iBaan ERP 5.0c

User's Guide for Archiving (for internal use only)

A publication of:

Baan Development B.V.
P.O.Box 143
3770 AC Barneveld
The Netherlands

Printed in the Netherlands

© Baan Development B.V. 2002.
All rights reserved.

The information in this document is subject to change without notice. No part of this document may be reproduced, stored or transmitted in any form or by any means, electronic or mechanical, for any purpose, without the express written permission of Baan Development B.V.

Baan Development B.V. assumes no liability for any damages incurred, directly or indirectly, from any errors, omissions or discrepancies between the software and the information contained in this document.

Document Information

Code:	U7843B US
Group:	User Documentation
Edition:	B
Date:	November, 2002

Table of contents

1	**Archiving concept**	**1-1**
	What is archiving?	1-1
	Archiving strategy	1-2
	What can be archived or deleted?	*1-2*
	When can data be archived?	*1-3*
	Who can archive data?	*1-3*
	Match strategy with Baan functionality	*1-3*
	Archiving plan	1-3
	Archive environment	*1-4*
	Test plan	*1-4*
	Operational plan	*1-4*
	Implementation	1-5
2	**To create an archive company**	**2-1**
	Number of archive companies	2-1
	Create spaces in RDBMS (optional)	2-3
	Companies (ttaad1100m000)	2-4
	Tables by Database (ttaad4111m000)	2-5
	Audit File Directories (ttaad4116m000)	2-6
	Create Tables (ttaad4230m000)	2-7
	Parameters and master data	2-8
	Copy parameters and master data	2-12
	Initialize Parameters (tcmcs0295m000)	2-24
	Logical Tables (ttaad4120m000)	2-25
	Text tables/Default Text Group/Text Group Authorization	2-28
	Company Data (tccom0500m000)	2-30
	Companies (tcemm1570m000)	2-31
	Maintain Company Parameters (tfgld0103s000)	2-32
	Group Company Parameters (tfgld0101s000)	2-33
	Logistic Companies by Financial Company (tfgld0100m000)	2-34
	Purchase/Sales Statistics Parameter (tdpst0100m000/tdsst0100m000)	2-36
	Role Data (ttams2100m000)	2-37
3	**To archive logistical data**	**3-1**
	General	3-1
	Data preparation	*3-1*
	Data checks	*3-1*

Order Management 3-2
Process delivered purchase orders (tdpur4223m000) 3-2
Process delivered sales orders (tdsls4223m000) 3-5
Archive/delete Purchase Statistics (tdpst0202m000) 3-7
Archive/Delete Sales Statistics (tdsst0202m000) 3-9
Warehousing 3-11
Archive Warehousing Order History (whinh2255m000) 3-11
Delete / Archive Shipment Notice History (whinh3251m000) 3-12
Delete / Archive Shipment History (whinh4251m000) 3-13
Archive history Cycle Counting / Adjustment orders (whinh5250m000) 3-15
Archive Inventory Transactions by Stock Point (whinr1200m000) 3-16
Archive Inventory Transactions by Item and Warehouse (whinr1210m000) 3-17
Archive Item Issue by Period (whinr1220m000) 3-18
Archive Item Issue by Period and Warehouse (whinr1230m000) 3-18
Manufacturing 3-19
Archive Production Orders (ticst0250m000) 3-19
Archive Costing History (ticst2250m000) 3-21
Archive Projects (tipcs2260m000) 3-22
Archive Hours Accounting (tihra1215m000) 3-28
Archive Hours History (tihra3250m000) 3-29
Archive Overall Budget (tihra3225m000) 3-30
Archive Engineering Item Data (tiedm1250m000) 3-31
Archive Product Variants (tipcf5290m000) 3-33
Project 3-35
Archive Projects (tppdm7820m000) 3-35
Service 3-45

4 To archive financial data 4-1
Actions before running, archiving, removing, or compression sessions 4-1
Logistic sessions before archiving 4-1
Select Values for Goods Received Not Invoiced Reconciliation (tfacp1235m000) 4-2
Match/Approve Purchase Invoices (tfacp2507m000) 4-3
Print Integration Transactions (tfgld4410m000) 4-4
How to use the session 4-5
Post integration transactions to finance transactions (tfgld4201m000) 4-5
Compose payments (tfcmg1240m000) 4-6
Process Direct Debits (tfcmg4240m000) 4-7
Bank Transactions (tfcmg2100s000) 4-8
Write Off Payment Differences (tfacp2230m000) 4-9
Write off Currency Differences (tfacp2240m000) 4-9

Print Control Account Checklist (tfacp2415m000) *4-10*
Write off payment differences (tfacr2240m000) *4-11*
Write off currency differences (tfacr2250m000) *4-12*
Print Control account checklist (tfacr2415m000) *4-12*
Print debit and credit amounts by Document (tfgld3410m000) *4-13*
To archive and delete financial data 4-14
Archive/purge integration transactions (tfgld4210m000) *4-14*
Remove Fully-Paid Purchase Invoices (tfacp2250m000) *4-16*
Remove Fully-Paid Sales Invoices (tfacr2260m000) *4-18*
Archive / Purge Financial Transactions (tfgld6205m000) *4-20*
Copy Balances to History Before Specified Year (tfgld6206m000) *4-22*
Archive / Purge Vat Transactions (tfgld6207m000) *4-23*
Delete posted interest invoices (tfacr5230m000) *4-24*
Remove Posted Payment Batches (tfcmg1259m000) *4-25*
Remove Direct debit batches (tfcmg4259m000) *4-25*
Archive Cost Analysis Data (tfcat2881m000) *4-26*
Delete / Archive Budgets (tffbs1201m000) *4-27*
Archive Disposed Fixed Assets (tffas3300m000) *4-29*
Archive and/or Delete GRNI Reconciliation (tfacp1238m000) *4-32*
Purge Sales Invoice Data (cisli3210m000) *4-33*

About this document

This document provides an overview of all issues involved to set up an archiving company in iBaan ERP.

Chapter 1, “Archiving concept,” deals with the process of moving specific data from the operational company into a history company or archive company.

Chapter 2, “To create an archiving company,” describes the various concepts and strategies involved in setting up an archive company.

Chapter 3, “Order of archiving/requirements/prerequisites,” describes how to process all the data that can be processed, so that the data can be posted in iBaan Finance, or closed and deleted in Logistics.

Chapter 4, “To archive financial data,” describes how to archive your financial data.

1 Archiving concept

Companies spend time developing procedures for entering data into an ERP system. Companies also spend time developing procedures for archiving manuals, drawings, specs, and other hard-copy documents. But, do companies spend time on procedures to store historical electronic data? The answer to this question, in many cases, is either a flat ‘no’, ‘insufficiently’, or ‘too late’.

This document has been developed to create awareness of archiving electronic data, and not merely as a technical solution, but as an integral part of your business processes. You can use this document as a guide through the complete archiving process, from defining an appropriate strategy through to the final execution.

What is archiving?

Archiving in general is the process of moving historical data from the operational environment to a special archive environment. At home, you might move old bank statements or warranty certificates from a closet in your study to a box in the attic. At the office, you might store old hard copies of purchase orders in a room far from your own desk. Just because you no loger need the information in your daily work, still you cannot simply shred and dispose of the information. In terms of electronic data in your Baan system, archiving means moving historic data from the operational company to a special archive company. In that way, the historic data will be out of your way and safely stored. If the free disk space on your machine requires, after you have first archived the data, you can also move the historic data to an external medium, such as a tape or CD-ROM.

The iBaan ERP software contains standard archiving sessions in all important modules. These sessions are designed to copy historical data to the archive company and then delete the data from the operational company. For more information on these archiving sessions, refer to Chapter 3, “Order of archiving/requirements/prerequisites,” and Chapter 4, “To archive financial data.” However, before you archive data, you must define an appropriate archiving strategy and plan, which must be a team process and the result, a documented strategy and plan, must be communicated throughout the organization.

Archiving strategy

Archiving historical data is an irreversible process. After data is moved to the archive company, the data can no longer be uploaded back into the operational company. Archiving has a major impact on the accessibility and availability of information. Therefore, you must define a solid archiving strategy. When you define a strategy, you must address three major topics: What, When, and Who.

What can be archived or deleted?

Several parties related to your company use and rely on the information. Information that is based on logistical and financial transactions occurred in the past. Before you archive or delete this information, you must investigate the need for the information.

Business requirements

Your business requirements will dictate what must be stored and for how long. If you have, for example, a warranty situation on your projects for five years, you might be required to keep your project open during this time, or you can perhaps keep the project in an archiving company. As a result, if the project must remain open, all project related information, including orders and integration transactions, cannot be archived.

Every business manager must decide how long what data must be stored, in other words, kept in an operational environment for quick use. In addition, reporting requirements must be listed.

Legal requirements

In most countries, legal requirements applie to financial data. Tax authorities might require financial data to be stored for a minimum number of years. In addition, in specific lines of business, for example, food and beverages or aerospace, governments maintain specific legal requirements, which influence your archiving strategy.

User requirements

Users also depend on historical information. For example, a customer service employee might need to have shipment information of up to one year in the past to accurately address customer queries. These requirements must also be taken into account when you define what exactly can be archived.

When can data be archived?

Based on the answers to the previous question, you can now set a term of retaining relevant historical data in your operational environment, as well as a term of keeping data available in the archive environment.

Who can archive data?

Because archiving is an irreversible process, and deleting data even moreso, a certain risk is involved in the process of archiving. For example, what if one of your employees starts up an archiving session by mistake? For this reason, you must determine who is authorized to archive and delete data and to organize these authorizations with the functionality that the iBaan software offers.

Because no further changes must be made to archived data, access to the archive company must also be restricted to read-only authorization for most users.

Match strategy with Baan functionality

After you list all your requirements, the next step is to verify whether the standard Baan functionality is sufficient to facilitate your needs. In most situations, Baan provides the functionality to meet all of your needs, however, Baan must not force you to compromise. Obviously, Baan recommends that you avoid customizing your software. However, because we are looking for long-term operational-data storage, customizations must not be ruled out entirely. An example is the requirement to show, in one report, the data from both the live company and the archive company. In the current version, this is not standard functionality, but this can be important to manage your business. What can be even more important, if you are using customized software, is the question are the archiving sessions included? Do you take into consideration the fields and tables that you have customized?

Archiving plan

After you define an archiving strategy that suits your requirements, you can define the archiving plan. In this plan, you translate the strategy into a more operational level.

Archive environment

Based on the current operational company structure, the available disk space and the defined strategy, you must decide how your archive environment must be set up. How many companies do you need? Do you want to store the archived data on an external medium? Do you want one archive company for each fiscal year or one archive company for several years?

If you have enough space available and you want to archive data the right way, your archive environment must be equally set up as the operational environment. Therefore, if you have a multi-logistic – single-finance structure, the archive company structure must also be multi-logistic – single finance. If you only need a trashcan, you can simply set up one archive company for all.

Test plan

In the plan, you must also consider testing. Testing can be extremely helpful. For example, testing is one way to train users and key-users to check whether your archive setup is correct, to check whether the data is consistent, and to make sure that the functionality of archive sessions meets your expectations. Of course, for best results, you must perform the testing in a test environment, rather than testing in the operational environment.

Your test plan must at least contain what you want to test, who will perform the testing, and when. In addition, you must define validation parameters: what must be checked before the test results are accepted?

Operational plan

In this part of the archiving plan, you must address issues such as the following:

- Preparation of data.
- Frequency and sequence of archiving/deleting data (for each session).
- Incorporating archiving in procedures (day-to-day business).
- Creation of a backup before archiving a large quantity of data.
- Impact of customizations: Must you change the archiving sessions or develop new sessions?
- Check for latest solutions to implement.

Include a schedule for these types of activities and assign activities to functions or individuals.

Implementation

The next step in the archiving process is the implementation of the archiving plan. In this phase you will implement the plan you defined in the previous steps. The result of this step will be the actual movement of historical data from your operational company to your archive company not as a technical solution to a problem, but as a new process as part of your day-to-day business.

The following chapters discuss the technical setup and functional archiving sessions in more detail, and help you archive data in a correct and safe way.

2 To create an archive company

Number of archive companies

When you set up an archive company, various concepts and strategies are involved. You can have one archive company, which will be fed with data yearly, that is, the operational company will archive its data each year to the same archive company. As a result, all data will be centrally stored. However, with this concept come a number of major drawbacks. One problem of performance problems due to a large amount of data records in the operational company will be shifted to the archive company. The archive company grows even larger over time as the operational company. As a result, you must make enough disk space available and the performance of the archive company decreases significantly as more and more data is archived.

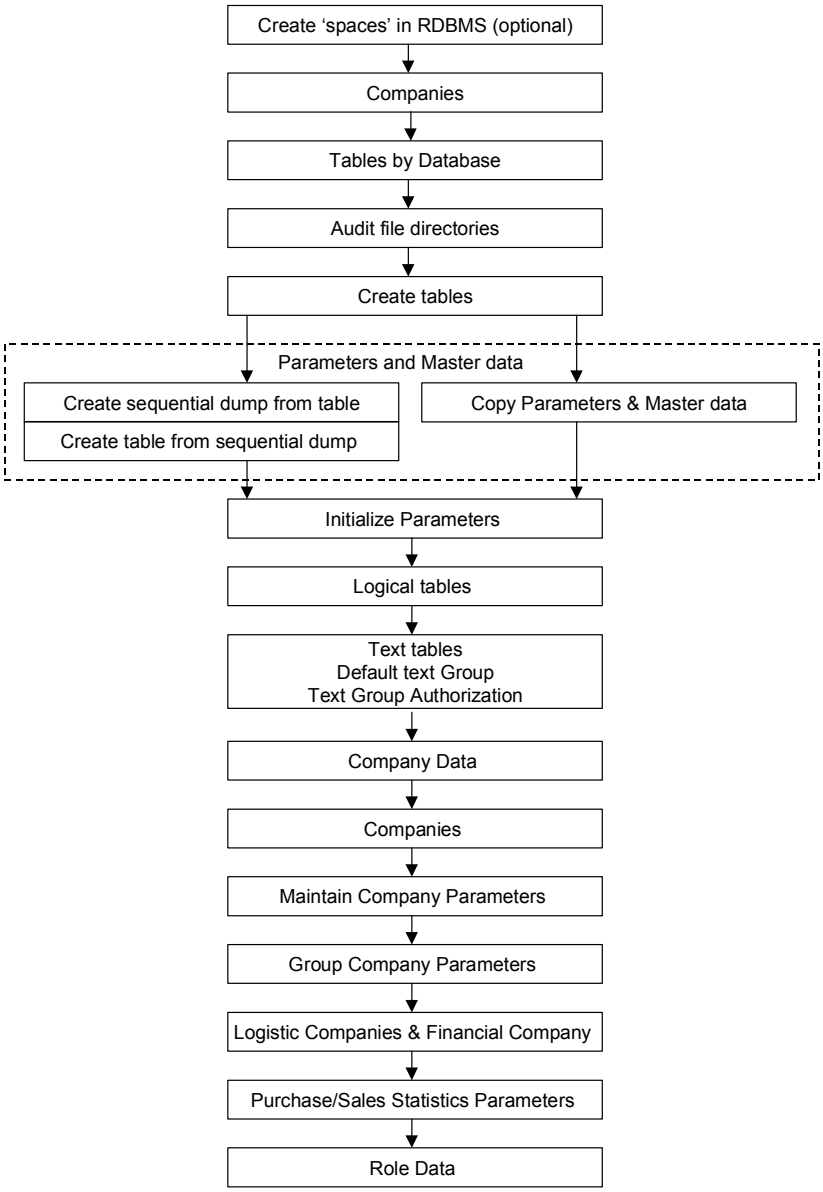
The second concept of setting up an archive company implies that the data of the operational company will be archived each year to a new archive company. Having one archive company for each archiving period limits the size of the archive company, which, in turn, stabilizes the performance to access this data. You can then easily store this archiving company onto an external device for a longer period of time. At the end of the archiving cycle the data will be cleared. With one archive company for each year, you can easily drop the entire company at once, whereas filtering the old data that can be deleted from one large archive involves more investigations or will be more time-consuming.

Another point worth considering in setting up the archive company is the strategy towards migration. If the operational company will be migrated in the future, the archive company must also be migrated. With this strategy, you can more easily migrate multiple smaller companies than migrate one large archive company.

When you archive in iBaan ERP, you must keep close watch on the company numbers (operational – archive).

NOTE The following procedure to create an archive company is valid for a standard, non-localized Baan environment.

Create an archive company – overview



Create spaces in RDBMS (optional)

If your system runs a RDBMS, you might want to create specific spaces for your archive company to store your archive data separately from the live data.

The space for the archive company even might not be on the same server on which the production table/index spaces reside. For more information on how to create the 'spaces', refer to your RDBMS documentation.

iBaan ERP also contains a so-called storage file, which contains information about where to store the data of particular companies. The following table provides a list of spaces terminology and the storage file for the Baan software to be updated:

RDBMS	Spaces	Storage file
Oracle	table spaces	${BSE}/lib/ora/ora_storage
Informix	dbspaces	${BSE}/lib/informix/inf_storage
DB2	collection	${BSE}/lib/db2/db2_storage
SQL Server	filegroup	${BSE}/lib/msql/msql_storage

Update <Rdbms>_storage file

Baan software uses a storage-file, which is a file in which an administrator specifies where the data is stored in the RDBMS. The following example provides a sample ora_storage file.

NOTE Because this file is read sequentially, you must place the general settings at the very end of the file.

This example shows the contents in which company 901 is used as the archive company and in which this company is placed into a different TABLESPACE.

```
*:901:T:group:0214:5:PCTFREE 5 TABLESPACE datarch INITRANS 3
*:901:I:group:0214:5:PCTFREE 5 TABLESPACE idxarch INITRANS 3
*:*:T:group:0214:5:PCTFREE 5 TABLESPACE datoper INITRANS 3
```

For iBaan ERP 5.0c or later, the iBaan ERP environment might use one of the the following two files in place of the <RDBMS>_storage files:

- <RDBMS>_storage_param
- <RDBMS>_driver_param

In this case, the changes must be made in the <RDBMS>_storage_param file.

You can make these changes by means of the Storage Parameters Optimization (ttdba0530m000) session.

The following example provides a sample <RDBMS>_storage_param file:

```
*:901:T:PCTFREE 5 TABLESPACE datarch INITRANS 3
*:901:I:PCTFREE 5 TABLESPACE idxarch INITRANS 3
*:*:T:PCTFREE 5 TABLESPACE datoper INITRANS 3
```

NOTE You must not forget to convert to runtime. After you create the spaces, you must restart the bshell.

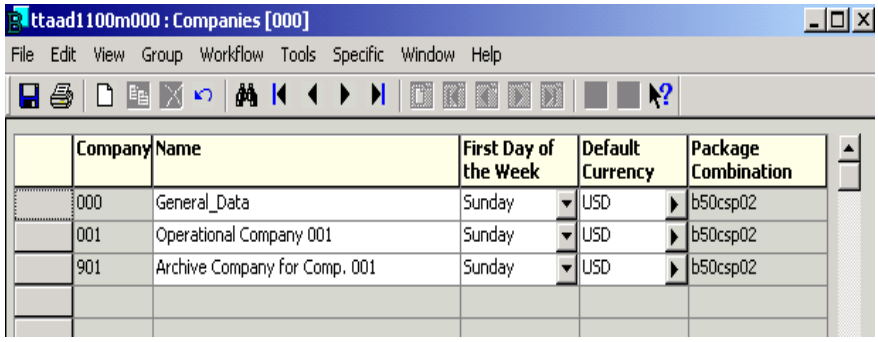
Companies (ttaad1100m000)

Path: // BAAN ERP Tools / Application Configuration / Companies and Package Combinations.

Instruction (in operational or 000 company)

Create a new company in the Companies (ttaad1100m000) session. This new company will become the archive company. Enter the first day of the week, the default currency, and the package combination. The package combination of the archive company must be the same as the package combination of the operational company, as does the first day of the week and the default currency.

Do not forget to convert to runtime.



NOTE In general, the setup of the archive company must be the same as the setup of the operational company. This point is particularly important for the first day of the week, the default currency, and the package combination to be entered in the Companies (ttaad1100m000) session described previously.

In the examples used throughout this document, company 001 and company 002 are operational companies and company 901 and company 902 are archive companies.

NOTE To be able to perform the required steps to create an archive company, you must be a superuser.

Tables by Database (ttaad4111m000)

Path: // BAAN ERP Tools / Database Management / Database Definitions and Directories

Instruction (in operational or 000 company)

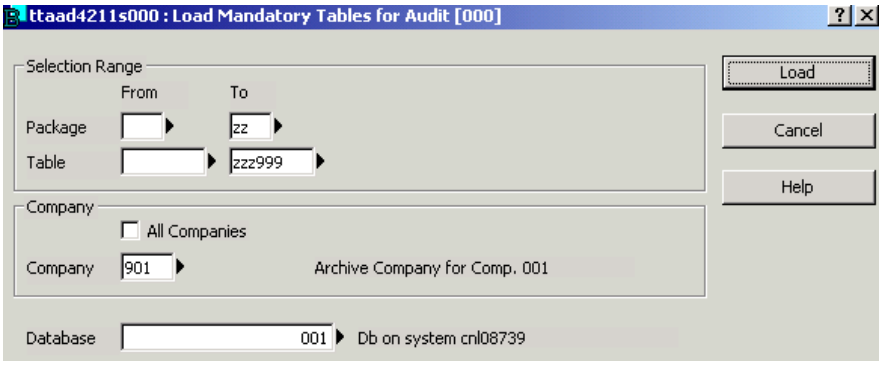
Like the operational tables, archive tables most likely must also be linked to a database. For some operational and archive tables, you msut have the Audit switched on.

