



# Infor LN Financials User Guide for Controlling

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## About this Guide

This document describes the process to set up and use the Controlling functionality with respect to Financial Budgeting System and Cost Accounting.

### Assumed knowledge

Understanding this document is easier if you have some basic knowledge of the functionality of the various logistic LN packages and Financials.

### Document summary

This document contains the following chapters:

- **XML Invoicing Overview:** Provides an introduction to XML Invoicing, sources of billable lines, invoicing process, status and so on
- **Master Data Setup:** Provides instructions on how to set up master data
- **Working with XML Layouts:** Describes all steps in the XML invoicing process.
- **Glossary:** Provides definitions of the terms and concepts used in this document, in alphabetical order.

### How to read this document

This document was assembled from online Help topics. As a result, references to other sections in the manual are presented as shown in the following example:

- For details, refer to To print texts on invoices. To locate the referred section, please refer to the Table of Contents or use the Index at the end of the document.

Underlined terms indicate a link to a glossary definition. If you view this document online, clicking the underlined term takes you to the glossary definition at the end of the document.

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## Chapter 1: Introduction

### Controlling in Infor LN

The Controlling functionality is specifically designed to provide operational information to management. This information is used for better decision-making, improving business procedures in organizations and for formulating strategic and operational planning.

In Infor LN, the Controlling process comprises of:

- Financial Budgeting System (FBS)
- Cost Accounting (CAT)

The Financial Budgeting System (FBS) functionality is used for registering, handling, and monitoring all budget amounts and quantities necessary for planning by ledger account or dimension or a combination of both.

The Cost Accounting (CAT) functionality is used to:

- manage multiple performance dependencies between cost centers and other dimension types in order to calculate the correct allocation rate.
- review the costs that are generated at the cost-type level in a manufacturing center. The costs can be energy, water, building, maintenance, R & D, and so on.

#### Planning Cycle

A generic planning cycle occurs in different phases in many manufacturing companies. The planning cycle includes these plans:

- Sales plan: The planning cycle starts with a sales plan. The sales plan includes the overall number of products that a company expects to sell in a particular planning horizon.
- Manufacturing plan: A manufacturing plan, is the overall manufacturing-output level required to meet the sales targets and is developed based on the Sales plan.
- Resource plan: The resource plan is used as a capacity check if the material and personnel or machine utilization requirements of the manufacturing plan can be achieved.
- Production plan: The production plan describes in detail the resources that are required during the different stages of production. The resource plan provides the available capacity of resources, such as personnel and/or machines, and the production plan is based on this input.
- Financial (flexible) budget: The primary objective of the planning cycle is to budget the overhead costs of the various cost centers. The volume of budgeted hours for each work center and the performance unit/cost driver is derived from the production planning.

## Financial Budgeting System (FBS)

The planning and comparison of actuals with budgeted amounts and quantities are important aspects of financial analysis for a company. In Infor LN, this is managed by Financial Budgeting System (FBS).

The Financial Budgeting System (FBS) functionality includes these budget systems:

- A flexible budget system in which you can adjust the budget and is flexible to accommodate changes in volume or activity.
- A static budget system where the budget remains unchanged from the amounts established at the time the budget was determined.

Flexible budgeting enables you to perform these functions:

- define budgets for ledger accounts (for example, cost types such as energy or material handling) based on dimensions
- set up performance budgets for reference units (for example, cost drivers such as square meters or number of deliveries)
- define flexible budgets by introducing the distinction between fixed and variable budget amounts and quantities
- define activity-based budgets in relation with the Cost Accounting (CAT) functionality
- bottom-up budgeting
- define multiple hierarchies for analysis purposes
- integrate budget cost-rates and budget surcharges with the Manufacturing processes using Standard Cost Calculation and the Project Control System (PCS) functionality.
- perform variance analysis in conjunction with flexible budgeting
- compare budgets

Static budgeting, enables you to perform these functions:

- ledger account budgeting
- (multi) dimension-oriented budgeting, such as setting up budgets with dimensions of different types in combination
- top-down budgeting
- bottom-up budgeting
- compare budgets
- compare budget data with actuals from Financials

Financial Budgeting System (FBS) receives data from:

- The General Ledger (GLD): The actual values posted on respective ledger accounts and dimensions can be copied to a budget or can be displayed during the budgeting process
- The Cost Accounting (CAT): Adjusting or creating budget performances for the defined reference unit per specified budget as a result of cost allocation (in case of retrograde planning).

## Cost Accounting (CAT)

In Infor LN, cost analysis and cost allocation is performed using the Cost Accounting functionality.



You can use the Cost Accounting functionality to process controlling costs for flexible budgets: for example, the overhead costs of cost centers. You can also define performance data and cost allocation relations for budgeted and actual costs.

The Cost Accounting process enables you to perform these functions:

- Build flexible allocation relations for budget and actual scenarios
- Import actual figures (amounts and quantities) from General Ledger books and Operations Management (for example number of deliveries, items sold, orders created and so on.
- Determine the allowed costs and deviations based on the flexible budgets and post the deviations to General Ledger
- Integrate budget cost-rates and budget surcharges with the Manufacturing processes using Standard Cost Calculation and the Project Control System (PCS) functionality.
- activity-based costing

The basic data that must be defined for Cost Accounting includes:

- The ledger accounts and dimensions
- Cost object defining attributes, like item, warehouse, or manufacturing projects
- Work centers, employees, machines and tasks

The Cost Accounting functionality stores and processes data from these sources:

- The General Ledger: Actual cost that can be used for cost controlling and actual allocations
- The Financial Budget System: Cost Accounting uses the master data and the dimension and the performance-oriented planning figures as basis for the variance analyses
- Infor LN Logistics: Actual performances can be imported automatically, if the links are defined in the Financial Budgeting System via Reference Units. This is, for example, required for activity-based costing
- The People (BP): The actual performance quantities can be imported according to a linking scheme

## Master Data Setup

The master data setup process for the Controlling functionality within Infor ERP LN.

**Note:** The information included in this topic covers the complete master data setup for the Controlling functionality. However, you can execute the procedure based on your requirements such as Static Budgeting, Flexible Budgeting, Cost Allocation and Cost Controlling.

- Defining the parameters:
  - Financial Budgeting System
  - Cost Accounting
  - Finance Company
  - Standard Cost Calculation
  - Item - Costing
  - People

To set up the master data for Controlling, perform these steps:

- 1** Access the Financial Budgeting Parameters (tffbs0500m000) session and specify this information:

**Hierarchy**

The default hierarchy that is used in the cost planning of the Financial Budgeting System and in the analysis of the Cost Accounting.

