


Deltek Costpoint® 7.1.1

Organization Security: System Setup and
Use Case Scenario for Sales Order Entry
Module

November 26, 2018



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This edition published November 2018.

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Overview

The Organization Security feature enhances the secure functionality of Costpoint by warranting proper user access throughout the Materials domain. This feature ensures that correct user access is applied to the logged-in user ID in accessing records/transactions by validating and filtering records/transactions as authorized for the user ID.

Objective

The purpose of this document is:

- To provide quick and functional setup guidelines about the Organization Security feature to both internal and external customers.
- To give a high-level overview of how the organizational security applies to the Sales Order Entry (OE) module and the changes made to the OE applications.

Organization Security System Setup

Use screens in the Organization Security application group to establish organization security settings, including activating organization security by module and managing organization security profiles and groups. You must perform the system setup as they appear in the sequence presented.

Configure System Settings (SYMSETNG)

On the Configure System Settings (SYMSETNG) screen, select the **Apply Organization Security** check box. This is the organization security master flag.

Note: If the **Apply Organization Security** check box is not selected, then organization security will not be applied in Costpoint even when the **Apply Org Security** check box is selected by module and/or application on the Activate/Inactivate Organization Security by Module (SYMORGFN) screen.

If the **Apply Organization Security** check box is selected, then the **Apply Org Security for Employees without User ID** checkbox is also selected by default and system will validate the employee ID(s) access rights against the Organization related fields (Project, Inventory Abbrevs, and Organization). This is applicable for Materials Management applications only.

Activate/Inactivate Organization Security by Module (SYMORGFN)

On the Activate/Inactive Organization Security by Module (SYMORGFN) screen, select the modules and applications for which you want to enable/disable organization security by selecting the **Apply Org Security** check box next to each of the modules (Modules setting table) and applications (Applications setting table).

Organization Security System Setup

Browse Applications > Admin > Security > Organizational Security > **Activate/Inactivate Organization Security by Module**

Module	Module Name	Apply Org Security	Domain
IN	Inventory	<input type="checkbox"/>	Materials
MR	Material Requirements Planning	<input type="checkbox"/>	Materials
PC	Production Control	<input checked="" type="checkbox"/>	Materials
PO	Purchasing	<input checked="" type="checkbox"/>	Materials
PP	Procurement Planning	<input checked="" type="checkbox"/>	Materials
RC	Receiving	<input type="checkbox"/>	Materials
DB	Dashboards	<input checked="" type="checkbox"/>	Reports & Analytics

Application	Application Name	Apply Org Security
PPMQREQ	Manage Simple Purchase Requisitions	<input checked="" type="checkbox"/>
PPMRQAPL	Approve Purchase Requisition Lines	<input checked="" type="checkbox"/>
PPMRQAPX	Approve Purchase Requisitions	<input checked="" type="checkbox"/>
PPMRQLN	Apply PO Info to Purchase Requisitions by Line	<input checked="" type="checkbox"/>
PPPGPO	Create Purchase Orders	<input checked="" type="checkbox"/>
PPQRQSTS	View Purchase Requisition Status	<input checked="" type="checkbox"/>
PPRAPPR	Print Purchase Requisition Approval Status Report	<input checked="" type="checkbox"/>
PPRCOMT	Print Purchase Requisition Commitment Report	<input checked="" type="checkbox"/>
PPRPRRQ	Print Purchase Requisitions	<input checked="" type="checkbox"/>

Manage Organization Security Profiles (SYMORPRF)

On the Manage Organization Security Profiles (SYMORPRF) screen, create an organization security profile, and select **Apply Org Security**.

Note: Selecting this check box grants profiles full rights to organizations. If you clear this check box, you do not need to enter anything into the Assign Organizations to Profile table window.

FILE LINE OPTIONS PROCESS HELP Company 1 (test 1 123151241515151 - C71MQCM16) Deltek Costpoint

Browse Applications > Admin > Security > Organizational Security > **Manage Organization Security Profiles**

Organization Security Profile

Profile ID * 1-ALL Name * All Org 1's

☒ Apply Org Security

Rights Application Method
☐ Inclusive ☐ Exclusive ☒ Both

Organization *	Organization Name	Relation *	Rights *
1	SuperTech, Inc.	Begins With	Full

Rights Application Method

Select the rights application method for the profile.

If you select **Inclusive**, your profile ID is granted full rights to the organizations displayed in the Assign Organizations to Profile table window.

Organization Security System Setup

Organization Security Profile

Profile ID *	Profile Name *	Apply Org Security	Rights Application Method *
PROP2	ORG SEC	<input checked="" type="checkbox"/>	Inclusive
PROP5	ORG SEC	<input checked="" type="checkbox"/>	Inclusive
QA-001	Org Security for 1.3.310	<input checked="" type="checkbox"/>	Inclusive
RBDSEC	RBD ORG SEC PROFILE	<input checked="" type="checkbox"/>	Inclusive
RBDSP	SECURITY PROFILE FOR RBD	<input type="checkbox"/>	Inclusive

Assign Organizations to Profile

Organization *	Organization Name	Relation *	Rights *
1	--SuperTech, Inc./711ro	Begins With	Full
2	MWM Top Level	Begins With	Full
4	Als Org Structure	Begins With	Full

NOTE: Organization IDs listed here are the ones the user has rights to. Organization IDs NOT listed here are "Inaccessible"

If you select **Exclusive**, your profile ID is granted full rights to the organizations not listed in the Assign Organizations to Profile table window.

