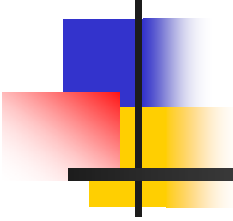


Using Personalizations to Give Your Self-Service Applications a Custom Look and Feel

Session #S299934
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- **Ryan Jackson**
- **Carnegie Mellon University**
- **Financial Systems Manager**

- **Don Driggs**
- **Solution Beacon**
- **Oracle Financials Consultant**

How we use Oracle

- Recent globalization roll out to campuses in Australia and Qatar
 - Multi-Currency
 - Multi-Org, Multiple Set of Books
 - Multi-National
- Upgraded to 11i in 2006
- GL, Receivables, Purchasing, Payables, IE, Cash Management, Grants, LD
- Interfaces with other campus systems
- 1400+ Oracle users

Agenda



- Context for using Personalizations
- Define Self-Service Personalizations
- Demonstrate how to use Personalizations
- Discuss how to manage Personalizations

Carnegie Mellon University



- Private University in Pittsburgh, PA
- International Campuses
- 10,000 undergraduate and graduate students
- Known for its research in robotics, computing, and software engineering
- 4,500 faculty and administrative staff

Context

CMU decided to use Internet Expenses to manage their procurement card (PCard) transactions

Reasons to do this were:

- Similarity of business processes between PCards and travel expense reporting
- iExpenses is integrated with Oracle Grants while the procurement card process is not
- Consistency in look and feel for users and approvers
- Efficiencies in management and policy control
- Efficiencies in training

Context



- iExpenses vs Oracle PCard Process
 - How they are different at CMU:
 - Expense report templates are unique and must be segregated from procurement card templates
 - PCard transactions are company paid – no cash or out of pocket transactions
 - Procurement policies are different than travel policies
 - PCards are restricted from travel-related suppliers such as airlines, car rentals, and hotels
 - Procurement cards have a monthly limit
 - OA Framework Personalizations were used to address some of these differences

What are Personalizations?

- Personalizations refer to the ability to tailor the self-service applications, specifically the look and feel, the layout and the visibility of the content
- OA Framework Personalization is for self-service applications
 - Introduced with 11.5.9
 - Apply Patch 3323690
 - Standard with 11.5.10
- Forms 6/ personalization is for forms
 - Standard with 11.5.10
 - Not covered in this presentation

Who Can Use Personalizations?



- Functional Super Users
 - Technical expertise not required
 - Somewhat intuitive to the functionally savvy
- You will want to limit the extent to which regular users have access to personalizations

Profile Options

- Personalize Self-Service Defn
 - Yes to allow personalizations
- FND: Personalization Region Link Enabled
 - Yes to display the regional links to the personalization pages in the Self-Service applications
- Disable Self-Service Person
 - Yes will disable all personalizations at any level
- FND: Personalization Document Root Path (new in 11.5.10)
 - Required to migrate personalizations
 - Set this profile option to a tmp directory with open (777) permissions

How Can I Use Personalizations?

- Remove Buttons and Change Button Names
- Change Page and Section Headers
- Hide Columns
- Change Field and Column Names
- Hide a Train Link
- Reorder Columns

Remove a Button

- Link
 - Personalize Page
- Where
 - Page Layout: Expenses Home > Page Button Bar: > Button: Import Spreadsheet
- What
 - Rendered = False

The screenshot shows the Oracle Expense Reports interface. At the top right, the 'Personalize Page' link is circled in red. Below the navigation bar, the 'Import Spreadsheet' button in the 'Page Button Bar' is also circled in red. The main content area displays a table of expense reports with columns for Report Number, Report Submit Date, Report Status, Last Report Status Activity (Days), Current Approver, Receipts Status, Report Total (USD), Purpose, and Withdraw. The table contains five rows of data. Below the table, there is a note: 'If the status is Pending Your Resolution, you were sent a notification explaining the required action.'

Report Number	Report Submit Date	Report Status	Last Report Status Activity (Days)	Current Approver	Receipts Status	Report Total (USD)	Purpose	Withdraw
W14112		Paid	21			640.00	Expense Report	
W11890		Paid	21			2,688.60	Sales Conference	
W17647	23-May-2006	Pending Payables Approval	169	Accounts Payable	Required	120.00	GL String Change	
W17636	24-Apr-2006	Pending Your Resolution	188	Stock, Ms. Pat	Not Required	10.00		
W17635	21-Apr-2006	Pending Your Resolution	191	Stock, Ms. Pat	Required	420.00	test line number spl...	

Remove Button

Personalize Page: Expenses Home

Choose Context

Manage Levels

Personalization Context

Scope **Page: Expenses Home**
Document Name **/oracle/apps/ap/oi/webui/HomePG**
Function **OIE Home Page**
Site **Include**
Organization **Vision Operations**
Responsibility **IE OAUG DEMO**

Search

Style
Title/Prompt/Text
 Include Personalized Items Only

Personalization Structure

Simple View Complete View

TIP In simple view mode, some items or regions may not be visible in the page structure and the reorder or create icon may be disabled for certain nodes. Please switch to complete view mode if you need full personalization capabilities over all items and regions.




















[Expand All](#) | [Collapse All](#)

Focus Name	User Shown	User Personalizable	Personalize	Reorder	Create Item	Update Item	Delete Item	Seeded User Views	Show in Complete View
Page Layout: Expenses Home	Yes								

■ Scroll down...

Remove Button

- Click on the pencil to personalize

	message styled text: Original Recipient	Yes							
	Message Styled Text: From Role	Yes							
	Tip: (WFWorklist.vacationRulesTip)	Yes							
	Tip: (WFWorklist.worklistAccessTip)	Yes							
	Page Button Bar: (HomePageButtonsRN)	Yes							
	Button: Create Expense Report	Yes							
	Button: Import Spreadsheet	Yes							
	Button: Export Spreadsheet	Yes							

[Return to Application](#)

Choose Context

Manage Levels

Remove Button

- Set Rendered = false for the responsibility and apply

Cancel **Apply**

Personalization Context

Scope **Page: Expenses Home**
 Document Name **/oracle/apps/ap/oie/webui/HomePG**
 Function **OIE Home Page**
 Site **Include**
 Organization **Vision Operations**
 Responsibility **IE OAUG DEMO**