**Home Currency for Controlling**

The home currency to be used as the default. In Financial Budgeting System/Cost Accounting, the data is stored in one home currency.

**Reaction on Changed Performance Budgets**

The option to indicate the impact of change in performance data. Possible values:

- **Change Rates:** The performance change only calculates a new rate.
- **Change Variable Amounts:** The performance change first updates the variable costs before calculating a new rate

**Note:** If a budget is already created and the budget performance data is modified, the rate is automatically recalculated.

**Use Effective Rates**

Select this check box to define effective rates for flexible budgeting. An effective rate is a comparison rate to express the price that you expect from your investments or earn with alternative investments.

**Automatically Rebuild Sublevel for Static Budgets**

Select this check box if the parent ledger accounts and parent dimensions must be calculated immediately when the budget is created.

## 2 Access the Cost Accounting Parameters (tfcac0500m000) session and specify this information:

**Cost Accounting System**

The accounting system used to determine the cost rate to charge the cost center or cost object and to calculate deviations.

- **Full Cost Accounting:** With full costing, also known as 'absorption costing', all direct, fixed, and variable overhead costs are assigned to the (end) product. The fixed costs are expensed when goods or services are sold. Using this method, the following variances can be determined using the flexible controlling process:
  - Fixed Overhead Volume (or Occupation Variance),
  - Efficiency Variance (or Consumption Variance)
  - Political Price Variance (or Over-/Under Coverage)
- **Variable Cost Accounting:** Under the variable costing method, fixed manufacturing overhead costs are expensed in the period they incur. Using this method, the following variances can be determined using the flexible controlling process:
  - Efficiency Variance (or Consumption Variance)
  - Political Price Variance (or Over-/Under Coverage)

**Contra Account for Cost Postings in GLD**

Use this contra account in the general ledger as the credit account for actual costs. These credit postings are ignored when you import costs from General Ledger (GLD). Example:

A company has the policy to periodically allocate additional costs from their sales department to the main cost centers to make sure unexpected sales costs are included in the calculation of their rates and

surcharges. These costs, however, must not be included in the General Ledger. Therefore, at the end of the month a journal transaction is created:

D) Interim allocation expenses €5.000,00

Department Sales

CR) Interim allocation expenses €5.000,00

Department Sales

For the General Ledger, this transaction has no impact in the balances (neutral). However, the ledger account that is used is also defined as the Contra Account for Cost Postings in GLD in the cost accounting parameters, for the cost allocation, the debit transaction is imported (not the credit one). Therefore this ledger account is used for the cost allocation process of the Department Sales.

### **Transaction Type for Operating Results**

The transaction type to which the operating results are posted.

### **Transaction Type for Allocation Results**

The allocated actual costs are posted using this transaction type, following the Integrate and/or Post Cost Allocation Results (tfcacat4211m000 session).

### **Dimension Type for Activities**

This dimension type is used to store all activities that are used in activity-based costing.

- 3 Access the Finance Company Parameters (tfgld0503m000) session, specify this information:

#### **Actual Budget**

Select a budget that can be used as the default budget when you compare the actual data and the budgeted figures in the General Ledger. In addition, the actual budget is used as the default in several sessions in the Financial Budget System (FBS) and Cost Accounting (CAT) functionality. All deviations between actual and budgeted data are automatically calculated for this budget.

- 4 Access the Standard Cost Calculation Parameters (ticpr0100m000) session, specify this information:

#### **Standard Cost Calculation Code**

The price calculation code used to determine the standard cost price. Other price calculation codes are used for simulation purposes.

#### **Type of Operation Rates**

This parameter indicates the type of operation rate that determines the calculation of the standard cost.

#### **Include Fixed Costs in Valuation Price**

If this check box is selected, the fixed surcharges and operation rates are included in the valuation price. You can also use this parameter to determine the actual production order costs. This parameter is important for standard items for all valuation methods.

**Note:** The surcharges and operations rates can be defined as fixed or variable cost.

- 5 Access the Item Costing Data (ticpr0107m000) session, specify this information:

#### **Scheme**

You can define the cost component scheme that specifies the cost breakdown of the costs of the item to the required level of detail.

**Surcharges by Item**

If this check box is selected, you can define surcharges for the item.

**Surcharges by Warehouse**

If this check box is selected, you can define warehouse surcharges for the item.

- 6 Access the Production Order Parameters (tisfc0500m000) session, specify this information:

**Process Hours using**

Define the rate to be used for the registration of hours. You can choose between **Estimated Operation Rates** or **Actual Labor Rates**.

## Other additional settings

- 1 Access the Budget Distribution (tffbs0101m000) session and define **Distribution** code, **Distribution Method** and **Number of Distribution Periods**.
  - a Select a distribution code and on the Specific menu, click **Generate Distribution Data by Period or Budget Distribution Data by Period**. The Generate Budget Distribution Data per Period (tffbs0202m000) session is displayed.
  - b Define **Generation Method**, **Multiplier** and **Step Size** in this session.
  - c Click **Generate**. The percentages/factors and multipliers are now created in the Budget Distribution Data by Period (tffbs0102m000) session.
- 2 Access the Budgets (tffbs0503m000) session, specify this information:
  - **Budget**
  - **Budgeting Method**
  - **Link with Ledger Account**
  - **Number of Budget Periods**
  - **Dimension Type 1 - 12 Applicable**
  - **Quantity 1 - 2**
  - a Go to the Budgets per Year (tffbs0505m000) session, specify this information:
    - **Distribution**
    - **Budget Currency**
    - **Parent Budget**
    - **Comparison Budget**

**Note:** For each fiscal year, you must define which budget codes are applicable.
- 3 Go to the Budget Defaults by Ledger Accounts/Dimensions (tffbs0504m000) session, specify this information::
  - **Ledger Account**
  - **Dimension 1 - 12**
  - **Distribution**
  - **Variability %**
  - **Base Rate**