Mandatory audit setting

In the Tables by Database (ttaad4111m000) session, the mandatory tables for audit are most likely already loaded and marked as valid for All Comp. In that case, these settings are also valid for the new archive company and you can skip this step. Proceed with “Link tables to database.”

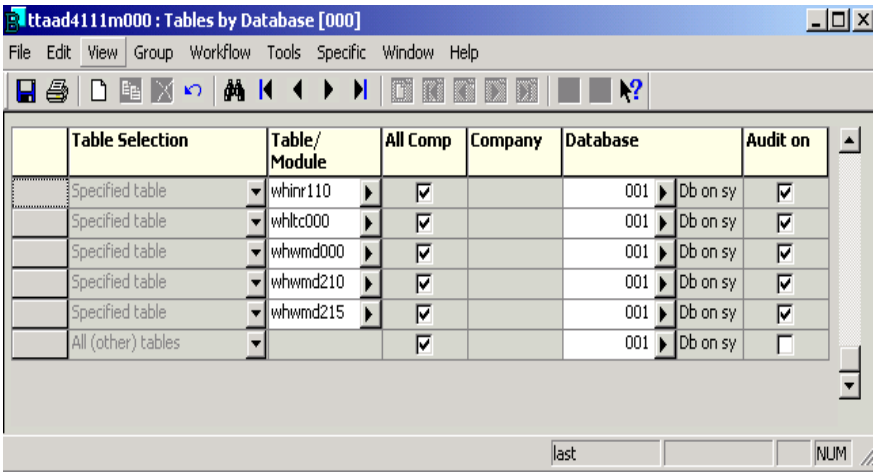
If these settings are not valid for All Comp, you must load these tables separately for the new archive company by using the option on the **Specific** menu in the Load Mandatory Tables for Audit (ttaad4211s000) session.

With this option, you can automatically load the mandatory tables for auditing from the archive company.



Link tables to database

If, in the Tables by Database (ttaad4111m000) session, a line is present with table selection **All (other) tables** and **All Comp** is selected (the last line), then the tables for the archive company are also linked to the specified database. If the tables of the archive company must be linked to the specified database, you can also skip this step. Otherwise, you must link the various archive tables and/or archive packages to the correct database.



Do not forget to convert to runtime.

NOTE In Baan, you must audit parameter tables. Changing parameters can have a drastic effect on procedures in a company. If audit is switched on for those tables, all database actions performed on those parameter tables are stored in audit files. If an error occurs in daily procedures, you can check the audit file to see whether a parameter was changed and, if so, by whom.

Audit File Directories (ttaad4116m000)

Path: // BAAN ERP Tools / Database Management / Database Definitions and Directories

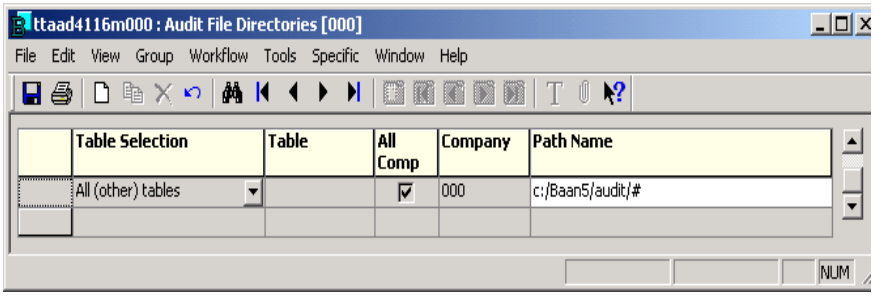
Instruction (in operational or 000 company)

Use this session to specify the path name of the audit files of the archive company on your system.

If the path name is already specified for **All (other) tables** and if the check box is selected for **All Comp**, as shown in the following figure, no additional specifications for the archive company are required.

Do not forget to convert to runtime.

NOTE You can use this session to specify the location of the audit files on your system. The audit files contain data of database actions on a table.

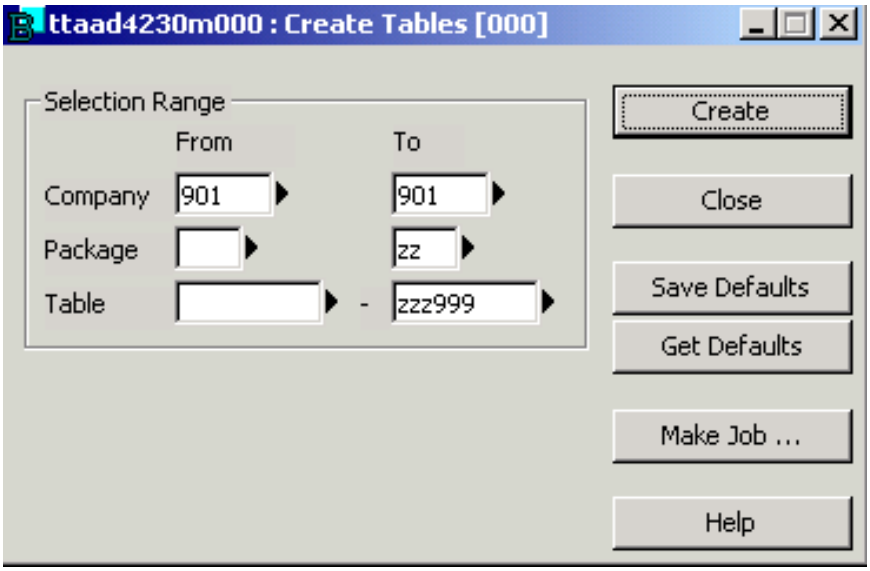


Create Tables (ttaad4230m000)

Path: // BAAN ERP Tools / Database Management / Miscellaneous

Instruction (in operational or 000 company)

With this session, the physical tables will be created onto the database. The company selection must be the archive company only. The package and table selection must cover all packages and tables (full range). Make sure that enough disk space is available, because the database will allocate some disk space for each table right from the beginning.



Parameters and master data

You can proceed in one of the following two ways:

In order for the archive company to function, some mandatory data, such as master data and parameter data, must be present in the archive company.

You can copy this data from the operational company to the archive company in the following ways:

One way to copy this data is to use the iBaan Tools Create Sequential Dump of Table (ttaad4226m000) session to export data from the operational company and to import this data by means of another iBaan Tools session, the Create Table from Sequential Dump (ttaad4227m000) session in the archive company. This procedure is described in the following sections, ‘Create sequential dump of table’ and ‘Create table from sequential dump’.

A quicker method that you can use, if you are familiar with the use of bdbpre and bdbpost commands, is described in “Copy Parameters & Master Data.”

Create Sequential Dump of Table (ttaad4226m000)

Path: // BAAN ERP Tools / Database Management / Database Utilities

Instruction (in operational or 000 company)

For the archive company to function, some mandatory data must be present. This data is stored in the following tables:

- Countries (tcmcs010)
- Languages (tcmcs046)
- Currencies (tcmcs002)
- Calendar codes (tcccp010).

To minimize the effort, you do not have to manually maintain the data. In this chapter, the first step will be explained, in other words, to export data from the operational company to a dump file.

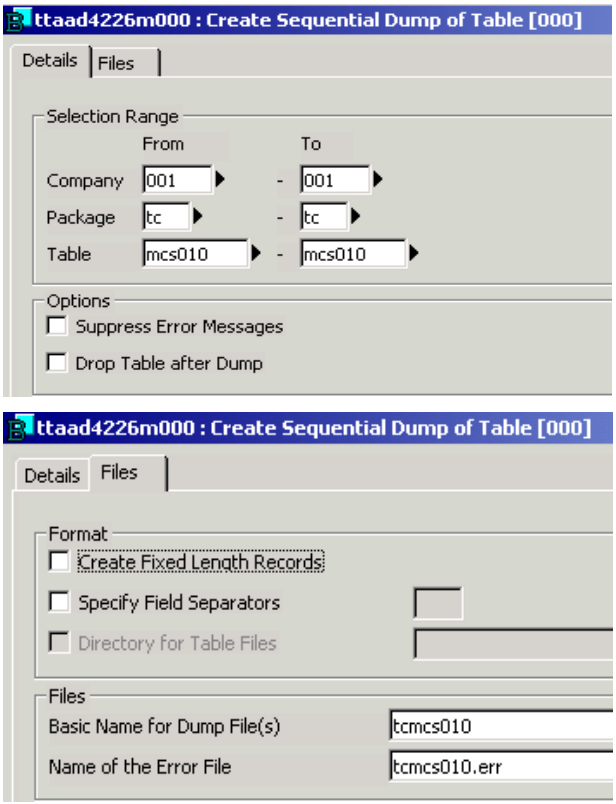
The following chapter explains how to import the data in the archive company using the Create Table from Sequential Dump session.

Export data from the operational company to a dump file using the Create Sequential Dump of Table (ttaad4226m000) session. Specify the company (operational company) and enter one of the tables for which you want to create a dump file, which can be one of the following:

- tcmcs010
- tcmcs046
- tcmcs002
- tcccp010

On the second tab of the session, you must specify the file name for the dump, as well as a file name for an error log. These two files will be written to your home directory.

An extension will be automatically added to the file name of the dump: a dot followed by the company number.



NOTE In “Copy Parameters & General Data,” two lists of tables are specified, both of which must also be exported by means of the Create Sequential Dump of Table (ttaad4226m000) session. In the following section, “Create Table from Sequential Dump (ttaad4227m000),” this data will be imported into the archive company.

Create Table from Sequential Dump (ttaad4227m000)

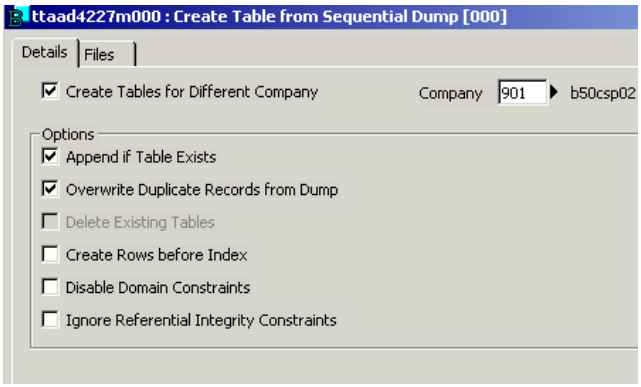
Path: // BAAN ERP Tools / Database Management / Database Utilities

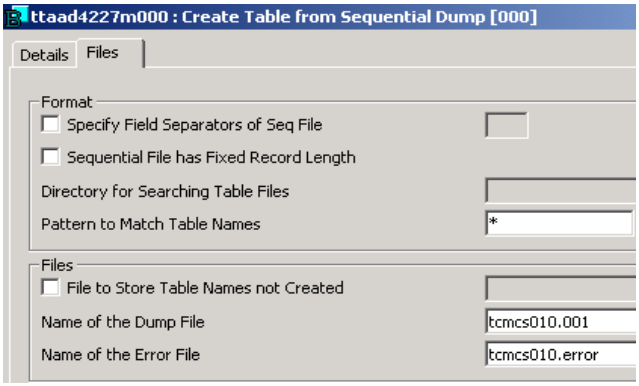
Instruction (in operational or 000 company)

The Create Table from Sequential Dump (ttaad4227m000) session enables you to load the previously created dump into the archive company.

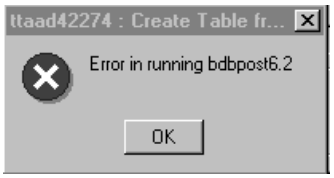
Select the **Create Tables for Different Company** check box and enter the company number of the new archive company.

Repeat this action for all the dumps for the mandatory tables that you created in the previous section. You must also specify a file name for the error log file that will be created when reading in the dump.





NOTE You must select the **Ignore Referential Integrity Constraints** check box. If you do not select this check box, the result can be an error 606 when you create the table from the sequential dump. As a result, the system can return the error message bdpost6.2 error.



In case of this type error, the error file in the home directory shows the exact error message, which can look like the following:

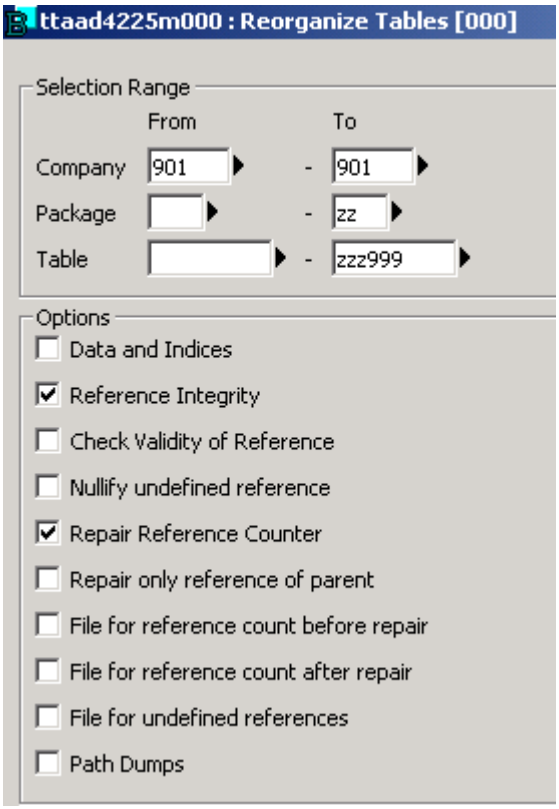
Default separator ('\0') taken

Table M Idx RowCount Messages

---------- - --- -------- ----------

tcmcs010999 R 1 ^H^H^H^H^H^H^H^H 1 write error 606

After you import the data for all the tables, run the Reorganize Tables (ttaad4225m000) session with the **Reference Integrity** and **Repair Reference Counter** check boxes selected. The company number must be the company number of the archive company.



Copy parameters and master data

You might have chosen to export and import the data by means of the procedure as described in the previous section in this chapter. In that case, skip this section completely and continue with the following section.

Some sessions in the archive company will refer to the application parameters. Therefore, for those sessions to work accurately, you must maintain some parameters in the archive session. But, more importantly, the archive company must have the same setup as the operational company. Usually, these tables will be copied to the archiving company by some archiving sessions.

For best results, dump all the parameter tables and import those tables in the archive company anyway. In this way, the same environment is created in the archive company.

NOTE Solution 125202 from the Baan Knowledge Base describes an enhanced method to perform the procedure described in this chapter. A copy of the solution is provided later in this chapter. The reason for including this extensive description in this chapter is to provide a deep understanding of the process.

The following tables list the iBaan ERP parameters that can be dumped, rather than initializing the parameters:

Table	Description	Table	Description
cfcec000	Configuration Environment Control Parameters	tfgld450	Integration Parameters
cfcmc000	Configuration Model Constraint Parameters	tibom000	BOM Parameters
cfcms000	Configuration Modeling System Parameters	ticpr000	CPR Parameters
cfcvm000	Configuration View Management Parameters	tiedm000	EDM Parameters
cfint000	Baan Applications Integration Parameters	tihra000	HRA Parameters
cisli100	Central Invoicing Parameters	tipcf000	PCF Parameters
cpcom000	Performance Parameters	tipcs000	PCS Parameters
cprpd000	CP Parameters	tirou000	ROU Parameters
ecedi000	EDI Parameters	tirpt000	RPT Parameters
eciop000	Intuitive Order Entry Parameters	tisfc000	SFC Parameters
qmptc000	QM parameters	titrp000	Tools Req. Planning Parameters
tcccp000	CCP Parameters	tphrs000	Project Hours Accounting Parameters
tccom999	COM Parameters	tppdm000	General Parameters BAAN Project

tcibd000	Segmentation Parameters	tpppc000	Parameter Project Progress
tcmcs000	MCS Parameters	tppss000	Project Planning Parameters
tdcms000	Commissions/Rebates Parameters	tpptc000	Project Budget Parameters
tdpcg000	Pricing Parameters	tscfg000	Configuration Control Parameters
tdpst000	PST Parameters	tsclm000	Call Parameters
tdpur000	PUR Parameters	tsctm000	CTM Parameters
tdsls000	SLS Parameters	tsmdm000	General Service Parameters
tdsmi000	SMI Parameters	tssoc000	Service Order Parameters
tdsst000	SST Parameters	tsspc000	Parameters SPC
tfacp000	ACP Parameters	whina000	Inventory Analysis Parameters
tfacr000	ACR Parameters	whinh000	Inventory Handling Parameters
tfcat000	Parameter Cost Accounting	whinr000	Inventory Reporting Parameters
tfcmg000	CMG Parameters	whltc000	Lot Control Parameters
tffas000	FAS Parameters (for iBaan ERP 5.0b only)	whwmd000	Master Data Parameters
tfam000	Fixed Assets Management (for iBaan ERP 5.0c only)		
tffbs000	FBS Parameters		
tffst000	Financial Statement Parameters		

In the following step, the general data must be copied to the archive company. Usually, the general data will be copied with the relevant archiving session, as well. However, to be safe, a good practice is to also copy the general data to the archive company. The general data represent static data, required to ensure the references of the archived data.

NOTE The process of copying the general data is usually performed each time an archive session is started and, depending on the amount of general data to be copied, this process can take a long time.

The following tables lists the general data that is required for the archive company:

tc – Masterdata:

tcmcs001	tcmcs028	tcmcs061	tccom100	tccom700
tcmcs002	tcmcs029	tcmcs062	tccom110	tccom705
tcmcs003	tcmcs030	tcmcs064	tccom111	tccom710
tcmcs004	tcmcs031	tcmcs065	tccom112	tccom737
tcmcs005	tcmcs032	tcmcs066	tccom113	tccom738
tcmcs006	tcmcs033	tcmcs070	tccom114	tccom739
tcmcs007	tcmcs034	tcmcs080	tccom115	tccom740
tcmcs008	tcmcs035	tcmcs090	tccom120	tcibd001
tcmcs009	tcmcs036	tcmcs091	tccom121	tcibd002
tcmcs010	tcmcs037	tcmcs095	tccom122	tcibd003
tcmcs011	tcmcs038	tcmcs096	tccom123	tcibd004
tcmcs012	tcmcs039	tcmcs097	tccom124	tcibd005
tcmcs013	tcmcs040	tcmcs098	tccom125	tcibd006
tcmcs014	tcmcs041	tcmcs136	tccom126	tcibd007
tcmcs015	tcmcs044	tcmcs137	tccom130	tcibd008
tcmcs016	tcmcs045	tcmcs138	tccom131 **(*2)**	tcibd009
tcmcs017	tcmcs046	tcmcs139	tccom135	tcibd010 **(*1)**
tcmcs018	tcmcs048	tcmcs140	tccom136	tcibd100
tcmcs019	tcmcs050	tcmcs142	tccom137	tcibd200
tcmcs021	tcmcs051	tcmcs143	tccom138	tcibd201
tcmcs022	tcmcs052	tcccp001	tccom140	tcibd300
tcmcs023	tcmcs053	tcccp003	tccom141 **(*2)**	tcibd301
tcmcs024	tcmcs055	tcccp010	tccom145	tcemm100
tcmcs025	tcmcs056 **(*1)**	tcccp060	tccom500	tcemm110
tcmcs026	tcmcs060	tccom001	tccom501	tcemm170

***1**: Not applicable for iBaan ERP 5.0b. Applicable for iBaan ERP5.0c.

***2**: Applicable for iBaan ERP 5.0b. Not applicable for iBaan ERP5.0c.

tf - Masterdata

tfacp001	tfacr001	tfcmg002	tfgld005	tfgld017
tfacp002	tfacr002	tfcmg003	tfgld006	tfgld035
tfacp003	tfacr003	tfcmg006	tfgld007	
tfacp004	tfacr005	tfcmg007	tfgld008	
tfacp005	tfacr310	tfcmg008	tfgld009	
tfacp300	tfacr311	tffbs001	tfgld010	
tfacp301	tfacr312	tffbs003	tfgld011	
tfacp302	tfcmg001	tfgld002	tfgld014	

ti - Masterdata

tibom030	tiipd001	tipcs040	tirpt001
ticpr050	tipcs024	tirou001	tirpt003
ticpr100	tipcs030	tirou002	tisfc720
tihra110	tipcs010	tirou003	titrp001
tihra130	tipcs020	tirou107	titrp003

wh - Masterdata

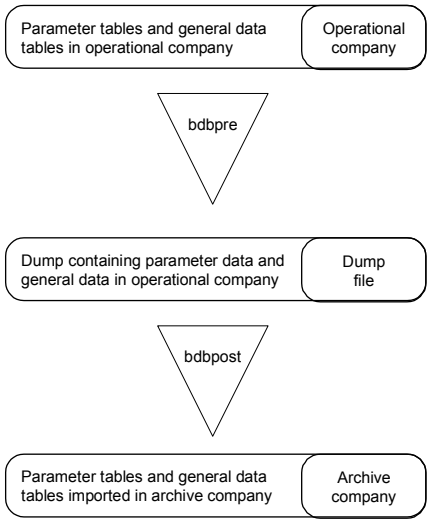
whina200	whwmd310	whinh005
whwmd130	whwmd400	whinh010
whwmd200	whwmd410	whinh510
whwmd300	whwmd430	

NOTE The following tables are not listed because these tables must not be copied from the operational company to the archive company:

- Logistic Companies by Financial Company (tfgld000)
- Financial Companies by Group Company (tfgld001)
- Group Company Parameters (tfgld003)
- Financial Companies (tfgld004)

To copy the parameters mentioned previously and the general data from your operational company into the archive company, you can compose a file (ASCII), for example, copy.baan.data, in which all the required tables are listed. With this file and the command bdbpre, you can dump the tables in a dump file.