Organization Security Profile

Profile ID *	Profile Name *	Apply Org Security	Rights Application Method *
QCPRO1	QC Org Sec Profile 1	<input checked="" type="checkbox"/>	Both
RBDSEC	RBD ORG SEC PROFILE	<input checked="" type="checkbox"/>	Inclusive
RBDSP	SECURITY PROFILE FOR RBD	<input checked="" type="checkbox"/>	Inclusive
REQS	REQ Org Security Test	<input checked="" type="checkbox"/>	Exclusive
RJST	ROZ ORG SEC PROFILE	<input checked="" type="checkbox"/>	Both

Assign Organizations to Profile

Organization *	Organization Name	Relation *	Rights *
1.2.200	Product Development	Equals	None
F	FIN STMT TEST ORG.....25	Begins With	None
Z	FIN STMT TEST ORG.....25	Begins With	None

NOTE: Organization IDs listed here are the ones that the users CANNOT HAVE access to. Organization IDs NOT listed here are "accessible"

If you select **Both**, Costpoint displays all organizations to which this profile is associated to in the Assign Organizations to Profile table window; then, you can grant or deny access to certain organization IDs for a profile. This is useful if you want to provide access to most, but not all, branches of a particular organization tree.

Organization Security Profile

Profile ID *	Profile Name *	Apply Org Security	Rights Application Method *
1-ALL	All Org 1's	<input checked="" type="checkbox"/>	Both
1-MIX	Mix of 1's	<input checked="" type="checkbox"/>	Both
1-MIX2	Mix of 1's - TEST 2	<input checked="" type="checkbox"/>	Both
AD003	AD003	<input checked="" type="checkbox"/>	Both
AMSEC	amsec	<input checked="" type="checkbox"/>	Both

Assign Organizations to Profile

Organization *	Organization Name	Relation *	Rights *
1	--SuperTech, Inc./711ro	Equals	None
1.2.210	Field Operations	Equals	None
1.2.220	Testing & Evaluation	Equals	None
1.3.320	Design & Development	Equals	None
9	Smith, Jones & Barney Inc	Begins With	Full
F	FIN STMT TEST ORG.....25	Begins With	None
Z	FIN STMT TEST ORG.....25	Begins With	None

NOTE: This follows the inclusive definition except that the "None" rights can also be used to specify an override to the list of included orgs (to exclude some orgs within wildcard orgs specified for inclusion.) This would be useful for users who wish to provide access to most but not all branches of a particular organizational tree

Note: If the **Apply Org Security** check box is selected, there must be at least one organization ID linked to the organization profile; otherwise, the user profile will have access to all organizations.

Manage Organization Security Groups (SYMORGRP)

On the Manage Organization Security Groups (SYMORGRP) screen, set up organizational groups to which you can assign an organizational security profile to each module.

Organization Security System Setup

Note: You must click the **Assign Profile** button to load the new modules and assign organization security profiles. This populates the Assign Profiles to Modules table window.

The screenshot shows the 'Assign Profiles To Modules' dialog box. The 'Query Condition' section has 'Module' selected. The 'Return all records where:' section lists several modules: 'Module like 'OE'', 'Module like 'IN'', 'Module like 'PO'', and 'Module like 'RC''. A yellow box highlights the message: 'A) the new modules does not exist for this Org Security Group'. The '0 records will be returned' message is also visible.

Note: For each module, you need to specify an organizational profile ID that was set up on the SYMORPRF screen.

The screenshot shows the 'Assign Profiles To Modules' dialog box. The 'Assign Profiles' button is highlighted with a red box. The 'DB' module is highlighted with a red box. A yellow box highlights the message: 'B) To load the new modules, user must click on the 'Assign Profile' pushbutton and assign an org security profile.' The 'DB' module is listed in the 'Assign Profiles To Modules' table.

Note: If organization security is enabled for a module or application, but it is missing from the list of organization security groups, and there is no organization security profile assigned to it, then the user linked to the organization security group will be denied access to all organizations and will not be able to create/enter new transactions or view transactions.

Manage Users (SYMUSR)

On the Manage Users (SYMUSR) screen, assign an organization security group to users. You can assign an employee ID to multiple Users. In addition, you can also link employees to user IDs from the Manage Employee Information (LDMEINFO) screen.

The screenshot shows the 'Manage Users' window with a table of users. The table has columns for ID, Name, Allow Saving of Personal Screen Configurations, Allow Screen Configuration Changes for UI Profiles, Employee ID, Phone, Extension, Default Locale, Locale Name, Email, and Enable AutoCom. Several rows are highlighted in red, including ORGSEC-USR-2, ORGSEC-USR-3, ORGSEC-USR-4, and ORGSEC-USR-5. Below the table, there is a 'Company Access' section with a table showing company access details.

ID *	Name *	Allow Saving of Personal Screen Configurations	Allow Screen Configuration Changes for UI Profiles	Employee ID	Phone	Extension	Default Locale	Locale Name	Email	Enable AutoCom
ORGSEC-USR-1	Org Sec, Emp1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ORGSECEMP1					KrysteneErikaSalac@deltek.com	<input checked="" type="checkbox"/>
ORGSEC-USR-2	Org Sec, emp2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ORGSECEMP2					KrysteneErikaSalac@deltek.com	<input checked="" type="checkbox"/>
ORGSEC-USR-2U	orgsec, emp4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ORGSECEMP4					KrysteneErikaSalac@deltek.com	<input checked="" type="checkbox"/>
ORGSEC-USR-3	orgsec, emp3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ORGSECEMP3					KrysteneErikaSalac@deltek.com	<input checked="" type="checkbox"/>
ORGSEC-USR-4	orgsec, emp4	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ORGSECEMP4					KrysteneErikaSalac@deltek.com	<input checked="" type="checkbox"/>
ORGSEC-USR-5	Org Sec, emp2	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ORGSECEMP2					KrysteneErikaSalac@deltek.com	<input checked="" type="checkbox"/>
ORGSEC-USR-50	orgsec, emp3	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ORGSECEMP3					KrysteneErikaSalac@deltek.com	<input checked="" type="checkbox"/>
ORGSEC-USR-6	OrgSec, emp6	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ORGSECEMP6					KrysteneErikaSalac@deltek.com	<input checked="" type="checkbox"/>
ORGSEC-USR-7	orgsec, emp7	<input type="checkbox"/>	<input type="checkbox"/>	ORGSECEMP7					KrysteneErikaSalac@deltek.com	<input checked="" type="checkbox"/>