- 
- a Access the Flexible Budget by Year (tffbs1510m000) session.
  - b Click **Copy from Ledger Account Structure....** on the specific menu
  - c Go to the Ledger Account Structure by Dimension (tffbs0120m000) session, if you want to insert a new ledger account in this structure, Infor ERP LN assigns a number which may not be in sequence with existing ledger accounts number..
  - d Click **Renumber Ledger Accounts**, on the specific menu, to prevent automatic sequence numbering. The Accept Step Value (tffbs1220m000) session is displayed.
  - e Define the steps in which the sequence numbers must increase in the Accept Step Value (tffbs1220m000) session.
  - f Click **Continue** to insert the steps. Now you can add a ledger account in the Ledger Account Structure by Dimension (tffbs0120m000) session.
- 4** Define and use new parent/child (hierarchies) relations in the Financial Budget System and Cost Accounting functionality of the Infor ERP LN Financials.
- a Access the Hierarchies (tffbs0510m000) session and define which dimension types are applicable for this hierarchy.
  - b Go to the Hierarchy for Ledger Accounts (tffbs0111m000) session and link ledger accounts and dimensions to the specific hierarchy.
  - c Go to the Hierarchy for Dimensions (tffbs0112m000) session and link the hierarchy and parent dimension of the General Ledger.
  - d Go to the Copy Hierarchy (tffbs0213m000) session and you can copy hierarchies defined in the financial budget system into other hierarchies.
- 5** Access the Financial Statements (tffst1500m000) session to create a statement code.
- a Select the statement code and on the Specific menu, click **Statement Accounts by Fin.Statement**.
  - b Export financial values from the General Ledger to the Financial Statements.
  - c Click **Process Values** to combine the financial values with the statement structure.
  - d Go to the Export Financial Values (tffst1204m000) session, specify the Data-source and Period Type.
  - e Click Export.
  - f Go to the Process Financial Statement Values (tffst1205m000) session, specify the Financial Statement, Data-source, Period Type and Export Financial Statement Account Structure.
  - g Click Process.
- 6** Allocate costs between dimension types using the Generate Allocation Relations with Allocation Key (tfcats4202s000) session . This functionality is used to calculate a rate/surcharge for each product and to calculate deviations for each product.
- 7** Define activity-based costing: The product-costing assumes that the costs of the Warehouse department can fairly be allocated between the products based on the number of items sold. In reality, however, this is highly doubtful. For example, product A is sold and packed in a very simple box that contains four pieces by a machine, but product B is exclusively packed one by one manually. The time/costs to pack product B is, therefore, in reality higher. For this reason, allocating additional warehouse costs to product B is more realistic.
- 8** Set up the external integrations.
- a Go to the Export Flexible Budget and Cost Analysis Data for OLAP Systems (tfcats3200m000) session, specify this information:
    - **Export Currency**
    - **Hierarchy**
    - **Budget**
-

- **Fiscal Period**

- b Click **Export**. The data is processed in the background in the Exchange (XCH) functionality to export all data. This session also uses predefined exchange schemes to export the selected data. You can import this data in the Hyperion OLAP.

## Chapter 2: Financial Budgeting System

### Usage of Financial Budgeting System (FBS) in Controlling

You can use Financial Budgeting System (FBS) functionality for registering, handling, and monitoring all budget amounts and quantities necessary for planning by ledger account or dimension or a combination of both.

The company's controller performs top-down budgeting. In the Financial Budgeting System (FBS) functionality, you can start budgeting on an account level or on cost-type level. In Infor ERP LN, this type of budgeting is called multi-dimension budgeting. In Infor ERP LN, you can run both systems simultaneously to help the controller to negotiate budgets with the cost center managers or with management.

The data required to use the FBS functionality:

- The ledger accounts and dimensions
- The currencies
- Cost object defining attributes, like item, warehouse, or projects
- Manufacturing projects
- Basic cost-price calculation data like cost-price calculation code, cost component, operation rates and surcharges

#### Information for setting up FBS

- Master Data: Use these master data to define and modify static data:
  - Budget currency and parent-child relations between budgets
  - Budget distribution
  - Budget defaults
  - Reference units
  - Hierarchies
  - Report structures
  - Ledger account structure
  - Dependencies between ledger accounts
- Budget Data
  - This data includes the maintenance of budget data, such as amounts and quantities and/or performances. The purpose is to set up financial budgets with which the actual results can be compared.
  - Budgeting can be performed in relation to ledger accounts or dimensions. Budget amounts and quantities are planned per year and broken down into period values. For performance-dependant budgeting, rates and surcharges are calculated for the year values and can be integrated into the

Cost Price Calculation (CPR). Only project surcharges are integrated into the Project Control System (PCS).

- Hierarchical Analysis with Hyperion OLAP
  - This object can be used for exporting budget data to Hyperion OLAP for hierarchical analysis of single-dimension budgets. You can also review the deviation-analysis results according to multiple hierarchies on ledger accounts and dimensions.



## Chapter 3: Static Budgeting

### Overview of Static Budgeting

A static (fixed) budget is based on a single level of activity, for example, a particular volume of sales or production. The actual results are compared against budgeted (standard) costs only at the original budget activity level.

Static budgeting in Infor ERP LN is called multi-dimension budgeting.

As part of the Controlling process, a budget can be allocated across various cost levels (dimensions). This table lists various cost levels at which the budget can be allocated.

Example - A	Ledger Account--->	Cost Center--->	Product	Sales Area--->	Project
Example - B	Ledger Account				
Example - C	Ledger Account--->	Cost Center			
Example - D	Ledger Account--->	Cost Center--->	----->	Sales Area	
Example - E		Cost Center--->	Product--->	----->	Project

The budget is first allocated to a ledger account. If required, this budget amount or quantity can be split and allocated to other cost types. Therefore, this budget is referred as a multi-dimension budget.

### Multi dimension budgeting procedure

Perform these steps for the multi dimension budgeting procedure for defining annual budgets:

- 1 Define the parameters using the Financial Budgeting Parameters (tffbs0100s000) session. You must specify the default home currency.
- 2 Specify the distribution codes that are maintained to distinguish between methods of distributing budget amounts across periods using the Budget Distribution (tffbs0101m000) session. You can define budget distribution codes using the Distribution method.
- 3 Define a scheme to distribute budget amounts and budget quantities using the Generate Budget Distribution Data per Period (tffbs0202m000) session.

- 4 Specify the percentages or factors, for the respective periods. This percentages or factors are maintained for distribution codes in the Budget Distribution Data by Period (tffbs0102m000) session.
- 5 Access the Budgets (tffbs0503m000) session to:
  - a Define budget characteristics such as number of budget periods, type of budget, link with ledger accounts and the dimension types.
  - b Select a budget type
  - c Select the method of calculating the budgets.

**Note:** For bottom-up budget, the budget amounts are registered by ledger account and dimension on sublevel 0.
- 6 Define the budget attributes, including the budget currencies and the relation with home currencies using the Budgets by Year (tffbs0505m000) session.
- 7 Access the Budget Defaults by Ledger Accounts/Dimensions (tffbs0504m000) session to define the default distribution codes for ledger accounts or dimension.

