Setup > Purchasing > Buyers
PO208	Purchasing Approval Code List	Cash Administrator > Cash Setup > Approval Codes
PO210	PO Vendor Master List	Application Admin > Supply Management > Supply Management Setup > Purchasing > Vendor Purchasing Information

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
PO212	Purchasing Standard Comments List	Application Admin Application Admin > Supply Management > Supply Management Setup- Shared Setup > Standard Comment Codes
PO213	Vendor Item List	Inventory Manager Menu > Item Maintenance Menu > Manage Vendor Items
PO215	Procurement Template List	Application Admin > Supply Management > Supply Management Setup > Purchasing > Procurement Templates
PO216	Bid Analysis	Purchasing Bid Analysis
PO220	PO Status Report	PO Status Report
PO222	Remaining PO Balance Report	Remaining PO Balance Report
PO223	Buyer Expediting Report	Buyer Expediting Report
PO225	Vendor Agreement Listing	Vendor Agreement List
PO226	Vendor Agreement Renewal Report	Vendor Agreement Renewal Report
PO227	Contract Agreement Compliance Report	Purchasing Agreement Compliance Report
PO228	Consolidated Demand Report	Purchasing Consolidated Demand Report
PO229	Vendor Agreement Format Print	Application Admin > Supply Management > Supply Management Setup > Contract Management > Contract Templates
PO230	Purchasing Unreleased Receiving List	Buyer > Manage Other Processes > Manage Receiving > Receiving
PO231	Return Status Report	Purchasing Return Status Report
PO234	PO Interface Listing Report	Buyer > Manage Purchase Requests
PO240	Sub Contractor Monitoring Rpt	Purchasing Sub Contractor Monitoring Report
PO253	Item Receipt Volume Report	Buyer > Manage Purchase Orders > Line Search panel
PO254	PO Inquiry Report	Buyer > Manage Purchase Orders > Line Search panel
PO258	Receipt Inquiry Report from PO58	Buyer > Manage Purchase Orders > Receipt Search panel
PO268	Purchasing Default Rule Audit Log	Purchasing Company > Actions > View Full Edit Log

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
PO274	Return Analysis	Purchasing Returns Analysis
PO275	Delivery Date Analysis	Purchasing Delivery Date Analysis
PO276	Deliver Quantity Analysis	Purchasing Deliver Quantity Analysis
PO277	Deliver Quality Analysis	Purchasing Deliver Quality Analysis
PO278	RNI Aging Report	RNI Aging Report
PO280	Purchases By Class	Buyer > Manage Purchase Orders > Line Search panel
PO285	PO Activity By Source Report	Purchasing Activity By Source Report
PO295	Cash Requirements Forecast	Purchasing Cash Requirements Forecast
PO300	PO and Receipt Purge	Purchasing and Receiving
PO330	Arrival to Lawson	Interface Purchasing Arrival to Lawson Interface
PO501	Purge EDI Files	Purchasing Purge EDI Files
PO502	EDI Translation, Communication	Purchasing EDI Translation Communication
PO503	Check EDI Status	Purchasing Check EDI Status
PO504	Create Null EDI Files	Purchasing Create Null EDI Files
PO520	Purchase Order Interface From Non-Lawson	Purchase Order Interface
PO522	PO Output Purge	PO Output Purge
PO525	Vendor Agreement Header, Line	Vendor Agreement Header and Line
PO529	PO Receiving File Create	Mass Create Purchase Order Receipts
PO251	Purchasing Buyer Message List	Buyer > Manage Other Processes > Review My Messages
PO813	Item Vendor Load	Item Vendor Load

Procurement Card

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
PD130	P-Card Invoice and Release	Procurement Card Invoice and Release

