
The Oracle E-Business Suite R12: General Ledger and Receivables Fundamentals (1Z0-216) Exam Study Guide is designed to provide students with the training information meant to help them pass the Oracle E-Business Suite R12: General Ledger and Receivables Fundamentals (1Z0-216).

Please note this exam targets intermediate-level implementation consultant. It is highly recommended that individuals planning to take the exam have attended current release level training or done extensive current release level self-study and possess strong field experience. The typical target audience for this type of exam is a functional consultant with two or more years of experience implementing the Oracle E-Business Suite General Ledger and Receivables products and has participated in two or more full implementation cycle.

The exam objectives are defined by learner or practitioner level of knowledge.

Learner-level: questions require the candidate to recall information to derive the correct answer

Practitioner-level: questions require the candidate to derive the correct answer from an application of their knowledge, which can only be attained by extensive experience with the product.

For each exam topic there have been identified alternative training options that are available at Oracle. Please note that some of the training recommended can cover multiple exam topics.

The exam covers 25 topics. The exam consists of two Sections: General Ledger and Receivables Fundamentals. General Ledger covers 13 topics and Receivables Fundamentals covers 12 topics.

General Ledger

Topic 1: Oracle General Ledger Process

Objectives

<table>
<thead>
<tr>
<th>Objective</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify the steps required to complete the accounting cycle using Oracle General Ledger</td>
<td>Learner</td>
</tr>
<tr>
<td>Describe how Oracle General Ledger integrates with other Oracle eBusiness applications</td>
<td>Learner</td>
</tr>
<tr>
<td>Describe the integration of Oracle General Ledger with Oracle Subledgers &amp; non-Oracle systems</td>
<td>Learner</td>
</tr>
<tr>
<td>Explain implementation considerations for setting up and using Oracle General Ledger and Oracle eBusiness Suite</td>
<td>Practitioner</td>
</tr>
<tr>
<td>Describe an overview of Accounting Setup Manager, currency concepts, budgeting, EPB, reporting &amp; analysis</td>
<td>Learner</td>
</tr>
</tbody>
</table>
Training Options
- **Boot Camp**
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- **Online Training**
  - R12 Oracle General Ledger Accounting Setup Overview
  - General Ledger with Accounting Setup Manager
- **Instructor Led Training (delivered by Oracle University)**
  - R12.x Oracle General Ledger Management Fundamentals

**Topic 2: Basic Journal Entries**

**Objectives**
- Describe how journal entries are positioned in the accounting cycle
- Describe the different Journal Posting options
- Define how to perform Account Inquiries & Drilldown to Oracle Subledger Applications
- Import journal entry information using the GL_INTERFACE table
- Plan the key elements of Web Applications Desktop Integrator (Web ADI)
- Define Web ADI setup options for key flexfields
- Utilize Web ADI profile options, forms functions, menus, and responsibilities

**Training Options**
- **Boot Camps**
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- **Online Training**
  - R12 Oracle General Ledger Improved Processing Efficiency Overview
- **Instructor Led Training (delivered by Oracle University)**
  - R12.x Oracle General Ledger Management Fundamentals

**Topic 3: Advanced Security**

**Objectives**
- Manage Data Access Security for Legal Entities and Ledgers
- Explain key Advanced Security setups and process
- Manage Data Access Sets
- Control security of Management Reporting

**Training Options**
- **Boot Camps**
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- **Online Training**
  - R12 Oracle General Ledger Functional Overview
  - R12 Oracle General Ledger Improved Processing Efficiency Overview
  - R12 Oracle General Ledger Functional Security Overview
- **Instructor Led Training (delivered by Oracle University)**
  - R12.x Oracle General Ledger Management Fundamentals
Topic 4: Multi-Currency

Objectives
- Explain Multi-Currency concepts
- Use Currency Rate Manager
- Perform Foreign currency journals Entry
- Perform Revaluation of foreign currency balances
- Translate functional balances into foreign currency
- Describe overview of Secondary Tracking Segment
- Use Foreign Currency Reports

Level
- Learner
- Practitioner

Training Options
- Boot Camp
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- Online Training
  - R12 Oracle General Ledger Functional Overview
  - R12 Oracle General Ledger Accounting Setup Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle General Ledger Management Fundamentals