**Note:** You can also define the data for a combination of ledger account and dimension(s). This data is defaulted in the Budget Amounts and Quantities per Year (tffbs1500m000) session.
- 8 Define dependencies between ledger accounts expressed as a percentage using the Relations Between Ledger Accounts (tffbs0121m000) session.

**Note:**

  - This functionality is used to calculate the amount of target ledger accounts based on the budgeted amounts of source ledger accounts.
  - You can copy the budget or actual data (amounts and quantities) to another budget using the Copy Budgets (tffbs1202m000) session. If the budgeting method is bottom-up, only ledger accounts and dimensions at sublevel 0 are copied. You cannot copy data from a multi dimension budget to a single dimension budget.
- 9 Define budget amounts and quantities in the Budget Amounts and Quantities by Year (tffbs1500m000) session . For bottom-up budget, you cannot enter budget amounts and quantities for ledger accounts and/or dimensions with a sublevel greater than 0.
- 10 Rebuild budgets for the ledger accounts and dimensions structure using the Rebuild Sublevels (tffbs1204m000) session. You can only rebuild bottom-up budgets.
- 11 Recalculate the budget amounts using the Recalculate Budget Data Based on Actual Data (tffbs1205m000) session.
- 12 Maintain the budget amounts and quantities by period, using the Budget Amounts and Quantities by Period (tffbs1101m000) session in case the Periodic Distribution Mode check box is not selected. The total amount of all the periods must match with the amount specified in the Budget Amounts and Quantities per Year (tffbs1500m000) session.
- 13 Print the budget amounts and quantities by year or by year and period, for the range of data specified the Print Budget Amounts and Quantities by Year (tffbs1400m000) session. Parent-child relations of budgets can also be considered.
- 14 Compare the budget amount and quantities of a base budget with a comparison budget in terms of percentages and amounts using the Compare Budgets (tffbs1203m000) session. You can compare with other multi dimension budgets or single dimension budgets.
- 15 Archive the budget data using the Archive / Delete Budgets (tffbs1201m000) session. Infor ERP LN deletes the archived data over a period of time except for master budget data.

## Chapter 4: Flexible Budgeting

### Overview of Flexible Budgeting

A flexible or variable budget is based on various levels of activity. Flexible budgeting is dynamic.

The flexible budgeting process enables you to differentiate between fixed and variable costs due to which the budget can be adjusted automatically by modifying the variable cost totals to the specific level of activity that is actually accomplished.

In Infor ERP LN Financials, a flexible budget is used to assess the budget variables and fixed costs for dimensions, for example, cost centers. These costs are determined through reference unit (cost drivers).

The budget is a vertical budget, and is therefore referred to as a single dimension budget.

Using the actual performance data, you can allocate the budgeted costs of dimensions to other dimensions, which helps determine the rates/surcharges for each dimension. These calculated rates/surcharges of a flexible budget can be integrated with the Cost Price Calculation functionality.

When you report the actual costs with the budgeted costs, Infor ERP LN calculates allowed costs which results in these variances:

- Occupation deviation
- Consumption deviation
- Over coverage/Under coverage

**Note:** For more information, refer to *Chapter - 7: Deviations* in this user guide.

### Single dimension budgeting procedure

The single-dimension budget-procedure includes these steps:

- 1 Define all the required parameters in the Financial Budgeting Parameters (tffbs0100s000) session.
- 2 Access the Chart of Accounts (tfgld0608m000) session to maintain the required ledger accounts.
- 3 Specify the dimensions in the Dimensions (tfgld0510m000) session.
- 4 Maintain the distribution codes to distinguish between methods of distributing budget amounts across periods in the Budget Distribution (tffbs0101m000) session. You can define budget distribution codes using the Distribution method.
- 5 Define the method to distribute budget amounts and budget quantities in the Generate Budget Distribution Data per Period (tffbs0202m000) session.

- 
- 6 Maintain the percentages or factors that are applicable to the respective periods for each distribution code in the Budget Distribution Data by Period (tffbs0102m000) session.
  - 7 Access the Budgets (tffbs0503m000) session to:
    - a Define budget characteristics such as number of budget periods, type of budget, link with ledger accounts and the dimension types.
    - b Select a budget type
    - c Select the method of calculating the budgets.
  - 8 Select the Single Dimension Budget option.  
**Note:** The **Link with Ledger Account** field is mandatory for single dimension budgets.
  - 9 Define the budget attributes, including the budget currencies and the relation with home currencies using the Budgets by Year (tffbs0505m000) session.
  - 10 Access the Budget Defaults by Ledger Accounts/Dimensions (tffbs0504m000) session to define the default distribution codes for ledger accounts or dimension.
  - 11 Define a ledger account structure or a budget structure in the Ledger Account Structure by Dimension (tffbs0120m000) session.  
**Note:** You can copy ledger account structures from one dimension to another or to a range of dimensions of the same dimension type, using the optional Copy Ledger Account Structure by Dimension (tffbs0220m000) session.
  - 12 Copy ledger account structures from a dimension to another dimension or to a range of dimensions of the same dimension type, you can use this optional Copy Ledger Account Structure by Dimension (tffbs0220m000) session.
  - 13 Define dependencies between ledger accounts expressed as a percentage using the Relations Between Ledger Accounts (tffbs0121m000) session.  
**Note:** This functionality is used to calculate the number of target ledger-accounts based on the budgeted amounts of source ledger-accounts.
  - 14 Define the reference units for each dimension in the Reference Units (tffbs0530m000) session. You can also maintain these information:
    - define amount-based or quantity-based reference units that determine the surcharges or rates.
    - define the Planning Type that can be either: retrograde or progressive. In case of Retrograde planning type, the performance budgets are generated or back flushed during the allocation process.
    - select the **Logistics, Quantities General Ledger (GLD)** and **AMounts General Ledger (GLD)** check boxes in the Import Actual Performance (tfcats2220m000) session to collect actual performance quantities from Infor ERP LN.
  - 15 Maintain ledger accounts that belong to a cost category in the Ledger Accounts by Cost Category (tfcats0103m000) session. A percentage must be specified for every ledger account, indicating the amount related to this cost category.  
**Note:**
    - You can also import the ledger account data
    - The cost category can be used in the Allocation Relations (tfcats4500m000) session to limit the cost that is to be allocated from, for example, one cost center to another cost center.
    - You can also copy the budget or actual data (amounts and quantities) to another budget using the Copy Budgets (tffbs1202m000) session. You can also copy the allocation relations and secondary costs.
-