Personalization Properties

Clear Personalization

	Original Definition	Function: OIE Home Page	Site	Organization: Vision Operations	Responsibility: IE OAUG DEMO	Result / Source
Access Key	Default	Inherit	Inherit	Inherit	Inherit	Default / Original Definition
Additional Text	Default	Inherit	Inherit	Inherit	Inherit	Default / Original Definition
Admin Personalization	true	Inherit	Inherit	Inherit	Inherit	true / Original Definition
CSS Class	Default	Inherit	Inherit	Inherit	Inherit	Default / Original Definition
Destination Function	Default	Inherit	Inherit	Inherit	Inherit	Default / Original Definition
Destination URI	OA.jsp? OAFunc=OIEIMPORTPAGE	Inherit	Inherit	Inherit	Inherit	OA.jsp? OAFunc=OIEIMPORTPAGE / Original Definition
Export View Attribute	Default	Inherit	Inherit	Inherit	Inherit	Default / Original Definition
Prompt	Import Spreadsheet	Inherit	Inherit	Inherit	Inherit	Import Spreadsheet / Original Definition
Rendered	true	Inherit	Inherit	Inherit	false	false / Responsibility
Target Frame	Default	Inherit	Inherit	Inherit	Inherit	Default / Original Definition

Clear Personalization

TIP The table rows show the personalizable properties for the object. Table columns show the personalization levels for each property. Any property set to Inherit will assume its value from the next highest

Remove Button

- Import Spreadsheet button is gone

ORACLE Expense Reports

[Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#)

Expenses

[Expenses Home](#) | [Expense Reports](#) | [Credit Card Transactions](#) | [Expenses Preferences](#) | [Projects and Tasks](#)

Expenses Home

[Create Expense Report](#) [Export Spreadsheet](#)

Personalize "OIE Home Page Container"

Track Submitted Expense Reports

Personalize "Track Submitted Expense Reports"

Personalize Table Layout: ([TrackReportsRN.TrackSubReportsHelp](#))

The following expense reports are either outstanding or have been paid in the last 30 days.

Personalize "Track Submitted Expense Reports ta..."

Report Number	Report Submit Date	Report Status	Last Report Status Activity (Days)	Current Approver	Receipts Status	Report Total (USD)	Purpose	Withdraw
W14112		Paid	21			640.00	Expense Report	
W11890		Paid	21			2,688.60	Sales Conference	
W17647	23-May-2006	Pending Payables Approval	169	Accounts Payable	Required	120.00	GL String Change	
W17636	24-Apr-2006	Pending Your Resolution	188	Stock, Ms. Pat	Not Required	10.00		
W17635	21-Apr-2006	Pending Your Resolution	191	Stock, Ms. Pat	Required	420.00	test line number spl...	

If the status is Pending Your Resolution, you were sent a notification explaining the required action.

Personalization Levels

- Personalizations at lower levels override personalizations at higher levels
- Default values are defined in the first column
- Values inherit the definition from the level immediately above unless changed
- Order of precedence from highest to lowest:
 - Function
 - Site
 - Operating Unit
 - Responsibility

Change a Button Name

- Link
 - Personalize Page
- Where – Change a Button Name
 - Page Layout: Expenses Home > Page Button Bar: > Button: Create Expense Report
- What
 - Prompt = Create Verification Report

ORACLE Expense Reports [Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#)

[Expenses Home](#) | [Expense Reports](#) | [Credit Card Transactions](#) | [Expenses Preferences](#) | [Projects and Tasks](#) **Expenses**

[Expenses Home](#) **Create Expense Report** | [Export Spreadsheet](#)

Personalize "OIE Home Page Container"

Track Submitted Expense Reports

[Personalize "Track Submitted Expense Reports"](#)
[Personalize Table Layout: \(TrackReportsRN.TrackSubReportsHelp\)](#)

The following expense reports are either outstanding or have been paid in the last 30 days.
[Personalize "Track Submitted Expense Reports ta..."](#)

Previous 1-5 Next 5

Report Number	Report Submit Date	Report Status	Last Report Status Activity (Days)	Current Approver	Receipts Status	Report Total (USD)	Purpose	Withdraw
W14112		Paid	21			640.00	Expense Report	
W11890		Paid	21			2,688.60	Sales Conference	
W17647	23-May-2006	Pending Payables Approval	169	Accounts Payable	Required	120.00	GL String Change	
W17636	24-Apr-2006	Pending Your Resolution	188	Stock, Ms. Pat	Not Required	10.00		
W17635	21-Apr-2006	Pending Your Resolution	191	Stock, Ms. Pat	Required	420.00	test line number spl...	

If the status is Pending Your Resolution, you were sent a notification explaining the required action.

Change a Button Name

- Change the prompt for the responsibility and apply

Personalization Context

Scope **Page: Procurement Card Home**
 Document Name **/oracle/apps/ap/oie/webui/HomePG**
 Function **OIE Home Page**
 Site **Include**
 Organization **CM OPERATING UNIT ORGANIZATION**
 Responsibility **USA IE Procurement Card**

Personalization Properties

Clear Personalization

	Original Definition	Function: OIE Home Page	Site	Organization: CM OPERATING UNIT ORGANIZATION	Responsibility: USA IE Procurement Card
Access Key	Default	Inherit	Inherit	Inherit	Inherit
Additional Text	Default	Inherit	Inherit	Inherit	Inherit
Admin Personalization	true	Inherit	Inherit	Inherit	Inherit
CSS Class	Default	Inherit	Inherit	Inherit	Inherit
Destination Function	Default	Inherit	Inherit	Inherit	Inherit
Destination URI	OA.jsp? OAFunc=OIECREATEPAGE	Inherit	Inherit	Inherit	Inherit
Export View Attribute	Default	Inherit	Inherit	Inherit	Inherit
Prompt	Create Expense Report	Inherit	Inherit	Inherit	Create Credit Card Verific
Rendered	true	Inherit	Inherit	Inherit	Inherit

Change a Button Name

- Button name is changed

ORACLE Procurement Card / Expense Report [Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#) [Diagnostics](#)

[Home](#) | [Reports](#) | [Card Transactions](#) | [Preferences](#) | [Access Authorizations](#) | [Projects and Tasks](#) | [Payments Search](#)

Procurement Card Home

[Create Credit Card Verification Report](#) [Export Spreadsheet](#)

[Personalize "OIE Home Page Container"](#)

Track Submitted Credit Card Verification Reports

[Personalize "Track Submitted Credit Card Verification Reports"](#)
[Personalize Table Layout: \(TrackSubReportsHelp\)](#)

The following items have been submitted. They are either pending approval or were processed in the last 30 days .

