

Configurable contract billing, revenue, budget and setup exception-based analytics deliver content specific to users and direct their focus on what they need to see.

With in-context actions, users can easily discover an issue and resolve or research it from one location.

Pivot technology embedded within online analytics provide users with data specific to their needs and allows users to quickly and independently answer a variety of business questions and adapt the pivot grids as business needs evolve.

Enterprise Contract Control and Visibility

Improve decision-making and compliance by using summarized views of information, configuration, and accurate revenue forecasting. Oracle's PeopleSoft Contracts provides:

- Visibility to the contracts total billed amounts, revenue recognized, forecasted revenue, cash collected, and the current total contract value in one place.
- Visibility to purchased, committed, and remaining amounts for one or more prepaid lines on a single contract.
- Revenue forecasting for fixed amount and rate-based contracts with interactive reporting features.
- Visibility to related project status information and milestones to determine the impact on billing or revenue processing.
- The ability to manage both specified contract amounts and estimated time and material amounts based on confidence factors that your organization defines.
- Template and master contracts options that can be used as a basis for creating new contracts.
- A legal entity field that identifies the party responsible for each contract, independent of business unit.
- The ability to categorize and manage contracts by type.
- The ability to control the status of each contract element or put contract elements on hold without impacting other contract elements.
- An attachment feature that enables you to attach any type of softcopy, contract-related document and access it from within the contract.
- Contract limits at the contract line or transaction level.
- The ability to manage limits with an online inquiry to view current limit amounts for contract lines, including the limit amounts used to date, the amounts remaining, and any amounts in excess of the limits.
- The ability to control the order in which transactions are checked against a revenue contract limit in order to comply with negotiated contract invoicing terms, improve the rate of invoice acceptance, and increase cash.

- A Contracts Workbench designed to bring critical information together from PeopleSoft Contracts, Project Costing, and Grants applications into a single interface. Business analysts as well as users can configure sections of the Contracts Workbench to provide a summary view of and access to various controls, statuses, and transactions within the related applications to aggregate and summarize large amounts of disparate but related information required for effective contract management

Contracts Workbench

Contract Number: SYSTEM_UPGRADE Currency: USD Amendment Number: 000000001
 Contract Type: COMMERCIAL Business Unit: US001 Amendment Date: 09/24/2009
 Contract Class: Government Region Code: Customer: State University
 Contract Status: ACTIVE Contract Signed: 01/01/2009 Description: System upgrade to new release

Summary of Amounts

Awarded Cost	5,000.00
Awarded Fee	1,500.00
Awarded Subtotal	5,000.00
Awarded Total	0.00
Fixed Price	0.00
Total Contract Value	5,000.00
Total Billed	0.00
Total Collected	0.00
Total Revenue Recognized	5,000.00
Revenue Forecasted	0.00

Contract Lines

Contract Line Num	Amendment Number	Amendment Status	Revenue Plan	Applies to	Billing Plan ID
1		Complete	R101	% of Total Contract Amount	B101
2	000000001	Complete	R102	% of Total Contract Amount	B102

Contract Precepts

Contract	Precept Add Sequence	Precept Line Sequence	Precept Balance Status	Precept	Precept Transaction Type
1			1 Pending	<input type="checkbox"/>	Non-Instalve Addl Purchase
2			2 Pending	<input type="checkbox"/>	Non-Instalve Addl Purchase
3			3 Pending	<input type="checkbox"/>	Non-Instalve Addl Purchase

Contract Rates

Contract	Contract Line Num	Effective Date	Status as of Effective Date	PC Business Unit	Rate Set
1		01/01/2009	Active	US004	
2		09/24/2009	Active	US001	

Contract Limits

Contract	Contract Line Num	Awarded Base Amount	Awarded Fee Amount
1			
2		5000.00	1500.00

Figure 2: PeopleSoft Contracts Workbench

Automate Contract Creation

Various types of controls and definable user intervention points ensure accuracy, reduce costs, and ultimately lower your compliance risk. Automation and defaulting options reduce data entry time by:

- Automating contract creation while enforcing business rules by defining contracts using templates.
- Maintaining an audit trail of contract amendments and tracking reasons for change to facilitate analysis.
- Automatically creating adjustment events for amounts already recognized or billed based on contract amount changes with amendment processing.
- Enabling you to configure rules supporting complex global tax requirements, including VAT.
- Supporting multiple currencies, document sequencing, and multiple

languages to facilitate global business.