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
PD201	Procurement Card Program List	Purchasing Manager > Manage Procurement Cards > Setup > Procurement Card Programs and Companies Financial Viewer > Payables > Payables Processing > Manage Procurement Cards > Setup > Procurement Card Programs and Companies Payables Specialist > Manage Procurement Cards > Setup > Procurement Card Programs and Companies Supply Management Viewer > Purchasing > Manage Procurement Cards > Setup > Procurement Card Programs and Companies Supply Management Administrator > Purchasing > Procurement Card Setup > Procurement Card Programs and Companies
PD204	Procurement Card Merchant List	Purchasing Manager > Manage Procurement Cards > Setup > Merchants Financial Viewer > Payables > Payables Processing > Manage Procurement Cards > Setup > Merchants Payables Specialist > Manage Procurement Cards > Setup > Merchants Supply Management Viewer > Purchasing > Manage Procurement Cards > Setup > Merchants Supply Management Administrator > Purchasing > Procurement Card Setup > Merchants
PD210	Procurement Card Cardholder List	Purchasing Manager > Manage Procurement Cards > Setup > Procurement Card Users Financial Viewer > Payables > Payables Processing > Manage Procurement Cards > Setup > Procurement Card Users Payables Specialist > Manage Procurement Card > Setup > Procurement Card Users Supply Management Viewer > Purchasing > Manage Procurement Cards > Setup > Procurement Card Users Supply Management Administrator > Purchasing > Procurement Card Setup > Procurement Card Users

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
PD230	Procurement Card Charge Report	Purchasing Manager > Manage Procurement Cards > Procurement Card Statement Financial Viewer > Payables > Payables Processing > Manage Procurement Cards > Procurement Card Statement Financial Viewer > Payables > Payables Processing > Manage Procurement Cards > Procurement Card Statement Supply Management Viewer > Purchasing > Manage Procurement Cards > Procurement Card Statement
PD235	Procurement Card Merchant Report	Purchasing Manager > Manage Procurement Cards > Procurement Card Charges
PD570	P-Card Charge Import	Procurement Card Charge Import

Requisitions

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
RQ111	Print Requisitions	Print Requisitions
RQ140	Requisition Status Report	Requisition Status Report
RQ190	Requisition Audit Report	Requisition Audit Report
RQ191	Requesting Location Audit Rpt	Requesting Location Audit Report
RQ194	Requester Audit Report	Requester Audit Report
RQ201	Requesting Location List	Application Admin > Supply Management > Supply Management Setup > Requisitioning > Requesting Locations
RQ202	Approval Code List	Application Admin > Supply Management > Close Management > Setup > Close Setup > Approval Codes
RQ204	Requester List	Requester > My Requester profiles Application Admin > Supply Management > Supply Management Setup > Requisitioning > Requesters
RQ230	Department Usage Report	Department Usage Report

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
RQ235	Issues Audit List	Issues Audit List
RQ240	Requisition Volume Summary Report	Requisition Volume Summary Report
RQ250	Item Catalog	Application Admin > Supply Management > Supply Management Setup > Items > Manage Items
RQ260	Requisitioned Items Report	Requisitioned Items Report
RQ270	RQ Fill Rate Analysis	RQ Fill Rate Analysis
RQ300	Requisition Purge	Requisition Purge
RQ500	Requisition Interface	Requisition Interface
RQ504	Requester Setup Extract	Requester Setup Extract
RQ810	Request Location Load	Request Location Load

Tax

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
TX100	Tax Analysis Report	Tax Analysis Report
TX101	Journal File Create	Journal File Create
TX120	Value Added Tax Return Report	Value Added Tax Return Report
TX125	Purchase and Sales Report - Belgium	Purchase and Sales Report Belgium
TX130	European Community Sales Report	EC Sales Report
TX200	Tax Company List	Financial Viewer > Payables > Payables Setup > Tax Setup > Tax Entities Financial Viewer > Receivables > Setup > Tax Setup > Tax Entities

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
TX201	Tax Code Master List	Financial Viewer > Payables > Payables Setup > Tax Setup > Tax Codes Financial Viewer > Receivables > Setup > Tax Setup > Tax Codes
TX202	Tax Code List	Financial Viewer > Payables > Payables Setup > Tax Setup > Entity Tax Codes Financial Viewer > Receivables > Setup > Tax Setup > Entity Tax Codes
TX203	Tax Rate List	Financial Viewer > Payables > Tax Setup > Tax Rates Financial Viewer > Payables > Tax Setup > Tax Setup > Tax Rates panel
TX204	Tax Transaction List	Financial Viewer > Payables > Payables Processing > Process Tax Documents > Tax Transactions Receivables Administrator > Tax Analysis > Tax Transactions
TX220	Vendor, Customer Tax Audit	Vendor Customer Tax Audit
TX221	Tax Transaction Audit	Tax Transaction Audit
TX222	Tax Reconciliation Report	Tax Reconciliation Report
TX226	Purchasing and Sales Journal	Purchasing and Sales Journal