[Personalize "Track Submitted Credit Card Verifi..."](#)

⊖ Previous 1-5 ▾ Next 5 ⊕

Name	Report Number	Report Submit Date ▾	Report Status	Last Report Status Activity (Days)	Current Approver	Receipts Status	Report Total (USD)	Purpose	Withdraw
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Finding Tips



- Expand All
- Collapse All
- Focus
- Simple View
- Complete View
- Regional Links
- <ctrl> F


Finding Tips

- Expand All – expands all nodes identified by
- Collapse All – collapses all node identified by
- Focus – displays only items in the grouping identified by



Personalization Structure


Simple View Complete View

 **TIP** In simple view mode, some items or regions may not be visible in complete view mode if you need full personalization capabilities.


[Expand All](#) | [Collapse All](#)




Focus Name

 Page Layout: Expenses Home




 productBranding




 copyright

Message Styled Text: Copyright (c) 2005, Oracle. All rights reserved.



 corporateBranding



 privacy


Finding Tips

■ Simple View

	 Header: Track Submitted Credit Card Verification Reports	Yes				
	Raw Text: (TrackReportsRN.TrackSubExpReplnstr)	Yes				
	Button: Full List	Yes				

■ Complete View

- Note Table layout rows added and icons active for reorder and create

	 Header: Track Submitted Credit Card Verification Reports	Yes				
	 Table Layout: (TrackReportsRN.TrackSubReportsHelp)	Yes				
	 Table: Track Submitted E...	Yes				
	Raw Text: (TrackReportsRN.FndMessageText)	Yes				

Finding Tips

- Use regional links to limit personalization structure to items in a specific region on the page
- Use <ctrl> F to search for prompts

ORACLE Expense Reports

[Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#)

Expenses

[Expenses Home](#) | [Expense Reports](#) | [Credit Card Transactions](#) | [Expenses Preferences](#) | [Projects and Tasks](#)

Expenses Home

[Create Verification Report](#) [Export Spreadsheet](#)

Personalize "OIE Home Page Container" ←

Track Submitted Expense Reports

Personalize "Track Submitted Expense Reports"

Personalize Table Layout: ([TrackReportsRN](#), [TrackSubReportsHelp](#))

The following expense reports are either outstanding or have been paid in the last 30 days.

Personalize "Track Submitted Expense Reports ta..."

Report Number	Report Submit Date	Report Status	Last Report Status Activity (Days)	Current Approver	Receipts Status	Report Total (USD)	Purpose	Withdraw
W14112		Paid	21			640.00	Expense Report	
W11890		Paid	21			2,688.60	Sales Conference	
W17647	23-May-2006	Pending Payables Approval	169	Accounts Payable	Required	120.00	GL String Change	
W17636	24-Apr-2006	Pending Your Resolution	188	Stock, Ms. Pat	Not Required	10.00		
W17635	21-Apr-2006	Pending Your Resolution	191	Stock, Ms. Pat	Required	420.00	test line number spl...	

If the status is Pending Your Resolution, you were sent a notification explaining the required action.

How Can I Use Personalizations?

- Remove Buttons and Change Button Names
- **Change Page and Section Headers**
- Hide Columns
- Change Field and Column Names
- Hide a Train Link
- Reorder Columns
- Add Items

Change Page and Section Headers

- Link
 - Personalize "OIE Home Page Container"
- Where
 - Default Single Column > Header: Track Submitted Expense Reports
- What
 - Text = Track Submitted Credit Card Verification Reports

ORACLE Expense Reports

[Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#)

Expenses

[Expenses Home](#) | [Expense Reports](#) | [Credit Card Transactions](#) | [Expenses Preferences](#) | [Projects and Tasks](#)

Expenses Home

[Create Verification Report](#) [Export Spreadsheet](#)

Personalize "OIE Home Page Container"

[Track Submitted Expense Reports](#)

Personalize "Track Submitted Expense Reports"

Personalize Table Layout: ([TrackReportsRN](#), [TrackSubReportsHelp](#))

The following expense reports are either outstanding or have been paid in the last 30 days.

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W11890		Paid	21			2,688.60	Sales Conference	
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W17636	24-Apr-2006	Pending Your Resolution	188	Stock, Ms. Pat	Not Required	10.00		
W17635	21-Apr-2006	Pending Your Resolution	191	Stock, Ms. Pat	Required	420.00	test line number spl...	

If the status is Pending Your Resolution, you were sent a notification explaining the required action.

Ryan Jackson – Carnegie Mellon University
Don Driggs – Solution Beacon LLC

Change Page and Section Headers

- Click the pencil to personalize

Personalize Page: /oracle/apps/ap/oie/webui/HomePG Choose Context Manage Levels

▼ Personalization Context

Scope Page: /oracle/apps/ap/oie/webui/HomePG
Document Name /oracle/apps/ap/oie/webui/HomePG
Function OIE Home Page
Site Include
Organization Vision Operations
Responsibility IE OAUG DEMO

▼ Search


















Style
Title/Prompt/Text
 Include Personalized Items Only

Personalization Structure

Simple View Complete View

[Expand All](#) | [Collapse All](#)

[Page Layout: Expenses Home](#) >

Focus Name	Shown	User Personalizable	Personalize	Reorder	Create Item	Update Item	Delete Item	Seeded User Views
▼ Default Single Column	Yes							
⊕ ▼ Header: Track Submitted Expense Reports	Yes							
⊕ ▶ Table Layout: (TrackReportsRN.TrackSubReportsHelp)	Yes							
⊕ ▶ Table: Track Submitted E...	Yes							
Raw Text: (TrackReportsRN.FndMessageText)	Yes							
⊕ ▼ Header: Update Expense Reports	Yes							
⊕ ▶ Table Layout: (ActiveReportsRN.ActiveReportsHelp)	Yes							

Change Page and Section Headers

- Change the Text and apply
- Make the same change to the Update Expense Reports Header

Personalize Header : Track Submitted Credit Card Verification Reports

Cancel **Apply**

Personalization Context

Scope **Page: /oracle/apps/ap/oi/webui/HomePG**
 Document Name **/oracle/apps/ap/oi/webui/HomePG**
 Function **OIE Home Page**
 Site **Include**
 Organization **Vision Operations**
 Responsibility **IE OAUG DEMO**

Personalization Properties

Clear Personalization

	Original Definition	Function: OIE Home Page	Site	Organization: Vision Operations	Responsibility: IE OAUG DEMO	Result
Admin Personalization	true	Inherit 5	Inherit 5	Inherit 5	Inherit 5	true / O
CSS Class	Default	Inherit 5	Inherit 5	Inherit 5	Inherit 5	Default
Controller Class	oracle.apps.ap.oi.webui.TrackExpenseReportsCO	Inherit 5	Inherit 5	Inherit 5	Inherit 5	oracle.a Original
Help Target Appl Short Name	Default	Inherit 5	Inherit 5	Inherit 5	Inherit 5	Default
Icon URI	Default	Inherit 5	Inherit 5	Inherit 5	Inherit 5	Default
Post Initial Values	false	Inherit 5	Inherit 5	Inherit 5	Inherit 5	false / O
Rendered	true	Inherit 5	Inherit 5	Inherit 5	Inherit 5	true / O
Text	Track Submitted Expense Reports	Inherit 5	Inherit 5	Inherit 5	Track Submitted Credit Ca	Track S Respon

Change Page and Section Headers

- Headings are now changed

Personalize "OIE Home Page Container"

Track Submitted Credit Card Verification Reports

Personalize "Track Submitted Credit Card Verification Reports"

Personalize Table Layout: [\(TrackReportsRN.TrackSubReportsHelp\)](#)

The following expense reports are either outstanding or have been paid in the last 30 days.