Topic 5: Financial Reporting

Objectives
- Explain the positioning of Financial Reporting within the Oracle General Ledger business flow
- Build basic reports
- Use key elements of the Financial Statement Generator for creating financial reports
- Use Standard listing reports available for FSG report definitions
- Create FSG Reports with XML Publisher
- Use Web ADI for Financial Reporting
- Explain key implementation issues regarding Oracle General Ledger financial reporting

Level
- Learner
- Practitioner

Training Options
- Boot Camp
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- Online Training
  - R12.1.1 TOI: Oracle Report Manager Functional Overview
  - R12.1 Readiness: Implement and Use Report Manager
  - R12: Oracle XML Publisher Functional Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle General Ledger Management Fundamentals
Topic 6: Accounting Setup Manager

Objectives

Describe the components of Ledger Processing options
Describe Secondary Ledgers & Reporting Currencies
Describe Accounting Setup considerations with one legal entity
Describe Accounting Setup considerations with multiple legal entities
Describe Accounting Setup considerations with no legal entities

Level
Learner
Learner
Practitioner
Practitioner
Practitioner

Training Options

- Boot Camp
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- Online Training
  - R12 Oracle General Ledger Accounting Setup Overview
  - R12: Oracle Financials Advanced Intercompany Functional Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle General Ledger Management Fundamentals

Topic 7: Accounting Setups

Objectives

Create Accounting Setups
Describe the various Subledger Accounting Options
Perform the Primary Ledger Setup steps
Describe Ledger Balancing Segment Value Assignments
Perform the Secondary Ledger Setup steps
Complete Accounting Setup

Level
Learner
Learner
Practitioner
Practitioner
Practitioner
Practitioner

Training Options

- Boot Camp
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- Online Training
  - R12 Oracle General Ledger Accounting Setup Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle General Ledger Management Fundamentals

Topic 8: Advanced Journal Entries

Objectives

Create Recurring Journals
Formulate Mass Allocation Journals
Describe AutoAllocations and related implementation considerations
Explain AutoScheduling
Describe the Journal Scheduling process
Describe key issues and considerations when implementing Advanced Journal Entry
Describe the business benefits of using Oracle General Ledger’s Advanced Journal Entry functions

Level
Learner
Practitioner
Practitioner
Learner
Learner
Practitioner
Learner
Training Options

- Boot Camp
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- Online Training
  - R12 Oracle General Ledger Functional Overview
  - R12 Oracle General Ledger Improved Processing Efficiency Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle General Ledger Management Fundamentals

Topic 9: Consolidations

Objectives

<table>
<thead>
<tr>
<th>Explain overview of Consolidations and their positioning within the Oracle General Ledger business flow</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify the key implementation issues regarding consolidations</td>
<td>Learner</td>
</tr>
<tr>
<td>Use the features and functionality of Global Consolidation System (GCS)</td>
<td>Practitioner</td>
</tr>
<tr>
<td>Use the elements of the Consolidation Workbench</td>
<td>Practitioner</td>
</tr>
<tr>
<td>Create eliminating entries</td>
<td>Learner</td>
</tr>
<tr>
<td>Use Standard reports and inquiry options available for consolidations</td>
<td>Learner</td>
</tr>
</tbody>
</table>

Training Options

- Boot Camp
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- Online Training
  - R12 Oracle General Ledger Improved Processing Efficiency Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle General Ledger Management Fundamentals

Topic 10: Ledger

Objectives

<table>
<thead>
<tr>
<th>Describe the elements required to create a ledger within Oracle General Ledger</th>
<th>Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Describe the basic components of Accounting Setup</td>
<td>Learner</td>
</tr>
<tr>
<td>Describe the important elements for creating a Chart of Accounts structure</td>
<td>Practitioner</td>
</tr>
<tr>
<td>Creating a new Accounting Flexfield structure</td>
<td>Practitioner</td>
</tr>
<tr>
<td>Utilize the Account Hierarchy Manager to view and maintain Accounting Flexfield values</td>
<td>Practitioner</td>
</tr>
</tbody>
</table>

Training Options

- Boot Camp
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- Online Training
  - R12 Oracle General Ledger Functional Overview
  - R12 Oracle General Ledger Accounting Setup Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle General Ledger Management Fundamentals
Topic 11: **Summary Accounts**

