

3.0 Appendix B – Project Aspire Enhancement Functional Design

ADML ID	053
ADML Description	Inter-unit journal (JT) Header Link for image or file
ADML Tech#	52

3.1 Background

3.1.1 Functional Requirement

The Aspire project will need to provide the ability to add, update and view an electronic file which is assigned to a specific Inter-unit journal entry (JT). This functionality will be appended to another Aspire application enhancement, ADML #048. This functionality will eliminate the need to transfer paper copies of the information originating the Inter-unit journal entries.

3.1.2 Delivered Functionality

Currently the background information for the Inter-unit journal entry is stored and transferred between individuals as a paper document.

3.1.3 Gap Description

The current Aspire application does not have the ability to attach an electronic file to an inter-unit journal entry. The electronic file will provide the background information for the reason the inter-unit journal entry was originally created. The attached electronic file will eliminate the need to pass paper copies of the information between individual and will information will be directly cross referenced to the inter-unit journal entry.

The file is required, so that the individual viewing the journal entry will have a copy of the document that has the original information for creating the JT.

3.2 Description of New Functionality

The Aspire project will need to provide the ability to store, update and view an electronic file which will be linked to a specific Inter-unit journal entry (JT). The Aspire application will

need to have the ability to retrieve and view the electronic file “on-line”. The Aspire application will need to have the ability to store multiple files with one Inter-unit journal entry. This electronic file functionality will be accessed via the journal header page of another Aspire application enhancement, ADML #048. This enhancement can be segmented into three (3) sections.

The first section is the requirement for a new record (table) to store the electronic file. This new record will require the same record keys (as well as some additional fields) as the customized inter-unit journal entry header record.

The second section is the addition of a “link” from the customized inter-unit journal entry header page (ADML #048) to a new page where the electronic file attachment functionality will be available. This link will be available for only Inter-unit journal entries. (The enhancement ADML #048 will have the capability to differentiate between a inter-unit journal entry and a regular journal entry).

The third section is the new page with the corresponding functionality for attaching electronic files. The electronic file attachment functionality will include the ability to add, update, delete and view a list of the relevant electronic files for the specific inter-unit journal entry. The page will also need the capability to “launch” and view the electronic file based on the data being stored in a number of different formats, (i.e. text, bitmaps, jpegs, excel, word, etc.)

Detailed Functionality and (suggested) Development Requirements

- **First Section - New Record (table) to store the electronic files**

The new record required will be used to store the list of files (or possibly a list of file paths) and cross reference the individual files to a specific journal header. (Design Suggestion: the new record should have the same keys as the journal header for the enhancement ADML #048. The existing journal header record is JRNL_HEADER and the key fields are BUSINESS_UNIT, JOURNAL_ID, JOURNAL_DATE, UNPOST_SEQ.)

- **Second Section - “Link” to a new page from the Inter-Unit Journal Entry header page**

The second section is the addition of a link from the inter- unit journal header page of Gap ADML# 048. This functionality will be detailed in the document ADML #048. The link will access a new page which will be described in the Third Section below.

- **Third Section – New Page for the Electronic file enhancements**

This in enhancement will require a new page with the following functionality;

a) the new page functionality will list all electronic files that have been attached to a specific journal header based on the key fields from the inter-unit journal header,

b) the new page functionality will allow an electronic file to be added the list of files for this specific inter-unit journal header,

c) the page will allow an existing electronic file to be deleted for this specific inter-unit journal header,

d) the new page functionality will allow an end user to launch and view the electronic file using the application that created the file (i.e. excel, word, jpet, etc),

e) the new page functionality will delete all of the electronic files attached to this inter-unit journal entry when the inter-unit journal is deleted, f) the new page will contain the following security features;

- i) an operator with “Display Only” access to the inter-unit journal entry will have “Display Only” access to the list of attached electronic files (i.e. the operator can not add, update or delete the electronic files),
- ii) only operators from the business unit originating the inter-unit budget journal and have the access to edit a budget journal entry will have access to add, delete or update the attached file,
- iii) when the attached electronic file is “Launched” for viewing the file will be in a “Display Only” mode (the attached files can not be edited, only added, deleted and displayed).