Personalize "Track Submitted Expense Reports ta..."

Report Number	Report Submit Date	Report Status	Last Report Status Activity (Days)	Current Approver	Receipts Status	Report Total (USD)	Purpose	Withdraw
W14112		Paid	21			640.00	Expense Report	
W11890		Paid	21			2,688.60	Sales Conference	
W17647	23-May-2006	Pending Payables Approval	169	Accounts Payable	Required	120.00	GL String Change	
W17636	24-Apr-2006	Pending Your Resolution	188	Stock, Ms. Pat	Not Required	10.00		
W17635	21-Apr-2006	Pending Your Resolution	191	Stock, Ms. Pat	Required	420.00	test line number spl...	

If the status is Pending Your Resolution, you were sent a notification explaining the required action.

Update Credit Card Verification Reports

Personalize Table Layout: [\(ActiveReportsRN.ActiveReportsHelp\)](#)

Click an Update icon to make changes to a saved, rejected, or returned expense report.

Personalize "Update Expense Reports table."

Report Number	Report Date	Status	Report Total (USD)	Purpose	Update	Duplicate	Delete
W17669	20-May-2006	Saved	250.00	demo			

How Can I Use Personalizations?

- Remove Buttons and Change Button Names
- Change Page and Section Headers
- **Hide Columns**
- Change Field and Column Names
- Hide a Train Link
- Reorder Columns
- Add Items

Hide Columns



Hide the Duplicate Column

- Link
 - Personalize Page
- Where
 - Page Layout: Expenses Home->Header: Track Submitted Expense Reports->Switcher: Duplicate
- What
 - Rendered=False

Hide Columns

- Before personalization
- Click Personalize Page link

[Personalize "OIE Home Page Container"](#)

Track Submitted Credit Card Verification Reports

[Personalize "Track Submitted Credit Card Verification Reports"](#)

[Personalize Table Layout: \(TrackReportsRN.TrackSubReportsHelp\)](#)

The following expense reports are either outstanding or have been paid in the last 30 days.

[Personalize "Track Submitted Expense Reports ta..."](#)

Report Number	Report Submit Date	Report Status	Last Report Status Activity (Days)	Current Approver	Receipts Status	Report Total (USD)	Purpose	Duplicate	Withdraw
W14112		Paid	21			640.00	Expense Report		
W11890		Paid	21			2,688.60	Sales Conference		
W17647	23-May-2006	Pending Payables Approval	170	Accounts Payable	Required	120.00	GL String Change		
W17636	24-Apr-2006	Pending Your Resolution	188	Stock, Ms. Pat	Not Required	10.00			
W17635	21-Apr-2006	Pending Your Resolution	192	Stock, Ms. Pat	Required	420.00	test line number spl...		

If the status is Pending Your Resolution, you were sent a notification explaining the required action.

Update Credit Card Verification Reports

[Personalize Table Layout: \(ActiveReportsRN.ActiveReportsHelp\)](#)

Click an Update icon to make changes to a saved, rejected, or returned expense report.

[Personalize "Update Expense Reports table."](#)

Report Number	Report Date	Status	Report Total (USD)	Purpose	Update	Duplicate	Delete
W17677	08-Nov-2006	Saved	0.00	Test			
W17669	20-May-2006	Saved	250.00	demo			

[Personalize "Notifications"](#)

Hide Columns

- Set Rendered = False

Personalize Switcher : Duplicate

Personalization Context

Scope **Page: Expenses Home**
Document Name **/oracle/apps/ap/oie/webui/HomePG**
Function **OIE Home Page**
Site **Include**
Organization **Vision Operations**
Responsibility **IE OAUG DEMO**

Personalization Properties

Clear Personalization

	Original Definition	Function: OIE Home Page	Site	Organization: Vision Operations	Responsibility: IE OAUG DEMO	Result / Source
Admin Personalization	true	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	true / Original Definition
CSS Class	Default	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Default / Original Definition
Controller Class	Default	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Default / Original Definition
Export View Attribute	Default	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Default / Original Definition
Post Initial Values	false	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	false / Original Definition
Prompt	Duplicate	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Duplicate / Original Definition
Rendered	true	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	false <input type="button" value="5"/>	false / Responsibility
Sort Allowed	no	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	no / Original Definition
Sort By View Attribute	Default	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Default / Original Definition
User Personalization	true	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	Inherit <input type="button" value="5"/>	true / Original Definition

Hide Columns

- Duplicate column is hidden

Personalize "OIE Home Page Container"

Track Submitted Credit Card Verification Reports

Personalize "Track Submitted Credit Card Verification Reports"

Personalize Table Layout: [\(TrackReportsRN.TrackSubReportsHelp\)](#)

The following expense reports are either outstanding or have been paid in the last 30 days.

Personalize "Track Submitted Expense Reports ta..."

Previous 1-5 Next 5

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W11890		Paid	21			2,688.60	Sales Conference	
W17647	23-May-2006	Pending Payables Approval	170	Accounts Payable	Required	120.00	GL String Change	
W17636	24-Apr-2006	Pending Your Resolution	188	Stock, Ms. Pat	Not Required	10.00		
W17635	21-Apr-2006	Pending Your Resolution	192	Stock, Ms. Pat	Required	420.00	test line number spl...	

If the status is Pending Your Resolution, you were sent a notification explaining the required action.

Update Credit Card Verification Reports

Personalize Table Layout: [\(ActiveReportsRN.ActiveReportsHelp\)](#)

Click an Update icon to make changes to a saved, rejected, or returned expense report.

Personalize "Update Expense Reports table."