**Objectives**

| Explain summary accounts and how they are used in General Ledger | Learner |
| Define How Parent Values/ Rollup Groups are used in General Ledger | Learner |
| Determine how Summary Templates are used | Learner |
| Use Budgetary Control & maintain Summary accounts | Practitioner |
| Plan and maintain Summary Account structures | Practitioner |

**Training Options**

- Boot Camp
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle General Ledger Management Fundamentals

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Topic 12: **Financial Budgeting**

**Objectives**

| Explain the anatomy of a budget | Learner |
| Explain the components of budget accounting cycle | Practitioner |
| Define budget and budget organization | Learner |
| Explain Budget Entry methods | Learner |
| Apply Budget Rules | Practitioner |
| Transfer budget amounts | Learner |
| Perform budget review and correction | Practitioner |
| Translate budget balances | Learner |
| Review balances in Master/Detail budgets | Learner |
| Create budgets with Budget Wizards | Learner |
| Use available Standard budget reports | Learner |
| Plan Budget implementation requirements | Practitioner |

**Training Options**

- Boot Camps
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- Online Training
  - R12: Oracle Public Sector Budgeting Functional Overview
  - R12: Budgetary Control and Public Sector Accounting Error Handling and Alerts Functional Overview
  - R12: Oracle U.S. Federal Financials Budget Execution Functional Overview
  - R12.1.2 TOI: Implement and Use E-Business Suite Desktop Integration Framework
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle General Ledger Management Fundamentals
**Topic 13: Period Close**

**Objectives**
- Explain the accounting cycle
- Perform key steps in the close process
- Perform journal import of subledger balances
- Perform Subledger Reconciliation
- Explain the Period Closing Process and Reports
- Consolidate account balances

**Level**
- Learner
- Learner
- Learner
- Practitioner
- Learner
- Practitioner

**Training Options**

- Boot Camp
  - Oracle E-Business Suite R12.1 General Ledger Implementation Boot Camp
- Online Training
  - R12 Improve Subledger Reconciliation for the Period End Close
  - R12 Close Process and Reconciliation for IT
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle General Ledger Management Fundamentals
Receivables Fundamentals

Topic 1: Process Invoices Using

Objectives
- Describe the AutoInvoice process
- Use AutoInvoice
- Understand error correction using AutoInvoice Exception Handling

Training Options
- Boot Camps
  - Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle Receivables Management Fundamentals

Topic 2: Bill Presentment Architecture

Objectives
- Explain bill presentment architecture processes
- Register data sources
- Create templates to present bills
- Define rules to assign templates to customers
- Print BPA transactions

Training Options
- Boot Camp
  - Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp
- Online Training
  - R12: Oracle Bill Presentment Architecture Functional Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle Receivables Management Fundamentals

Topic 3: Receipts

Objectives
- Describe the receipt process
- Apply receipts using different methods
- Create chargebacks, adjustments and claims
- Use balancing segments
- Apply non-manual receipts
- Create receipts utilizing different methods

Level
- Learner
- Practitioner
Training Options

○ Boot Camp
  ▪ Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp

○ Online Training
  ▪ R12.1.1 TOI: Oracle Receivables - Line Level Cash Application via Lockbox Functional Overview
  ▪ R12: Oracle Receivables: Credit Card Chargebacks Functional Overview

○ Instructor Led Training (delivered by Oracle University)
  ▪ R12.x Oracle Receivables Management Fundamentals

Topic 4: Period Closing Process

Objectives

<table>
<thead>
<tr>
<th>Level</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learner</td>
<td>Describe the subledger accounting process in Receivables</td>
</tr>
<tr>
<td></td>
<td>Define the various actions required to close a period in the Order to Cash flow</td>
</tr>
<tr>
<td></td>
<td>Describe the available reports to assist in the closing process</td>
</tr>
<tr>
<td></td>
<td>Explain the Create Accounting program and the Revenue Recognition program</td>
</tr>
<tr>
<td>Practitioner</td>
<td>Explain the Create Accounting program and the Revenue Recognition program</td>
</tr>
</tbody>
</table>

Training Options

○ Boot Camp
  ▪ Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp

○ Online Training
  ▪ R12: Oracle Receivables: Subledger Accounting Functional Overview

○ Instructor Led Training (delivered by Oracle University)
  ▪ R12.x Oracle Receivables Management Fundamentals