- In case of Retrograde planning type (only for quantity-based reference units) quantities are automatically back flushed when you define the allocation relations.
- 16** 18 Specify the performance budget by period in the Performance Budget by Period (tffbs1121m000) session, if the Periodic Distribution Mode check box is not selected in the Performance Budget by Year sessions.
- 17** Specify the performance budget by period in the Performance Budget by Period (tffbs1121m000) session.
- 18** Define budget amounts by reference unit and by ledger account in the Flexible Budget by Year (tffbs1510m000) session. These budget amounts can be split into variable and fixed amounts.
- Note:**
- The budget amounts of secondary costs are determined during the allocation process.
  - You can also view the sum of fixed, variable, and total budget amounts, budget cost-rates and surcharges.
- 19** Define budget and quantities by periods in the Single Dimension Budget by Period (tffbs1111m000) session. This is only allowed if distribution mode is not selected. If this is the case a zero budget must first be defined in the Single Dimension Budget by Year (tffbs1100s000) session.
- 20** Define an integration scheme by a dimension/reference unit for a logistic company, as defined in the General Ledger (GLD) in the Integration Scheme for Standard Cost Calculation (tffbs1130s000) session. In case of quantity-based reference-units, you can define the related operation rate and optionally a PCS project. In case of amount-based reference-units you can define the related item group, item, warehouse or PCS project for integration of surcharge portions.
- Note:** This data is used to integrate the rates/surcharges into the Cost Price Calculation (CPR) and/or project surcharges to the Project Control (PCS) in Infor ERP LN.
- 21** Define budget and quantities by periods using the Single Dimension Budget by Period (tffbs1111m000) session, if the Periodic Distribution Mode check box is not selected. A zero budget must first be defined in the Single Dimension Budget by Year (tffbs1100s000) session..
- 22** Define an integration scheme by a dimension/reference unit for a logistic company using the Integration Scheme for Standard Cost Calculation (tffbs1130s000) session. For quantity-based reference-units, you can define the related operation rate and optionally a PCS project. For amount-based reference-units, you can define the related item group, item, warehouse or PCS project for integration of surcharge portions.
- 23** Define defaults for dimensions and/or reference units using the Defaults for Cost Price Calculations (tffbs1131s000) session..
- 24** Integrate the budgeted or effective cost-rates with the Operation Rate in the Integrate Budget Operation Rates (tffbs1230m000) session.
- 25** Integrate budgeted or effective cost surcharges in the Cost Price Calculation (CPR) and/or project surcharges into the Project Control (PCS) with this session. These surcharges can be based on fixed costs and variable costs.

## Activity-based budgeting procedure

The activity-based budgeting procedure includes these steps:

- 1** Define the parameters in the Financial Budgeting Parameters (tffbs0100s000) session..

- 2 Define all the relevant ledger accounts in the Chart of Accounts (tfgld0100m000) session.
- 3 Define the required dimensions in the Dimensions (tfgld0510m000) session.
- 4 Define or verify the dimension types that are used for activities in the Cost Accounting Parameters (tfcac0100s000) session
- 5 Define new activities for dimensions and define the activity dimension type in the Dimension Master (tfgld0510m000) session.
- 6 Copy the range of dimensions of the activity dimension type in the Copy Activity Dimensions into Activity Status Table (tfcac5200m000) session. The activity dimension type is defined in the Cost Accounting Parameters (tfcac0100s000) session.
- 7 Maintain the budget characteristics in the Budgets (tffbs0503m000) session. A distribution method can be linked to the budget. You must select the Single Dimension Budget option.
- 8 Define the budgets, the home currencies, and the comparison budget in the Budgets by Year (tffbs0505m000) session.
- 9 Create the reference units for each dimension in the Reference Units per Dimension (tffbs0530m000) session.
- 10 Maintain cost categories in the Cost Categories (tfcac0102m000) session used for grouping ledger accounts.
- 11 Maintain ledger accounts that belong to a cost category in the Ledger Accounts by Cost Category (tfcac0103m000) session.
  - A percentage must be specified for each ledger account to indicate the amount that belongs to this cost category.
- 12 Define the performance budget by defining the performance quantity or surcharge base amount per year in the Performance Budget by Year (tffbs1120m000) session depending on whether the reference unit type is quantity-based or amount-based.

**Note:** In case of Retrograde planning type (only for quantity-based reference units) quantities are automatically back-flushed when you define allocation relations.
- 13 Specify or modify the performance budget by period in the Performance Budget by Period (tffbs1121m000) session, if the Periodic Distribution Mode check box in the Performance Budget by Year (tffbs1120m000) session is not selected.
- 14 Define budget amounts for each reference unit and for each ledger account in the Flexible Budget by Year (tffbs1510m000) session. Variability can also be defined to have variance analysis.
- 15 Define budget and quantities by periods in the Single Dimension Budget by Period (tffbs1111m000) session, if the Periodic Distribution Mode check box is cleared.
- 16 Define or modify the details for the budget year and the actual allocation relations in the Allocation Relations (tfcac4500m000) session. Budget period relations are automatically filled and can only be modified. You cannot modify budget relations with a definitive budget.
- 17 Calculate the exact rate for the budget year or the budget period based on the allocation relations of the specific budget in the Price Iteration (tfcac4210m000) session. Secondary costs are determined using this session.
- 18 Integrate the results of the iteration process into the applicable budget using the Integration of Iteration Results (tfcac4211m000) session. With this session the secondary costs are integrated into the single dimension budget concerned. This step is optional.
- 19 Generate the bill of activities for the particular budget year and the budget-period activity budgets using the Generate Bill of Activities (tfcac5201m000) session based on the defined budget year/budget period allocation relations.

- 20** Review the generated bill of activities in the Bill of Activities (tfcats5501m000) session.
- 21** Print an analysis of the costs of performing activities based on dimensions using the Print Activity Results (tfcats5402m000) session.
- 22** Define an integration scheme using the Integration Scheme for Standard Cost Calculation (tffbs1530m000) session.
- 23** Define the defaults for dimension and/or reference units in the Defaults for Cost Price Calculation (tffbs1531m000) session.
- 24** Integrate the budgeted cost rates for a single dimension budget into the Cost Price Calculation (CPR) in the Integrate Budget Operation Rates (tffbs1230m000) session to integrate.
- 25** Integrate effective cost surcharges in the Cost Price Calculation (CPR) and/or in the Project Control (PCS) in the Integrate Budget Surcharges (tffbs1231m000) session.