Report Number	Report Date	Status	Report Total (USD)	Purpose	Update	Duplicate	Delete
W17677	08-Nov-2006	Saved	0.00	Test			
W17669	20-May-2006	Saved	250.00	demo			

Personalize "Notifications"

How Can I Use Personalizations?

- Remove Buttons and Change Button Names
- Change Page and Section Headers
- Hide Columns
- **Change Field and Column Names**
- Hide a Train Link
- Reorder Columns
- Add Items

Change Field and Column Names

Change Expense Cost Center to Default Organization

- Where
 - Page Layout > Page Button Bar: > Page Button Bar: Actions Region > Message Text Input: Expense Cost Center
- What
 - Prompt = Default Organization

ORACLE Expense Reports

[Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#)

Expenses

[Expenses Home](#) | [Expense Reports](#) | [Credit Card Transactions](#) | [Expenses Preferences](#) | [Projects and Tasks](#)

General Information | Credit Card Transactions | Credit Card Expenses | Cash and Other Expenses | Expense Allocations | Review

Information

You have 0 corporate credit card transactions in the selected reimbursement currency.

Create Expense Report: General Information

* Indicates required field

Step 1 of 6

Name **Stock, Ms. Pat (24)**

* Expense Cost Center

Purpose

Reimbursement Currency

Approver

Expense Template **Travel**

Includes Foreign Currency Receipts

Step 1 of 6

Change Field and Column Names

- Use search features to easily find items

Personalize Page:

[Choose Context](#) [Manage Levels](#)

Personalization Context

Scope **Page:**
Document Name **/oracle/apps/ap/oie/entry/header/webui/GeneralInformationPG**
Function **OIE Expenses Entry Flow**
Site **Include**
Organization **Vision Operations**
Responsibility **IE OAUG DEMO**

Search

Style
Title/Prompt/Text
 Include Personalized Items Only

Name	Parent	Shown	User Personalizable	Personalize	Reorder	Create Item	Update Item	Delete Item	Seeded User Views	View in Hierarchy
Message Text Input: Expense Cost Center	Stack Layout	Yes								

[Return to Personalization Structure](#)

Change Field and Column Names

Change the prompt at the site level

Personalization Context

Scope Page:
 Document Name /oracle/apps/ap/oie/entry/header/webui/GeneralInformationPG
 Function OIE Expenses Entry Flow
 Site Include
 Organization Vision Operations
 Responsibility IE OAUG DEMO

Personalization Properties

Clear Personalization

	Original Definition	Function: OIE Expenses Entry Flow	Site	Organization: Vision Operations	Responsibility: IE OAUG DEMO	Result / Source
Access Key	Default	Inherit 5	Inherit 5	Inherit 5	Inherit 5	Default / Original Definition
Additional Text	Cost Center	Inherit 5	Inherit 5	Inherit 5	Inherit 5	Cost Center / Original Definition
Admin Personalization	true	Inherit 5	Inherit 5	Inherit 5	Inherit 5	true / Original Definition
CSS Class	OraFieldText	Inherit 5	Inherit 5	Inherit 5	Inherit 5	OraFieldText / Original Definition
Destination Function	Default	Inherit 5	Inherit 5	Inherit 5	Inherit 5	Default / Original Definition
Export View Attribute	Default	Inherit 5	Inherit 5	Inherit 5	Inherit 5	Default / Original Definition
Initial Value	Default	Inherit 5	Inherit 5	Inherit 5	Inherit 5	Default / Original Definition
Long Tip Region	Default	Inherit 5	Inherit 5	Inherit 5	Inherit 5	Default / Original Definition
Maximum Length	80	Inherit 5	Inherit 5	Inherit 5	Inherit 5	80 / Original Definition
Prompt	Expense Cost Center	Inherit 5	Default Organization 5	Inherit 5	Inherit 5	Expense Cost Center / Original Definition
Read Only	false	Inherit 5	Inherit 5	Inherit 5	Inherit 5	false / Original Definition

Change Field and Column Names

- Prompt has been changed

ORACLE Expense Reports [Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#)

Expenses

Expenses Home | **Expense Reports** | Credit Card Transactions | Expenses Preferences | Projects and Tasks

● General Information ○ Credit Card Transactions ○ Credit Card Expenses ○ Cash and Other Expenses ○ Expense Allocations ○ Review

i Information
You have 0 corporate credit card transactions in the selected reimbursement currency.

Create Expense Report: General Information

* Indicates required field

Name Stock, Ms. Pat (24)	Purpose <input type="text"/>
* Default Organization <input style="border: 1px solid red;" type="text" value="740"/> ←	Approver <input type="text"/>
Reimbursement Currency <input type="text" value="USD - US dollar"/>	<input type="checkbox"/> Includes Foreign Currency Receipts
Expense Template Travel	

Step 1 of 6

Step 1 of 6

How Can I Use Personalizations?

- Remove Buttons and Change Button Names
- Change Page and Section Headers
- Hide Columns
- Change Field and Column Names
- **Hide a Train Link**
- Reorder Columns
- Add Items

Hide a Train Link

Hide the Cash and Other Expenses Train Link

- Where
 - Page Layout > location > Train: OIE Train > Link: Cash and Other Expenses
- What
 - Rendered = False

The screenshot displays the Oracle Expense Reports web application. At the top left, the Oracle logo is followed by 'Expense Reports'. On the top right, there are links for 'Contact Us', 'Global Policy', 'Home', 'Logout', 'Preferences', and 'Personalize Page'. Below this is a blue navigation bar with 'Expenses' highlighted. Underneath, a breadcrumb trail reads 'Expenses Home | Expense Reports | Credit Card Transactions | Expenses Preferences | Projects and Tasks'. A horizontal progress bar shows six steps: 'General Information', 'Credit Card Transactions', 'Credit Card Expenses', 'Cash and Other Expenses', 'Expense Allocations', and 'Review'. The 'Cash and Other Expenses' step is currently active, indicated by a blue circle and a red arrow pointing to it. Below the progress bar, the page title is 'Create Expense Report: Cash and Other Expenses'. At the bottom, there are three input fields: 'Receipt-Based Expenses [55.00]', 'Per Diem Expenses [0.00]', and 'Mileage Expenses [0.00]'. To the right of these fields are buttons for 'Save', 'Cancel', 'Back', 'Step 4 of 6', and 'Next'.