Company ID *	Default Taxable Entity ID	Org Security Group ID	Labor	SSN	Cost	Price	Company Name	Org Security Group Name	Taxable Entity Name
1		OSGRP5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Company 1	ORG SEC GROUP 5	DELTEK, INC. - 1723*4156;7-8+9+0-

Note: You must establish at least one organization security group for each company before you can create any user IDs in the Manage Users (SYMUSR) screen. You can assign organization security group on this screen.

Update Organization Security Profiles (SYPORGPF)

On the Update Organization Security Profiles (SYPORGPF) screen, you must run the update either after setting up all organizational profiles or after any time you add an organization or change and/or add a profile. Run this for all profiles when first setting up organization security and when using the range feature for maintenance.

The screenshot shows the 'Update Organization Security Profiles' window. The 'Identification' section has fields for 'Parameter ID' and 'Description'. Below this, there is a 'Selection Ranges' section with a 'Profile' dropdown set to 'All', and 'Start' and 'End' date pickers.

Rebuild Global Settings (SYPSTNG)

On the Rebuild Global Settings (SYPSTNG) screen, restart services without interrupting user activity after changing the settings.

Note: If the logged-in user ID is associated to an Org Security Group/Profile, you need to log out of the system and log back in to affect the changes.

Additional Setup

Manage Employee Information (LDMEINFO)

Use this screen to link employees to user IDs. This screen is also used to assign Home Org IDs that will be defaulted in different transactions.

Browse Applications > People > Employee > Basic Employee Information > Manage Employee Information

Identification

Employee *	Contractor	Social Security Number *	Status *	Last Name *	First Name *	Middle Name	Suffix	Displayed Name	Current Hire Date *	Birth Date
ORGSECEMP4	<input type="checkbox"/>	123-46-7643	Active	orgsec	emp4			orgsec, emp4	01/01/2014	01/01/1989

Salary Details

Effective Date: 01/01/2018
End Date: 12/31/2078
Work Hours In Year: 2080
Hourly Amount: 1,500.0000
Payroll Salary Amount: 60,000.00
Annual Amount: 3,120,000.00
Percent Of Increase: 0.00%

Estimated Annual Hours: 0.00
Standard Hourly Rate: 0.0000
Employee Class:
Employee Type: Regular
☐ Seasonal Employee
☐ Variable Hours Employee
Rate Type: Hourly
FLSA Classification: ☐ Exempt ☒ Non-Exempt

Labor Group:
Labor Location:
Work Schedule:
GLC: 01012
PLC:
Overtime State: AL
Time Collection:

Home Organization: 5.002
HR Organization:
Detail Job Title: ACCOUNTANT
☐ Corporate Officer
Security Organization: 5.001
Manager:

Personnel Action 1:
Personnel Action 2:
Personnel Action 3:
REF1:
REG:

Note: Use the Load Organization IDs (OEPLDORG) screen to populate the required organizations with the associated home organizations where the organization fields are left blank. The utility screens will only populate organizations for the company the user is logged into.

Use Case Scenario Sample Data

The data indicated in the table below has been used to show the validations in Costpoint involving organization security.

Manage Employee INFO (LDMEINFO)			Manage Users (SYMUSR)			Manage Organization Security Groups (SYMORGRP) / Manage Organization Security Profiles (SYMORPRF)						
Home Org	Emp ID	Log IN	Emp ID	User ID	Password	Org Sec Grp ID	Org Sec Profile	Apply Org Sec	Rights App Method	Rights	Relation	Org ID
1.2.200	ASAKA		ASAKA	CPSUPERUSER	CPSUPERUSER	ALL	ALL	Y	Inclusive	Full	Begins With	1
										Full	Begins With	2
1.2.210	ADEMP005		ADEMP005	AD005	USERAD005	ADB2	ADB2	YES	Both	Full	Equals	1.1.100
										Full	Begins With	1.2
										None	Equals	1.2.200
										Full	Begins With	1.3
										None	Equals	1.3.300
										None	Equals	1.8
	AD002			AD002		ADI	ADI	No	Inclusive			
1.2.200	ASAKA			ADSUPERUSER		ALL	ALL	Y	Inclusive	Full	Begins With	1
										Full	Begins With	2
	AD004			AD004		ADB	ADB	YES	Both	Full	Begins With	4
										Full	Begins With	5
										None	Equals	6
1.2.210	ZM0001		ZM0001	ZM0001		ADC	ADC	YES	Both	Begins With	Full	1
										Begins With	None	1.2.200
										Equals	Full	1.2.210
										Equals	Full	2
										Equals	None	2.008.5.10
				JEFTTEST1		JEFT1	JEFT1	N	Inclusive	Full	Equals	1
				JEFTTEST2		JEFT2	JEFT2	Y	Inclusive	Full	Equals	2
				JEFTTESTNONE								

Use Case Scenarios

Scenario A

This scenario presents validations when organization security is used for the first time in the Sales Order Entry module. You must run the Load Organization IDs (OEPLDORG) application to properly validate organization security.

1. Log in as user CPSUPERUSER and go to the Manage Sales Order (OEMNTSO1) screen.
2. Use **Query** to define search parameters for data records maintained by the application.