Examples of the requested enhancements,

Section One - example of some suggested record fields to store the electronic file.

Existing Table

JRNL_HDR_FILE

Existing Fields

BUSINESS_UNIT,
JOURNAL_ID,

JOURNAL_DATE,
UNPOST_SEQ,
FILE_NAME,
FILE_UPDT_DATE,
OPER_ID

The link also needs to automatically populate the linked page (the new page), with the following field's data, BUSINESS_UNIT, JOURNAL_ID, JOURNAL_DATE, UNPOST_SEQ. These automatically populated fields will be "Display Only" and can not be changed on the page used to attached the (image or data) file. The populated fields will be required for all functionality on the new page (i.e. display, add, delete).

Section Three - example of the new page layout

Business Unit	<input type="text"/>
Journal ID	<input type="text"/>
Journal Date	<input type="text"/>
UnPost Seq	<input type="text"/>
	Attached Files
<input type="button" value="Return"/>	<input type="text"/>
	<input type="button" value="Add File"/> <input type="button" value="Delete File"/> <input type="button" value="Launch File"/>
	<input type="button" value="Browse"/>

“Grayed” boxes are populated automatically from the Journal Header, boxes with text are buttons used to delete, add and view the attached files associated with this inter-unit journal entry. The ability to return to the inter-unit journal header page is also required.

3.3 Navigation path

The menu path for inter-unit journal entry will be determined by the ADML #048.

(Menu Path for existing Journal Entry => General Ledger > Journals > Journal Entry > Create Journal Entries

3.4 Set Up/Control Data

There is no setup / control data required.

3.5 Application Changes (e.g., Pages, Components, Menus, Records, App Engines, SQRs, etc.)

Menus: Please see the menu path for the Inter-unit journal (JT) (Gap #ADML 48)

Pages : A new page will be required to input, delete and view the attachment file , (see example page layout above). A link will need to be added to the Inter-unit journal header page for the enhancement ADML #048), to connect to the new page.

Components: [Design Suggestion] A new record will be required to store the journal header information and the file (or the path to the file) for the electronic file.

Processes

A process is required which will allow the “Launching and display” of the stored electronic file in the files “stored application type”.

Reports

No new reports have been identified.

3.6 Unit Test Considerations

- Need to test that the “link” appears on the new inter-unit journal header page and not on a regular journal entry.
- Need to test the automatic population of the identified fields from the inter-unit journal header page to the field on the new file attachment page.

- Need to test that the populated data on the new page is display only and can not be changed.
- Need to test the files can be launched and viewed on-line.
- Need to test that the files can be added and deleted.
- Need to test the electronic file's data can not be modified and re-saved when the electronic file is "Launched" for viewing.
- Need to test that the new page functionality for the electronic files will be "Display Only", no adding or deleting new files.

3.7 Miscellaneous

Similar functionality for adding a file attachment is currently available in the Project Costing module. The functionality can be located using the following menu path => PeopleTools > Utilities > Administration > URLs

See also the following path for the functionality to store file locations with the PeopleSoft application, menu path => Setup Financials/Supply Chain > Common Definitions > File Locations and Images > File Locations

3.8 Assumptions

- The electronic file will only be linked to the Inter-unit journal header not the individual journal lines.
- An image attached to the inter-unit journal entry will be stored and accessed as an electronic file.
- The contents of the attached electronic file can be viewed by opening the file using some other software application in a "display only" mode.
- More than one electronic file can be attached to each inter-unit journal entry.
- If an inter-unit journal is un-posted any file that is attached to the original journal header will NOT be attached to the new un-posted inter-unit journal entry.
- If an inter-unit journal is posted any electronic file that is attached to the journal entry can not be deleted or updated, in addition new electronic files can not be added to the journal entry.
- If an inter-unit journal is deleted any electronic file that is attached to this journal entry will also be deleted.

Document Version Control

Version Number	Release Date	Version Number Description	Description of Changes
1	07/20/04	1 st Approval	Functional Team and State Lead Approval
2	07/28/04	2 nd Approval	Review and changes by General Managers
3	07/30/04	3 rd Approval	Submit with Gen Mgr changes