Hide a Train Link

- Page Layout > location > Train: OIE Train > Link: Cash and Other Expenses
- Click on the pencil to edit and set Rendered = False

	location			
	Link: General Information	Yes		
	Link: Credit Card Transactions	Yes		
	Link: Credit Card Expenses	Yes		
	Link: Cash and Other Expenses	Yes		
	Link: Expense Allocations	Yes		
	Link: Review	Yes		

Hide a Train Link

- Cash and Other Expenses Train Link is now hidden

ORACLE Expense Reports

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Expenses

[Expenses Home](#) | [Expense Reports](#) | [Credit Card Transactions](#) | [Expenses Preferences](#) | [Projects and Tasks](#)

General Information | Credit Card Transactions | Credit Card Expenses | **Expense Allocations** | Review

Create Expense Report: Cash and Other Expenses

Step 5 of 5

How Can I Use Personalizations?

- Remove Buttons and Change Button Names
- Change Page and Section Headers
- Hide Columns
- Change Field and Column Names
- Hide a Train Link
- **Reorder Columns**
- Add Items

Reorder Columns

Original Page

ORACLE Expense Reports

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Expenses

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Expenses Home

Create Verification Report

Export Spreadsheet

Personalize "OIE Home Page Container"

Track Submitted Credit Card Verification Reports

Personalize "Track Submitted Credit Card Verification Reports"

Personalize Table Layout: (TrackReportsRN.TrackSubReportsHelp)

The following expense reports are either outstanding or have been paid in the last 30 days.

Personalize "Track Submitted Expense Reports ta..."

Report Number	Report Submit Date	Report Status	Last Report Status Activity (Days)	Current Approver	Receipts Status	Report Total (USD)	Purpose	Withdraw
W14112		Paid	22			640.00	Expense Report	
W11890		Paid	22			2,688.60	Sales Conference	
W17691	09-Nov-2006	Pending Manager Approval		0 Abbott, Ms. Lorraine	Not Required	200.00		
W17647	23-May-2006	Pending Payables Approval	170	Accounts Payable	Required	120.00	GL String Change	
W17636	24-Apr-2006	Pending Your Resolution	189	Stock, Ms. Pat	Not Required	10.00		

Reorder Columns



Reorder the Display of Columns

- Where

- Page Layout > Expenses Home > Default Single Column > Header: track Submitted Credit Card Verification Reports
- Choose the Level of Activity and click on the Personalize Box of the Desired Level
- Use the Up and Down Arrows

Note: This reorder box includes all columns regardless of whether they are hidden or not

Reorder Columns

- Click the Reorder icon to reorder the columns

Personalization Context

Scope **Page: /oracle/apps/ap/oie/webui/HomePG**
Document Name **/oracle/apps/ap/oie/webui/HomePG**
Function **OIE Home Page**
Site **Include**
Organization **Vision Operations**
Responsibility **IE OAUG DEMO**

Search

Style
Title/Prompt/Text
 Include Personalized Items Only

Personalization Structure

Simple View Complete View

[Expand All](#) | [Collapse All](#)

[Page Layout: Expenses Home](#) > [Default Single Column](#) > [Header: Track Submitted Credit Card Verification Reports](#) >

Focus	Name	Shown	User Personalizable	Personalize	Reorder	Create Item	Update Item	Delete Item	Seeded User Views
	Table: Track Submitted E...	Yes							
	Message Styled Text: Name		Yes						
	Switcher: Report Number	Yes	Yes						

Reorder Columns

- Click on the checkbox at the desired level
- Use the up/down arrows to move fields

ORACLE Expense Reports [Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Help](#) [Personalize Page](#)

Expenses

Reorder Contents of Table: Track Submitted E... Cancel Apply

Personalization Context

Scope Page: /oracle/apps/ap/oi/webui/HomePG
Document Name /oracle/apps/ap/oi/webui/HomePG
Function OIE Home Page
Site Include
Organization Vision Operations
Responsibility IE OAUG DEMO

Reorder Contents

Original Definition	Function	Site
<input type="checkbox"/> Name <input type="checkbox"/> Report Number <input type="checkbox"/> Report Date <input type="checkbox"/> Report Submit Date <input type="checkbox"/> Report Status <input type="checkbox"/> Last Report Status Activity (Days) <input type="checkbox"/> Current Approver <input type="checkbox"/> Receipts Status <input type="checkbox"/> Report Total <input type="checkbox"/> Report Total <input type="checkbox"/> Purpose <input type="checkbox"/> Report Header ID <input type="checkbox"/> Holding Report Header ID <input type="checkbox"/> Duplicate <input type="checkbox"/> Withdraw	<input type="checkbox"/> Personalize Inherit Order ↑ ↓	<input checked="" type="checkbox"/> Personalize Name Report Number Purpose Report Date Report Submit Date Report Status Last Report Status Activity (Days) Current Approver Receipts Status Report Total Report Total Report Header ID Holding Report Header ID Duplicate Withdraw ↑ ↓

Reorder Columns

- Purpose column has moved to 2nd column

ORACLE Expense Reports

[Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#)

Expenses

[Expenses Home](#) | [Expense Reports](#) | [Credit Card Transactions](#) | [Expenses Preferences](#) | [Projects and Tasks](#)

Expenses Home

[Create Verification Report](#) [Export Spreadsheet](#)

[Personalize "OIE Home Page Container"](#)

Track Submitted Credit Card Verification Reports

[Personalize "Track Submitted Credit Card Verification Reports"](#)

[Personalize Table Layout: \(TrackReportsRN.TrackSubReportsHelp\)](#)

The following expense reports are either outstanding or have been paid in the last 30 days.

[Personalize "Track Submitted Expense Reports ta..."](#)

Report Number	Purpose	Report Submit Date	Report Status	Last Report Status Activity (Days)	Current Approver	Receipts Status	Report Total (USD)	Withdraw
W14112	Expense Report		Paid	22			640.00	
W11890	Sales Conference		Paid	22			2,688.60	
W17691		09-Nov-2006	Pending Manager Approval	0	Abbott, Ms. Lorraine	Not Required	200.00	
W17647	GL String Change	23-May-2006	Pending Payables Approval	170	Accounts Payable	Required	120.00	
W17636		24-Apr-2006	Pending Your Resolution	189	Stock, Ms. Pat	Not Required	10.00	

If the status is Pending Your Resolution, you were sent a notification explaining the required action.

How Can I Use Personalizations?