Prior to running Load Organization IDs (OEPLDORG), there are only 327 records that can be accessed by user CPSUPERUSER, and all sales orders (SO) have organization IDs that begin with 1 and 2 only.

The screenshot shows the 'Manage Sales Order' window with the 'Accounts' tab selected. The 'Organization' field in the 'Accounts' section is highlighted with a red box and contains the value '12200'. Below this, the 'Accounts Receivable' section shows 'Project 5150', 'Org 12200', and 'Account 01100-021'. The 'Sales Order Line Detail' table at the bottom shows a single line for 'Drop Shipment'.

In order to populate the organization ID to previously saved SOs, you must run the OEPLDORG application.

The screenshot shows the 'Load Organization IDs' application window. The 'Source Organization' section is highlighted with a red box, showing 'Sales Group Abbrev' selected. A yellow box at the bottom contains the following text: 'If Source Organization = Sales Group Abbrev, then system will select all Sales Order that where it has a value on the SALES GROUP ABBREVIATION on the Header Section and populate it with the organization ID associated to it. If Source Organization is Others, then users are required to enter an organization ID to load on the Sales Orders.'

Use Case Scenarios

SuperTech, Inc. Sales Order Source Organization				
Page 1 of 11 09/27/18 03:30 PM				
Sales Order	Status	Customer	Order Date	Organization
5150COM1	Approved	MGPXUSA	08/27/07	1.2.200
5150COM3	Approved	MGPXUSA	08/28/07	1.2.200
5150COM4	Approved	MGPXUSA	08/28/07	1.2.200
5150COM5	Approved	MGPXUSA	08/28/07	1.2.200
5150	Approved	MGPXUSA	08/28/07	1.2.200
725227D1	Approved	AD-CUSTOMER	12/31/17	1.2.200
725227D2	Approved	AD-CUSTOMER	12/31/17	1.2.200
AM012712-2	Approved	MGPXUSA	01/27/12	1.2.200
AM013012-3	Approved	MGPXUSA	01/30/12	1.2.200
AM013012-4	Approved	MGPXUSA	01/30/12	1.2.200
AMCLINES	Approved	AAA	01/18/12	1.2.200
AMCLINSS	Approved	AAA	01/18/12	1.2.200
AMTESTDATE	Pending	MGPXUSA	05/02/12	1.2.200
ANNE0005	Approved	41CUST	01/01/31	1.2.200
ANNE092701	Pending	41CUST	09/26/13	1.2.200
ASDASD	Approved	AAA	03/07/18	1.2.200
CRP-RB	Pending	CRP	11/16/17	1.2.200
CRP-RZ	Pending	CRP	11/16/17	1.2.200
EP072518-3	Approved	AD-CUSTOMER	07/25/18	1.2.200
FALL-1008	Void	BW	09/30/96	1.2.200
GRA00551-A	Pending	41CUST	05/31/10	1.2.200
GRA00805-A	Approved	41CUST	08/05/10	1.2.200
GRA00917-A	Approved	41CUST	09/17/10	1.2.200
GRA01022-A	Approved	41CUST	10/22/10	1.2.200
GRA01108-A	Approved	41CUST	11/08/10	1.2.200
GRA01108-C	Approved	41CUST	11/08/10	1.2.200
GRA01118-A	Approved	41CUST	11/18/10	1.2.200
GR01110-A	Approved	41CUST	11/10/10	1.2.200

After running the utility, the number of records that can be retrieved by the user CPSUPERUSER has increased to 704 SOs.

Scenario B

This scenario presents the changes in logic made on the Manage Sales Orders (OEMNTSO1) screen when organization security is enabled. This also covers validations that were added when approval for an SO is enabled.

Note: Similar changes apply to the Approve Sales Orders (OEMAPPSO) and Manage Sales Order Supervisor (OEMNTSO2) screens.

1. Log in as user CPSUPERUSER and go to the Manage Sales Orders (OEMNTSO1) screen.
2. Enter the values for all required fields. When you enter/select a Sales Group Abbrev (SGA) in the Accounts tab of the header section, then the system will automatically populate the organization that is associated to the SGA.

Use Case Scenarios

Manage Sales Order

Identification: SO [] Status: Pending Trans Currency: USD Recalculate

Header Info: Addresses Accounts Order Details IRAPT Notes

Sales Group Abbrev: 51501F
 Organization: 1.2.200
 Inv Abbrev: []
 Revenue Recognition: Shipment/Sales
 Project To Charge: 5150.001
 Prime Contract No.: PRIME CONTRACT 79879798798
 Priority Rating: []
 ACRN: []

Accounts Receivable:
 Project: 5150.001 3.1A Commercial Catalogs
 Org: 1.2.200 Product Development
 Account: 05100 Cost of Goods Sold
 REF00001 REF00002

Liquidation:
 Project: []
 Org: []
 Account: []
 REF00001 REF00002

Sales Order Line Detail:
 Line * Line Type Pricing Project/Catalog CLIN Misc Ln Chg Type SO Line Status Item Rev Description Pa

Subcontract Accounts Components

Information Customs Information Line Documents Consume Forecast Inventory Allocations Proj Sub Par

Callout Box:
 > This is the new field added that is also used as reference organization when querying / printing / processing sales orders.
 > This is a required field when Org Security is ON to properly validate sales orders.
 > The default value for this field is associated with the Sales Group Abbrev entered/selected, but user can edit and replace it.

The logged-in user ID is now being validated and must have full access to all the owning organization associated to the project linked to the selected inventory abbreviations/owning organization for the selected project(s)/organization(s), both in the header and line section.