With the bdbpost command, you can create tables from the dump file:



Instruction (UNIX or Windows NT system level)

List the names of the tables specified previously, parameter tables and general data tables, in one or more ASCII files, for example, copy.baan.data.

Now, use the next syntax to export the data from the operational company (bdbpre) and subsequently to import the data into the archive company (bdbpost):

For UNIX systems at UNIX system level, type the following:

- Start with executing the command fillenv.bat, which is located in the $BSE\bin folder.
- Set USER=[baan user name of operational company]

bdbpre6.2 –Icopy.baan.data –Obaandata001.dmp –C001

bdbpost6.2 –R –f –n –c901 –Idata001.dmp

For NT systems at NT system level on the server (the script will not run on a client), type the following:

- Start by executing the command fillenv.bat, which is located in the $BSE\bin folder.
- Set User=[baan user name of operational company]

bdbpre –Icopy.baan.data –Obaandata001.dmp –C001

bdbpost –R –f –n –c901 –Idata001.dmp

Copy.baan.dat	Stands for the ASCII file that contains the list of Baan table names to be exported. Part of the contents can look like the following: Cfcmc000 Cfcmc000 Cfcms000 Cfcvm000
001	Stands for the company number of the operational company
Baandata001.dmp	Stands for the name of the dump file
901	Stands for the company number of the archive company

NOTE In Solution 125202 (dated May 2002) from the Baan Knowledge Base, the ASCII file (copy.baan.data) that contains the table names is transformed into one executable script to carry out the entire data export from the operational company.

Before you use this script, always make sure to download the latest version of the script.

Solution 125202 Baan Knowledge Base:

Versions

B50b, B50c

Situation description

When you set up an archive company, you must fill the mandatory table information in the archive company. What tables are mandatory for the Baan standard and how are these tables filled?

Solution description

An ASCII script is available to export the required data from the operational company to a dump file. You can use the file, which is named export.data.baan5.0.bat, on UNIX systems and NT systems. The file is compatible with iBaan ERP 5.0b and iBaan ERP 5.0c.

The script is to be used in standard single site environments without localizations.

Before you use this script, for best results, print the script and read the instructions in the script.

The script lists the tables to be exported.

You must have knowledge of the bdbpre and bdbpost commands. If you are not familiar with these commands, do not use them, because these commands can have severe consequences if executed incorrectly.

Be aware of the fact that this procedure can consume a significant amount of disk space.

Use for UNIX systems

1 Create a directory $BSE\arc and copy the script export.data.baan5.0.bat into this directory.

2 Make the script executable by means of the following command:
chmod 777 export.data.baan5.0.bat.

3 Execute the script by entering the following at the UNIX prompt:
export.data.baan5.0.bat<company number of operational company>, for example, export.data.baan5.0.bat 001.

4 Import the data into the archive company by entering the following at the UNIX prompt:

bdbpost6.2 -R -f -n –c<specify the archive company number> -Ioper.data <specify operational company number>.dmp,
for example, bdbpost6.2 -R -f -n -c901 -Ioper.data001.dmp.

NOTE The letter I in the previous command line can cause some confusion. This must be read as a capital ‘I’, so this is not a lowercase 'L'.

5 After you import the data, you can delete the dump file Oper.data<specify operational company number>.dmp.

Use for NT systems (on the server; this will not succeed on a client)

1 -Create a folder %BSE%\arc and copy the script export.data.baan5.0.bat into this folder

2 Run the script fillenv.bat to set the BSE, BSE_TMP, PATH variables. This script is located in the folder %BSE%\bin.

3 Set the USER variable by entering the following command line:
set USER=<specify a user of the operational company>.

4 Set the path to folder %BSE%\bin. To set this path, enter the following
set PATH=%BSE%\bin;%PATH%.

5 Run the script by entering export.data.baan5.0 <specify company number of operational company>, for example, export.data.baan5.0 001.

6 Import the data by entering the following command line:
bdbpost -R -f -n -c <specify the archive company number> -Ioper.data <specify operational company number>.dmp.
For example, bdbpost -R -f -n -c901 -Ioper.data001.dmp.

NOTE The letter 'I' in this command line can cause some confusion. This letter must be read as a capital 'I', and not as a lowercase 'L'.

NOTE 7 After you import the data, you can delete the dump file oper.data<specify operational company number>.dmp.

After you import the data into the archive company, you must reorganize the tables with the Reorganize Tables (ttaad4225m000) session. Select the **Reference Integrity** check box and select the **Repair Reference Counter** check box. This requirement is because the option –n, Ignore referential integrity constraints, is used in the bdbpost command to prevent referential problems.

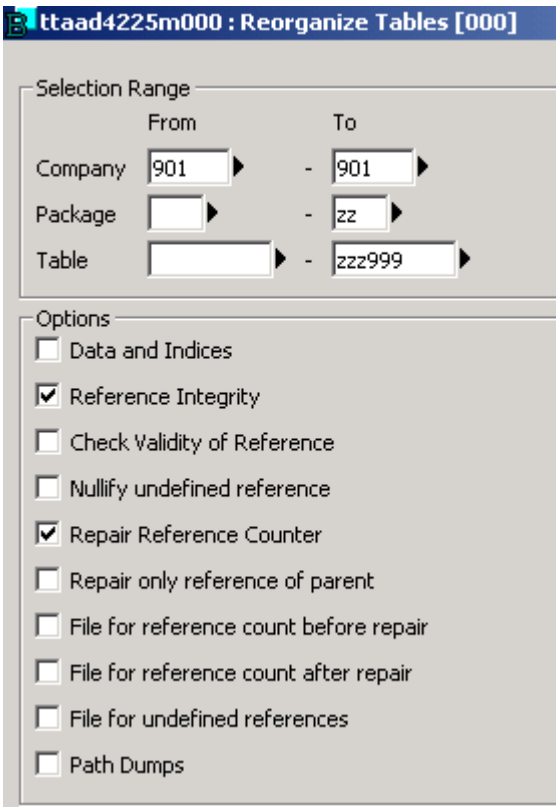
Before you use the script always make sure you download the latest version of the script.

If your current VRC is:

- B50_b: The latest version is the following:
ftp://ftp.support.baan.com/updates/Documents/export.data.baan5.0.bat
- B50_c: The latest version is the following:
ftp://ftp.support.baan.com/updates/Documents/export.data.baan5.0.bat

NOTE

After the dump has been posted to the archive company, reorganize the tables with the Reorganize Tables (ttaad4225m000) session. Select the **Reference Integrity** check box and the **Repair Reference Counter** check box. This requirement is because the bdbpost option –n, Ignore referential integrity constraints, is used.



The following lists provide all the options for the bdbpre and bdbpost commands:

Options bdbpre

-s : Suppress messages

-r : Recover Isam Table (Only for BISAM, BTAM)

-K/-k : Backup/Drop table after creating dump

-d : Database Driver type

B(isam) (b)T(am) O(racle) I(nformix)

S(ybase) D(B2) M(SQL-Server) N(onStop SQL)

<host> - remote system (name is <host>)

<driver>[<spec>] - driver name [specification]

-N : Table name (list) (ex: ttadv200)

-I : File with table names

-E file : Redirects errors to file

-O file : Redirects output to file

-C : Company number for given table (two formats)

1. Specific company number (for example, 000 001)

2. Range of company number (For example, 001-999)

-t : Seperator (Default: '\0')

Creates individual ASCII File (.S) of Isam Tables

-x : To create ASCII File with fix length record and without seperator

-y : Skip out-of-domain records for fixed length dumps (-x)

-z : Nullify out-of-domain records for fixed length dumps (-x)

Creates individual ASCII File (fix length) (.F) of Isam Tables

-o : Directory name to create seq file (.S or .F)

Only useful when -t or -x is used

-p <pack_comb> : define package combination

-q <output-file>: Redirect terminal output to file output-file

-u : short usage

-U : Usage

-V/-v : Version information

Options bdbpost

-A : Append rows (skip and show total duplicates) or Create new table

-I <file> : Redirects input from input-file <file>

-O <file> : Redirects output to output-file <file>

-E <file> : Redirects errors to error-file <file>

-R : Append rows (replace and show total duplicates) or Create new table

-f : Fast mode (first rows, then indexes)

-K/-k : Backup/Drop existing table

-l : Display contents of input

-e : File to store unsuccessfully 'posted' tables

-d : Database Driver type

B(isam) (b)T(am) O(racle) I(nformix)

S(ybase) D(B2) M(SQL-Server) N(onStop SQL)

<host> - remote system (name is <host>)

<driver>[<spec>] - driver name [specification]

Options -x, -t and -D described below are required while

uploading ASCII files from other database to bshell format

-x : To load fix length ASCII file (.F) from other database

-t : Separator

Required while loading an ASCII file (.S) from other database

-m : Disable domain constraints

-n : Ignore referential integrity constraints

-D : Directory name for ASCII files to be uploaded

-c : Tables will be created with specified company number

-C : Range of company numbers for which bdbpost will be done (ex:000-100)

-i : Ignore domain range error and skip record

-p <pack_comb> : define package combination

<pattern> : pattern to specify tables for which bdbpost will be done (wildcards allowed)

-q <output-file> : Redirect terminal output to output-file

-r <rows/transaction>: The number of inserted rows per transaction

-u : Short usage

-U : Usage

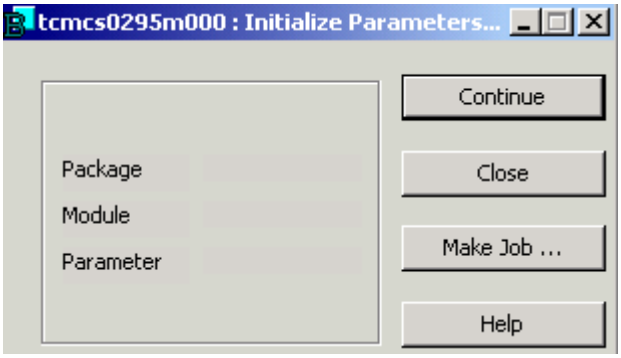
-V/-v : Version information

Initialize Parameters (tcmcs0295m000)

Path: // BAAN Common Data / Common Parameters

Instruction (in archive company)

Before you further maintain the archive company, you must initialize the parameters in the archive company. This step will default all parameters that you did not already create in one of the previous steps. The existing parameter tables will not be overwritten.



Logical Tables (ttaad4120m000)

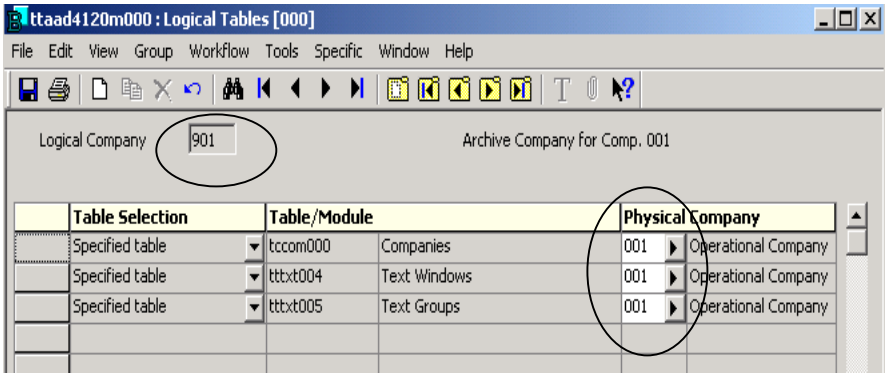
Path: // BAAN ERP Tools / Database Management / Database Definitions and Directories

Instruction (in operational or 000 company)

To link the archive company to the operational company the Companies (tccom000) table must be shared. You can share this table by means of the Logical Tables (ttaad4120m000) session, in which the archive company is the logical company and the operational company is the physical company.

In addition to the Companies (tccom000) table, two text tables, Text Windows tttxt004 and Text Groups tttxt005, must be shared in the same way.

NOTE The changes will only take effect after you convert to runtime and restart the Baan application.



NOTE In Baan IV, you were advised to also link the Default Text Group for Users by Text Field (tttxt007) table and the Default Text Group for Users (tttxt008) table. In iBaan ERP 5.0, this link is not required because these tables simply no longer exist.

NOTE Linking several other tables, such as the General Item Data (tcibd001) table or the Business Partners (tccom100) table might seem beneficial. However, linking these tables can lead to severe loss of data and is therefore not permitted.

If these tables are also to be linked, the content of one or more reference fields becomes empty in the operational company and the archive company.

When you start an archive session, in general, one of the first steps is to copy the general data. In some archive sessions, this step is optional. In several other archive sessions, however, this step is mandatory. During this copying process, some of these general data tables are copied twice from the operational company to the archive company. In the first copy, specific reference fields are emptied in the archive company. When you copy the table the second time, all data is copied from the operational company to the archive company. This special copying process is required to prevent reference errors during the coping process.

This process can technically be read in the script tcmcsdll0008 where, for some tables, the following two functions are listed to perform the copy process:

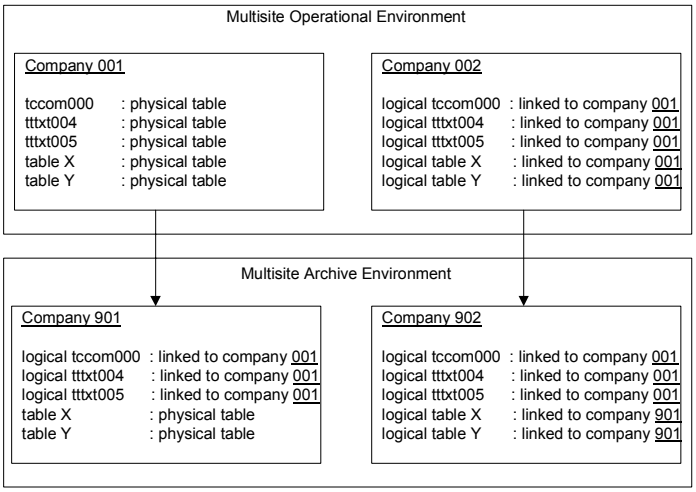
- tccom.dll0026.archive.table
- tccom.dll0025.archive.table

The function tccom.dll0026.archive.table also calls a function empty.ref.fields, which empties one or more reference fields for the specified table.

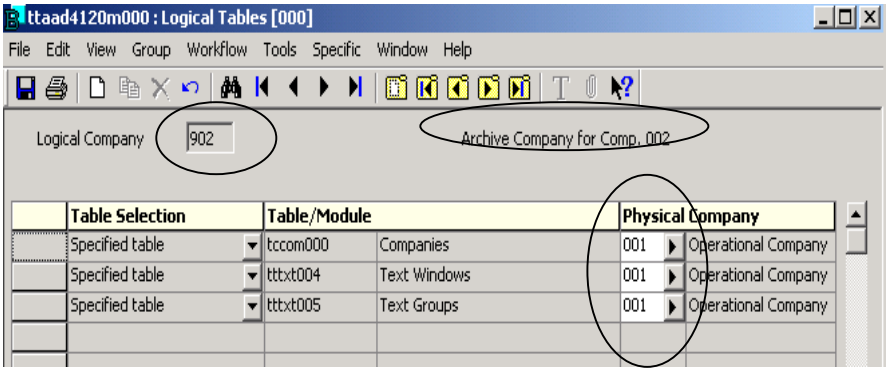
Multisite environment

The logical tables, tables X,Y, defined for the multisite setup in the archive companies by means of the Logical Tables (ttaad4120m000) session, must be identical to the logical tables defined for the multisite setup in the operational companies.

As mentioned previously, tables tccom000, tttxt004, and tttxt005 must always be linked as shown in the following figure:



For all related multisite companies and archive companies, table tccom000, tttxt004, and tttxt005 must be linked to the same operational company:



Text tables/Default Text Group/Text Group Authorization

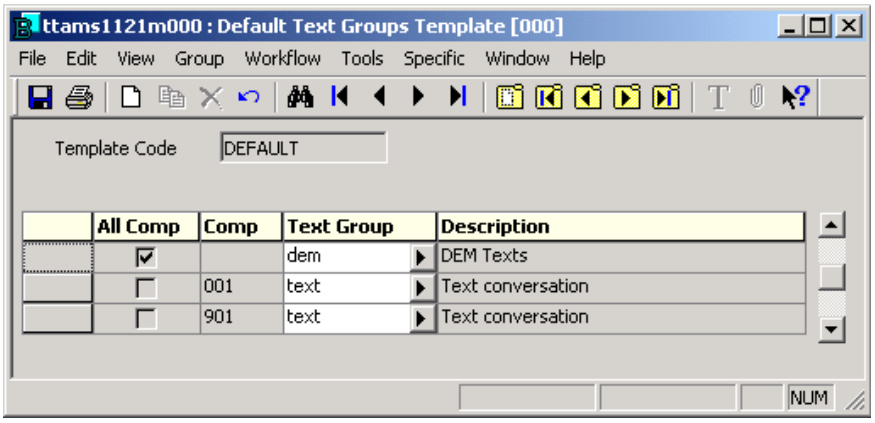
Path: // BAAN ERP Tools / Text Management / Text Parameters

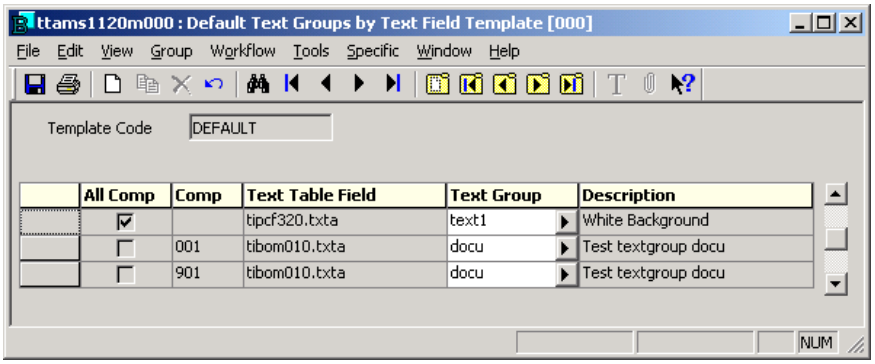
Instruction (in operational or 000 company)

Both data, in the Default Text Group Template (ttams1121m000) session and the Default Text Group by Text Field Template (ttams1120m000) session from the operational company must be identical to the data of the archive company.

In other words, in both sessions, the available data that refers to the operational company, for example, 001, must be copied (duplicated) to the archiving company, for example, 901.

Do not forget to convert to runtime.

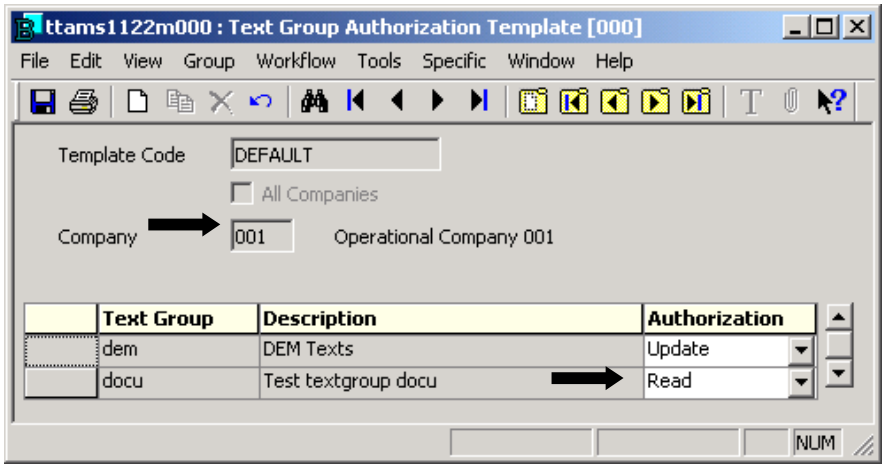


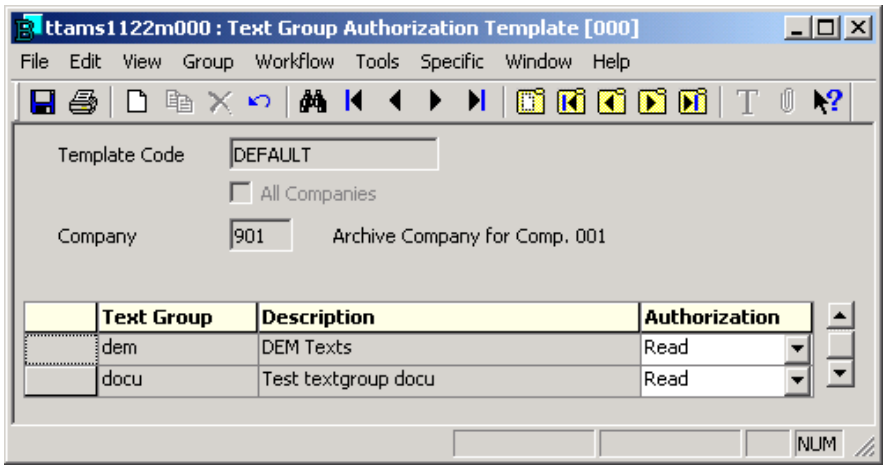


You must change the Text Group Authorization Template (ttams1122m000) session by copying (Group, Duplicate) the data that refers to the operational company to the archive company.

Manually change the value in the **Authorization** field that refers to the archive company to **Read**.

Do not forget to convert to runtime.