- Remove Buttons and Change Button Names
- Change Page and Section Headers
- Hide Columns
- Change Field and Column Names
- Hide a Train Link
- Reorder Columns
- **Add Items**

Add Items



- Add Fields
- Add Buttons
- Add Text and Images
- Add Messages (Data Fields) of many styles
- Add Tips
- Add Raw Text

Add Fields

ORACLE Expense Reports
[Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#)

Expenses

Expenses Home | **Expense Reports** | Credit Card Transactions | Expenses Preferences | Projects and Tasks

General Information |
 Credit Card Transactions |
 Credit Card Expenses |
 Cash and Other Expenses |
 Expense Allocations |
 Review

Create Expense Report: Cash and Other Expenses

Step 4 of 6

[Personalize "Receipt-Based Expenses"](#)
 Employee Name **Stock, Ms. Pat**

Receipt-Based Expenses

TIP Enter the expenses that you did not charge to your corporate credit card. Enter one expense per line. Click Details to enter information specific to an expense, such as the Daily Rate. If your receipt includes more than one expense type, click Itemize.

TIP Date Example: 09-NOV-2006.

Personalize "Use this table to enter receipt-ba..."

Select Expense Lines:

Select All | Select None

Select	Line	Date	Receipt Amount	Expense Type	Justification	Reimbursable Amount (USD)	Details	Itemize
<input type="checkbox"/>	1	10-Nov-2006	125.00	Meals	ATLOAUG	125.00		
<input type="checkbox"/>	2							

Add Fields

Click the Create Item icon

Personalization Context

Scope **Page: /oracle/apps/ap/oie/entry/lines/webui/CashAndOtherLinesPG**
Document Name **/oracle/apps/ap/oie/entry/lines/webui/CashAndOtherLinesPG**
Function **OIE Expenses Entry Flow**
Site **Include**
Organization **Vision Operations**
Responsibility **IE OAUG DEMO**

Search

Style
Title/Prompt/Text
 Include Personalized Items Only

Personalization Structure

Simple View Complete View

[Expand All](#) | [Collapse All](#)

[Page Layout](#) > [Flow Layout: Cash And Other Ex...](#) > [Sub Tab Layout: \(CashSubTab\)](#) >

Focus Name	Shown	User Personalizable	Personalize	Reorder	Create Item	Update Item	Delete Item	Seeded User Views
▼ Default Single Column: Receipt-Based Expenses	Yes							

Add Fields

Create Item

* Indicates required field

Level

Item Style

Property	Value
* ID	EmployeeName
Access Key	
Additional Text	
Admin Personalization	true
Attribute Set	
CSS Class	OraDataText

Prompt	Employee Name
Rendered	true
Required	no
Scope	.
Search Allowed	false
Selective Search Criteria	false
Sort Allowed	no
Sort By View Attribute	
Tip Message Name	
Tip Type	none
Total Value	false
User Personalization	false
Vertical Alignment	middle
View Attribute	FullName
View Instance	PersonsVo

- Update the following fields:
 - ID = EmployeeName
 - CSS Class = OraDataText
 - Prompt = Employee Name
 - View Attribute = FullName
 - View Instance = PersonsVo

Add Fields

ORACLE Expense Reports
[Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#)

Expenses

Expenses Home | **Expense Reports** | Credit Card Transactions | Expenses Preferences | Projects and Tasks

General Information | Credit Card Transactions | Credit Card Expenses | **Cash and Other Expenses** | Expense Allocations | Review

Create Expense Report: Cash and Other Expenses

Step 4 of 6

[Personalize "Receipt-Based Expenses"](#) ←

Employee Name **Stock, Ms. Pat**

Receipt-Based Expenses

TIP Enter the expenses that you did not charge to your corporate credit card. Enter one expense per line. Click Details to enter information specific to an expense, such as the Daily Rate. If your receipt includes more than one expense type, click Itemize.

TIP Date Example: 09-NOV-2006.

Personalize "Use this table to enter receipt-ba..."

Select Expense Lines:

Select All | Select None

Select	Line	Date	Receipt Amount	Expense Type	Justification	Reimbursable Amount (USD)	Details	Itemize
<input type="checkbox"/>	1	10-Nov-2006	125.00	Meals	ATLOAUG	125.00		
<input type="checkbox"/>	2							

Add Tips

- You can add tips to remind and guide users

ORACLE Procurement Card / Expense Report [Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#) [Diagnostics](#)

[Home](#) | **Reports** | [Card Transactions](#) | [Preferences](#) | [Access Authorizations](#) | [Projects and Tasks](#) | [Payments Search](#)

General Information | Cash and Other Expenses | Expense Allocations | Review

Create Report: General Information

* Indicates required field





























Name	<input type="text" value="DRIGGS, DONALD (62066)"/>	Expense Template	<input type="text" value="PCARD VERIFICATION HZ"/>
* Organization	<input type="text" value="540700"/>	* Purpose	<input type="text"/>
	<small>FINANCIAL SYSTEMS TEAM</small>	Approver	<input type="text"/>
Reimbursement Currency	<input type="text" value="USD - US dollar"/>		

TIP If you are reimbursed by direct deposit, DO NOT select a reimbursement currency for which you have not set up a bank account.

Step 1 of 4

Step 1 of 4

Add Tips

	▼ Stack Layout: General Information Page	Yes							
	▼ Message Component Layout: (OIEGeneralInformationMsgCLayout)	Yes							
	Message Styled Text: Name								
	Message Choice: Name								
	Message Text Input: Expense Cost Center	Yes							
	Message Text Input: Expense Cost Center								
	Message Choice: Reimbursement Currency								
	Message Styled Text: Reimbursement Currency								
	Message Choice: Expense Template								
	Message Styled Text: Expense Template								
	Message Text Input: Purpose	Yes							
	▶ Message Lov Input: Approver	Yes							
	Form Value: Approver Id	Yes							
	Form Value: (CostCenter)	Yes							
	▼ Header: Additional Information								
	▶ Message Component Layout: Additional Inform...	Yes							
	Tip: If you are reimbursed by direct deposit, DO NOT select a reimbursement currency for which you have not set up a bank account.	Yes							


Add Tips

- Personalize Page and select complete view
- Select Create Item in Message Component Layout Additional Information

Create Item

* Indicates required field

Level
Item Style

Property	*Value
* ID	<input type="text" value="reimbursement_tip"/>
Admin Personalization	<input type="text" value="true"/> <input type="button" value="v"/>
Attribute Set	<input type="text"/>
CSS Class	<input type="text"/>
Comments	<input type="text"/>
Extends	<input type="text"/>
Rendered	<input type="text" value="true"/> <input type="button" value="v"/>
Scope	<input type="text" value="."/>
Text	<input type="text" value="If you are reimbursed by direct deposit, DO NOT select a reimbursement currency for wh"/>
Tip Message Name	<input type="text"/> 

Enter:

- ID
- Text

Add Tips

- You can add tips to remind and guide users

ORACLE Procurement Card / Expense Report [Contact Us](#) [Global Policy](#) [Home](#) [Logout](#) [Preferences](#) [Personalize Page](#) [Diagnostics](#)

[Home](#) | **Reports** | [Card Transactions](#) | [Preferences](#) | [Access Authorizations](#) | [Projects and Tasks](#) | [Payments Search](#)

General Information | Cash and Other Expenses | Expense Allocations | Review

Create Report: General Information

* Indicates required field

Name	<input type="text" value="DRIGGS, DONALD (62066)"/>	Expense Template	<input type="text" value="PCARD VERIFICATION HZ"/>
* Organization	<input type="text" value="540700"/>	* Purpose	<input type="text"/>
	<small>FINANCIAL SYSTEMS TEAM</small>	Approver	<input type="text"/>
Reimbursement Currency	<input type="text" value="USD - US dollar"/>		

TIP If you are reimbursed by direct deposit, DO NOT select a reimbursement currency for which you have not set up a bank account.