Manage Sales Order

Identification: SO [] Status: Pending Trans Currency: USD Recalculate

Header Info: Addresses Accounts Order Details IRAPT Notes

Sales Group Abbrev: 51501F
 Organization: 5
 Inv Abbrev: []
 Revenue Recognition: Shipment/Sales
 Project To Charge: 5150.001
 Prime Contract No.: PRIME CONTRACT 79879798798
 Priority Rating: []
 ACRN: []

Accounts Receivable:
 Project: 5150.001 3.1A Commercial Catalogs
 Org: 1.2.200 Product Development
 Account: 05100 Cost of Goods Sold
 REF00001 REF00002

Liquidation:
 Project: []
 Org: []
 Account: []
 REF00001 REF00002

Sales Order Line Detail:
 Line * Line Type Pricing Project/Catalog CLIN Misc Ln Chg Type SO Line Status Item Rev Description Pa

Subcontract Accounts Components Line Charges Line Standard Text Currency Line Information Customs Information Line Documents Consume Forecast Inventory Allocations Proj Sub Par

Message(s):
 Error(s)
 Your user ID does not have access to the Organization: 5.

Manage Sales Order

Identification: SO [] Status: Pending Trans Currency: USD Recalculate

Header Info: Addresses Accounts Order Details IRAPT Notes

Sales Group Abbrev: 51501
 Organization: 1.2.200
 Inv Abbrev: TEST4
 Revenue Recognition: Shipment/Sales
 Project To Charge: 5150.001
 Prime Contract No.: []
 Priority Rating: []
 ACRN: []

Accounts Receivable:
 Project: 5150 Sales Order Testing PROJ
 Org: 1.2.200 Product Development
 Account: 01100-021 Billed A/R-Commercial
 REF1-NME REF2-NME

Liquidation:
 Project: []
 Org: []
 Account: []
 REF1-NME REF2-NME

Sales Order Line Detail:
 Line * Line Type Pricing Project/Catalog CLIN Misc Ln Chg Type SO Line Status Item Rev Description Pa

Subcontract Accounts Components Line Charges Line Standard Text Currency Line Information Customs Information Line Documents Consume Forecast Inventory Allocations Proj Sub Par

Message(s):
 Error(s)
 Your user ID does not have access to the Organization linked to this Inv Abbrev: TEST4.100.C00.

Note: CPSUPERUSER is only authorized for organizations that begin with 1 and 2.

The sales representative is also validated and must have full access to all the owning organizations associated to the project linked to the selected inventory abbreviations/owning organizations of the selected project(s)/organization(s), both in the header and line section.

Manage Sales Order

SO: 1006SO-009 Status: Pending Trans Currency: USD Recalculate

Header Info | Addresses | Accounts | Order Details | IRAPT | Notes

Customer: BW BOATERS WORLD Order Date: 02/28/1997 GSA: ☒ Taxable: ☒ Retain SO: ☒ Auto-Default Header Text: ☐ Submit for Approval: ☒

Customer PO: Mod No: Desired Date: Due Date: Ship By Date: Approval Process: AD-MIX Maximiliansombersteinson

Pricing: Project: 1006.001.10 Catalog: Sales Rep: SALESREP1001 Commission: 0.00%

Order Line Detail

Line	Type	Project/Catalog	CLIN	Misc Ln	SO Line	Item	Description	Part Security	SO Line	Notes	Item	Make/Buy	NSN
1	Inventory	HATMATECLN		O	HAT MATE	1	THIS IS THE SELLING DESCRIPTION FC	Unrestricted		THIS IS FREE FORM TEXT ASSOCIATE	P	B	NATIONAL STOCK
2	Inventory	HATMATECLN		O	HAT MATE	1	THIS IS THE SELLING DESCRIPTION FC	Unrestricted		THIS IS FREE FORM TEXT ASSOCIATE	P	B	NATIONAL STOCK

Issues(s)

or(s)
 Sales Representative does not have access to the Project's Owning Organization linked to the Project to Charge for this Customer: BW/1006.001.10/1.2.200.
 Sales Representative does not have access to the Project's Owning Organization linked to this Project: 1006.001.10/1.2.200.
 Sales Representative does not have access to the Organization: 1.2.200.
 Sales Representative does not have access to the Project's Owning Organization linked to the Inv Abbrev: INVT/1/1.2.200.
 Sales Representative does not have access to the Organization linked to the Inv Abbrev: INVT/1/1.2.200.
 This order date is not within the period of performance of Project 1006.001.10.

Note: On data entry/new records, the system now validates all the Inv Abbrev, Projects, and Organizations (header and line) against the Sales Representative if the Apply Org Security for Employees without User ID check box is selected on the Configure System Settings screen.

However, if the Apply Org Security for Employees without User ID check box is not selected on the Configure System Settings screen, and there is no user ID associated to the Sales Representative, then the system will suppress the organization security validations against it.

- Enter the values for all required fields with an approval process AD-NOACC and make sure that none of the approvers has rights to the SO organization.

Costpoint displays an error message because none of the approvers linked to the approval process has rights to the SO organization.

Use Case Scenarios

Manage Sales Order

SO: SC102-0407 Status: Pending Trans Currency: USD Recalculate

Header Info | Addresses | Accounts | Order Details | IRAPT | Notes

Customer: AD-CUSTNODEF CUSTOMER NO DEFAULTS
 Customer PO:
 Mod No:
 Project:
 Catalog:
 Reload Project/Catalog Prices

Dates
 Order Date: 07/20/2018
 Desired Date:
 Due Date:
 Ship By Date:
 Sales Rep:
 Commission: 0.00%

Approval Process
☒ Submit for Approval
 Approval Process: AD-NOACC

Sales Order Line Detail

Line	Type	Pricing	Project/Catalog	CLIN	Misc Ln	SO Line	Item	Rev	Description	Part Security	SO Line	Item	Type	Make/Buy	NSN	Model	Customer	Item No	Quantity	Sub	Cons
1	Inventory					O	AD-INVT PART ORG SEC		AD-INVT PART ORG SEC	Unrestricted		P	B						1,111		

Message(s)
 Error(s)
 Sales Order requires approval but none of the approver(s) for one or more of the approval title(s) is authorized for the Organization ID.