- Defining your contract management lifecycle with user-defined contract statuses.
- Configuring your products and services with amount, percentage, recurring or rate-based pricing.
- Creating groups of products and services that are frequently sold together.
- Defining standard or custom rate sets and rate plans for pricing time and material transactions.
- Defining product details that can automatically appear by default on the contract line when the product is selected onto the contract.
- Retrieving updated product pricing when quantity changes are made to a contract line during the life of the contract.

Powerful Milestone Management

Automate revenue recognition and billing to improve accuracy and lower costs with PeopleSoft Contracts' milestone functionality, which enables you to define key dates, deliverables, events, or virtually any business occurrence.

- Capture unlimited milestone events.
- Automatically create billing or revenue milestone events using revenue/billing plan templates.
- Automatically trigger billing or revenue recognition when milestones are met.
- Automatically populate the accounting date for contract or project-based milestone revenue recognition events using the milestone completion date.
- Create standard milestone templates.
- Configure a milestone with multiple conditions and stipulate whether one or all must be met.
- Define milestone conditions based on a fixed or estimated date, project activity status, or prerequisite milestone.
- Use custom SQL to define virtually any business occurrence as a milestone.
- Assign specific or estimated dates on which an accumulated or fixed amount is to be billed or recognized as revenue.
- Manage key upcoming dates and events.

Customer-Focused Billing Management

Improve your days sales outstanding and customer satisfaction with PeopleSoft Contracts' ability to enable you to specify how, when, and what to bill.

- Establish billing plan templates to automate the billing setup and event creation for your contract products and services.
- Configure each contract product or service to be billed on the same or

independent schedules.

- Use recurring billing features to bill customers by specifying a start date and a schedule.
- Use value-based billing features to bill amounts that can be defined for future events.
- Bill customers immediately, based on percentage complete using milestones, or as work is incurred.
- Support progress billing for time and material, and perform a reconciliation/even-up to actuals at any time.
- Specify a minimum bill amount to control processing costs.
- Add custom notes or contract line start and end dates to print on the bill.
- Specify a cap amount that can be billed to a customer for rate-based contract products or services and monitor caps that near their limit.
- Support holdbacks or retainages and release them at any time.
- Apply percentage or fixed-amount discounts and carry over the discounts to renewable contract lines, when appropriate.
- Maintain visibility to billed and unbilled amounts.
- Specify payment methods and payment terms to use at the contract and billing plan level for billing.
- Specify billing summarization rules on the contract to summarize billing lines downstream in PeopleSoft Billing.
- Create an internal contract to support intra-organizational and inter-unit billing.

Versatile Prepayment Management

PeopleSoft Contracts supports customer prepayments, which allows you to receive payments faster and reduce your risk of future nonpayment.

- Accommodate prepayments made throughout the life of the contract.
- Specify prepaid setup data at the Contracts business unit level, such as prepaid tax timing and billing plan template data, to automatically populate some of the prepaid set up fields when creating a prepaid line.
- Tailor each prepayment to pay for specific projects, activities, or charges.
- Control when a prepayment is eligible for use or put a prepayment on hold at any time.
- Access prepayment funds prior to billing for the initial funds for prepayments that are taxed upon utilization.
- Modify contract prepaid amounts on contracts in progress using amendment mode, even if the associated bill plan has been processed or utilization has begun for that prepaid.