NOTE The Text Windows (tttxt004) table and the Text Groups (tttxt005) table are shared as described in the previous section, “Logical Tables.”

Most Tools tables are stored in company 000, however, some tables are company-linked. Note the following in regard to this issue:

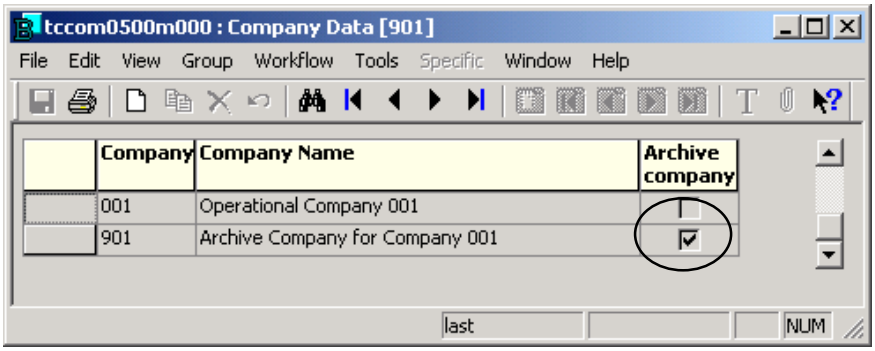
- The Text Groups (tttxt005) table is physically present for company 000 as well as the operational company.
- Text groups that refer to All Comp are stored in the tttxt005 table of company 000.
- Text groups that refer to a specific operational company are stored in the physical tttxt005 table for that specific company.
- Text groups that refer to a specific archiving company are stored in the logical tttxt005 table for that specific company. That is, the physical tttxt005 table of the linked operational company.
- In Baan IV, you were advised to also link the Default Text Group for Users by Text Field (tttxt007) table and the Default Text Group for Users (tttxt008) table. In iBaan ERP 5.0, this link is not required because these tables simply no longer exist.

Company Data (tccom0500m000)

Path: // BAAN Common Data / General Data / Company Data

Instruction (in archive company)

You can now insert the archive company in the Company Data (tccom0500m000) session. To be able to insert the archive company in the logical table tccom000, you must physically be in the archive company, otherwise, the system generates the Adding Non-Current Company not Allowed error message. The contents of the new archive company (901) must be identical to the contents of the operational company (001). Make sure that the **Archive Company** check box is selected for the newly inserted archive company.

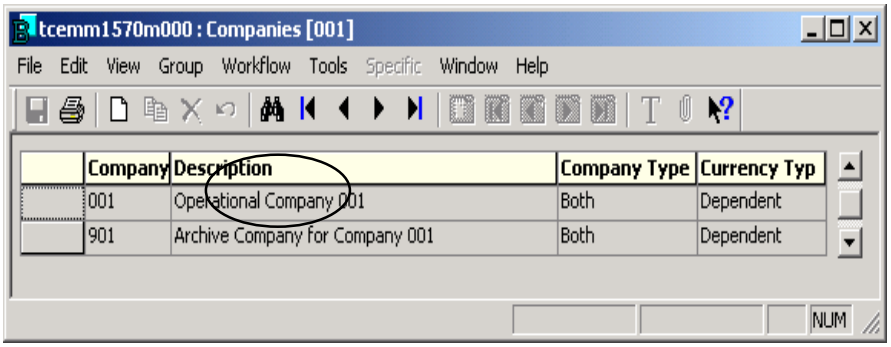


Companies (tcemm1570m000)

Path: // BAAN Common Data / Enterprise Modeling Management / Entities

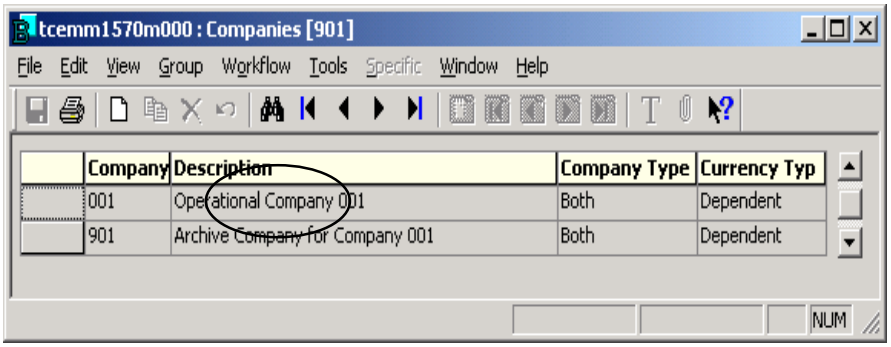
Instruction (in operational company)

Now, in most cases, you can insert the archive company in the Companies (tcemm1570m000) session of the operational company, by copying the operational company data to the archive company data.



Instruction (in archive company)

After you enter the archive company data in the operational company, you must also copy the operational company data to the archive company data to enter this data in the archive company.



NOTE

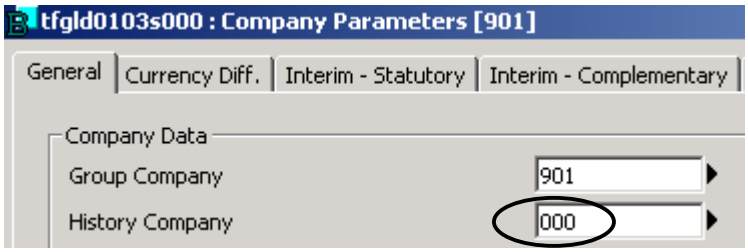
Therefore, both the archive company and the operational company must be present in both companies' database.

Maintain Company Parameters (tfgld0103s000)

Path iBaan ERP 5.0b: // BAAN Finance / General Ledger / Finance Master Data
Path iBaan ERP 5.0c: // BAAN Finance / General Ledger / Finance Master Data / Financial Companies

Instruction (in archive company)

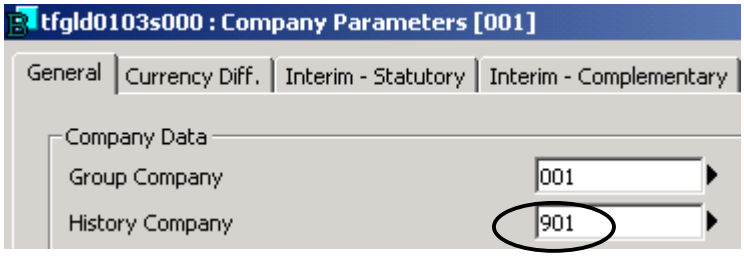
The data in the Company Parameter (tfgld0103s000) session in the operational and the archive company must be identical, except the **History Company** field, which must have the value **000** for the archive company.



NOTE The Chart of Accounts (table tfgld008) session data was already copied from the operational company to the archive company in one of the previous steps.

Instruction (in operational company)

After you maintain the archive company itself, you can link the archive company to the operational company. Start the Company Parameters (tfgld0103s000) session in the operational company and enter the actual archive company as **History Company**.



NOTE

You might want to have one archive company for each year and company. Each time you plan to archive, make sure to define the correct archive company in the **History Company** field for the operational company in the Company Parameters (tfgld0103s000) session of the operational company.

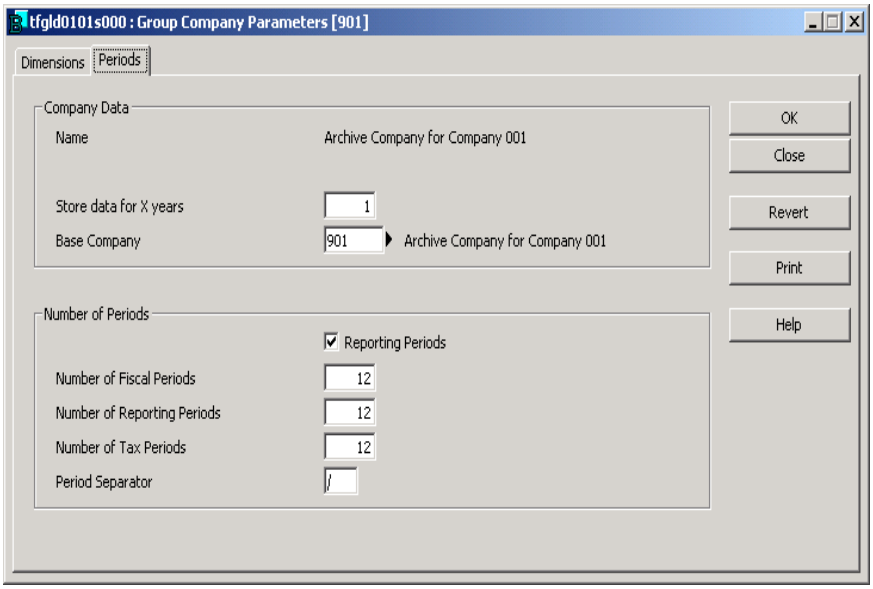
You might notice that the process fails while you enter this data in the archive company due to a corrupted Financial Companies (tfgld004) table. The cause of the data corruption is not known at this time. To resolve this problem, you must delete the Financial Companies (tfgld004) table in the archive company by means of the Delete Tables (ttaad4231m000) session and, subsequently, you must create the table by means of the Create Tables (ttaad4230m000) session.

Group Company Parameters (tfgld0101s000)

Path iBaan ERP 5.0b: // BAAN Finance / General Ledger / Finance Master Data
Path iBaan ERP 5.0c: // BAAN Finance / General Ledger / Finance Master Data / Financial Companies

Instruction (in archive company)

You must start this session in the archive company. The same setup must be applied because this setup is maintained in the operational company. In particular, the number of periods must be identical.



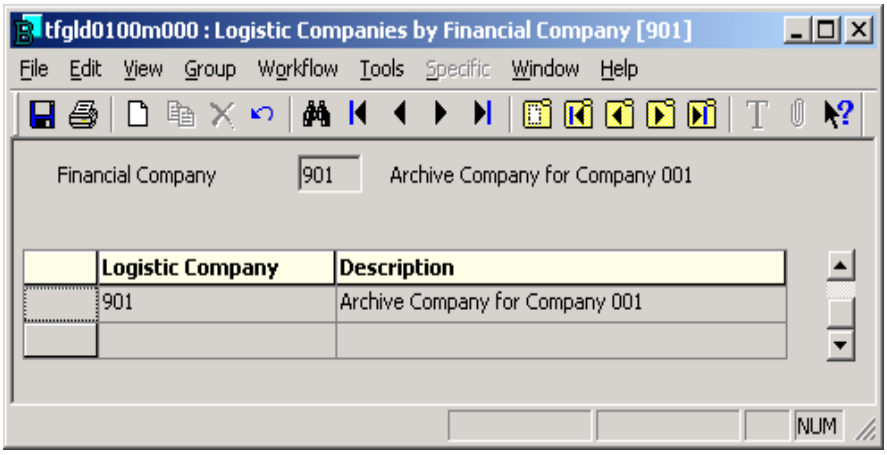
Logistic Companies by Financial Company (tfgld0100m000)

iBaan ERP 5.0b Path: // BAAN Finance / General Ledger / Finance Master Data.

Instruction (in archive company)

This step is required for iBaan ERP 5.0b only and must be skipped for iBaan ERP 5.0c. Start this session in the archive company and maintain the same setup as in the operational company.

You must have the same multisite structure in the archiving companies as in the operational companies. In case of this type of multisite structure, repeat the previous step (tfgld0100m000) for each separate archive company.



NOTE For information about the difference between iBaan ERP 5.0b and iBaan ERP 5.0c with regards to the Logistic Companies by Financial Company (tfgld0100m000) session, refer to Solution 110000, dated January 2001, of the Baan Knowledge Base:

Solution 110000 Baan Knowledge Base:

Version(s):

B50_c

Situation identified in:

Logistic Companies by Financial Company (tfgld0100m000)

Situation description:

The session tfgld0100m000 is not available on the main menu. To run this session, select the **Run Program** option and specify this session number.

Solution description:

Problem is solved. This session and its related components (like table tfgld000) are not added to the menu browser, but are removed from the Finance package. The reason that this table still existed was for historical reasons: some programs still used this table (CAT/FBS). In Baan IV, this table was mainly used to determine which logistic companies could all match their invoices in one single financial company. In iBaan ERP, this functionality has changed by linking logistic companies through enterprise units to a financial company in EMM. Now, all sessions in Finance use the Companies (tcemm1570m000) session instead of the tfgld0100m000 session when a logistic company must be selected. Company relationships are also determined through EMM.

Path name in dial-up directory/web site:

The following items are the supported VRCs, based on the Baan standard derivation structures. You must download and patch all links contained under the VRC in the order listed. The solutions can contain standard and localized components that require multiple ftp links.

If your Current VRC is:

- B50_c:
  - ftp://ftp.support.baan.com/updates/B50_c/110000stnd
- B50L_c_bgl0:
  - ftp://ftp.support.baan.com/updates/B50_c/110000stnd
  - ftp://ftp.support.baan.com/updates/B50L_c_bgl0/110000bgl0

Comments:

Please refer to solution 100017 for installation instructions.

Special instructions:

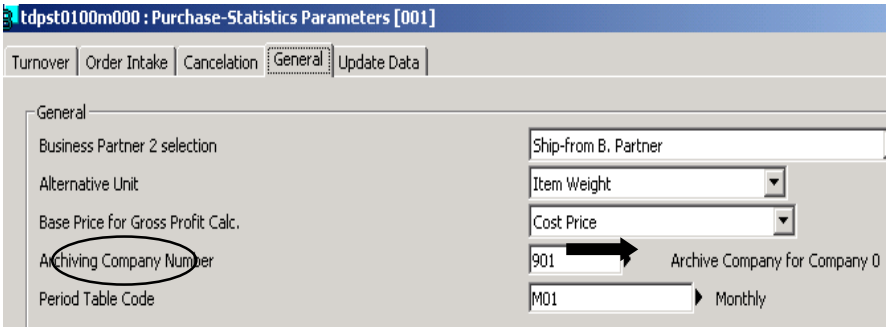
This solution includes a table change: table tfgld000 is set to Expired. You can perform a conversion to runtime on the tfgld000 table, but not doing so will not create any problems because the table is no longer used.

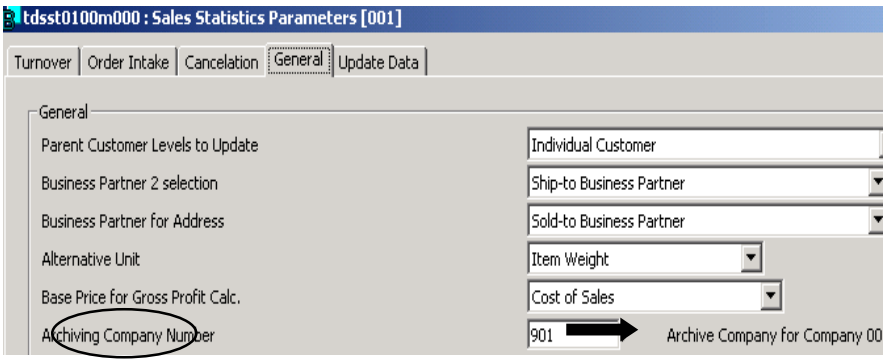
Purchase/Sales Statistics Parameter (tdpst0100m000/tdsst0100m000)

Path: // BAAN Order Management / Order Management Parameters

Instruction (in operational company)

Start both the Purchase Statistics Parameters (tdpst0100m000) session and the Sales Statistics Parameters (tdsst0100m000) session in the operational company and change this number to the new archive company to maintain the **Archiving Company Number**:





NOTE You might want to have one archive company for each year and company. Each time you plan to archive, make sure to change the **Archiving Company Number** to the correct archive company. You can change this number in the operational company in both the Sales Statistics Parameters (tdsst0100m000) session and the Purchase Statistics Parameters (tdpst0100m000) session.

Role Data (ttams2100m000)

Path: // BAAN ERP Tools / User Management / Authorization Management System.

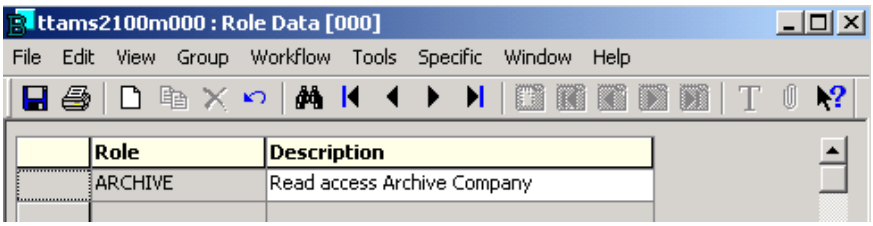
Instruction (in operational or 000 company)

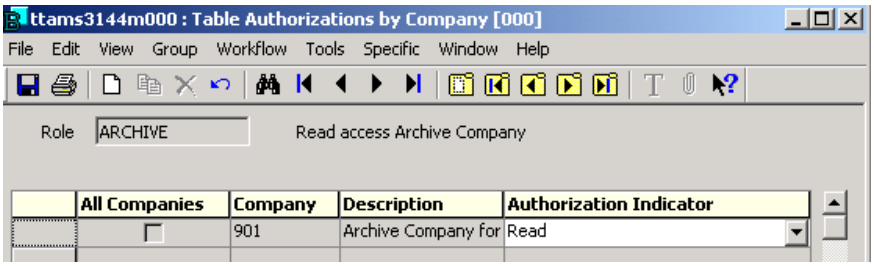
Insert a role Archive in the Role Data (ttams2100m000) session, add table authorization rights with **Authorization Indicator** set to **Read** to the newly created Archive role, referring to the archive company. On the **Specific** menu, point to **Table Authorizations**, and click **Table Authorizations by Company**.

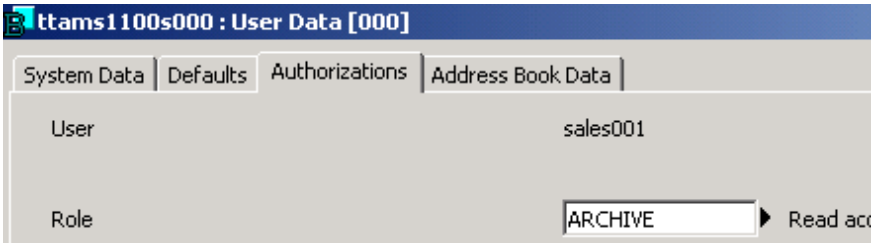
Next, link the Archive role, by means of the User Data (ttaad2500m000) session, to the users with access to the archive company.

The Archive role, however, must not be linked to the users responsible for the process of actually archiving data, because those users must be allowed to update the data in the archive company.

Do not forget to convert to runtime.







NOTE 1 Because you cannot change the archived data in the archive company, you must also define the relevant authorizations for the archive company. In general, you are advised to make the archive company read-only for nearly all users.

NOTE 2 Pay special attention when you use sub-roles. Authorizations on a sub-level are overruled by authorizations on a higher level. For example, suppose you enter read authorization for all archiving sessions in iBaan Warehouse Management on level b, but, in level a, you have given the user full authorization for package WH, the user can still execute an archiving session in iBaan Warehouse Management.

3 To archive logistical data

General

Before you archive data, you must complete various activities to ensure that the maximum number of records are archived and that the records are archived correctly. A general rule always applies: Do not archive data if the fiscal year has not been fully closed.

Data preparation

In general, you can only delete or archive historical data if the data is processed completely in Baan. The archiving session checks whether or not a record has the correct status and if all previous steps in the procedure have been completed before removing it from the operational tables. This guarantees that no data is removed that has not been completely processed, which can cause data inconsistency.

Before you archive logistical data, you must run the following sessions:

- Process Delivered Sales Orders
- Process Delivered Purchase Orders
- Process Commissions/Rebates
- Update Sales Statistics
- Update Purchase Statistics
- Close Orders (Production, Warehousing)
- Process Hours AccountingThese sessions will be part of your normal day-to-day business processes. In that case, you are not required to run these sessions.

Data checks

Before you archive data, you must check whether the data in your operation is consistent. In regard to this requirement, one important session is currently involved, the whcor0200 session. This session checks your inventory data for corruption. If data corruption exists, you must repair this data before you archive data.

In addition, for best results, you must run several check reports. You can use these reports to check the result of running a specific archive session. The same report with the same selection must return the same result when run in the archive company. The following list provides some useful check reports:

- Records per table
- Item issue by Period
- Inventory transactions by Order
- Cost price calculation
- Shop floor orders
- Hours history by employeeCreate a screenshot of the print session to remember the print selection.

Order Management

Process delivered purchase orders (tdpur4223m000)

Path://BAAN Order management/Purchase Control/Purchase Order Control/Purchase Order Post Receipt Sessions.

Session objective

You can use this session to process and delete purchase orders. When you delete data, all detailed operational data is removed from the tables. The purchase order history will not be deleted.

This session is not an actual archive session because this session does not copy data to an archive company before removing the data. The session is described in this session because the session is an important session for deleting operational data and is often a prerequisite for other archiving sessions.

How to use this session

In the first section, you can make a selection of specific purchase orders that you want to process and/or delete. You can make a selection by business partner, order number, order type, and purchase office.

In the second section, you can indicate what you want to do: Process and/or delete. For both actions, you can enter a date up until which the orders must be processed or deleted. If the Finance package is implemented, you are strongly advised not to delete order data in a fiscal year that has not yet been fully closed. The reason for this is that the GRINYA process uses information that would be deleted by this action. In addition, for best results, check whether the logistical balance for non-invoiced receipts matches the balance of the GRINYA accounts for the periods up until which you want to delete Purchase order data.