Approval Process Info

Approval Process	Approval Title Sequence	Approval Title	Approval Title User Sequence	Approval Title User	Employee ID
AD-MIX	1	AD-MIX	3	CPSUPERUSER	ASAKA
			1	AD005	ADEMP005
			2	AD002	AD002
	2	AD004	3	CPSUPERUSER	ASAKA
			2	ADSUPERUSER	ASAKA
			1	AD004	AD004
	3	AD12210	2	CPSUPERUSER	ASAKA
			1	ZM0001	ZM0001
AD-NOACC	1	AD-ORG IS 5	1	AD004	AD004

- Enter the values for all required fields with an approval process AD-MIX and make sure that not all of the approvers have rights to the SO organization.

Costpoint displays a message that not all of the approvers linked to the approval process have rights to the SO organization.

Use Case Scenarios

Manage Sales Order

Identification: SO SC102-0392

Status: **In Approval**

Trans Currency: USD

Approval Process: **AD-MIX**

Message(s):
Sales Order requires approval but not all of the approval(s) for one or more of the approval title(s) is authorized for the Organization ID.
Record modifications successfully completed.

Scenario C

This scenario presents logic changes when issuing SOs.

Note: Similar changes apply to the Manage Sales Order Inventory Issues (OEMISSU1) and Manage Sales Order Non-Inventory Issues (OEMISSU2) screens.

1. Log in as CPSUPERUSER and go to the Manage Sales Order Inventory Issues (OEMISSU1) screen.

Manage Sales Order Non-Inventory Issues

Identification: Issue ID

Transaction Date: 09/28/2018

Material Handler: MPES8

Sales Order Information:

- Sales Order: *
- Customer: *
- Organization: *
- Posted: N
- Auto-Issue: ☐

Total Issue Amt: 0.00

SO Issue Lines:

* A new read-only field was added on the screen - Organization
* The Sales Order Lookup will be filtered based on the logged-in user's rights to the sales order organization

2. Use Query to define search parameters for data records maintained by the application. The application will filter records based on the user's rights to the SO organization.

Use Case Scenarios

The screenshot shows the 'Manage Sales Order Issues' form with the following data:

- Identification:** Warehouse: 5150WHSE, Issue ID: IS31-00107, Transaction Date: 08/07/2007, Material Handler: 3JEAN.
- Sales Order Information:** Sales Order: SC102-0050, Customer: MGPXUSA, Organization: 1.2.200.
- Total Issue Amt:** 50.00
- SO Issue Lines:** SO Line: 1, Component Line: 1, CLIN: 1.
- Issue Details:** Inv Abbrev: MM151PART1, From Location: 5150WHSE, Allocated Inventory: 2, Part Security: Unrestricted, Issue Qty (Inv U/M): 2, Issue Qty (SO U/M): 2.

Upon data entry, the system now validates the material handler against the sales order organization on the header section, and the owning organization of the project and material organization associated to the inventory abbreviation on the lines.

Note: On data entry/new records, the system now validates all the Inv Abbrev, Projects, Organization and the Sales Order Organization (header and line) against the Material Handler if the Apply Org Security for Employees without User ID check box is selected on the Configure System Settings screen.

However, if the Apply Org Security for Employees without User ID check box is not selected on the Configure System Settings screen, and there is no user ID associated to the Material Handler, then the system will suppress the organization security validations against it.

The screenshot shows the 'Manage Sales Order Issues' form with the following data:

- Identification:** Warehouse: WHSE1, Issue ID: (empty), Transaction Date: 09/28/2018, Material Handler: AD004.
- Sales Order Information:** Sales Order: AD-153723B, Customer: ADVTEC, Organization: 1.2.200.
- Total Issue Amt:** 0.00
- SO Issue Lines:** SO Line: 1, Component Line: 1, CLIN: 1.
- Issue Details:** Inv Abbrev: 51501, From Location: (empty), Allocated Inventory: (empty), Part Security: Unrestricted, Issue Qty (Inv U/M): (empty), Issue Qty (SO U/M): 0.

A red box highlights the Material Handler field (AD004) and a red arrow points to the error message at the bottom:

Message(s)

- Error(s)
- Material Handler does not have access to the Organization: 1.2.200.
- Material Handler does not have access to the Project's Owning Organization linked to the Inv Abbrev: 51501/1.2.200.
- Material Handler does not have access to the Organization linked to the Inv Abbrev: 51501/1.2.210.

Note: A separate application ID, INMISSU1, has been created for the Manage Sales Order Inventory Issues in the Inventory (IN) module. This change allows you to assign different organization security group/profile for the Manage Sales Order Inventory Issues in the IN module.

If you access the Manage Sales Order Inventory Issues screen via OEMISSU1 and your module rights are under the Sales Order Entry (OE) module, you now have to set up user rights and profiles for the Manage Sales Order Inventory Issues screen using the INMISSU1 application ID. However, license for both screens remain under the OE module.

Scenario D

This scenario presents logic changes when creating purchase requisitions for SOs.

1. Log in as CPSUPERUSER and go to the Create Purchase Requisitions from Sales Orders (OEPGRQ) screen. Enter the values for all required fields and select filter options.

Note: The employee ID associated to the requisitioner must have a home organization to load in the purchase requisition's – requisitioner's organization to properly validate for organization security.

