Bill Presentment Architecture : A Flexible Invoicing Solution : Let's Get Those Bills Paid On Time !

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Introduction

This presentation gives an insight into Oracle's Bill Presentment Architecture in R12. It describes setups that can be accomplished by an end user with minimal technical assistance, with the focus on interaction with various Oracle modules to retrieve billing data, and offers tips for implementing all the functionality needed for a full-fledged invoicing solution. It also shares industry best practice invoicing formats and explains the flexibility of various delivery options available out-of-the-box.

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1 DOCUMENT PURPOSE

This document provides the necessary guidance for using Bill Presentment Architecture Feature of Oracle.

The target audience for this document is Functional Implementers and Implementation Consultants for Oracle EBusiness Suite applications.

2 UNDERSTANDING BPA

2.1 Overview

- 1. Oracle Bill Presentment Architecture is a bill presentment tool that helps to create and present comprehensive and more-customer-focused invoices that increase the likelihood and timeliness of payment.
- 2. BPA provides the architecture to retrieve billing data from multiple data sources, including transaction flexfields and other data not interfaced and stored in Oracle Receivables. This means that the physically presented bill is no longer limited to information contained within Oracle Receivables. BPA provides template-based configuration of online and printed bills, thereby giving the ability to select the content of the bill, choose the layout design, display parent billing lines and drilldown details, and then set up the assignment of these billing templates by defining rules based on criteria. Oracle BPA is part of the Oracle E-Business Suite, an integrated set of applications that are engineered to work together.
- 3. BPA provides all the invoice specific functionality needed for a full-fledged invoicing solution from Applications

2.2 Framework And Illustration

BPA helps bypass the complex coding and customization traditionally associated with creating customer or industry centric invoices. It can help lower the cost of doing business while increasing the efficiency of billing and collections groups. Using an intuitive, easy-to-use portal page, we can graphically design the content and layout of the invoices, as well as dictate the source of billing data.

By following a simple five-step process, we can create a customized billing template, and preview it with actual transaction data.

- 1. Create Template to present bills
- 2. Template Assignment
- 3. View online bills
- 4. Register Data Sources
- 5. Print BPA invoices

Each of these steps are indicated below with appropriate screenshots

2.2.1 Create Template To Present Bills

The next step is to design billing templates for each transaction class, choosing the layout and content to determine how the billing data should appear in an online or printed bill. We can design custom templates or use the default invoice template provided by Oracle

The following screenshots illustrate the steps to create a custom bill template

Template Management > Templates > Create Template: General Information

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* Indicates required field		Car	ncel Save Step 1 of 5	Next Finish
* Template Name	HL Custom Invoice Template			
Template Description	HL Custom Invoice Template			
Transaction Class	Invoice 💌			
Primary Data Source	Oracle Receivables			
Supplementary Data Source	None			
Tax Format	Oracle Receivables Tax Printing Option 💌 🗊			
		Car	ncel Save Step 1 of 5	Next Finish
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Define a template name for a specific transaction class and primary data source as shown in above screenshot

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15				

To design the primary page of the template, use 'Select Content and Layout' icons for the three blank content areas: Headers, Lines and Tax, and Footer

Using the icons, we can perform additional operations like splitting the content areas horizontally and vertically; moving swapping or duplicating the content items and layout; and updating properties like spacing, width and labels

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Payments and Credits Primary Saler Pen Name	Ship To Address Formatted	9		
Purchase Order Number	Transaction Number	8		
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Remaining Line Amount	Move All			

Fig a. Content Area -> Header

Primary Page Design > Header > Select Content and Layout - II

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Once the content and layout for each section is selected, the Invoice template will appear as given below:

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Enter information for the layout of the printed bill in the Print Setup step

Template Management > Templates > Create Template: Preview

Given below are the preview of the default Invoice template provided by Oracle. The default invoice template has been split into two screenshots below for better viewing.

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Default Invoice Template - II

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Template Management > Templates > Search Template

The last template creation step involves marking the template as 'Complete'

2.2.2 Template Assignment

This step consists of:

- a) Defining Rules
- b) Assigning Template to Rule

BPA uses rules to determine which template to use to display online or print a bill. When we define a rule, we specify one or more criteria for content item values. We can create different rules to assign templates to present online bills and printed bills. When we select a bill to view online or print, BPA reviews the rules in the order we specify until it finds a match, and then uses the template associated with the rule to format the bill