## Chapter 5: Cost Accounting

### Usage of Cost Accounting (CAT) in Controlling

You can use the CAT functionality to control costs for single dimension-based budgets. Cost Accounting process is also used to define performance, allocation relations and perform cost allocation for budgeted and actual costs.

The cost accounting results are used in the calculation processes in Cost Price Calculation (CPR) and Project Control System (PCS) .

The CAT functionality includes these two functional procedures:

- Single dimension controlling
- Activity-based management

You can define allocation relations and perform price iteration to calculate at correct allocated costs (secondary costs) for dimensions/reference units of budget and actual data.

You can also perform a variance analysis with different reports and a hierarchical analysis in Hyperion OLAP after export. You can also import the rates/surcharges into CPR/PCS.

### Single-dimension controlling procedure

You can use the single-dimension controlling-procedure to perform these functions:

- Set up the actual data
- Compare the actual data with the budgeted data
- Integrate the actual rates and surcharges into CPR/PCS

The single dimension controlling-procedure facilitates:

- Import and maintenance of actual performances from GLD and HRA
- Import of actual costs from GLD and setting up the actual allocation relations
- Calculation of the actual secondary costs during the iteration process
- Integration of iteration results to CAT and GLD
- Calculation of allowed costs and deviations
- Posting of deviations to GLD
- Reporting of the results



Master data setup for single dimension controlling procedure

To set up the master data, follow these steps:

- 1** Access the Cost Accounting Parameters (tfcac0100s000) session, specify this information:
  - **Date**
  - **Cost Accounting System**
  - **Contra Account for Cost Postings in GLD**
  - **Transaction Type for Operating Results**
  - **Transaction Type for Allocation Results**
  - **Integration of actual rates/surcharges into CPR and/or project surcharges to PCS Dimension Type for Activities**
  - **Allocation Rule Set**
- 2** Access the Cost Categories (tfcac0102m000) session to:
  - a specify the Cost Category
  - b click Import Ledger Accounts to link the ledger accounts
  - c click Import Parent Ledger Accounts, if there is parent-child hierarchy defined for the specific ledger account.
- 3** Access the Ledger Accounts by Cost Category (tfcac0103m000) session to define ledger accounts that belong to a cost category.

**Note:** A cost category can be used in the Allocation Relations (tfcac4500m000) session to limit the cost to be allocated.
- 4** Specify a percentage, to indicate the amount that belongs to the cost category.
- 5** Access the Integration Scheme for Variances (tfcac0504m000) session, specify this information:
  - **Source Dimension Type**
  - **Source Dimension**
  - **Source** for the **Cost Portion for Statement of Operation Results**
  - Contra (destination) accounts/dimensions to which the deviations and fixed costs must be posted
- 6** Access the Integration Scheme for Hours (tfcac2521m000) session, define the integration relations with HRA. The integration relations are used in the Import Actual Performances (tfcac2220m000) session.

## Processing the single dimension controlling information

To set up the processing data, perform these steps:

- 1** Import the quantities using the Import Actual Performance (tfcac2220m000) session.
- 2** Specify the range of these fields to import the actual performance data:
  - **Dimension**
  - **Reference Unit**
- 3** Access the Actual Performance (tfcac2120m000) session, specify this information:
  - **Year**
  - **Dimension**
  - **Reference Unit**

- 4 Access the Import Actual Costs from GLD (tfcats2210m000) session, import actual cost data.
- 5 Access the Copy Budget Period Allocation Relations into Actuals (tfcats4200m000) session:
  - a copy the allocation relations from budget period allocation-relations to an actual-period allocation-relation.
  - b specify whether the valuation must be performed based on the budgeted or actual data.
- 6 Specify or modify the details for actual allocation-relations in the Allocation Relations (tfcats4500m000) session.
- 7 Click **Cost Allocation** in the Process Cost Allocation (tfcats4210m000) session to determine the exact allocation costs and rates as valuation for the allocation-relations.
- 8 Access the Calculated Rates by Ledger Account (tfcats4512m000) session define the calculated rates per ledger account.
- 9 Click **Integrate** in the Process Cost Allocation (tfcats4210m000) session to determine the secondary costs and credits.
- 10 Access the Finalization Run Numbers (tfgld1519m000) session to review the finalization run numbers.
- 11 Access the Actual Costs by Dimension (tfcats2511m000) session and review the actual costs imported from the General Ledger (GLD).
- 12 Access the Actual Costs by Reference Unit (tfcats2510m000) session and review the actual costs imported from General Ledger (GLD).
- 13 Click **Cost Allocation** in the Process Cost Allocation (tfcats4210m000) session to compile the actual rates that are calculated automatically in step 6, 7 and 8, into the operation rate in the Cost Price Calculation (CPR) in Infor ERP LN Manufacturing.
- 14 Click **Integrate** in the Integrate Actual Surcharges (tfcats2231m000) session to process the actual surcharges that are calculated.
- 15 Review the allowed costs and deviations in the Allowed Costs and Variances (tfcats2540m000) session. Infor ERP LN compares allowed figures, based on the budget, with the actual costs, and calculates the deviations.
- 16 Click **Print** in the Print Actual Cost Allocation Sheet (tfcats2480m000) session to print the actual cost allocation sheet. You can print the data for a range of periods by year and by dimension/reference unit.
- 17 Click **Clear** in the Delete Cost Allocation Results Tables (tfcats4212m000) session to clear the previous iteration results. The corresponding calculated rates per ledger account are also deleted.

## Activity-based management procedure

You can use the activity-based management process to analyze an activity-based budget and the activity results.

As a result of the activity-based management:

- The budgeted data is defined
- The actual data is defined
- The results are reported

Master data setup for activity-based management process

To set up the master data you must follow *step 1 through step 14* specified in the *Activity-based budgeting procedure* topic of this user guide.