The screenshot shows the 'Create Purchase Requisitions from Sales Orders' (OEPGRQ) screen. The 'Requisitioner' field is highlighted with a red box and contains the value 'ADDD001'. A red arrow points from this field to a 'Message(s)' box at the bottom, which displays an error: 'No current Ora information exists for this requisitioner. An Organization is required for Ora Security.'

The system will only process and generate purchase requisitions for SOs where the logged-in user ID has full rights to. In addition to the existing report being generated, a separate report is printed listing SOs that were not processed.

Use Case Scenarios

k & K Co							
Create Purchase Requisitions from Sales Orders Report							
Sales Order:		SC102-0393	Customer:		AD-CUSTNODEF CUSTOMER NO DEFAULTS		
SO Line	Requisition	Req Line	Item	Rev	Description	Requested Date	Quantity
2	AD-REQ0002	1	AD-INVTY PART FOR ORG SEC		AD-INVTY PART FOR ORG SEC	07/31/18	100

Page 1 of 2
10/01/18
03:08 PM

EXISTING REPORT

k & K Co	
Create Purchase Requisitions from Sales Orders Report	
Page 2 of 2 10/01/18 03:08 PM	
Sales Order	Error Description
SC102-0394	Requisition not created. Your user ID is not authorized for the Organization linked to this Sales Order.
SC102-0394	Requisition not created. Your user ID is not authorized for the Organization linked to this Sales Order.
SC102-0394	Requisition not created. Your user ID is not authorized for the Organization linked to this Sales Order.
SC102-0394	Requisition not created. Your user ID is not authorized for the Organization linked to this Sales Order.
SC102-0394	Requisition not created. Your user ID is not authorized for the Organization linked to this Sales Order.
SC102-0394	Requisition not created. Your user ID is not authorized for the Organization linked to this Sales Order.
SC102-0394	Requisition not created. Your user ID is not authorized for the Organization linked to this Sales Order.
SC102-0396	Requisition not created. Your user ID is not authorized for the Organization linked to this Sales Order.
SC102-0398	Requisition not created. Your user ID is not authorized for the Organization linked to this Sales Order.
SC102-0398	Requisition not created. Your user ID is not authorized for the Organization linked to this Sales Order.

NEW REPORT ADDED

Scenario E

This scenario presents logic changes in the inquiry and reporting applications. The system now filters records based on the logged-in user's rights to the SO organization ID.

Note: Similar changes apply to the Print Sales Order Acknowledgment Report (OERACKN), Print Sales Order Pick List (OERPICK), Print Packing Slips (OERPCKSL), Print DD250 Packing Slips (OER250PS), Print WA250 Packing Slips (OERW250P), Print Sales Order Approval Status (OERAPPR), OERBLOG (Print Sales Order Backlog Report), View Sales Order Analysis Information (OEQSALES), and View Sales Order Status Information (OERSTAT) screens.

1. Log in as CPSUPERUSER and go to the View Sales Order Status Information (OERSTAT) screen. The system filters records based on the user's rights to the SO organization.

Use Case Scenarios

Sales Analysis Inquiry(HDR)

Project: **Select SO Status**
 Catalog: ☒ Pending ☒ Approved ☒ Closed ☐ Void
 Customer: ☒ In Approval ☒ Rejected ☒ System Closed
 Sales Order:
 Trans Currency:

Sales Order Status Inquiry(CTW)

Sales Order	Rite	Type	Status	Approval Process Code	Approval Process Desc	Customer	Customer Name	Price Project	Price Catalog	Sales Rep	Sales Rep Name	Order Date
1006SO-002	0	S	Closed	GOVT	GOVERNMENT	USNAVY	USNAVY	1006.001.10				10/14/1996
1006SO-003	0	S	Closed	GOVT	GOVERNMENT	USNAVY	USNAVY	1006.001.10				10/15/1996
1006SO-004	0	S	Closed	GOVT	GOVERNMENT	BW	BOATERS WORLD	1006.001.10				10/25/1996
1006SO-005	0	S	Closed	GOVT	GOVERNMENT	BW	BOATERS WORLD	1006.001.10		SALESREP1001	Maximiliansombersteinson	02/28/1997
1006SO-006	0	S	Closed	GOVT	GOVERNMENT	BW	BOATERS WORLD	1006.001.10		REGIONAL2REP	Basinger, Lisa B	02/28/1997
1006SO-007	0	S	Closed	GOVT	GOVERNMENT	BW	BOATERS WORLD	1006.001.10				03/11/1997
1006SO-008	0	S	Closed	GOVT	GOVERNMENT	BW	BOATERS WORLD	1006.001.10				03/13/1997
1006SO-009	0	S	Pending	GOVT	GOVERNMENT	BW	BOATERS WORLD	1006.001.10		SALESREP1001	Maximiliansombersteinson	02/28/1997
1414	0	S	Closed			BW	BOATERS WORLD	1006.001.10				02/13/2003
1997-1210	0	S	Closed	1TIER	1 Level Approval Process	ADVTEC	Advance Technology, Inc.		SPRING	REGIONAL2REP	Basinger, Lisa B	12/12/1997

[Sales Analysis](#) [Sales Order Lines](#) [Exchange Rates](#) [User Defined Info](#) [SO Header Documents](#)

Enter, or use Lookup to select, the Project ID to view sales orders, or leave blank to view all Projects.

On the Print Sales Order Approval Status Report (OERAPPR) screen, the system filters records based on the user's rights to the SO organization.