This session has the following two functions:

- Process delivered purchase orders.
  During processing, you can perform the following actions:
  - Update the purchase order history.
  - Update the related purchase contract and contract history, if applicable and depending on the purchase contract parameters.
  - Update the buy-from business partner open balance.
  - Update the last/average purchase price, however, only if Baan Finance is not implemented.
  - Update turnover history.
  - Update VAT transactions for EU buy-from business partners only.
- Delete delivered purchase orders:
  If you selected the **Delete Order Data** check box, the following actions are carried out:
  - Delete invoice data.
  - Delete receipt lines.
  - Delete order-specific BOM lines.
  - Delete order-specific addresses.
  - Delete order header and lines.

Depending on the setting in the **Delete Order Data if Received Completely** parameter in the Maintain Purchase Order Parameters (tdpur0100s400) session, data is cleared by order line or by order. If you have selected **By order**, you will always have the receipt data of the entire order at your disposal, as long as not all items to be delivered have been received.

Prerequisites

A purchase order line can only be deleted if the following criteria are met:

- The purchase order history has been updated
- The buy-from business partner's open balance has been updated.
- The Purchase invoice matching procedure has been carried out, if the Finance package is implemented.
- The project has been archived or deleted, for project-related purchases.
- The back-ordered quantity is zero, or the line has been cancelled.
- The inbound advice has been fully processed.
- The invoice date falls before the date entered on the screen. If the invoice is not printed, the receipt date is used.
- The purchase costs are updated to history after matching and approval of invoices for the order line is carried out.

Invoked tables (deleting order data)

Companies	tccom000	Read
Business Partners	tccom100	Read
Projects	tcmcs052	Read
Departments	tcmcs065	Read
PUR parameters	tdpur000	Read
Activities by Order type	tdpur060	Read
Purchase Order types	tdpur094	Read
Purchase Orders	tdpur400	Deleted
Purchase Order Lines	tdpur401	Deleted
Linked Order Line Data	tdpur402	Deleted
Purchase Order BOM	tdpur403	Deleted
Project Details	tipcs030	Read

NOTE This session invokes other tables, however, these sessions are less relevant.

NOTE Solution 127419, which will went General Availability on September 8, 2002 must be installed before you delete the delivered purchase orders.

Process delivered sales orders (tdsls4223m000)

Path:// BAAN Order Management/Sales Control/Sales Order Control/Sales Orders

Session objective

You can use this session to process and delete delivered sales orders. When you delete data, all detailed operational data is removed from the tables. The sales order history will not be deleted.

This session is not an actual archive session, because this session does not copy data to an archive company before removing the data. The session is described here because the session is important for deleting operational data and is often a prerequisite for other archiving sessions.

How to use this session

In the first section, you can indicate what you want to do: Process and/or delete the order data. In the second section you can make a selection of specific sales orders that you want to process and/or delete. You can make a selection by business partner, order number, order type and sales office. In the third section, you can enter a date up until which you want data to be deleted. This field is unavailable if you selected **Process Order Data** only.

NOTE If the Finance package is implemented, for best results you must not delete order data in a fiscal year that has not yet been fully closed. If you perform matching, logistic transactions with financial transactions might become impossible.

This session has the following two functions:

- Process delivered sales orders.
  During processing, the following actions are carried out:
  - Update the sales order history
  - Update the related sales contract and contract history, if applicable and depending on the sales contract parameters.
  - Update the sold-from business partner open balance.
  - Update VAT transactions, for EU sold-to business partners only.
  - Generate financial transactions.
  - Update sales turnover history
  - Process installments.

- Delete delivered sales orders:
  If you select the **Delete Order Data** check box, the following actions are carried out:
  - Delete order blocking.
  - Delete order priority simulations.
  - Delete order specific BOM lines.
  - Delete order specific addresses.
  - Delete order header and lines.

Depending on the setting in the **Method of Deleting Order Data** parameter in the Maintain Sales Order Parameters (tdsls0100s400) session, data is cleared by order line or by order. If you selected **By order**, you will always have the delivery data of the entire order at your disposal, as long as not all items in the order have been delivered.

Prerequisites

A sales order line can only be deleted if the following criteria are met:

- The sales order history has been updated.
- The sold-to business partners open balance has been updated.
- All the installments have been invoiced and the order has the status Closed.
- The sales order has been invoiced, and the EDI invoice has actually been sent.
- The project has been archived or deleted, for project-related sales.
- The backorder quantity is zero or the line has been cancelled.
- The outbound advice has been fully processed.

Invoked tables (deleting order data)

Companies	tccom000	Read
Business Partners	tccom100	Read
Projects	tcmcs052	Read
Departments	tcmcs065	Read
SLS parameters	tdsls000	Read
Activities by Order type	tdsls060	Read
Sales Order types	tdsls094	Read
Sales Orders	tdsls400	Deleted
Sales Order Lines	tdsls401	Deleted
Linked Order Line Data	tdsls402	Deleted
Sales Order BOM	tdsls403	Deleted
Linked accessory Order Lines	tdsls405	Deleted
Order Lines Shipping Constraints related sets	tdsls407	Deleted
Linked Order line data for invoicing	tdsls408	Deleted
Installments schedules	tdsls410	Deleted
Order priority simulations	tdsls412	Deleted
Order (line) blocking	tdsls420	Deleted
Project Details	tipcs030	Read

NOTE This session invokes other sessions, however, these sessions are less relevant.

NOTE Solution 127419, which went General Availablity September 8, 2002, must be installed before you delete delivered sales orders.

Archive/delete Purchase Statistics (tdpst0202m000)

Path://BAAN Order management/Purchase Control/Purchase Statistics

Session obective

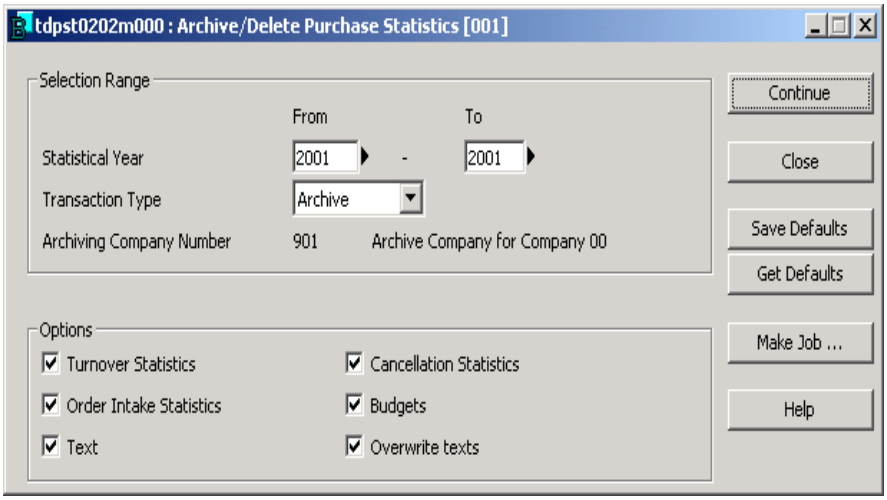
This session archives or deletes the purchase statistics and purchase budgets for a specified range of years. If you choose to archive the data, the system transfers the data to the archive company that you specified in the Purchase Statistics Parameters (tdpst0202m000) session.

How to use the session

First, you must fill in the statistical years that you want to archive or delete. The next option is the **Transaction type**, which means what you want to do: Archive the data or clear the data from the tables. The default value is **Archiving**. Next, you can choose, for each type of statistic, whether or not the statistic must be Archived or Deleted. All the check boxes are selected by default, therefore, clear the **Turnover**, **Order Intake**, **Cancellations**, and **Budgets** check boxes if you do not want these statistics to be archived or cleared. If the check box is cleared, the data remains in the original tables.

The last two check boxes concern texts. You can archive texts and you can choose to overwrite texts that are already present in the archive company.

Notice that the sort codes and layout codes are not archived with this session. To display or print the statistics in the archive company, create the sort codes and layout codes in the archive company by manually entering the codes in the system or dump the relevant tables (tdpst096, tdpst097and tdpst098) from the operational company.



Prerequisites

For best results, run the Update Purchase Statistics (tdpst0201m000, not in full update mode) session, before you archive the Purchase statistics and budgets.

Invoked tables

PST parameters	tdpst000	Read
Purr. Stat. Basic turnover	tdpst012	Archived / Deleted
Purr. Stat. Turnover	tdpst022	Deleted
Purr. Stat. Key files	tdpst030	Deleted
Purchase Budgets	tdpst050	Archived / Deleted
Sorting Codes	tdpst094	Archived
Purr. Stat. Discount Type	tdpst112	Archived / Deleted
Purr. Stat. Compression	tdpst122	Deleted
Purr. Budgets by Disc. Type	tdpst152	Archived / Deleted
Company data	tccom000	Read
Period Tables	tcccp070	Archived

Archive/Delete Sales Statistics (tdsst0202m000)

Path://BAAN Order Management/Sales Control/Sales Statistics

Session objective

This session archives or deletes the sales statistics and sales budgets for a specified range of years.

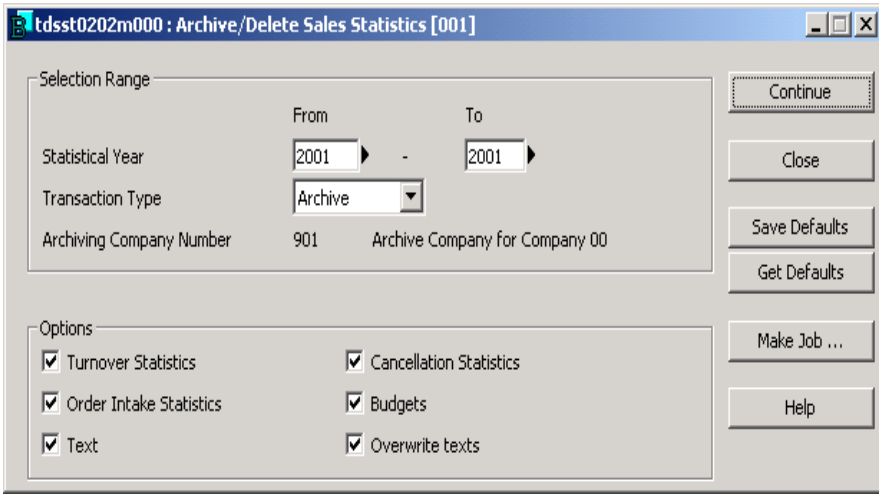
If you choose to archive the data, the system transfers the data to the archive company that you specified in the Sales Statistics Parameters (tdsst0202m000) session.

How to use the session

First, fill in the statistical years that you want to archive or delete. The next option is the **Transaction type**, which means what you want to do: Archive the data or clear the data from the tables. The system returns **Archiving,** by default. Next, you can choose, for each type of statistic, whether or not the statistic must be Archived or Deleted. All check boxes are selected by default, therefore, clear the **Turnover**, **Order Intake**, **Cancellations,** and **Budgets** check boxes if you do not want these statistics to be archived or cleared. If not selected, the data remains in the original tables.

The last two checkboxes concern texts. You can archive texts and you can choose to overwrite texts that are already present in the archive company.

Notice that the sort codes and layout codes are not archived with this session. To display or print the statistics in the archive company, create the sort codes and layout codes in the archive company by manually entering the statistics in the system or dumping the relevant tables (tdsst096, tdsst097and tdsst098) from the operational company.



Prerequisites

For best results, run the Update Sales Statistics (tdsst0201m000, not in full update mode) session before you archive sales statistics and budgets.

Invoked tables

SST parameters	tdsst000	Read
Sales Stat. Basic turnover	tdsst012	Archived / Deleted
Sales Stat. Turnover	tdsst022	Deleted
Sales Stat. Key files	tdsst030	Deleted
Sales Budgets	tdsst050	Archived / Deleted
Sorting Codes	tdsst094	Archived
Sales Stat. Discount Type	tdsst112	Archived / Deleted
Sales Stat. Compression	tdsst122	Deleted
Sales Budgets by Disc. Type	tdsst152	Archived / Deleted
Company data	tccom000	Read
Period Tables	tcccp070	Archived

Warehousing

Archive Warehousing Order History (whinh2255m000)

Path://BAAN Warehousing/Warehousing Orders/Order History

Session objective

This session archives or deletes the warehousing order history. The relevant tables involved are the following:

- Warehousing Orders History (Receipt, Issue, Transfer, Item Transfer) (whinh250)
- Warehousing Orders History (Assembly) (whinh251)
- Warehouse Order Lines History (Receipts) (whinh260)
- Warehouse Order Lines History (Issues) (whinh270)

How to use the session

In the form, you can select a specific warehousing order origin and/or a specific range of orders that you want to archive or delete. To delete the data, you must select the **Only Delete** check box. In that case, the **Company Number For Archives** and **Archive/Overwrite Text** fields are disabled.

If the **Assembly** check box is selected, assembly orders are also archived or deleted.

When the warehousing order history is archived, general data is also copied to the archive company.

NOTE Be aware when you select a range of orders that the same order numbers might be used for various order origins. As a result, a change of deleting /archiving data occurs accidentally.

Prerequisites

None applicable.

Invoked tables

Companies	tccom000	Read
Warehousing Order history	whinh250	Archived / Deleted
Warehousing Order history (assembly)	whinh251	Archived / Deleted
Warehousing Order Lines history (receipt)	whinh260	Archived / Deleted
Warehousing Order Lines history (issue)	whinh270	Archived / Deleted

Delete / Archive Shipment Notice History (whinh3251m000)

Path://BAAN Warehousing/Inventory Handling/Inbound Procedure/Inbound Shipment Notices.

Session objective

With this session, you can archive and/or delete all shipment notice data for each shipment ID, and for each ship-from business partner and warehouse.

How to use the session

In the first section, you can make a selection of the historical shipment notice data you want to archive and/or delete. In the second section, you can indicate whether you want the data to be deleted, archived, or both. If you select **Archive** or **Both**, you must enter an archiving company.

Prerequisites

None applicable.

Invoked tables

Company Data	tccom000	Read
Lots	whltc100	Archived
Lot selection codes	whltc110	Archived
ASN Header history	whinh350	Archived / Deleted
ASN Lines history	whinh351	Archived / Deleted
ASN Reference table history	whinh352	Archived / Deleted
ASN Header Packaging History	whinh353	Archived / Deleted
ASN Routings History	whinh365	Archived / Deleted
Item Load Structure History	whinh367	Archived / Deleted

Delete / Archive Shipment History (whinh4251m000)

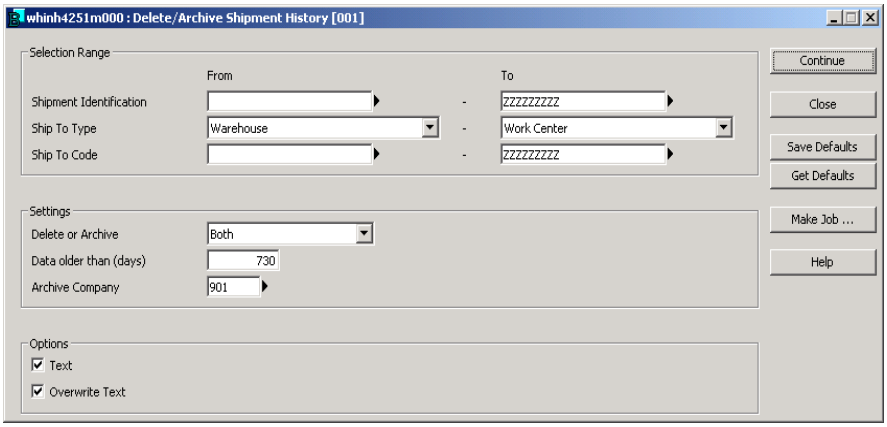
Path://BAAN Warehousing/Inventory Handling/Outbound Procedure/Shipments

Session objective

With this session, you can archive and/or delete all shipment data for each shipment ID, for each ship-to type (warehouse, business partner, work center, project) and ship-to code.

How to use the session

In the first section, you can make a selection of the historical data you want to archive and/or delete. In the second section, you can indicate whether you want the data to be deleted, archived, or both, and up to which date. If you select **Archive** or **Both**, you must enter an archiving company and indicate whether you also want to archive and overwrite text as well.



Prerequisites

None applicable.

Invoked tables

Company Data	tccom000	Read
Lots	whltc100	Archived
Lot selection codes	whltc110	Archived
Packing structure history	whinh366	Archived / Deleted
Shipment history	whinh450	Archived / Deleted
Shipment Lines history	whinh451	Archived / Deleted
Loads history	whinh460	Archived / Deleted
Outbound ASN Routings history	whinh465	Archived / Deleted

Archive history Cycle Counting / Adjustment orders (whinh5250m000)

Path://BAAN Warehousing/Inventory Handling/Cycle Counting

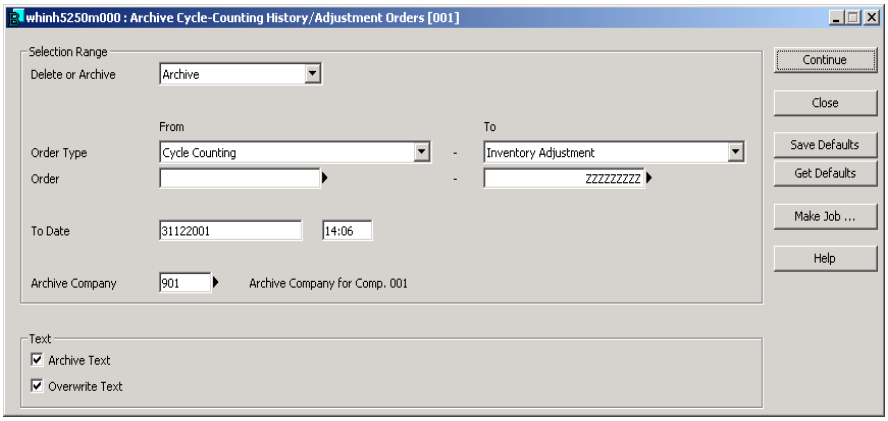
Session objective

This session archives and/or deletes cycle counting and adjustment orders history.

How to use the session

In the form, you can select whether the historical data must be **Deleted**, **Archived,** or **Both**. Next, you can select a specific order type and a range of orders that you want to have archived or deleted. Fill in a date if you want historical data to be removed up to a particular date. In that case, Baan looks at the transaction date.

If the cycle counting and adjustment order history must be archived, general data will also be copied to the archive company.



Prerequisites

None applicable.

Invoked tables

Companies	tccom000	Read
Lots	whltc100	Archived
Lot selection codes	whltc110	Archived
History Cycle Counting / Adj. Orders	whinh550	Archived / Deleted
History Cycle Counting/ Adj. Order Lines	whinh551	Archived / Deleted

NOTE A problem has been detected in this session and reported under DF 128343. The problem is that headers can become archived without the lines when the transaction dates differ. This problem has been solved with solution 128272, which went General Availability on September 10, 2002.

Archive Inventory Transactions by Stock Point (whinr1200m000)

Path://BAAN Warehousing/Inventory Reporting/Inventory Transactions

Session objective

With this session, you can archive the inventory transactions by stock point. The relevant table that will be archived is the Inventory Transactions by Stock Point (whinr100) table. You can also use this session to delete inventory transactions by stock point.

How to use the session

First, you must select **Delete**, **Archive,** or **Both**. The second one is the value the system comes up with by default. Next, you enter a date and time up to which you want inventory transactions to be archived and/or deleted. You must also specify the archive company that you want to copy the data to.

You might be required to archive or delete records from table whinr100 if the table becomes too large. You can run this session during the year and this session is not bound to the general archiving process.

Prerequisites

None applicable.

Invoked tables

Company Data	tccom000	Read
Inventory Transactions by Stock point	whinr100	Archived / Deleted
Lots	whltc100	Archived
Lot selection codes	whltc110	Archived
General Item Data	tcibd001	Read
Warehouses	tcmcs003	Read

Archive Inventory Transactions by Item and Warehouse (whinr1210m000)

Path://BAAN Warehousing/Inventory Reporting/Inventory Transactions

Session objective

You can use this session to archive and/or delete inventory transactions by item and warehouse.

The relevant tables that this session invokes are whinr110 and whinr116.

How to use the session

Choose whether you want these inventory transactions to be **Archived**, **Deleted,** or **Both**. Next, specify a date up until which you want to archive or delete the data, followed by the particular archive company. This session also enables you to archive or delete records for specific items only.

You can run this session multiple times each year and does not have any prerequisites that must be observed. For best results, however, do not archive or delete recent inventory transactions.

NOTE When you archive the inventory transactions by item and warehouse, the specified date will be written to the Inventory Reporting (INR) Parameters as the last archiving date. You cannot specify an inventory valuation before this date. The inventory will be valued in the Perform Inventory Valuation by Warehouse and Item (whina1210m000) session.

Prerequisites

None applicable.

Invoked tables

Companies	tccom000	Read
Inventory Reporting Parameters	whinr000	Updated
Item Inventory by Warehouse	whwmd215	Updated
Inventory Trans. by Item and Warehouse	whinr110	Archived / Deleted
Inventory Receipt Transactions	whinr112	Archived / Deleted
Inv. Receipt Transaction Consumption	whinr114	Archived / Deleted
Inventory Variances	whinr116	Archived / Deleted

NOTE

You must install Solution 128161, which went General Availability October 5, 2002, before you archive and delete inventory transactions by item and warehouse.

Archive Item Issue by Period (whinr1220m000)

Path://BAAN Warehousing/Inventory Reporting/Inventory Issue by Period

Session objective

You can use this session to archive and/or delete item issue transactions by period and warehouse. The relevant table that this session invokes is whinr120.