- Monitor the balance, use, and expiration date of individual prepayments, as well as view the overall totals for all prepayments associated with a contract.
- Support prepayment global tax requirements.

Contract Number: SYSTEM_UPGRADE
Amendment Number: 000000001
Sold To Customer: Easy Solutions
Contract Status: ACTIVE

Contract Prepaid Totals	
Purchased Amount	280,000.00
Remaining Amount	280,000.00
Committed Amount	0.00

Status	Hold	Purchased Amount	Remaining Amount	Committed Amount	Expiration Date	Depleted Date
1 Ready	<input type="checkbox"/>	10,000.00	10,000.00	0.00		
2 Pending	<input type="checkbox"/>	20,000.00	20,000.00	0.00		
3 Ready	<input type="checkbox"/>	250,000.00	250,000.00	0.00		

Figure 3: Prepaid definition page displaying individual prepaid line amounts and overall prepaid total amounts.

Robust Revenue Recognition

Lower your administration costs with automated revenue recognition and reduce your risk of not adhering to statutory requirements by setting up revenue recognition as required, regardless of how and when you bill.

- Define revenue recognition differently for each contract product or service while administering consistent methods by product or service type.
- Assign specific or estimated dates on which to recognize revenue.
- Base revenue recognition on percentage complete, specific or estimated dates, or as work is incurred.
- Designate milestones that must be met for revenue recognition to occur.
- Use milestone completion dates as accounting dates for revenue events.
- Define a revenue recognition schedule with unlimited flexibility for dates or amounts.
- Preview revenue accounting entries prior to posting to your general ledger.
- Support deferred revenue accounting.
- Forecast revenue backlog by using the schedule, accounting, and amounts defined for future recognition.
- Cancel or modify contract lines and line amounts retroactively, or on a go forward basis, using the flexible credits and adjustments feature.

Sophisticated Accounting Configuration

Gain insight into your inter-organization revenue and costs with PeopleSoft Contracts' advanced accounting features, which support even the most complex accounting and chargeback scenarios.

- Support your organization's accounting needs by using the dynamic ChartField configuration feature.
- Define your inter-organizational and intra-organizational relationships and support complex accounting, chargebacks, resource sharing, and purchase/sold time for each.
- Centralize your intra-unit or inter-unit accounting entry setup to ensure consistency.
- Split revenue across multiple products, services, departments, business units, and projects.
- Redistribute revenue at any time.
- Archive data from all tables that have an integral relationship to a contract.

Efficient Reconciliation

The Revenue Reconciliation Workbench (RRW) is a tool that aids revenue accountants and contract administrators in identifying revenue, billing, project, and receivable concerns and exceptions. This feature addresses the critical need to provide better insight into all processes pertaining to revenue and billing management. Better insight also facilitates compliance with legislative requirements, such as Sarbanes-Oxley and the numerous regulations put forth by the United States Government's Office of Management and Budget. The RRW helps organizations identify discrepancies between revenue, billings, costs, and receipts so that they can maximize the time spent analyzing and fixing discrepancies and minimizing the effort spent attempting to locate them.

Reconciliation Search

Search Criteria

Contract Business Unit: U5001 PC Business Unit: [] Search

Contract: [] Project: []

Line: [] Activity: []

Sold To Customer: [] Project Type: []

Contract Type: [] Project Manager: []

Contract Administrator: [] Department: []

Letter of Credit ID: [] GL Business Unit: []

Line Details

Contract Business Unit	Contract	Line	PC Bus Unit	Project	Activity	Sold To Customer	Contract Type	Contract administrator	Letter of Credit ID	Project Type
U5001	CON0000000029	3	U5001	ERP_UPGRADE	FIT_GAP	1000	CONSULTING	Angela.Gra		SERV
U5001	SYSTEM_UPGRADE	2	U5001	CORP_INTRANET	CUST_SERVICE	1002	COMMERCIAL	Angela.Gra		SERV

Go To: [Change Reconciliation Plans](#) [Reconciliation Summary](#) [Review Fixed Amount Billing](#) [Review Fixed Amount Revenue](#)

Figure 4. The Reconciliation Workbench allows you to identify and reconcile revenue, billing, project and receivable concerns and exceptions.

