

## PeopleSoft PS / nVision for General Ledger Rel 9.2

**Duration:** 5 Days

### What you will learn

This PeopleSoft PS / nVision for General Ledger Rel 9.2 training provides step-by-step instruction for implementing, using and maintaining the fundamentals of PS/nVision for General Ledger 9.2. You'll learn how to structure your organization for reporting efficiency using business units, ledgers, trees and Chart Field management from the ground up.

### Learn To:

- Describe PS/nVision.
- Plan PS/nVision reports.
- Develop and Build PS/nVision reports.
- Process PS/nVision reports.
- Personalize PS/nVision Nvsuser.
- Run PS/nVision reports from the web.

### Benefits to You

Enrolling in this course will introduce you to the latest PS/nVision design using Excel 2007 features through hands-on activities. You'll be presented with best practices for achieving maximum efficiency. You'll also learn valuable information from the implementer's perspective, as well as for end-users. Activities include early decision-making regarding structure based on business needs, troubleshooting and efficiency.

### Process Flow of an Implementation

Activities throughout the course follow the process flow of an implementation. You'll create a variety of reports, including financial statements like balance sheets and income statements, as well as transaction listings using tables other than the ledger (Payables, for example).

### Course Pace & Duration

This is an intensive, 5-day course.

### Audience

- End Users
- Financial Analyst
- Financial Reporting Manager
- Functional Implementer

Implementation Consultant  
Reports Developer  
System Administrator  
Technical Consultant

## **Related Training**

### *Required Prerequisites*

Understanding of basic navigation and PeopleSoft concepts.  
Use of control tables to enforce business rules  
Able to run processes and reports  
PeopleSoft General Ledger Rel 9.2

## **Course Objectives**

Design PS/nVision Reports  
Create and Process Financial Statements  
Create Matrix Layouts from Various Tables  
Use DrillDown and nPlosion for Detail Reporting and Analysis  
Run PS/nVision Reports from the Web  
Create Tabular Layouts and Run Transaction Reports  
Use Summary Ledgers for Reporting  
Use Scopes and Scope Variables  
Personalize PS/nVision

## **Course Topics**

### **Course and Technology Overview**

Objectives  
Agenda  
Describing PS/nVision  
Describing PeopleSoft Reporting Tools

### **Planning to Implement PS/nVision**

Describing the Ledger table  
Describing TimeSpans  
Describing PeopleSoft Trees

### **Developing PS/nVision Reports**

Describing PS/nVision Components  
Describing PS/nVision Report Creation Steps  
Planning the PS/nVision Layout  
Building the PS/nVision Layout  
Defining and Running Report Requests

### **Building PS/nVision Reports with Variables and Labels**

Setting Up PS/nVision Variables  
Combining Text with PS/nVision Variables

- Using the Text Function
- Using Variables on the Report Request
- Setting Up Date and Time Stamps
- Setting up Report Labels

### **Using nPlosion**

- Defining nPlosion
- Copying Formulas
- Using nPlosion Features
- Using the nPlosion Variable
- Setting Up Advanced nPlosion Options

### **Using Scopes and Scope Variables**

- Defining Scopes
- Setting Up Scope Variables
- Combine PS/nVision Scope Variables
- Defining the Scope Descriptive Field (DES) Variable
- Using Scopes with Multiple Fields

### **Implementing Summary Ledgers**

- Analyzing Summary Ledger Requirements
- Setting Up Summary Ledgers
- Running Summary Ledgers
- Describing Detail Versus Summary Ledger Reporting
- Defining Summary Trees
- Using Summary Trees in PS/nVision Layouts
- Translating Summary Ledgers to Detail

### **Using DrillDown**

- Define DrillDown Options
- Using DrillDown

### **Using Query Criteria in Matrix Layouts**

- Setting Up Query Criteria in a Matrix Layout
- Using AutoDrill

### **Using Query Criteria in Tabular Layouts**

- Defining Queries for Tabular Layouts
- Creating Tabular Layouts
- Combining Tabular and Matrix Layouts

### **Using PS/nVision on the Web**

- Defining and Running Report Requests on the Web
- Using DrillDown on the Web
- Defining Scopes on the Web
- Defining Report Books on the Web

## **Personalizing PS/nVision**

- Using the Nvsuser Home Page
- Personalizing the Nvsuser Buttons
- Setting Report Preferences
- Personalizing the Drill Menu and Toolbar
- Personalizing Style Sheets

## **Final Course Activities and Course Review**

- Describing PS/nVision
- Panning PS/nVision Reports
- Developing and Building PS/nVision Reports
- Running Multiple PS/nVision Reports
- Personalizing PS/nVision Nvsuser

## **Appendices**

- PS/nVision Variables and Labels Quick Reference Guide
- PS/nVision Reference Material
- Excel Pivot Tables