How to use the session

Choose whether you want the item issue transactions to be **Archived**, **Deleted,** or **Both**. Next, specify the year up to which you want to archive or delete the data, followed by the particular archive company in case you want to archive the data.

When you archive the item usage for each period and warehouse, general data is also copied to the archive company.

Invoked tables

Companies	tccom000	Read
Item Issue by Period	whinr120	Archived / Deleted
Lots	whltc100	Archived
Lot selection codes	whltc110	Archived

Archive Item Issue by Period and Warehouse (whinr1230m000)

Path://BAAN Warehousing/Inventory Reporting/Inventory Issue by Period

Session objective

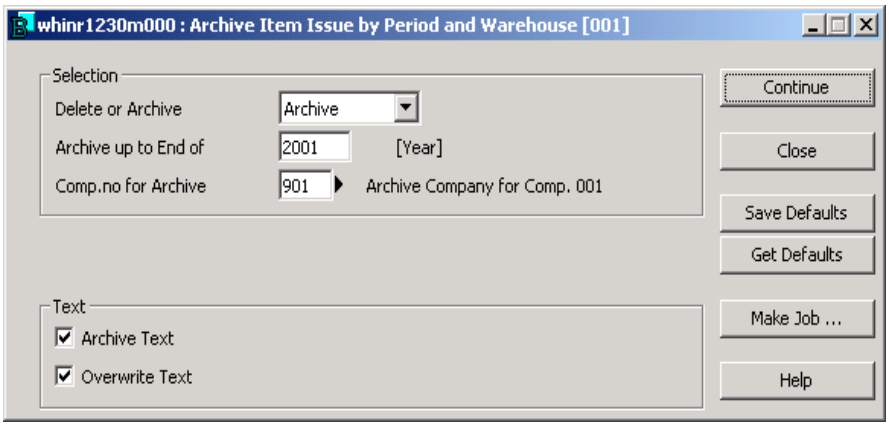
You can use this session to archive and/or delete item issue transactions by period and warehouse. The relevant table invoked by this session is whinr130.

How to use the session

Choose whether you want the item issue transactions to be **Archived**, **Deleted,** or **Both**. Next, specify the year up until which you want to archive or delete the data, followed by the particular archive company in case you want to archive the data.

When you archive the item usage by period and warehouse, general data is also copied to the archive company.

NOTE The calculation of the demand forecast by item in whina2202m000 is based on the historical data. Depending on the settings on how many periods are taken into consideration for calculating the moving average, which must be defined in the Forecast Methods (whina2100s000) session, this item issue data must remain in the operational company. Therefore, you might be required to archive the item issue by period and warehouse one or more years later.



Invoked tables

Companies	tccom000	Read
Item Issue by Period and Warehouse	whinr130	Archived / Deleted
Lots	whltc100	Archived
Lot selection codes	whltc110	Archived

Manufacturing

Archive Production Orders (ticst0250m000)

Path://BAAN Manufacturing / Shop Floor Control / Production Order History

Session objective

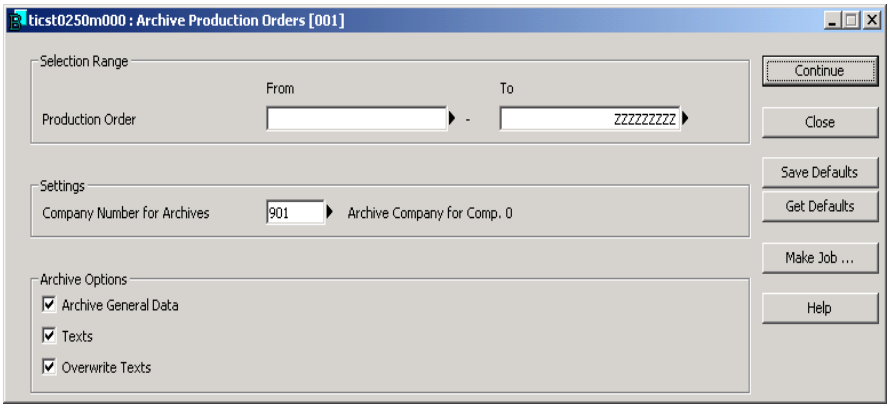
To archive historical costing data of closed production orders for standard items.

How to use the session

This session archives the data of closed production orders. Mainly the production orders, material costs and hours will be copied to the archive company. Only those production orders will be archived which have been closed through the Close Production Orders (ticst0201m000) session. In case of a subcontracted operation for this production order, the purchase order must have been processed and deleted in full with the Process Delivered Purchase Orders (tdpur4223m000) session.

This session only archives production orders for standard items, which are produced anonymously. Costing data of production orders for customized items is archived in the project control module (PCS).

NOTE



Invoked tables

Production Orders	tisfc001	Archived / Deleted
Estimated and Actual Material Costs	ticst001	Archived / Deleted
Estimated and Actual Hours	ticst002	Archived / Deleted
Breakdown of Actual Hours	ticst004	Archived / Deleted
End Item Unit Costs	ticst010	Archived / Deleted
WIP and Inventory Transactions (PCS/SFC)	tcfin100	Archived/ not deleted (*)

* The records in the WIP and Inventory Transactions (PCS/SFC) table are not deleted from the original company because these records might be required for reconciliation or for the GRINYA (Goods Received Invoices Not Yet Approved). If necessary the WIP and Inventory Transactions (PCS/SFC) can be removed with the Delete WIP Transactions by Project/Order (tcfin1200m000) session.

Archive Costing History (ticst2250m000)

BAAN Manufacturing / Shop Floor Control / Production Order History

Session objective

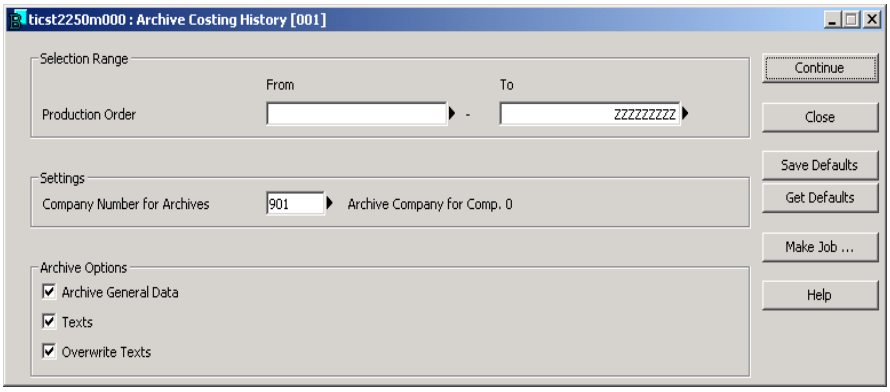
To archive historical data of closed production orders.

How to use the session

Use this session to archive historical costing data of closed or archived production orders. This session moves the historical data to the archive company, after which this data is deleted from the original files. Costing history is created when a production order is closed.

Data for closed or archived production orders for standard items, which have been produced anonymously, will be archived. This session will not archive the costing history of customized items.

You can use this session during the year and this session does not depend on any archiving prerequisites. You can choose to archive also general data with this session.



Invoked tables

Production Order History (Material Usage)	ticst021	Archived / Deleted
Production Order History (Hours Spent)	ticst022	Archived / Deleted
Operation Times History by Item	ticst030	Archived / Deleted
Production Orders	tiscf001	Read

Archive Projects (tipcs2260m000)

Path:// BAAN Manufacturing / Project Control / Project Data / Status Handling

Session objective

This session is designed to archive closed projects and project related data to the archive company.

How to use the session

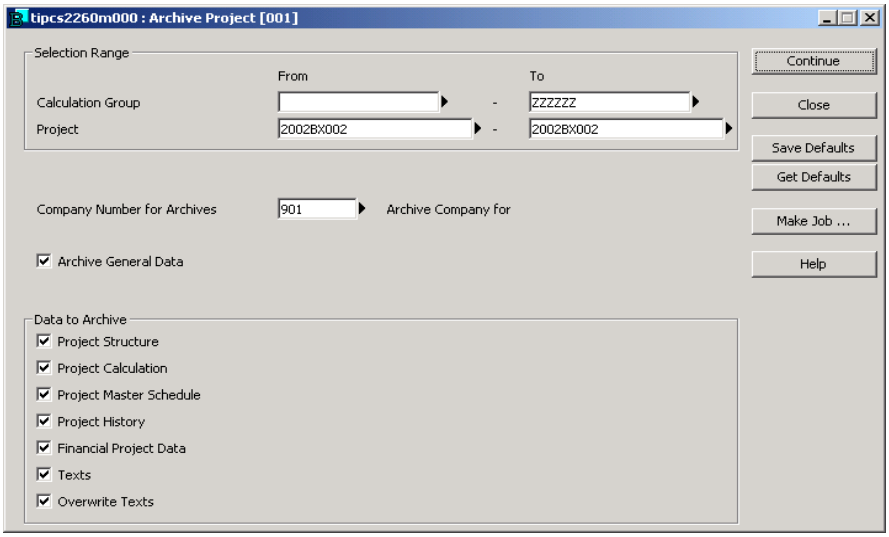
Depending on the selected check boxes on the form, blocks of data (information) will be archived. The project code will not be deleted, because particular references with other modules in iBaan ERP must be retained. The project code can still be found in the Projects (tipcs2501m000) session after the code has been archived. The customized item is also not deleted. You can still find the item in the General Item Data (tcibd0501m000) session. The customized item is required if statistics are to be rebuilt in the Purchase (PUR) and Sales Control (SLS) modules.

Make sure that you have updated the purchase and sales statistics prior to archiving the PCS projects. In this way, you can ensure that the related purchase and sales orders have been processed and reflected in the purchase and sales statistics.

You can archive projects more than once during the year, as long as the following prerequisites are met. In addition, you can choose to archive the general data again. However, if you have not recently archived, the archiving can result in reference errors (error 606) if you do not select this check box.

NOTE If an option is not selected, data will simply be deleted and not copied to the archive company. The only exception is the Financial Project Data. This session does not delete this data, because the data might be required for reconciliation or for the GRINYA (Goods Received Invoices Not Yet Approved).

All purchase / sales order data linked to the PCS Project, which can be deleted, will be deleted out of the live company, no matter whether or not you select the **Project History** check box.



Prerequisites

Before you can archive the PCS project data, some prerequisites must be fulfilled:

- The PCS Projects must have the status Closed.
- All subprojects must have been archived.
- Purchase orders linked to the PCS Project must be processed in the purchase statistics.
- Sales orders linked to the PCS Project must be processed in the sales statistics
- No open sales quotation must exist for the PCS Project.
- Linked production orders must have the status Closed.
- Subcontracting orders in PUR must have been processed and deleted in full.
- In case a PCS Project has been made from a budget from another company, in a multi-logistic environment, the related budget must have been archived previously.

While you archive the project data, the EBOM copy data, as you enter in the EBOM Copy Data (tiedm2510m000) session, will be deleted.

Invoked tables

WIP and Inventory Transactions (PCS/SFC)	tcfin100	Archived (5)
General Item Data	tcibd001	Deleted (*)
Conversion Factors	tcibd003	Deleted (*)
Alternative Items	tcibd005	Deleted (*)
Item Costing Data	tcibd007	Deleted (*)
Item Ordering Data	tcibd200	Deleted (*)
Projects	tcmcs052	Archived
Exceptions for Tax	tcmcs138	Deleted (*)
Purchase Orders	tdpur400	Archived / Deleted (4)
Purchase Order Lines	tdpur401	Archived / Deleted (4)
Linked Order Line Data	tdpur402	Deleted (4)
Purchase Order Bills of Material	tdpur403	Deleted (4)
Purchase Order History	tdpur450	Archived (4)
Purchase Order Lines	tdpur451	Archived (4)
Sales Orders	tdsls400	Archived / Deleted (4)
Sales Order Lines	tdsls401	Archived / Deleted (4)
Linked Order Line Data	tdsls402	Deleted (4)
Sales Order Bills of Material	tdsls403	Deleted (4)
Transfer Orders by Sales Order Line	tdsls404	Deleted (4)
Order Priority Simulations	tdsls412	Deleted (4)
Order (line) blocking	tdsls420	Deleted (4)
Sales Order History	tdsls450	Archived (4)
Sales Order Line History	tdsls451	Archived (4)
Production BOMs	tibom010	Archived / Deleted (1)
Reference Designators	tibom020	Archived / Deleted (1)
Operation Rates	ticpr150	Archived / Deleted (2)
Subcontracting Rates	ticpr160	Archived / Deleted (2)
Price Calculation Codes	ticpr100	Archived
Estimated and Actual Material Costs	ticst001	Archived / Deleted (5)
Estimated and Actual Hours	ticst002	Archived / Deleted (5)
Estimated and Actual Hours by Assembly Operation	ticst003	Archived / Deleted (5)
Breakdown of Actual Hours	ticst004	Archived / Deleted (5)

End Item Unit Costs	ticst010	Archived / Deleted (5)
Production Order History (Material usage)	ticst021	Archived / Deleted (4)
Production Order History (Hours spent	ticst022	Archived / Deleted (4)
Operation Times History by Item	ticst030	Archived / Deleted (4)
EBOM copy Data	tiedm120	Deleted
Hours Accounting by Employee	tihra100	Archived / Deleted (4)
Calculation Groups	tipcs010	Archived
General Project Data	tipcs020	Archived
Project Details	tipcs030	Updated / Archived
Project Stages	tipcs024	Archived / Deleted (3)
Project Parts	tipcs025	Archived / Deleted (1)
Project Structure	tipcs026	Archived / Deleted (1)
Budget Details	tipcs040	Archived
Project Surcharges	tipcs320	Archived / Deleted (2)
Project Cost Price Surcharge Bases	tipcs330	Archived / Deleted (2)
General Project Costs	tipcs340	Archived / Deleted (2)
Cost Prices by Customized Item	tipcs350	Archived / Deleted (2)
Cost Prices by Project	tipcs360	Archived / Deleted (2)
Activities by Project	tipcs400	Archived / Deleted (1,3)
Activity Relationships	tipcs410	Archived / Deleted (3)
Module Planning by Project	tipcs420	Archived / Deleted (3)
Capacity Load Table Codes	tipcs430	Archived (1)
Capacity Load Tables	tipcs431	Archived (1)
Rough Capacity Utilization by Project	tipcs450	Archived / Deleted (3)
Routing Codes by Item	tirou101	Archived / Deleted (1)
Routing Operations	tirou102	Archived / Deleted (1)
Tooling by Operation	tirou110	Archived / Deleted (1)
Production orders	tisfc001	Archived / Deleted (4)
Features	tigrt001	Archived (1)
Features by Family	tigrt002	Archived (1)
Families	tigrt003	Archived (1)
Classified Items I	tigrt040	Archived / Deleted (1)

Classified Items II, for Searching	tigrt040	Archived / Deleted (1)
Integration Mapping Scheme (Manufacturing/Distrib)	tfgld401	Deleted
Warehouse Orders (Receipt, Issue, and Transfer)	whinh200	Deleted (4)
Inbound Advice	whinh215	Deleted (4)
Outbound Advice	whinh225	Deleted (4)
Warehousing Orders History (Receipt, Issue, Tran,.	whinh250	Archived (4)
Warehousing Order Lines History (Receipt)	whinh260	Archived (4)
Warehousing Order Lines History (Issues)	whinh270	Archived (4)
Inventory Transactions by Stock Point	whinr100	Archived / Deleted (4)
Inventory Transactions by Item and Warehouse	whinr110	Archived / Deleted (4)
Inventory Receipt Transactions	whinr112	Archived / Deleted (4)
Inventory Receipt Transactions Cost Details	whinr113	Archived / Deleted (4)
Inventory Receipt Transactions Consumptions	whinr114	Archived / Deleted (4)
Inventory Receipt Transactions Consumption Cost Det	whinr115	Archived / Deleted (4)
Inventory Variances	whinr116	Archived / Deleted (4)
Inventory Variances Cost Details	whinr117	Archived / Deleted (4)
Lots	whltc100	Archived / Deleted
Lot Cost Details	whltc101	Archived
Lots by Warehouse	whltc105	Archived
Lot Selection Codes	whltc110	Archived
Variable Lot Features	whltc200	Archived
Variable Lot Features by Item	whltc210	Archived
Variable Lot Feature Values by Item	whltc220	Archived
Lot Transactions for Lot Tracking	whltc300	Archived
PRP Warehousing Order	whltc315	Archived

* Only applicable if the involved item is a Standard-to-order (STO) item in the Item Production Data (tiipd0501m000) session.

The numbers behind the table transactions refer to the choice fields in the lower half of the form:

1 = Archive Project Structure

2 = Archive Project Calculation

3 = Archive Project Master Schedule

4 = Archive Project History

5 = Archive Financial Project Data

NOTE The following items are currently known problems in the software:

DF 126456

Production SFC order data, and related reference data, must be archived into the archive company in case the **Project History** check box is selected. Therefore, if this check box is not selected, the data must not be archived. Currently, the SFC related data would always be archived. This issue has been resolved with solution 159294, which went General Availability August 8, 2002.

DF 126701

PCS Project with as characteristic Engineering Allowed, the Projects (tipcs2501m000) session is NO cannot be archived but must be removed from the original company when the Archive Project (tipcs2260m000) session is run. When you run the Archive Project (tipcs2260m000) session for this type of PCS project then the Project Data Archived message appears, but the PCS Project status is still closed and no deleting has been executed. This issue has been resolved with solution 159525, which went General Availability September 3, 2002.

DF 126794

The Archive Project (tipcs2260m000) session deletes PUR and SLS data out of the live company during the archiving process. The data can first be copied into the archive company with the help of the **Archive History** check box. If this check box is cleared then nothing will be copied into the archive company. This session must not delete PUR and SLS data because this data might be required for GRINYA (Goods received invoices not yet approved) or the data might be required for Reconciliation. This issue has been resolved with solution 159695, which went General Availability September 17, 2002.

In addition, solution 159407, which went General Availability August 20, 2002 must be installed on your system before you archive PCS Data.

Archive Hours Accounting (tihra1215m000)

BAAN Manufacturing / Hours Accounting / Hours Accounting / Procedure

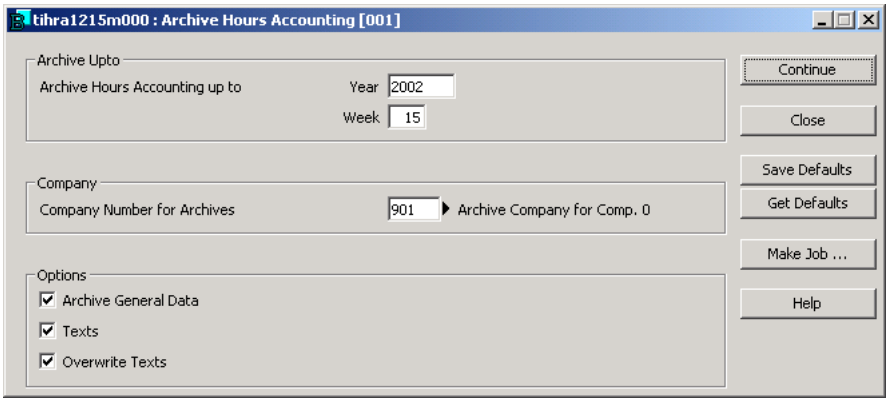
Session objective

To archive hours accounting by employee.

How to use the session

With this session, you can archive the hours accounting to the archive company. The session archives the data that has been previously maintained by means of the Hours Accounting by Employee (tihra1501m000) session. Only those hours will be archived that have been processed with the Process Hours Accounting (tihra1210m000) session prior to running the archive session.

If the hours are linked to a project, the hours are not archived with this session, but with the Archive Projects (tipcs2260m000) session.



State the year and week number until which you want to copy the hours to the archive company. The week represents the last week number for which you want to archive data, in which week one is the first week of the year.

In addition, you have the option to also archive the general data. For best results, leave this check box cleared, because the general data has been archived previously. Selecting this check box might take some time.

Prerequisites

If the hours transaction are of the type Production, then the related orders must have been previously archived. However, the hours related to anonymous SFC orders will not be archived /deleted with the Archive Production Orders (ticst0250m000) session. With that session, the SFC order itself will be archived and not the related HRA records. Those records will be archived with the Archive Hours Accounting (tihra1215m000) session.

Invoked tables

Hours Accounting by Employee	tihra100	Archived / Deleted
General Project Data	tipcs020	read
Project Details	tipcs030	read
Production Orders	tisfc001	read

Archive Hours History (tihra3250m000)

BAAN Manufacturing / Hours Accounting / Hours History

Session objective

To move historical hours accounting to the archive company.

How to use the session

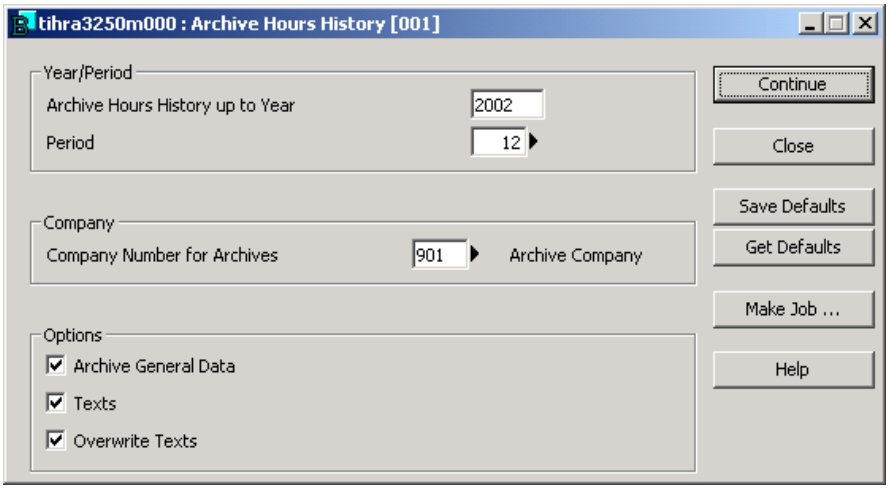
With this session, you can archive the hours accounting history that has been previously updated by processing the hours accounting.