Topic 5: Order to Cash Lifecycle Overview

Objectives

<table>
<thead>
<tr>
<th>Level</th>
<th>Activity</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learner</td>
<td>Describe the overall Order to Cash process from Order Entry through Bank Reconciliation</td>
</tr>
<tr>
<td></td>
<td>Discuss the key areas in the Order to Cash lifecycle</td>
</tr>
<tr>
<td></td>
<td>Describe integration between applications</td>
</tr>
<tr>
<td>Practitioner</td>
<td>Explain the subledger accounting process in Receivables</td>
</tr>
<tr>
<td></td>
<td>Define the various actions required to close a period in the Order to Cash flow</td>
</tr>
<tr>
<td></td>
<td>Describe the available reports to assist in the closing process</td>
</tr>
<tr>
<td></td>
<td>Explain the Create Accounting program and the Revenue Recognition program</td>
</tr>
</tbody>
</table>

Training Options

○ Boot Camp
  ▪ Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp

○ Instructor Led Training (delivered by Oracle University)
  ▪ R12.x Oracle Receivables Management Fundamentals
**Topic 6: Manage Parties and Customer Accounts**

**Objectives**
- Define the features that let you enter and maintain party and customer account information
- Create profile classes and assign them to customer accounts
- Create and maintain party and customer account information
- Merge parties and customer accounts
- Enable customer account relations
- Define TCA party paying relationships
- View party and customer account information
- Define setup options

**Level**
- Learner
- Practitioner

**Training Options**
- Boot Camp
  - Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp
- Online Training
  - R12: Oracle Receivables: New Customer User Interface Technical Overview
  - R12: Oracle Receivables: Customer UI Enhancement Functional Overview
  - R12: Oracle Receivables: Feature Obsolescence and Replacement Functional
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle Receivables Management Fundamentals

**Topic 7: Credit Management**

**Objectives**
- Set up for credit management
- Demonstrate credit profile changes
- Identify credit management processing
- Use workflow and lookups
- Review credit management performance
- Apply credit hierarchy

**Level**
- Practitioner
- Learner
- Practitioner

**Training Options**
- Boot Camp
  - Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp
- Online Training
  - R12: Oracle Credit Management Functional Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle Receivables Management Fundamentals
Topic 8: Implement Receipts

Objectives
- Enter setup information relating to receipts
- Discuss implementation considerations for Receipts

Level
- Practitioner

Training Options
- Boot Camp
  - Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp
- Online Training
  - R12: Oracle Payments: Funds Capture Functional Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle Receivables Management Fundamentals

Topic 9: Overview of Oracle Receivables Process

Objectives
- Explain where the Receivables process is positioned within the Order to Cash lifecycle
- Describe the overall Receivables process
- Explain the key areas in the Receivables process
- Identify open interfaces to import data into Receivables

Level
- Learner
- Practitioner

Training Options
- Boot Camp
  - Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle Receivables Management Fundamentals

Topic 10: Process Invoices

Objectives
- Describe how the processing of invoices fits into the Receivables process
- Enter and complete invoices
- Perform other invoice actions
- Correct invoices
- Print transactions and statements
- Use event-based management

Level
- Learner
- Practitioner

Training Options
- Boot Camps
  - Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp
- Online Training
  - R12: Oracle Receivables: Revenue Management Enhancements Functional Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle Receivables Management Fundamentals
Topic 11: Implement Customer Invoicing

Objectives

Enter setup information related to invoicing
Discuss the major implementation considerations for customer invoicing

Level
Practitioner
Practitioner

Training Options

- Boot Camps
  - Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp
- Online Training
  - R12: Oracle Receivables: Balance Forward Billing Functional Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle Receivables Management Fundamentals

Topic 12: Tax Processing

Objectives

Understand the E-Business Tax and Receivables Tax Process
Define Receivables Setup Steps for Tax
Manage Tax Accounting and Tax Adjustments

Level
Learner
Practitioner
Practitioner

Training Options

- Boot Camps
  - Oracle E-Business Suite R12.1 Accounts Receivable Implementation Boot Camp
- Online Training
  - R12: Oracle Receivables: E-Business Tax Uptake Functional Overview
- Instructor Led Training (delivered by Oracle University)
  - R12.x Oracle Receivables Management Fundamentals