Template Assignment > Assignment Rules

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Template Management Template /	Assignment Print Management (Configuration		
Assignment Rules Assigned Temp	plates			
Template Assignment: Assignment Rule	as >			
Create Assignment Rule: General In	formation			
* Indicates required field				Cancel Continue
* Rule Name HL Cu	stom Invoice Rule			
Rule Description HL Cu	stom Invoice Rule			
Primary Data Source Oracl	e Receivables 🛛 💙			
Supplementary Data Source None	~			
Rule Order				
Select the order to apply this rule for the	ne online bill and printed bill. Choice lists	display the current order.		
Online Bill		Printed Bill		
Insert ④ First ○ After rule:	Default Invoice Rule-2	Insert Or	irst fter rule: Default :	Invoice Rule-2
Attribute Matching Criteria				
Select attributes and enter matching crit Match ③ All attr ○ Any at	eria. ibutes tributes			
Attribute Name	Condition	Value	Remove	
No data exists.				
Add Attribute Batch Source	✓ Go			

Define a rule name and specify the attribute matching criteria

Assign a template to the rule defined in above step

ORACLE [®] Bill Management	The second second	Home Log	out Preferences Help	Personalize Page Diagnostics	
Template Management Template Assignment Print Manager	nent Configuration				
Assignment Rules Assigned Templates					
Template Assignment: Assignment Rules >					
Create Assignment Rule: Assign Template					
Rule Name I	HL Custom Invoice Rule			Cancel Back	Finish
Invoice Credit Memo Debit Memo Chargeback Deposit	Guarantee				
Online Bill					
Template Name	Bill Creation From Date	Bill Creation To Date	Remove		
Custom Invoice Template-2	01-Jan-2006 (example: 29-Mar-2007)		2		
Add Another Row					
Duplicate Assignment for Printed Bill					
				Cancel Back	Finish
Template Management Template Ass About this Page – Privacy Statement	gnment Print Management Configur:	ation Home Logout Preferences Help	Personalize Page Dia	agnostics Convisit (c) 2008 - Drade, All via	hts researed

Template Assignment > Assigned Templates

Once the template is assigned to the rule, the screenshot will appear as given below

				Home Logout Preferences Help Personalize Page Diagnostics
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Assigned Templates				
Search				
Note that the search is case insi	ansitive			
Template Name	HL Custom Invoice	Template		
Transaction Class				
Bill Creation From Date				
	(example: 29-Mar-2007)			
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	oice Com	nplete	01-Jan-2006	HL Custom Invoice Rule Online and Print Oracle Receivables None

2.2.3 View Online Bills

Internal users and external customers can view bills online using Oracle Receivables, Oracle iReceivables, Oracle Collections or other calling application. When a user selects a transaction number, the assignment engine in BPA determines which template to use to display the bill. When viewing a bill, all the features and functionality of BPA's Interactive Preview, such as drilldown to transaction details are available to the user.

Navigate to Template Management section and select the template we wish to interactively preview. Click on Interactive preview icon

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HL Custom Invoice	Oracle Receivables	None	Invoice	Oracle Receivables Tax Printing Option		Complete	2	G	Î	pq
Template										

Select the transaction number and click on Online Preview icon

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Sear	ch for a transaction to previe	w the template.				
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The screenshot given below shows a preview of the online bill

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301 Summit	Hill Drive	50 King Street		Invo	ice
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		CANADA		Billing Date	Shipping Date
Remit To:				04-Jan-1996	04-Jan-1996
PO Box 6809	78 Decembra			Purchase Un	aer Number
ATTN: AULUL Vision Corpo	unts Receivable pration			Sales (Drder
NEW YORK, I	NY 10022			110	00
				Shipping Reference	Ship Via
				Customer Number	Customer Location
				1006	Chattanooga (OPS)
Terms	Due Date	Salesperson	Customer Contact	Contact Phone	Contact Fax
Net 15	19-Jan-1996	Manley, Ms. Elaine			
Item Num	Descrip	tion	Quantity Shipped Tax	Unit Price	Extended Amount
1	Consultin	ng/Training	20 No	1,100.00	22,000.00
2	Sentinal	Multimedia	150 No	10,000.00	1,500,000.00
Special Inst For question A 1.5% finar License and	tructions is regarding this invoice, nce charge is added to a Services agreement or 1	please contact salesperson. Ill past due invoices. All software is licensed in the referenced GSA Schedule contract.	accordance with the terms and conditions of the Sof	Sub ^r ftware Ship	Total 1,522,000.00 Tax 0.00 pping 0.00 Total 1,522,000.00
				Payments and Cr Financial Cha Outstanding balance as of 29- 2007 in	edits 1,522,000.00 irges 0.00 Mar- 0.00 CAD

2.2.4 Data Retrieval

- Register Oracle applications and third-party data sources and their corresponding database views and content items
- Support Oracle Receivables transaction flexfields ٠
- ٠
- Retrieve billing data from multiple data sources at runtime Pre-defined data sources include Oracle Receivables, Oracle Service Contracts, and • Oracle Order Management