HRA records related to PCS Projects will not be archived with the Archive Project (tipcs2260m000) session, but with the Archive Hours History (tihra3250m000) session.

This session enables you to archive data up to a particular period. For more information, refer to the periods in Baan Common Data \ Calendars and Periods \ Periods.

The hours history is stored in the tables by period. Therefore, archived hours history data is also archived by period. After the user archives the hours history from the current (operational) company to the archive company, the hours history is deleted from the current (operational) company and stored in the archive company, by period. If the user wants to add additional data to the archived period for an employee, the user can add the data in the current (operational) company. If this hours history period is archived again, the existing data archived for that period will not be updated.

This functionality is explained by new Help text that is available from Solution 126685.



Invoked tables

Periods	tcccp070	Read
HRA Parameters	tihra000	Read
Hours History by Work Center	tihra350	Archived / Deleted
Hours History by Employee	tihra360	Archived / Deleted
Hours History by Machine	tihra370	Archived / Deleted
Capacity Flows between Work Centers	tihra380	Archived / Deleted

Archive Overall Budget (tihra3225m000)

BAAN Manufacturing / Hours Accounting / Hours Budgets

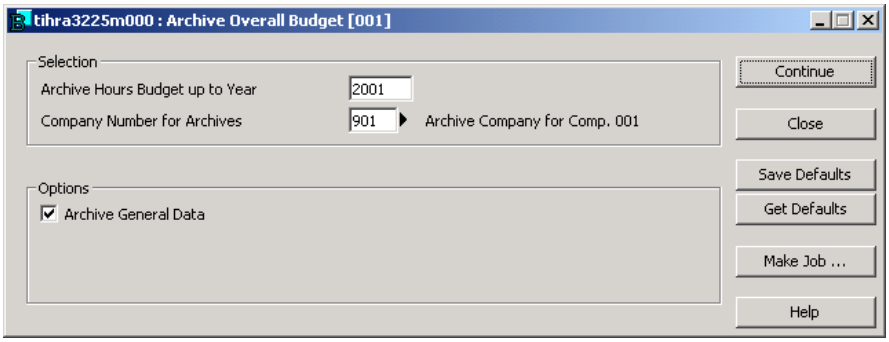
Session objective

You can use this session to archive budget data by work center and by employee.

How to use the session

If you use budgets to record and compare your hours, you can use this session to archive budgets by work center and employee.

Budgets can only be archived for the previous years. In the budget periods are used. Before archiving budgets, the periods must be filled in the archiving company, Periods (tcccp070) table. You can do this by running previously the Archive Hours History (tihra3250m000) session for that year. The Archive Hours History (tihra3250m000) session only copies the table periods into the archive company when for that year hours have been processed.



Invoked tables

Budget by Work Center	tihra310	Archived / Deleted
Budget by Employee	tihra320	Archived / Deleted

Archive Engineering Item Data (tiedm1250m000)

Path://BAAN Manufacturing / Engineering Data Management / Engineering Items and EBOMs

Session objective

To store data related to engineering items and revisions in the archiving company.

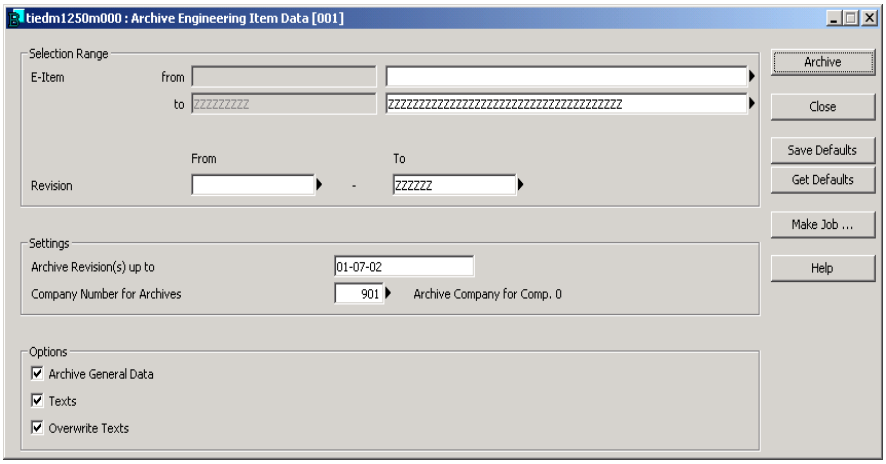
How to use the session

Use this session to archive engineering item data. You can select the E-items and the corresponding revisions that you want to archive. In particular, the following data will be archived and deleted from the operational company:

- Engineering item groups.
- Drawing sizes.
- Drawing locations.
- Engineering items.
- Engineering item revisions.
- Engineering item / item relationships.
- Engineering EBOMs.
- Item production data.

In addition, you can choose to archive the general data again.

NOTE This session will not archive the engineering change order (ECO) data. Links to engineering item revisions will be lost.



Prerequisites

Engineering data is only archived if the revision is no longer actual. The data either expired and/or replaced by a new revision.

Invoked tables

Segmentation Parameters	tcibd000	read
Engineering Item Groups	tiedm001	archived
Drawing Sizes	tiedm002	archived
Drawing Locations	tiedm003	archived
Engineering Items	tiedm010	archived
Engineering Item Revisions	tiedm100	Archived / Deleted
Engineering Item / Item Relationships	tiedm101	Archived / Deleted
Engineering BOMs	tiedm110	Archived / Deleted
EBOM Copy Data	tiedm120	read / deleted
ECOs	tiedm310	read
Item Production Data	tiipd001	read / archived

Archive Product Variants (tipcf5290m000)

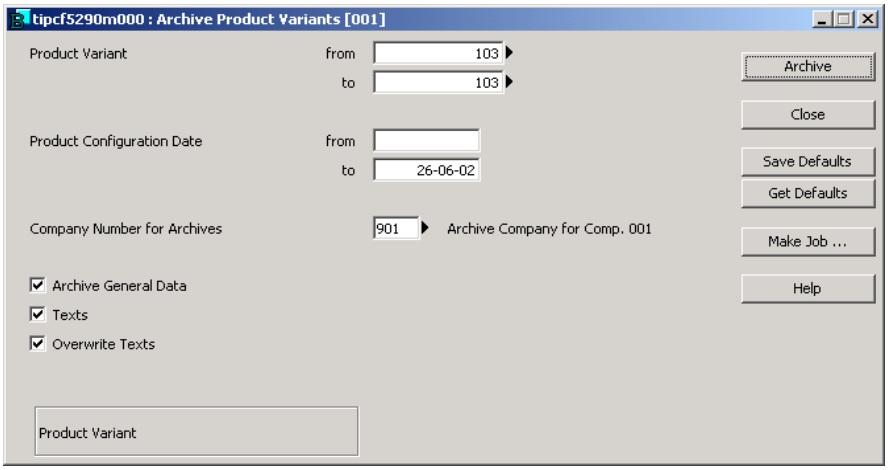
Baan Manufacturing / Product Configuration / Product Variant Configuration

Session objective

To archive your product variants, this session copies the product variants and related data to the archive company and deletes the data from the operational company. The archived data contains the product variant code, product variant option set, product variant option, and sales price structure for product variants.

How to use the session

Not applicable, see the previous section.



Prior to archiving the program performs checks, whether the production variant still exists in one of the following tables: Sales Quotation Lines, Sales Quotation History Lines, Sales Order Lines, Sales Order History Lines, Budget and Projects. If the production variant still exists in one of these tables, the variant will not be archived.

Prerequisites

Prior to archiving the program performs checks, whether the production variant still exists in one of the following tables:

- Sales Order Lines
- Sales Order History Lines
- Sales Quotation Lines
- Sales Quotation History Lines
- Sales Contract Lines
- Sales Contract History Lines
- Budgets
- Projects

If the production variant still exists in one of these tables, it will not be archived.

In other words, before the product variants can be archived, no link must exist between the product variants and the tables listed previously.

To archive the product variants in case of existing references, the following sessions must be run successfully:

- Process Delivered Sales Orders (tdsls4223m000)
- Print and/or Delete Sales Order History (tdsls5201m000) with the **Delete Order History** check box selected.
- Process Quotations (tdsls1200m000)
- Print and/or Delete Sales Quotation History (tdsls1203m000) with the **Delete Quotation History** check box selected.
- Archive Projects (tipcs2260m000) to archive both ti projects and ti budgets
- Archive Projects (tppdm7820m000) for tp projects.

Invoked tables

Sales Quotation Lines	tdsls101	read
Sales Quotation Line History	tdsls151	read
Sales Order Lines	tdsls401	read
Sales Order Line History	tdsls451	read
General Item Data	tcibd001	read
Item Production Data	tiipd001	archived
Product Features	tipcf050	archived
Product Variant IDs	tipcf500	Archived / Deleted
Product Variant Structure	tipcf510	Archived / Deleted
Options by Product Variant	tipcf520	Archived / Deleted
Sales Price Structure by Product Variant	tipcf530	Archived / Deleted

Project

Archive Projects (tppdm7820m000)

Path: // Baan Project / Project Definition / Project Data / Archive Projects

Session objective

In Baan Project, you can use the Archive Projects (tppdm7820m000) session to archive projects to an archive company. You can do this for several reasons, but the most important is that archiving projects keeps your operational company clean of superfluous data.

How to use the session

Select the projects that you want to archive. You can to make a choice as to what type of data must be archived. If you select **General Data**, all common data is archived. This option is important if you want to create a new company or if the common data was changed since you ran the session with this check box selected.

Depending on the run type, you can only archive to the archive company or archive the data to the archive company and later delete the data from the operational company.

The tables present in the first scheme are never deleted, not even if the **Delete** check box is selected.

These tables only get copied to the archive company.

You can also retrieve the data from the archive company.

Prerequisites

Before a project can be archived, the project must have the status Closed and the financial result of the project must be determined. To do this, you can change the status of the project in the Maintain Project Status (tppdm6107m000) session to Final and the **Financial Result Status** to **Determine Result** and then run the Process Transactions (tpppc4802m000) session.

In the Process Transactions (tpppc4802m000) session, the **Process Financial Result** check box must be selected.

After you run this session, the **Project Status** is **Closed** and the **Financial Result Status** is **Result Determined**.

A project can also be archived when the status of the project is **Free**.

The first time you archive a project, you must also archive the general data.

If texts are linked to the data in the tables that must be archived (for projects), a default text group must be defined for the user in the archive project.

Invoked tables

In the following schemes, an overview is provided of which tables are copied to the archive company.

Depending of the settings of the various fields in the archiving session, a particular part of the data is archived and deleted.

- Tables archived when the **General Data** check box is selected:

Companies	ttccom000	Archived
Employees	ttccom001	Archived
Business Partners	ttccom100	Archived
Sold-to Business Partners	ttccom110	Archived
Ship-to Business Partners	ttccom111	Archived
List Groups	ttcibd301	Archived
Business Partner Types	ttcmcs029	Archived
Channels	ttcmcs066	Archived
Priorities	ttcmcs070	Archived
Invoice-to Business Partners	ttccom112	Archived
Addresses	ttccom130	Archived
Contacts by Business Partner	ttccom145	Archived
Buy-from Business Partners	ttccom120	Archived
Ship-from Business Partners	ttccom121	Archived
Invoice-from Business Partners	ttccom122	Archived
Units	ttcmcs001	Archived
Currencies	ttcmcs002	Archived
Warehouses	ttcmcs003	Archived
Routes	ttcmcs004	Archived
Reasons	ttcmcs005	Archived
Units by Language	ttcmcs007	Archived
Countries	ttcmcs010	Archived
Late Payment Surcharges	ttcmcs011	Archived
Terms of Payment	ttcmcs013	Archived

Product Types	ttcmcs015	Archived
Seasonal Patterns	ttcmcs016	Archived
Item Signals	ttcmcs018	Archived
Titles	ttcmcs019	Archived
Selection Codes	ttcmcs022	Archived
Item Groups	ttcmcs023	Archived
Price Groups	ttcmcs024	Archived
Factoring Companies	ttcmcs025	Archived
Lines of Business	ttcmcs031	Archived
Single Tax Rates	ttcmcs032	Archived
Price Lists	ttcmcs034	Archived
Tax Codes by Country	ttcmcs036	Archived
Tax Codes	ttcmcs037	Archived
Signals	ttcmcs039	Archived
Terms of Delivery	ttcmcs041	Archived
Statistics Groups	ttcmcs044	Archived
Areas	ttcmcs045	Archived
Languages	ttcmcs046	Archived
Rounding Codes	ttcmcs053	Archived
Invoicing Methods	ttcmcs055	Archived
Carriers	ttcmcs080	Archived
Parameters	ttcmcs095	Archived
Statuses	ttcmcs096	Archived
Parameters Project Progress (PPC)	tpppc000	Archived
Hourly Labor Types	tpppc220	Archived
User Defaults	tppdm001	Archived
Labor	tppdm015	Archived
Trade Groups	tppdm016	Archived
Equipment	tppdm025	Archived
Subcontracting	tppdm035	Archived
Sundry Costs	tppdm040	Archived
Revenues	tppdm043	Archived
Third Party Types	tppdm045	Archived
Third Parties	tppdm046	Archived

Responsibilities	tppdm048	Archived
Employees by Responsibility	tppdm049	Archived
Competitors	tppdm051	Archived
Appointment Types	tppdm053	Archived
Business Sectors	tppdm055	Archived
Sufferance Tax	tppdm057	Archived
Financing Methods	tppdm059	Archived
Project Acquiring Methods	tppdm063	Archived
Project Groups	tppdm065	Archived
Wage Rates	tppdm067	Archived
Document Types	tppdm069	Archived
Categories	tppdm075	Archived
Phases	tppdm085	Archived
Standard Elements	tppdm090	Archived
Cost Components	ttcmcs048	Archived
Revenue Codes of Standard Elements	tppdm141	Archived
Revenue Codes of Progress Invoicing Elements	tppdm142	Archived
Revenue Codes Cost Plus (General and by Cost Type)	tppdm143	Archived
Revenue Codes Cost Plus (Material)	tppdm144	Archived
Revenue Codes Cost Plus (Labor)	tppdm145	Archived
Revenue Codes Cost Plus (Equipment)	tppdm146	Archived
Revenue Codes Cost Plus (Subcontracting)	tppdm147	Archived
Revenue Codes Cost Plus (Sundry Costs)	tppdm148	Archived
Price Fluctuations	tppdm151	Archived
Index Tables of Price Fluctuations	tppdm152	Archived
Financial Result Types	tppdm155	Archived
Standard Surcharges (General and by Cost Type)	tppdm170	Archived
Standard Surcharges by Cost Component	tppdm171	Archived

- Tables archived and deleted if the **General Project Data** check box is selected**:**

Cost Control Levels by Project	tppdm601	Archived / Deleted
Contracts by Project Item	tppdm606	Archived / Deleted
Contracts by Project Price Group	tppdm607	Archived / Deleted
Project Labor	tppdm615	Archived / Deleted
Project Equipment	tppdm625	Archived / Deleted
Project Subcontracting	tppdm635	Archived / Deleted
Project Sundry Cost Codes	tppdm640	Archived / Deleted
Project Revenues	tppdm643	Archived / Deleted
Third Parties by Project	tppdm646	Archived / Deleted
Employees Responsible by Project	tppdm649	Archived / Deleted
Project Relations PCS	tppdm650	Archived / Deleted
Appointments by Project	tppdm653	Archived / Deleted
Wage Rates by Project	tppdm667	Archived / Deleted
Project Documents	tppdm669	Archived / Deleted
Locations by Project	tppdm742	Archived / Deleted

- Tables archived and deleted when the **Planning Data** check box is selected:

Extensions	Tpptc050	Archived / Deleted
Locations by Project table	tppdm742	Archived / Deleted
Project Plans	ttpss010	Archived / Deleted
Charge Elements table	tppss200	Archived / Deleted
External Schedule Links	tppss230	Archived / Deleted
Labor Budget Lines by Activity	tpptc230	Archived / Deleted
Equipment Budget Lines by Activity	tpptc240	Archived / Deleted
Subcontracting Budget Lines by Activity	tpptc250	Archived / Deleted
Sundry Costs Budget Lines by Activity	tpptc260	Archived / Deleted

- Tables archived and deleted when the **Actual Budget** check box is selected.

Baselines	tppss020	Archived / Deleted
Cost Surcharges by Project	tpptc030	Archived / Deleted
Cost Surcharges by Cost Type	tpptc031	Archived / Deleted
Cost Surcharges by Cost Component	tpptc032	Archived / Deleted
History of Cost Surcharges by Project	tpptc035	Archived / Deleted
History of Cost Surcharges by Cost Type	tpptc036	Archived / Deleted
History of Cost Surcharges by Cost Component	tpptc037	Archived / Deleted
Cost Surcharges by Item	tpptc040	Archived / Deleted
Cost Surcharges by Labor	tpptc041	Archived / Deleted
Cost Surcharges by Equipment	tpptc042	Archived / Deleted
Cost Surcharges by Subcontracting	tpptc043	Archived / Deleted
Cost Surcharges by Sundry Cost Code	tpptc044	Archived / Deleted
History of Cost Surcharges by Material	tpptc045	Archived / Deleted
History of Cost Surcharges by Labor	tpptc046	Archived / Deleted
History of Cost Surcharges by Equipment	tpptc047	Archived / Deleted
History of Cost Surcharges by Subcontracting	tpptc048	Archived / Deleted
History of Cost Surcharges by Sundry Cost Code	tpptc049	Archived / Deleted
Extensions	tpptc050	Archived / Deleted
Budget Adjustments	tpptc070	Archived / Deleted
Budget Adjustment Detail Lines	tpptc071	Archived / Deleted
Elements	tpptc100	Archived / Deleted
Element Relations	tpptc101	Archived / Deleted
Element Relationship History	tpptc105	Archived / Deleted
Material Budget Lines	tpptc120	Archived / Deleted
Budget Version	tpptc500	Archived / Deleted
Time Phased Budget	tpptc521	Archived / Deleted
History of Material Budget Lines	tpptc125	Archived / Deleted

Labor Budget Lines	tpptc130	Archived / Deleted
Budget Amounts of Charge Elements by Version	tpptc510	Archived / Deleted
History of Labor Budget Lines	tpptc135	Archived / Deleted
Equipment Budget Lines	tpptc140	Archived / Deleted
EV Method Related Data	tpptc515	Archived / Deleted
History of Equipment Budget Lines	tpptc145	Archived / Deleted
Subcontracting Budget Lines	tpptc150	Archived / Deleted
TP Budget Analysis Codes By Project.	tpptc520	Archived / Deleted
History of Subcontracting Budget Lines	tpptc155	Archived / Deleted
Sundry Costs Budget Lines	tpptc160	Archived / Deleted
History of Sundry Costs Budget Lines	tpptc165	Archived / Deleted
Material Budget Lines by Activity	tpptc220	Archived / Deleted
History of Material Budget Lines by Activity	tpptc225	Archived / Deleted
Labor Budget Lines by Activity	tpptc230	Archived / Deleted
History of Labor Budget Lines by Activity	tpptc235	Archived / Deleted
Equipment Budget Lines by Activity	tpptc240	Archived / Deleted
History of Equipment Budget Lines by Activity	tpptc245	Archived / Deleted
Subcontracting Budget Lines by Activity	tpptc250	Archived / Deleted
History of Subcontracting Budget Lines by Activity	tpptc255	Archived / Deleted
Sundry Costs Budget Lines by Activity	tpptc260	Archived / Deleted
History of Sundry Costs Budget Lines by Activity	tpptc265	Archived / Deleted

- Tables archived and deleted when the **Cost Registration** check box is selected:

Progress by Element / Item	tpppc110	Archived / Deleted
Progress by Element / Labor	tpppc111	Archived / Deleted
Progress by Element / Equipment	tpppc112	Archived / Deleted
Progress by Element / Subcontracting	tpppc113	Archived / Deleted
Progress by Element / Sundry Cost	tpppc115	Archived / Deleted
Progress by Activity / Item	tpppc120	Archived / Deleted
Progress by Activity / Labor	tpppc121	Archived / Deleted
Progress by Activity / Equipment	tpppc122	Archived / Deleted
Progress by Activity / Subcontracting	tpppc123	Archived / Deleted
Progress by Activity / Sundry Cost	tpppc124	Archived / Deleted
Progress by Extension / Item	tpppc130	Archived / Deleted
Progress by Extension / Labor	tpppc131	Archived / Deleted
Progress by Extension / Equipment	tpppc132	Archived / Deleted
Progress by Extension / Subcontracting	tpppc133	Archived / Deleted
Progress by Extension / Sundry Cost	tpppc134	Archived / Deleted
Progress by Element for Invoicing Procedure	tpppc150	Archived / Deleted
Progress by Activity for Invoicing Procedure	tpppc160	Archived / Deleted
History Material Usage for Cost Control	tpppc215	Archived / Deleted
Material Transactions Forecast for Final Result	tpppc216	Archived / Deleted
Cost Forecast by Activity / Cost type	tpppc226	Archived / Deleted
Hours Accounting History	tpppc235	Archived / Deleted
Hours Transactions Forecast for Final Result	tpppc236	Archived / Deleted
Generate Codes Performance Measurement	tpppc500	Archived / Deleted
Equipment Usage History for Cost Control	tpppc255	Archived / Deleted
Equipment Transactions Forecast for Final Result	tpppc256	Archived / Deleted
Cost Surcharges by Project / Item	tpppc260	Archived / Deleted

Cost Surcharges by Project / Labor	tpppc261	Archived / Deleted
Cost Surcharges by Project / Equipment	tpppc262	Archived / Deleted
Cost Surcharges by Project / Subcontracting	tpppc263	Archived / Deleted
Cost Surcharges by Project / Sundry Cost	tpppc264	Archived / Deleted
Revenue Surcharges by Project / Revenue	tpppc265	Archived / Deleted
History Subcontracting for Cost Control	tpppc275	Archived / Deleted
Subcontracting Transactions Forecast for Final Result	tpppc276	Archived / Deleted
Cost Surcharges by Project	tpppc280	Archived / Deleted
Cost Surcharges by Project / Cost Type	tpppc281	Archived / Deleted
Cost Surcharges by Project / Cost Component	tpppc282	Archived / Deleted
Revenue Surcharges by Project	tpppc285	Archived / Deleted
Revenue Surcharges by Project / Cost Component	tpppc286	Archived / Deleted
Sundry Cost History for Cost Control	tpppc295	Archived / Deleted
Sundry Costs Transactions Forecast for Final Result	tpppc296	Archived / Deleted
History of Revenues for Cost Control	tpppc305	Archived / Deleted
Revenue Transactions Forecast for Final Result	tpppc306	Archived / Deleted
Price Fluctuations by Project	tpppc320	Archived / Deleted
Financial Results	tpppc350	Archived / Deleted
Advances	tppin010	Archived / Deleted
Settled Advance Lines	tppin011	Archived / Deleted
Installments	tppin020	Archived / Deleted
Progress Invoices	tppin030	Archived / Deleted
Holdback	tppin040	Archived / Deleted
Transferred Unit Rate invoice lines	tppin050	Archived / Deleted
Documents for Invoices	tppin105	Archived / Deleted

Service

No sessions in Baan Service are available for archiving historical service data to an archive company. To view all the historic data in the archive company, you must create sequential dumps from the various tables or print sessions. You must run the Create Sequential Dump from Table (ttaad4226m000) session to dump the tables. Run the Create Table from Sequential Dump (ttaad4227m000) session to load the table into the archive company, as described previously. Optionally, you can print the data to an ASCII file to store the data on an external device, such as a CD-ROM or tape.