To process the activity-based management data

- 1** Access the Integration Scheme for Standard Cost Calculation (tffbs1530m000) session, specify this information:
  - **Reference Unit**
  - **Rate/Surcharge link with Standard Cost Calc.**
  - **Operation Rate**
  - **Item**
  - **Item Group**
- 2** Access the Import Actual Performance (tfcats2220m000) session, click Import to import the actual performance data from Infor ERP LN Logistics.
- 3** Specify the actual performance data by dimension/reference unit combination in the Actual Performance (tfcats2120m000) session.
- 4** Click Import in the Import Actual Costs from GLD (tfcats2210m000) session to import the cost data from the General Ledger (GLD) for each fiscal period.
- 5** Access the Allocation Relations (tfcats4500m000) session, specify this information:
  - **Relation**
  - **Period**
  - **Budget**
  - **Destination Dimension**
  - **Destination Reference Unit**
  - **Source Dimension**
  - **Source Reference Unit**
- 6** Click **Cost Allocation** in the Process Cost Allocation (tfcats4210m000) session to determine the allocation rates.
- 7** Click **Integrate** in the Integrate and/or Post Cost Allocation Results (tfcats4211m000) session to integrate the results of budget relation with the finalized budget.
- 8** Click **Generate** in the Generate Bill of Activities (tfcats5201m000) session to generate the bill of activities for the actual period based on the defined actual allocation relations.
- 9** Review the data in the Bill of Activities (tfcats5501m000) session. You can also view the consumption rate (percentage) that a destination dimension consumes for a certain activity. The data is displayed by dimension (destination relation) and by activity (source relation).
- 10** Click **Print** in the Print Activity Results (tfcats5402m000) session to print an analysis of the activity costs.
- 11** Review the actual cost data imported from General Ledger (GLD) using the Actual Costs by Reference Unit (tfcats2510m000) session.

## Chapter 6: Cost Allocation

### Overview

When a company performs cost center accounting, all the costs must be distributed across cost centers. However, when you register costs, you cannot determine to which cost center the costs are allocated. Therefore, you can initially book the costs on a primary cost center, and perform the allocation to the correct cost centers, later on.

You can initially book general costs such as insurance, energy and IT support on the primary cost center Administration and periodically allocate to the main cost centers such as the Production department and the Sales department.

If costs in Financials are booked on dimensions (cost centers), these costs can be allocated periodically to other dimensions. The cost allocation between the primary cost center and the various departments can be based on a fixed amount or on percentages

You must define allocation relations between various dimensions for each period. These relations can be used for the periodic cost allocation.

You must import the actual costs from the General Ledger. These costs are allocated using the Cost Price Iteration process, and the results are integrated with General Ledger.

### Allocation relations

Cost allocation structures that use the same set of destination dimensions often occur multiple times. Therefore, you can define allocation rule sets to group allocation rules of different types for the automatic generation of allocation relations.

You can create an allocation based on:

- Allocation keys
- Default allocation relations
- Consumption rules

## Allocation keys setup

If the allocation structure occurs multiple times for different source dimensions, you can use an allocation key to define percentage allocation relations to a group of destination dimensions.

To set up allocation keys, perform these steps:

- 1 Create the allocation key names in the **Allocation Key Names (tfc4105m000)** session.
- 2 Set up multiple allocation keys for allocation rule sets in the **Allocation Keys (tfc4502m000)** session.
- 3 Create the required cost categories in the **Cost Categories (tfc0102m000)** session.
- 4 Link ledger accounts to the cost categories in the **Ledger Accounts by Cost Category (tfc0103m000)** session. Use these cost categories for the default allocation relations.
- 5 Run the **Generate Allocation Relations with Allocation Key (tfc4202s000)** session to generate the allocation relations for each allocation key. .

## Default allocation relations setup

You can use default allocation relations as the template for allocation relations that have repetitive occurrences of a same source and destination dimensions. This is applicable for different allocation models (budget year, budget period, or actual model).

Default allocation relations can be qualitative (for example, the assignment of a building using square meters as the cost driver) or quantitative. The quantitative allocation relations are used to assign the costs of an activity to the final cost objects.

To set up default allocation relations, perform these steps:

- 1 Create an allocation rule set using the **Allocation Rule Sets (tfc4101m000)** session.
- 2 Create default allocation relations for source/destination combinations in the **Default Allocation Relations (tfc4503m000)** session.
- 3 Create the required cost categories in the **Cost Categories (tfc0102m000)** session.
- 4 Link ledger accounts to the defined cost categories in the **Ledger Accounts by Cost Category (tfc0103m000)** session. Use these cost categories in the default allocation relations.
- 5 Copy the default allocation relations data using the **Copy Default Allocation Relations into Allocation Relations (tfc4203m000)** session.

## Consumption allocation relations setup

If the allocation is consumption oriented, you can create allocation relations according to consumption rules that can be used to generate outgoing budget and actual allocation relations from a retrograde source.

This process enables you to back-flush resource and process requirements from the source dimension to the destination dimension using the retrograde calculation.

To set up the consumption rules for allocation relations, perform these steps:

- 1** Create an allocation rule set in the **Allocation Rule Sets (tfc4101m000)** session.
- 2** Define the rules for source/destination combinations in the **Consumption Rules (tfc4504m000)** session.
- 3** Create a single dimension budget in the **Budgets (tffbs0503m000)** session.
- 4** Insert the budget for the current year using the **Budgets per Year (tffbs0505m000)** session.
- 5** Specify dimensions and reference units (with the appropriate ledger accounts) for your budget in the **Flexible Budget by Year (tffbs1510m000)** session.
- 6** Define a performance budget per year and a performance quantity or surcharge base amount per year for your budget in the **Performance Budget by Year (tffbs1120m000)** session, .
- 7** Create allocation relations in the **Generate Allocation Relations with Allocation Key (tfc4202s000)** session.
- 8** Run the **Retrograde Calculation (tfc4213m000)** session to perform the retrograde calculation for the budget.
- 9** Run the **Integrate and/or Post Cost Allocation Results (tfc4211m000)** session, to integrate the results of the retrograde calculation into the budget.

## Chapter 7: Deviations

### Deviations

The following deviations may occur between actual and budgeted amounts.

- Occupation deviation
- Consumption deviation
- Over-/undercoverage

#### Occupation deviation

Occupation deviation is only applicable to full-cost accounting systems.

- **Quantity Based:**

$\text{allowed costs} - (\text{budgeted performance quantity} * \text{total effective rate/surcharge})$

- **Amount Based:**

$\text{allowed costs} - (\text{surcharge base amount} * \text{effective surcharge})$

#### Consumption deviation

Actual costs - allowed costs

## Chapter 8: Cost Categories

### Using cost categories

To create cost categories manually:

- 1 Create cost categories in the **Cost Categories (tfc0102m000)** session.
- 2 Define the ledger account(s) related to the cost category, in the **Ledger Accounts by Cost Category (tfc0103m000)** session.

To create cost categories by importing ledger accounts:

- 1 Start the **Cost Categories (tfc0102m000)** session.
- 2 Click **Import Ledger Accounts** or click **Import Parent Ledger Accounts** on the *appropriate* menu..

All ledger accounts with sublevel zero are imported and created as a cost category related to the ledger account.

