Running the Contracts Revenue Management Report

Purpose: Use this document as a reference for running the Contracts Revenue Management Report in ctcLink.

Audience: Settlement   Manager, GL Accountant

Navigation: Main Menu > Customer Contracts > Reports > Revenue Management

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1. Enter an existing Run Control ID or click the **Add a New Value** tab on the **Revenue Management** page to add a new value.
    1. Enter a meaningful Run Control ID for the accounting entry creation process in the **Run Control ID** field.

💡 **Note:** A Run Control ID is an identifier that, when paired with a User ID, uniquely identifies the process that is running. The Run Control ID defines parameters that are used when a process is run. These parameters ensure that when a process runs in the background, the system does not prompt the user for additional values.

2. Click the **Add** button.

Revenue Management

Find an Existing Value | Add a New Value

Run Control ID: REV_MGMT(SV)

Add

Find an Existing Value | Add a New Value

2. Use the **Revenue Management Report** page to enter the request parameters. These parameters will be used to define the processing rules and data to be included when the process is run.
    1. Enter or select a business unit in the **Business Unit** field.
    2. Use the **Revenue Plan Status** drop-down button to select the 'Ready' option.
    3. Click the **Run** button.

3. Use the **Process Scheduler Request** page to enter or update parameters, such as server name and process output format.
    1. Use the **Server Name** drop-down button to select the appropriate processing server for the request.

💡 **Note:** The **Server Name** field can be left blank.

2. Click the **OK** button.

> **ⓘ Note:** A Process Instance number appears. This number helps identify the process that has been run.

4. Click the **Process Monitor** link.

5. Use the **Process List** page to view the status of submitted process requests.

> **ℹ** **Note:** The process has finished successfully when the **Run Status** column indicates 'Success.'

6. Click the **Go back to Revenue Management** link.

Process List	Server List

View Process Request For

User ID	CTC_TSKELT	Type		Last			1	Days		Refresh
Server		Name		Instance		to				
Run Status		Distribution Status		☑ Save On Refresh						

Process List   Personalize | Find | View All | ⬚ | ▦   First ◀ 1-4 of 4 ▶ Last

Select	Instance	Seq.	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details
☐	39703		BI Publisher	CA_REV_XP	CTC_TSKELTON	06/23/2015 3:29:29PM PDT	Success	Posted	Details
☐	39702		BI Publisher	CA_PP_XP	CTC_TSKELTON	06/23/2015 3:16:23PM PDT	Success	Posted	Details
☐	39701		BI Publisher	CA_PP_XP	CTC_TSKELTON	06/23/2015 3:10:40PM PDT	Success	Posted	Details
☐	39675		BI Publisher	CA_BILL_XP	CTC_TSKELTON	06/23/2015 10:26:29AM PDT	Success	Posted	Details

Go back to Revenue Management

🖫 Save   ✉ Notify

Process List | Server List

7. Click the **Report Manager** link.

Revenue Management Report

Run Control ID REV_MGMT   Report Manager   Process Monitor   Run
(SV)

Contract Options

Business Unit	WA170 🔍	Spokane District
Contract Type	% 🔍	
Contract Classification	Standard ▼	
Sold To Customer	% 🔍	
*Processing Status	Active ▼	
Contract	% 🔍	
Contract Admin	🔍	Enter a name or leave blank

Revenue Options

Revenue Plan Status	Ready ▼	
#Days Prior to Accounting Date		Enter number or leave blank

🖫 Save   ↻ Return to Search   ✉ Notify   ➕ Add   🗐 Update/Display

8. Click the **Administration** tab.

9. Click the **CA_REV_XP – CA_REV_XP.pdf** file in the **Description** column.

10. Review the Contracts Revenue Management Report.

ORACLE

Contracts Revenue Management Report

Business Unit: WA170 Spokane District
Contract Currency: USD

Sold To Customer	Contract	Contract Type	Rev Rec Plan Id	Rev Rec Method	Event Num	Event Type	Event Status	Milestone Event Origin	Ms Nbr	Accounting Date	Revenue Amount
FIN00103 ColSpark	0000000000000000 0047	GRANT	R101	As Incur	2	Date	Ready			6/23/2015	0.00
								Totals for BU WA170 in USD			0.00