Intrastat

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
IN120	Intrastat Data Report	Intrastat Data Report
IN201	Intrastat Country Code List	Application Administrator > Financials > Countries > Countries

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
IN202	Intrastat Codes	Application Administrator > Financials > Payables > Tax Setup > Intrastat Setup
IN501	Country Code Load	Country Code Load

Terms

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
TE200	Terms List	Payables Manager > Setup > Terms Code > Payment Terms

Warehouse

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
WH110	Batch Allocation	Warehouse Batch Allocation
WH120	Route Creation	Warehouse Route Creation
WH126	POD Print Warehouse	POD Print
WH130	Pick List Print	Warehouse Pick List Print
WH131	Bulk Pick List	Warehouse Bulk Pick List
WH132	Batch Feedback	Warehouse Batch Feedback
WH140	Bill Of Lading Print	Warehouse Bill Of Lading Print
WH190	Shipment Release	Warehouse Shipment Release
WH201	Warehouse Process Type List	Supply Management > Supply Management Setup > Warehouse > Process Type
WH210	Warehouse Route File List	Supply Management > Warehouse Processing > Miscellaneous Warehouse Processes > Warehouse Route File List
WH211	Warehouse Shipping Method List	Supply Management > Supply Management Setup > Warehouse > Shipping Method

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
WH220	Warehouse Ready to Allocate	Supply Management > Warehouse Processing->Inventoried Allocations
WH221	Warehouse Allocated Not Printed	Supply Management > Warehouse Processing->Inventoried Allocations
WH224	Packing List Print	Warehouse Packing List Print
WH225	MSDS List	Warehouse Clerk > Warehouse Lists > MSDS Acknowledgement List
WH226	Items On Back Order Report	Warehouse Items On Backorder Report
WH330	Shipment Interface Purge	Warehouse Shipment Interface Purge
WH520	Batch Feedback Interface	Warehouse Batch Feedback Interface
WH830	Shipment Load Program	Warehouse Shipment Load Program

Work Order

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
WO120	Batch Work Order Scheduling	Warehouse Batch Work Order Scheduling
WO130	Batch Explosion	Warehouse Work Order Explosion
WO131	Pick List Print	Warehouse Work Order Pick List Print
WO132	Picking Feedback Update	Warehouse Picking Feedback Update
WO133	Production Print	Warehouse Production Print
WO133	Production Print	Warehouse Production Print
WO140	Production Feedback Update	Warehouse Production Feedback
WO215	Warehouse Item Document Demand Report	Application Administrator > Supply Management > Manage Work Orders Supply Management Viewer > Work Order > Manage Work Orders Work Order Manager > Manage Work Orders
WO220	Schedule Planning Report	Warehouse Schedule Planning Report
WO232	Work In Progress Report	Warehouse Work in Process Report
WO235	Warehouse Offsite Work Orders	Offsite Work Orders

Infor Lawson 10.x program	Infor Lawson 10.x title	Infor Financials & Supply Management equivalent
WO250	Warehouse Component Usage Summary	Work Order Manager > Manage Work Orders > open a Work Order > Components tab
WO251	Warehouse Finished Goods Produced	Application Administrator > Supply Management > Manage Work Orders Supply Management Viewer > Work Order > Manage Work Orders Work Order Manager > Manage Work Orders
WO252	Warehouse Work Order Audit	Application Administrator > Supply Management > Manage Work Orders Supply Management Viewer > Work Order > Manage Work Orders Work Order Manager > Manage Work Orders
WO255	Warehouse Burden Analysis	Work Order Manager > Manage Work Orders > open a Work Order > Burdens tab
WO256	Warehouse Lot and Serial Nbr Traceback	Lot And Serial Number Traceback
WO280	Warehouse Work Orders Status Report	Application Administrator > Supply Management > Manage Work Orders Supply Management Viewer > Work Order > Manage Work Orders Work Order Manager > Manage Work Orders
WO293	GL Distribution Report	Warehouse General Ledger Distribution Report
WO300	Work Order Purge	Warehouse Work Order Purge
WO510	Forecast Demand Interface	Warehouse Forecast Demand Interface