**Note:** This method is based on the ledger accounts' sublevel and the parent-child structure.

#### Example of imported ledger accounts

Source		Created cost categories	
Account	Sublevel	Cost Category	Account by Cost Category
1000	1		
1001	0	1001	1001
2000	2		
2100	1		
2101	0	2101	2101
2102	0	2102	2102



**Example of imported parent ledger accounts**

Source		Created cost categories	
Account	Sublevel	Cost Category	Account by Cost Category
1000	-		
1001	10	1001	1001
2000	-	2000	2100
2100	20	2100	2101, 2102
2101	21		
2102	21		

**Example of Cost calculation using allocation relations**

The following is the example of allocation costs that uses a budget year allocation relation. The same budget year allocation relation is applicable to budget period or actual allocation relations.

This data is defined:

Cost category	4711		
Ledger account	5800, 5820		
Single Dimension Budget per Year			
Year	2013		
Budget	BUD		
Dimension type	1		
Dimension code	ABC		
Reference unit	KWH		
Ledger accounts	Total	Variable	Fixed
5820 (primary)	1,000	400	600
5830 (primary)	20,000	10,000	10,000
5800 (sec. debit)	10,000	4,000	6,000
5810 (sec. credit)	5,000	2,500	2,500
Performance quantity	100.0		

Allocation relation		
Relation	Budget year	
Year	2013	
Budget	BUD	
	Source	Destination
Dimension Type	1	1
Dimension	ABC	ABC
Reference Unit	KWH	KWH
Ledger Account	5900	5020
Allocation Type	Quantity	
Quantity	10.1	
Valuated Portion	variable	
Cost Category	4711/No cost category	

### Over/under-coverage

Full cost accounting (set in the **Cost Accounting Parameters (tfcac0100s000)** session).

- **Quantity Based** reference unit:

$$(\text{total budgeted cost surcharge rate} - \text{total effective rate/surcharge}) * \text{performance quantity}$$

- **Amount Based** reference unit:

$$(\text{total budgeted surcharge} - \text{total effective surcharge}) * \text{surcharge base amount} * 100$$

### Variable (marginal) cost accounting

- **Quantity Based** reference unit:

$$(\text{variable budgeted cost rate/surcharge effective rate}) * \text{performance quantity}$$

- **Amount Based** reference unit:

$$(\text{variable budgeted surcharge} - \text{effective surcharge}) * \text{surcharge base amount} / 100$$

Allowed costs:

- **Quantity Based** reference units:

$(\text{performance quantity} * \text{variable budget cost rate}) + \text{fixed budget amount}$

- **Amount Based** reference units:

$(\text{surcharge base amount} * \text{variable budget cost rate}) + \text{fixed budget amount}$

### Calculation

With cost category 4711, the allocation costs are calculated by adding the amounts of ledger accounts 5800 and 5820. This is because they are present within the entered cost category:

$(4,000 + 400) / 100.0 * 10.0 = 440.00$

Without cost category 4711, the amounts of L/A 5800, 5820 and 5830 will be taken into account. Secondary credit ledger accounts are always skipped. Finally, the calculated sum is divided by the total performance quantity, and then multiplied by the quantity:

$(4,000 + 400 + 10,000) / 100.0 * 10.0 = 1,440.00$

## Chapter 9: Integrations

### Overview

The process of integrations process helps you to import actual performances performance data from Infor ERP LN Operations Management to the Cost Accounting (CAT) to process the allocation of actual costs.

An integrated link must exist between the financial budget, the cost analysis, and the cost prices.

Rates and surcharges are calculated for a single-dimension budget and you can integrate these rates with the Price Calculation (CPR).

The cost allocation of actual costs and actual performances can also result in rates and surcharges, that can be integrated with Cost Price Calculation (CPR). When the actual and the budget costs are compared, the resulting variances (deviations) can be integrated with General Ledger.

You can import actual performance data from Operations Management to the Cost Accounting functionality and allocate costs based on these actual performances to process the actual hours registered in the Hours Accounting of Infor ERP LN Manufacturing..

### Setting up Integrations in Controlling

To set up data for integrations in the Controlling, perform these steps:

- 1** Create the source and destination integration and the dimension type in the Integration Scheme for Standard Cost Calculation (tffbs1530m000) session..
- 2** Define cost components in the Defaults for Standard Cost Calculation (tffbs1531m000) session based on which the operation rates and surcharges must be stored in Operations Management.
- 3** Import the logistic performance data using the Reference Units per Dimension (tffbs0530m000) session.
- 4** Create a link between the Hours Accounting and the dimension or reference unit in the Integration Scheme for Hours (tfcats2521m000) session.
- 5** Specify the required data in the Cost Accounting Parameters (tfcats0100s000) session.
- 6** Specify the Cost Portion and Credit Account Source for the source dimension in relation to the destination dimension to calculate the variances, using the Integration Scheme for Variances (tfcats0104s000) session.

## Processing the integration results in Controlling

When you calculate the actual and budget rates and surcharges in Financials, you can integrate these rates and surcharges with the Standard Cost Calculation data.

You can import the actual performance data from Operations Management that can be used for retrograde calculation and cost allocation. This actual data modifies the allocation relation performance and recalculates the allowed costs and deviations.

### Processing integration results

- 1** Access the Import Actual Performance (tfc2220m000) to import actual performance data.
- 2** Click **Import** to update the actual performance and the allocation relation data. Also, the allowed costs and variances are (re-)calculated.
- 3** Access the Integrate Budget Operation Rates (tffbs1230m000) session and specify the required data.
- 4** Click **Integrate** in the to calculate the rates in the single-dimension budget.
- 5** Access the Integrate Budget Surcharges (tffbs1231m000) session and specify the dimensions and reference units from which the rates must be integrated.
- 6** Click **Integrate** to calculate the surcharges from the single-dimension budget.
- 7** Access the Integrate Actual Operation Rates (tfc2230m000) session and specify from which dimensions and reference units the surcharges must be integrated.
- 8** Click **Integrate** to copy the actual rates from the single-dimension budget for the Cost Price Calculation.
- 9** Access the Integrate Actual Surcharges (tfc2231m000) session and specify the dimensions and reference units from which the rates must be integrated.
- 10** Click **Integrate** to copy the calculated surcharges for the Cost Price Calculation for each fiscal period.
- 11** Select the year/period and dimensions for which the variances (uncharged costs) must be integrated in the Post Variances (tfc22840m000) session.
- 12** Click **Post Integration Transactions** to integrate the variances with General Ledger. Only the uncharged costs of the actual budget can be posted to General Ledger.

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