Step 1 of 4

Step 1 of 4

FAQ



- Are they Upgradeable?
 - Yes
- Do they survive new patch sets?
 - Yes
- Can they Be Migrated to Other Instances?
 - Yes

Managing Personalizations

- Use the Functional Administrator responsibility
- Go to the Personalizations tab
- In the Document Path enter the name of the page
- Click Go
- Click the Manage Personalizations icon

The screenshot shows the Oracle Applications Administration interface. At the top, there is a navigation bar with links for Home, Logout, Preferences, Help, and Personalize Page. Below this is a secondary navigation bar with tabs for Security, Core Services, and Personalization. The Personalization tab is active. The main content area is titled "Application Catalog" and contains a search section. The search section has a "Document Path" field with the value "/oracle/apps/ap/oi/entry/header/webui/GeneralInformationPG" and a "Go" button. To the right of the search section is a "Personalization Shortcuts" box with a link for "Standard Footer". Below the search section is a table with the following columns: Application, Doc Name, Personalized, Personalize Page, and Manage Personalizations. The table contains one row with the following data: Application (empty), Doc Name (/oracle/apps/ap/oi/entry/header/webui/GeneralInformationPG), Personalized (Yes), Personalize Page (pencil icon), and Manage Personalizations (pencil icon). A red arrow points to the "Personalize Page" link in the top navigation bar, and another red arrow points to the "Manage Personalizations" link in the table.

ORACLE Applications Administration

Home Logout Preferences Help Personalize Page

Security Core Services Personalization

Application Catalog | Import/Export

Application Catalog

Search

Application

Document Path

Personalized

Go

Personalization Shortcuts

Standard Footer

Application	Doc Name	Personalized	Personalize Page	Manage Personalizations
	/oracle/apps/ap/oi/entry/header/webui/GeneralInformationPG	Yes		

Managing Personalizations

On this page, you can:

Deactivate
Reactivate
Delete
Extract
Upload

ORACLE Applications Administration

[Home](#) [Lc](#)

Application Catalog | Import/Export

Manage Personalization Levels

Below is a list of personalization levels that have been defined for the page and/or region.

Page: /oracle/apps/ap/oi/entry/header/webui/GeneralInformationPG

Select Object: [Extract Translations](#) [Delete Personalizations](#) [Activate](#) [Deactivate](#) [Upload Translations](#)

[Select All](#) | [Select None](#)

Select	Personalization Level	Value	Last Updated	Activate
<input type="checkbox"/>	Responsibility	-	25-February-2008	Y
<input type="checkbox"/>	Responsibility	-	1-February-2008	Y
<input type="checkbox"/>	Responsibility	-	1-February-2008	Y
<input type="checkbox"/>	Responsibility	-	1-February-2008	Y
<input type="checkbox"/>	Responsibility	-	1-February-2008	Y
<input type="checkbox"/>	Site	Site	25-February-2008	Y
<input type="checkbox"/>	Responsibility	-	12-February-2008	Y
<input type="checkbox"/>	Responsibility	-	1-February-2008	Y
<input type="checkbox"/>	Function	OIE Expenses Entry Flow	25-February-2008	Y
<input type="checkbox"/>	Responsibility	-	1-February-2008	Y
<input type="checkbox"/>	Responsibility	-	1-February-2008	Y
<input type="checkbox"/>	Responsibility	-	12-February-2008	Y
<input type="checkbox"/>	Responsibility	-	1-February-2008	Y

Select Object: [Extract Translations](#) [Delete Personalizations](#) [Activate](#) [Deactivate](#) [Upload Translations](#)

About This Page

In the lower left-hand corner of every self-service page.

[Save](#)

[Home](#) | [Contact Us](#) | [Global Policy](#) | [Home](#) | [Logout](#) | [Preferences](#) | [Personalize Page](#) | [Diagnostics](#)

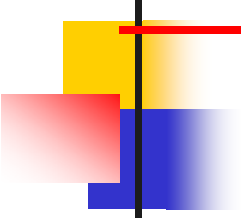
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[About this Page](#)

Use this link to see:

- Personalizations
- Patches
- Other useful information about the page

About This Page



Expenses: [Expenses Home](#) >

About Page: Expenses Home

[Printable Page](#) [Generate Bug Report](#)

[Page](#) [Personalization](#) [Page Context](#) [Technology Components](#) [Java System Properties](#) [Profiles](#) [Patches](#)

Effective Personalizations

[Manage Personalization Levels](#)

Expenses Home

/oracle/apps/ap/oiw/webui/HomePG

Level	Value	Customized Elements	Last Updated
responsibility	59966 - OIE_EXPENSE_REPORTS_OAUG - IE OAUG DEMO	ImportButton - CreateButton - TrackReportsRN - ActiveReportsRN - TrackReportsRN.TrackSubExpRepTable.FndDuplicate	2006-11-09
site	0	TrackReportsRN.TrackSubExpRepTable	2006-11-09

Shared Region: Notifications Worklist Function

/oracle/apps/fnd/wf/worklist/webui/AdvancWorklistRG

Level	Value	Customized Elements	Last Updated
function	OIEHOMEPAGE	MDSTopLevelComponent - NtfWorklist - NtfSent - NtfType	2006-03-19

Business Component Substitutions

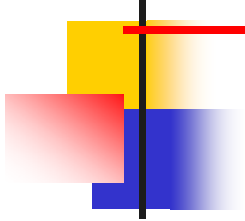
No Business Component Substitutions

[Page](#) [Personalization](#) [Page Context](#) [Technology Components](#) [Java System Properties](#) [Profiles](#) [Patches](#)

[Return to Page: Expenses Home](#)

[Printable Page](#) [Generate Bug Report](#)

Questions? Comments?



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