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Register Data Source

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2.2.5 Print BPA Invoices

BPA provides the flexibility to print a single transaction or batch of transactions through the print management tab or alternatively by launching the BPA transaction print program from Formsbased applications such as Oracle Receivables. BPA generates a PDF file for printed bills as shown in the screenshot below:

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2.2.6 Delivery Options

Invoice Print BPA Master program generates one PDF file for each group of invoices and stores it as the output file of the concurrent program. The PDF file can be saved and emailed as attachment to the Customers

3 Configuration Items

3.1 Define Profile Options

This section lists the profile options that are used to specify how BPA controls access to and processes data:

AR: BPA Detail Access Enabled

Determines whether a user can access the details page of an online invoice. If set to Yes, user can access the details via the billing lines hyperlink. If set to No, no hyperlink is displayed. Default is set to Yes.

AR: BPA Attachment Update Enabled

Controls whether attachments are updateable on BPA online bills. If set to Yes, the customer can view, add, or delete an attachment when viewing the online invoice. If set to No, the customer can only view the attachment. No default is set for this.

OIR: Bill Presentment Architecture Enabled

Determines whether iReceivables will use BPA to present invoices. If set to Yes, the BPA bill is displayed from iReceivables. If set to No, the standard iReceivables bill is displayed. Default is set to Yes.

HZ: Enable DQM Party Search

Set this option to enable DQM searching for customers in Interactive Preview. If this is not set, DQM search will not work properly for customer search. No default is set for this.

AR: BPA Print Attachment Category

To print attachments with printed bills, configure the AR: BPA Print Attachment Category profile option. While printing a transaction the profile option triggers printing associated PDF attachments that match the specified document category. This applies to both internal and external templates. We can set this profile option at the site, application, responsibility, and user level.

4 Key Features

BPA provides extensive abilities and flexibility to design an online bill that best suits the customer and the company. Some of the features of BPA are-

1. Retrieve Billing Data from Any Source

BPA provides flexibility to incorporate billing information into invoices from any source, not just Oracle Receivables. With access to all pertinent information, customers can more quickly understand and pay their bills.

2. Template Management

Allows billing personnel to create multiple billing templates based on customer need using the user-friendly Template Management UI.

- Layout design and content item selection
- Option to print summary lines with or without child lines
- Flexible tax formatting, including itemization and summarization
- Page setup capability for printed bills

- Flexible header and footer format design for printed bills
- 3. Interactive Preview

Interactive preview feature helps to preview the template [in online preview and print preview mode] using any transaction in Oracle Receivables.

4. External Template Upload

Supports invoice printing using external customer-provided templates.

- Upload of PDF or RTF templates
- Support of uploading files in multiple languages
- Mapping of external file field names to BPA content items
- Option to display itemized tax

5. Template Assignment

Supports assignment of billing templates to different customers or customer categories based on user-defined criteria.

- Ability to define assignment rules and order them by preference
- Rules applied based on ordering and bill creation dates
- Choice of different assignments and ordering for online and printed bills
- Default templates and assignment rule provided

6. Invoice Batch Printing

Supports batch printing of invoices.

- Batch print request submission and monitoring via BPA User Interface
- Batch print request submission and monitoring via Oracle Receivables
- Generation of printed invoice in PDF format
- 7. Drilldown Capability

Provides progressive drilldown capability from billing lines to billing details, as well as drilldown from any hyperlinked attribute on the online bill.

5 Benefits

In Summary the key benefits of the BPA functionality are listed below

1. Expedite Payment and Improve Cash Flow

The invoice designs we create can be assigned to particular customers or particular transactions. This format consistency will help customers process their bills quickly. To efficiently address disputes, billing personnel, receivables clerks, and collectors can view bills in Oracle iReceivables, Oracle Receivables, or Oracle Collections, in the same format the customer sees.

2. MLS enabled

BPA is MLS-enabled. Templates can be created using any available session language. When printing bills, BPA selects the appropriate template file based on language associated with customer's address

- 3. *Template for transaction classes other than Invoice* BPA supports template creation for invoices, credit memos, debit memos, chargebacks, guarantees and deposits. Oracle provides seeded templates for the above mentioned transaction classes
- 4. *Flexibility to incorporate Company logo* Custom images and messages can be incorporated in BPA templates

5. Access to Attachments

Provides ability to view, add, update and delete attachments from BPA online bills

6. Incorporate hyperlinks on online invoices

BPA supports creation of hyperlinks and associating them to any content presented in wer online bill, including in the billing lines or in the detail lines. Links can be generic, such as access to a company home page, or they can be transaction-specific, such as access to the actual sales order listed on the bill.

7. Grouping of billing lines

For Oracle Service Contracts bills, we can provide summarized billing lines for customers who desire less detail than is stored in Oracle Receivables.

8. *Restrict access to details information*

BPA enforces security control on the level of billing details external users are allowed to view online