

JD EDWARDS ENTERPRISEONE USER PRODUCTIVITY KITS

ORACLE

JD EDWARDS ENTERPRISEONE

KEY FEATURES

- Web-based tool with zero footprint for training and context-sensitive performance support
- Create documents for live classroom training
- Create job aids for user “cheat sheets”
- Establish test scripts for system testing
- Generate pure HTML content output

Increase Productivity for Your JD Edwards EnterpriseOne Users

User Productivity Kit Content products are available for Oracle’s JD Edwards EnterpriseOne product line. Purchase this content by product and receive all the tools you need to train your users in that product area. Each kit includes:

- **Browser-based Player**—a Web-based, zero-footprint tool that can be used for pre-go-live training and post-go-live, context-sensitive performance support.
- **LMS Player** — A version of the Player that can be loaded into a Learning Management System. These materials are AICC and SCORM 1.2 and 1.3 compliant.
- **Classroom Training Materials** — Documents that can be used to administer live classroom training.
- **Job Aids** — Quick-reference documents that can be used as performance support “cheat sheets.”
- **Business Process Documentation** — Complete materials that outline an entire business process within the JD Edwards application.
- **Test Scripts**— Robust materials that can be used to guide a tester through the application.
- **HTML Web Site** — Pure HTML content output. This output is Section 508 conformant.
- **Statistics Reports** — Reports that list all the content titles and total number of frames.
- **Output to TestDirector** — Documents that are suitable for exporting into Mercury TestDirector.

Use UPK Developer to easily customize the content to match your organization’s needs. UPK Content products contain the following lessons:

Fundamental Skills for JD Edwards EnterpriseOne

- Basic Skills and Navigation
- Help and Other Assists
- Working with Grids
- Working with Records

JD Edwards EnterpriseOne Accounts Payable

- Entering Supplier Information
- Entering Vouchers
- Other Voucher Entry Methods

- Processing Recurring Vouchers
- Processing Logged Vouchers
- Managing Un-posted Vouchers
- Using the Voucher Batch Review Program
- Posting Vouchers
- Managing Posted Vouchers
- Understanding Automatic Payment Process
- Automatic Payment Process - Preparing Vouchers for Payment
- Automatic Payment Process - Creating and Revising Payment Groups
- Automatic Payment Process - Writing Payments
- Automatic Payment Process - Updating Payments
- Reviewing and Approving Automatic Payments
- Posting Automatic Payments
- Processing Manual Payments
- Voiding Automatic Payments and Vouchers
- Locating, Revising, and Printing Un-posted Manual Payments
- Reviewing, Approving and Posting Manual Payments
- Deleting and Voiding Manual Payments
- Supplier Ledger and Payment Information
- Accounts Payable Standard Reports
- Accounts Payable Period-End Processing
- Accounts Payable Multi-currency

**JD Edwards EnterpriseOne
Accounts Receivable**

- Entering Customer Information
- Entering Invoices
- Other Invoice Entry Methods
- Processing Recurring Invoices
- Managing Un-posted Invoices
- Posting Invoices
- Managing Posted Invoices
- Customer Ledger Inquiry
- Entering Standard Receipts
- Entering Other Types of Receipts
- Entering Speed Receipts
- Automatic Receipts Processing

- Managing Un-posted Receipts
- Posting Cash Receipts
- Managing Posted Receipts
- Processing Credit Reimbursements
- Processing Accounts Receivable Drafts
- Managing Credit and Collection Information
- Managing Deductions
- Processing A/R Period End
- Processing Multi-Currency

JD Edwards EnterpriseOne General Ledger

- Entering Journal Entries
- Entering Other Types of Journal Entries
- Managing Un-posted Journal Entries
- Posting Journal Entries
- Managing Posted Journal Entries
- Allocations
- Account Reconciliation
- Reports and Inquiries for General Accounting
- Integrity Reports for General Accounting
- Financial Reports
- Budgeting
- Account Consolidations
- Closing Processes for General Accounting
- Business Unit Supplemental Data
- Processing General Accounting Multi-Currency

JD Edwards EnterpriseOne Inventory Management

- Creating a Branch/Plant
- Entering Item Master and Branch/Plant Information
- Working with Inventory Transactions
- Processing a Cycle Count
- Processing a Tag Count
- Locating Item Location and Quantity Information
- Working With Transaction Records
- System Updates
- Working with Media Objects
- Working with Reports

**JD Edwards EnterpriseOne
Manufacturing –
Product Data Management**

- Working With Bills of Material
- Working With Work Centers
- Working With Routings
- Working With Lead Times
- Engineering Change Management

**JD Edwards EnterpriseOne
Procurement and
Subcontract Management**

- Introduction to Procurement
- Product Information
- Supplier Management
- Entering Stock Purchase Orders
- Entering Non-Stock Purchase Orders
- Requisition Processing
- Quote Processing
- Approval Processing
- Blanket Order Processing
- Receipt Processing for Stock Purchase Orders
- Managing Procurement Information
- Purchasing Related Vouchers - Three-Way Match
- Purchasing Related Vouchers - Two-Way Match
- Procurement for Subcontract Management

Solution Integration

UPK can be used broadly with most JD Edwards EnterpriseOne products.

Copyright 2007 Oracle. All Rights Reserved.

This document is provided for information purposes only, and the contents hereof are subject to change without notice. This document is not warranted to be error-free, nor is it subject to any other warranties or conditions, whether expressed orally or implied in law, including implied warranties and conditions of merchantability or fitness for a particular purpose. We specifically disclaim any liability with respect to this document, and no contractual obligations are formed either directly or indirectly by this document. This document may not be reproduced or transmitted in any form or by any means, electronic or mechanical, for any purpose, without our prior written permission.

Oracle, JD Edwards, and PeopleSoft are registered trademarks of Oracle Corporation and/or its affiliates. Other names may be trademarks of their respective owners. (Revised 03 October 2007 REL)