Sales Order Approval Status Report								Page 1 of 9 10/01/18 02:38 PM
Approval Title	Seq	Approval Rev	Approval Status	Action Date	Approval Name	User	Rejection Reason	
Sales Order: AD-153723 Rev: 0 Date: 12/01/2010 Status: Approved Amount: 220.00 Approval Process: 1TIER								
1TIER		1	0 Approved	12/01/10	PINTO, MPESS8	CPSUPERUSER		
GRA00805-A		1	0 Approved	12/01/10	PINTO, MPESS8	CPSUPERUSER		
Sales Order: AD-153723B Rev: 0 Date: 12/01/2010 Status: Approved Amount: 11.00 Approval Process: 1TIER								
1TIER		1	0 Approved	12/01/10	PINTO, MPESS8	CPSUPERUSER		
GRA00805-A		1	0 Approved	12/01/10	PINTO, MPESS8	CPSUPERUSER		
Sales Order: AD-56307B Rev: 0 Date: 11/26/2010 Status: Approved Amount: 1,100.00 Approval Process: 1TIER								
1TIER		1	0 Approved	02/16/17	PINTO, MPESS8	CPSUPERUSER		
GRA00805-A		1	0 Approved	11/26/10	PINTO, MPESS8	CPSUPERUSER		
Sales Order: AM-E2E-01 Rev: 0 Date: 01/11/2012 Status: Pending Amount: 114.58 Approval Process: PROC1								
AMAPPTITLE1		1	0 Rejected	01/11/12	PINTO, MPESS8	CPSUPERUSER		
Sales Order: AM2LINES Rev: 0 Date: 01/18/2012 Status: Approved Amount: 292.60 Approval Process: PROC1								
AMAPPTITLE1		1	0 Approved	01/18/12	PINTO, MPESS8	CPSUPERUSER		
Sales Order: AM2LINESS Rev: 0 Date: 01/18/2012 Status: Approved Amount: 292.60 Approval Process: PROC1								
AMAPPTITLE1		1	0 Approved	01/18/12	PINTO, MPESS8	CPSUPERUSER		
Sales Order: AME2E-001 Rev: 0 Date: 01/12/2012 Status: Approved Amount: 0.00 Approval Process: PROC1								
AMAPPTITLE1		1	0 Approved	01/12/12	PINTO, MPESS8	CPSUPERUSER		
Sales Order: AME2E-006 Rev: 0 Date: 01/12/2012 Status: Approved Amount: 0.00 Approval Process: PROC1								
AMAPPTITLE1		1	0 Approved	01/13/12	PINTO, MPESS8	CPSUPERUSER		
Footer Label: This text should be the date today-> PJMBASIC : 05-06-2015 Footer Text: This text should be the date today-> PJMBASIC : 05-06-2015								
Select this checkbox to include sales orders with a status of "In Approval".								

Appendix A: If You Need Assistance

If you need assistance installing, implementing, or using Deltek Costpoint 7.1.1, Deltek makes a wealth of information and expertise readily available to you.

Customer Services

For over 30 years, Deltek has maintained close relationships with client firms, helping with their problems, listening to their needs, and getting to know their individual business environments. A full range of customer services has grown out of this close contact, including the following:

- Extensive self-support options through the Deltek Support Center.
- Phone and email support from Customer Care analysts
- Technical services
- Consulting services
- Custom programming
- Classroom, on-site, and Web-based training

Attention: Find out more about these and other services from the Deltek Support Center.

Deltek Support Center

The Deltek Support Center is a support Web site for Deltek customers who purchase an Ongoing Support Plan (OSP).

The following are some of the many options that the Deltek Support Center provides:

- Search for product documentation, such as release notes, install guides, technical information, online help topics, and white papers
- Ask questions, exchange ideas, and share knowledge with other Deltek customers through the Deltek Support Center Community
- Access Cloud-specific documents and forums
- Download the latest versions of your Deltek products
- Search Deltek's knowledge base
- Submit a support case and check on its progress
- Transfer requested files to a Customer Care analyst
- Subscribe to Deltek communications about your products and services
- Receive alerts of new Deltek releases and hot fixes
- Initiate a Chat to submit a question to a Customer Care analyst online

Attention: For more information regarding Deltek Support Center, refer to the online help available from the Web site.

Access Deltek Support Center

To access the Deltek Support Center:

1. Go to <https://deltek.custhelp.com>.
2. Enter your Deltek Support Center **Username** and **Password**.
3. Click **Login**.

Note: If you forget your username or password, you can click the **Need Help?** button on the login screen for help.

Additional Documentation

The following table lists the Deltek documentation available for this release. Except where noted, all the user guides and quick reference guides listed in this table are available for download from the Deltek Support Center.

Document Name	Description
Deltek Costpoint 7.1.1 Organization Security - System Setup and Use Case Scenario for Engineering Change Notices Module	This document provides quick and functional setup guidelines about the Organization Security feature for the EC module.
Deltek Costpoint 7.1.1 Organization Security - System Setup and Use Case Scenario for Procurement Planning Module	This document provides quick and functional setup guidelines about the Organization Security feature for the PP module.
Deltek Costpoint 7.1.1 Organization Security - System Setup and Use Case Scenario for Inventory Module	This document provides quick and functional setup guidelines about the Organization Security feature for the IN module.
Deltek Costpoint 7.1.1 Organization Security - System Setup and Use Case Scenario for Purchase Order/Receiving Module	This document provides quick and functional setup guidelines about the Organization Security feature for the PO/RC module.
Deltek Costpoint 7.1.1 Organization Security - System Setup and Use Case Scenario for Production Control Module	This document provides quick and functional setup guidelines about the Organization Security feature for the PC module.
Deltek Costpoint 7.1.1 Organization Security - System Setup and Use Case Scenario for Sales Order Entry Module	This document provides quick and functional setup guidelines about the Organization Security feature for the OE module.



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