Flexible Renewal Management

PeopleSoft Contracts captures important renewal information and dates to help you improve your success rate, efficiency, and control of renewals.

- Set up a renewal schedule specific to each contractual product or service.
- Configure renewal schedules to increase by a specified amount or percent.

- Change or add renewal cycles at any time.
- Specify a different product or service to come into effect at time of renewal.
- Apply discounts or surcharges to renewable contract lines. When the renewal cycle is approved, the system automatically creates the discount or surcharge for the new contract line as needed.
- Monitor upcoming renewals.
- Co-terminate multiple contracts on renewal.
- Configure the timing of when a “renewal action” occurs.
- Modify the product or product grouping to include a default “renewal action”.
- Specify whether a renewable contract line should be renewed.
- Include cancelled renewable contract lines in the review/renewal process.
- Place a renewal on hold and specify the hold date and hold reason code.
- Generate multiple renewal contract lines from one renewal plan and cycle.

Extensive Integration

PeopleSoft Contracts is integrated with other PeopleSoft applications from Oracle and third parties to give you a truly complete solution for managing customer contracts while lowering your total cost of ownership and the time and cost to integrate.

- Streamline billing with one-button billing processing, which gathers transactions, applies contractual rates and schedules, sends billable transactions to Billing and optionally includes the downstream finalization, printing and integrations to Accounts Receivable and General Ledger.
- Ensure that up-to-date project percentage complete calculations are used as the basis for revenue recognition or billing with automated percent complete updates by using Project Costing integration.
- Adjust project-related transactions in Billing and send adjustments back to Project Costing.
- Bill multiple customers for a single Project Costing transaction.
- Automatically control revenue recognition and billing based on Project Costing activity.
- Analyze project profitability by using costs captured in Project Costing and revenue recognized in Contracts.
- Use delivered integration with Vertex and TaxWare (via Billing).
- Tailor the billing for each contract based on your configuration set up in Billing.
- Streamline revenue with combined processing to update milestones, book deferred revenue, feed, and optionally edit and post accounting entries to

General Ledger.

- Create sales orders from contracts via integration with Order Management.
- Easily download data into Microsoft Excel for more extensive analysis and data manipulation.

Industry Extension for Government Contracting

Doing business with the United States government requires government contractors to adhere to a complex set of business rules. Government contracts are typically long term agreements awarded for a specific amount or defined estimated amounts, which are then managed to that amount. PeopleSoft Contracts delivers key functionality needed by government contractors to obtain and retain United States government business.

- Withholdings functionality to capture and administer withholdings, including billing.
- Ability to capture and process “cost plus” types of arrangements.
- Ability to define, capture, and process progress payments and associated liquidation rates.
- Variance pricing to implement new rates and generate resulting incremental transactions.
- Ability to subject incremental transactions resulting from variance pricing, to limits and withholdings.
- Ability to track, maintain and report on amounts in excess and reclaimed amounts in support of the government requirement to generate invoices (SF 1034) and accompanying invoice detail (SF 1035) that comply with the Federal Standard invoice formats.

Oracle’s PeopleSoft Enterprise Service Automation Solutions

Oracle’s PeopleSoft Contracts is part of the PeopleSoft Enterprise Service Automation suite (ESA), an integrated family of project management applications. These products provide a complete solution to help you invest in the right portfolio of projects, standardize project delivery, and optimize your project resources.

Contact Us

For more information about PeopleSoft Contracts, please visit oracle.com or call +1.800.ORACLE1 to speak to an Oracle representative.



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