To copy service history tables to the archive company, consider the following tables:

Call History	tsclm810
Terms history	tsctm810
Surcharges/Discounts history	tsctm811
Contract Quotation history	tsctm820
Contract Quotation Configuration history	tsctm821
Contracts configuration history	tsctm830
Contract Installments history	tsctm831
Employees	Tccom001
Business Partners	Tccom100
Departments	tcmcs065
History service orders	tssoc850
History service order activities	tssoc855
History service order material costs	tssoc860
History service order labor costs	tssoc861
History service order other costs	tssoc862
History service hours accounting	tssoc820
History service execution assignments	tssoc865
Objects	tscfg200
Object inspections	tssoc250

4 To archive financial data

Actions before running, archiving, removing, or compression sessions

Before you archive any data, you must properly check and approve the data.

Checks are required to verify that no data is missing from the tables and balances between logistic and that financial data has been made and is correct. Checks must be made before archiving, because these checks are impossible afterwards.

The checks described in this chapter must be a part of your monthly closing procedure. If so, you can perform the check over a small range of records, which, of course, saves time.

For each session, either recommended or mandatory, this chapter specifies for which archiving, removing, or compression session this session must be run.

Logistic sessions before archiving

All Logistical transactions must be posted to Finance. In addition, the Integration Transaction Log (tfgld4532m000) session must be empty to eliminate erroneous transactions, and no integration transactions must exist with the status Unposted. Before you archive data, you must run the following sessions:

- Release to Invoicing (tdsls4247m000)
- Global Confirmation of Future Invoices (cisli2219m000)
- Billing Requests (cisli2500m000)
- Compose/Print/Post Invoices (cisli2200m000)
- Process Delivered Sales Orders (tdsls4223m000)
- Print Purchase Orders (tdpur4404m000)
- Process Delivered Purchase Orders/Schedules (tdpur4223m000)
- Confirm Commitments and Costs (tpppc4811m000)
- Confirm Revenues (tpppc4590m000)
- Process Transactions (tpppc4802m000)
- Transfer Project Data to Central Invoicing (tppin4200m000)
- Process Cycle Counting/Adjustment Orders (whinh5201m000)
- Post Integration Transactions to Finance Transactions (tfgld4201m000)
- Finalization of Run Numbers (For All Standing Batches) (tfgld1519m000)
- Update Business Partner (tfcmg3200m000)

Select Values for Goods Received Not Invoiced Reconciliation (tfacp1235m000)

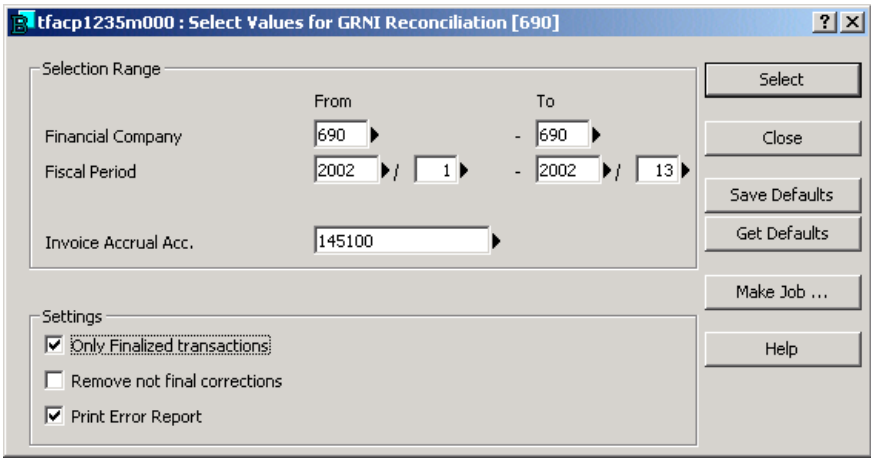
Path: // BAAN Finance / Account Payable / GRNI Reconciliation / Maintenance/Select Values for GRNI Reconciliation.

Session objective

Before you archive the Integration transactions by means of the Archive and Purge Integration Transactions (tfgld4210m000) session and the Remove Fully Paid Purchase Invoices (tfacp2250m000) session, you can use this session to check whether purchase invoices for the matching and approving procedure are correct (matched and approved).

How to use the session

Select the financial company for which you want to run the session, including fiscal periods. The **Invoice Accrual Acc.** is the account that you defined to post good receipt transaction and invoice approval to. When you process, the Interim Table for GRNI Reconciliation (tfacp135) table will be filled, including all required data for reconciling the account. For best results, Baan urges you to study the published documentation for iBaan ERP GRNI Reconciliation when you use this session.



Prerequisites

This session is only applicable for data that has not yet been archived or deleted by means of the following sessions:

- Process Delivered Purchase Orders / Schedules, (tdpur4223m000)
- Remove Fully Paid Purchase Invoices, (tfacp2250m000)
- Archive and Purge Integration Transactions, (tfgld4210m000)

If one of these sessions has processed data of a particular period, you cannot compare the data from the various tables, such as purchase orders, integration transactions, and purchase invoices.

The following sessions are recommended before you run archiving sessions:

- Archive and Purge Integration Transactions (tfgld4210m000)
- Remove Fully Paid Purchase Invoices (tfacp2250m000)

Match/Approve Purchase Invoices (tfacp2507m000)

Path: // BAAN Finance / Account Payable / Transaction Processing / Maintenance / Match/Approve Purchase Invoices

Session objective

You can use this session to match incoming purchase invoices with purchase orders issued. After matching with purchase orders, the invoice must be approved.

How to use the session

You can match and approve invoices while you enter the invoice by means of the Purchase Invoices (tfacp1110s000) session, or after you register invoices in the Match /Approve Purchase Invoices (tfacp2507m000) session.

Prerequisites

The matching and approval of the purchase orders in finance must be up to date, which you can do by means of the Match/Approve Purchase Invoices with Orders (tfacp2507m000) session.

The matching and approving session must be run as far as possible to receive the integration transactions (Purchase / Result transactions) up to date and get the best result when running the Archive and Purge Integration Transactions (tfgld4210m000) session.

The fully paid Purchase invoices will not be archived if the Purchase invoices must be matched with orders, and if the status of Purchase invoice is Registered or Matched.

A fully paid Purchase invoice related to orders will only be archived if the status is Approved.

The following sessions are recommended for the archiving sessions:

- Archive and Purge Integration Transactions (tfgld4210m000)
- Remove Fully Paid Purchase Invoices (tfacp2250m000)

Print Integration Transactions (tfgld4410m000)

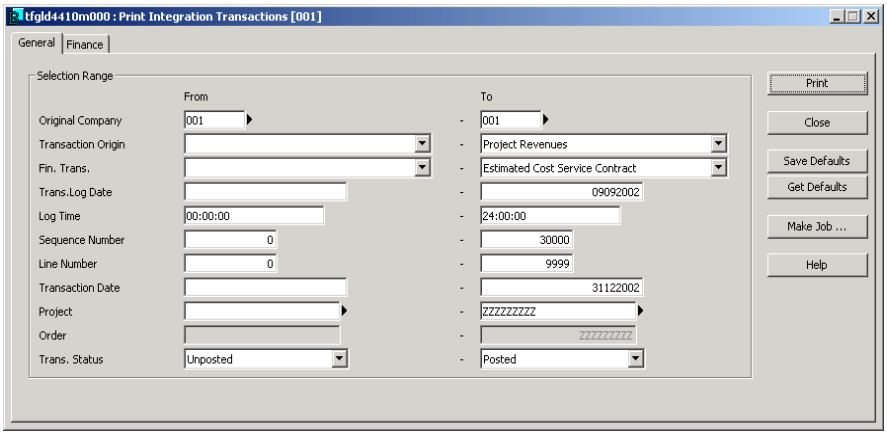
Path: // BAAN Finance / General Ledger / Integration with other Modules/ Print integration transactions.

Session objective

By means of the following sessions, you can check whether errors are logged for integration transactions. You can also check whether any non-posted integration transactions are present.

You can do this by means of the following sessions:

- Integration Transactions Log (tfgld4532m000)
- Print Integration Transactions Log (tfgld4432m000)
- Print integration Transactions (tfgld4410m000)



How to use the session

When you run this session, select the **Transaction** status from the **Unposted to Error**. The session will print all records, which have one of these statuses and are, therefore, not posted to finance. To perform further analysis of erroneous transactions, you can use the sessions listed previously.

The following session is recommended for the archiving sessions:

- Archive and Purge Integration Transactions (tfgld4210m000)

Post integration transactions to finance transactions (tfgld4201m000)

Path: // BAAN Finance / General Ledger / Integration with other Modules/ Post integration Transactions to Finance Transactions

The following session is recommended for the archiving session:

- Archive and Purge Integration Transactions (tfgld4210m000)

Session objective

Posting integration transactions originating from other Baan modules to finance transactions.

How to use the session

Select all the transactions from the original company (logistic) to be posted to Finance. To ensure that all integration transactions are posted to finance, you must run this session.

Prerequisites

When integration transactions are posted before year-end closure, verify that you selected the **Posting to Next Open Period Allowed** check box in the tfgld4150m000 session.

If you must post all integration transactions in the running fiscal year, be careful when you close GLD periods, otherwise, the transactions are posted to the next fiscal year. In iBaan ERP 5.0c, the INT period status is introduced to stop all future integration transactions from being posted into the specific period. Any future integration transactions will be posted only to the new period if posting to the next open period is enabled.

Compose payments (tfcmg1240m000)

Path: // BAAN Finance / Cash Management / Supplier Payments/ Processing/ Compose Payments

Session objective

You can use this session to process invoices and/or standing orders that are due and selected for payment. After finalization, a payment file is generated to be sent to the bank and anticipated payments have been created for the invoices included in the payment batch.

How to use the session

Select the payment batch that is generated running the Select Invoices for Payment (tfcmg1220m000) session and eventually maintained in the Payment Advise (tfcmg1501m000) session.

Prerequisites

To be sure that, for all created payment batches, the payment procedure is executed for as far as possible. In the Batch Numbers for Payment Procedure (tfcmg1251m000) session and the Print Batch Numbers for Payment Procedure (tfcmg1451m000) session the status of the payment batch will be visible. The status of the batch must be either Removed/Posted or Paid. You must start this session if batches with an incorrect date are present with one of the following statuses:

- Selected.
- Composed.
- Assigned.
- Audited.

The payment batch must be selected and the payment batch must receive the Paid status.

The following session is recommended before the archiving session:

- Remove Fully Paid Purchase Invoices (tfacp2250m000)
- Remove Fully Paid Sales Invoices (tfacr2260m000)

For best results, run the following session for the removing session:

- Remove Posted Payment Batches (tfcmg1259m000)

Process Direct Debits (tfcmg4240m000)

Path // BAAN Finance / Cash Management / Customer Receipts/ Processing/ Process Direct Debits

Session objective

You can use this session to select sales invoices for direct debit. After finalization, a direct debit batch file is generated that can be sent to the bank and anticipated receipts have been created for the invoices concerned.

How to use the session

Select the direct-debit batch that is generated running the Select Invoices for Direct Debit (tfcmg4220m000) session and maintained in the Direct Debit Advise (tfcmg4501m000) session.

Prerequisites

If, in the CMG Parameters (tfcmg0100s000) session, the **Settle Payments with Sales Invoices** check box is selected, you can select purchase invoices in a direct debit batch.

In the Batch Numbers for Direct Debit Procedure (tfcmg4521m000) session and the Print Batch Numbers for Direct Debit Procedure (tfcmg4421m000) session, the status of the direct debit batch is visible. The status of the batch must be Removed/Posted/Sent.

You must run this session if batches exist with an incorrect date present with the following status: Selected/Composed/Audited/Assigned. The payment batch must be selected and the payment batch must receive the status Sent.

For best results, run the following sessions before the archiving session:

- Remove Fully Paid Purchase Invoices (tfacp2250m000)
- Remove Fully Paid Sales Invoices (tfacr2260m000)

The following session is advisable to run for the removing session:

- Remove Posted Payment Batches (tfcmg1259m000)

Bank Transactions (tfcmg2100s000)

Path: // BAAN Finance / Cash Management / Transaction Processing Maintenance/ Transactions

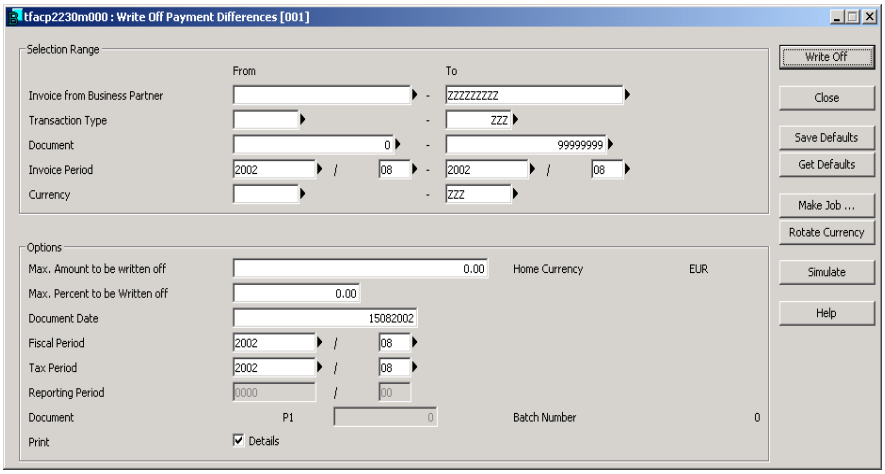
Session objective

To make sure that of all created payment batches, the payment procedure is executed as far as possible, you must perform the reconciliation by means of this session.

How to use the session

By means of the Batch Numbers for Payment Procedure (tfcmg1251m000) session and the Print Batch Numbers for Payment Procedure (tfcmg1451m000) session, the status of the payment batch is visible. If the status of a batch is Paid, run the Bank Transactions (tfcmg2100s000) session to set the status to Posted. In the **Type of Transaction** field, enter **Supplier Reconciliation**.

If the status is Posted, the invoice is fully paid and can be archived. In addition, the payment batch can be removed by means of the Remove Payment Batches (tfcmg1259m000) session.



The following session is recommended before the archiving session:

- Remove Fully Paid Purchase Invoices (tfacp2250m000)
- Remove Fully Paid Sales Invoices (tfacr2260m000)

The following sessions are advisable to run for the removing session:

- Remove Payment Batches (tfcmg1259m000)
- Remove Direct Debit Batches (tfcmg4259m000)

Write Off Payment Differences (tfacp2230m000)

Path: // BAAN Finance / Accounts Payable / Open Entries / Maintenance / Write Off Payment Differences

Session objective

If an invoice is not paid completely but the remainder is so small that maintaining an open item does not make sense, you can write off the payment difference in this session. This only takes place for amounts equal or smaller than the values entered in the **Max. Amount to Be Written Off** and **Max. Percentage to Be Written Off** fields.

How to use the session

Select the applicable invoices to be written off for payment differences. Define the maximum amount and percentage, including periods for posting. In this session an option is available to simulate payment difference transactions first before actual transactions are created. If the **Adjust Tax for Deductions** check box is selected in the CMG Parameters (tfcmg0100s000) session, the tax in the remaining amount is also posted. The ledger accounts for payment differences are stored by the Ledger Accounts by Financial Business Partner Groups (tfacp0111s000) session or, depending on the **Ledger Account for Deductions by** parameter in the CMG Parameters session, by currency code in the Posting Data by Tax Code (tfcmg0150m000) session.

If this session, the Write off Payment Differences (tfacp2230m000) session, is not included in the period closing procedure, you can better run this session before the fully paid invoices are archived or purged.

You must enter a value in the **Maximum Amount to Be Written Off** and **Maximum Percentage to Be Written Off** fields.

The following session is recommended before the archiving session:

- Remove Fully Paid Purchase Invoices (tfacp2250m000)

Write off Currency Differences (tfacp2240m000)

Path: // BAAN Finance / Accounts Payable / Open Entries / Maintenance / Write Off Currency Differences

Session objective

To write off currency differences that result from exchange rate fluctuations with regard to invoices with open amounts.

How to use the session

The currency difference is posted to the ledger account defined in the Ledger Accounts by Business Partner Group (tfacp0111m000) session for the transaction types Unrealized Currency Profit and Unrealized Currency Loss. If the **Ledger Accounts by Currency** check box is selected in the Company Parameters (tfgld0103s000) session, ledger accounts must be defined in the Currency-Difference Ledger Accounts by Currency (tfgld0119s000) session instead of the Ledger Accounts by BP Group.

Currency profit is only posted if the **Currency Profits** check box is selected in the ACP Parameters (tfacp0100s000) session, otherwise, the system posts only the currency losses. The **Currency Difference Anticipated Payments** parameter in this same session controls whether invoice with anticipated payments are considered for writing off currency differences.

Prerequisites

If this session, the Write off Currency Differences (tfacp2240m000) session is not included in the period closing procedure, you can better run this session before the fully paid invoices are archived or purged.

To run a simulation, you can disable post currency differences to which the session usually defaults. You can check the outcome of the simulation and, if the responsible person agrees on the outcome of this session, the outcome can be definitely processed by enabling post currency differences, which enables you to define dates and periods.

Print Control Account Checklist (tfacp2415m000)

Path: // BAAN Finance / Accounts Payable / Open Entries / Reports / Print Control Account Checklist

Session objective

When the difference column of this report has a zero value, this means that your open entries equal the General Ledger transactions. This session checks whether the records in the Open Invoices (tfacp200) table also exist in the Non-Finalized Transactions (tfgld102) table and the Finalized Transactions (tfgld106) table, if the correct control account is used and if the payment steps are correct in both tables.

If some corrections are made after running the Control account checklist, for best results, run the following sessions again:

- Write Off Payment Differences (tfacp2230m000)
- Write Off Currency Differences (tfacp2240m000)

How to use the session

Select **Fiscal Year** and **Ledger Accounts**. For best results, select both print commands **Print Differences Only** and **Print Invoices**, otherwise, running this report can take a long time.

Prerequisites

You must start this session before any record of a particular year is archived by means of the Remove Fully Paid Purchase Invoices (tfacp2250m000) session and the Archive / Purge Finance Transaction (tfgld6205m000) session.

If, in the Remove Fully Paid Purchase Invoices (tfacp2250m000) session, Purchase invoices are also archived for which the payment has been made in a following year, the year that will be archived by means of the Archive / Purge Finance Transaction (tfgld6205m000) session will be reported as a difference in the payment documents and anticipated payments. In this case, using the control account checklist for controlling purposes is difficult. Therefore, for best results, fill the **Invoice Period** field and the **Payment in Period** field in the Remove Fully Paid Purchase Invoices (tfacp2250m000) session with the last period of the year that you want to archive. If you do so, the control account check list will be usable again after the Archive / Purge Finance Transaction (tfgld6205m000) session for the same year.

Write off payment differences (tfacr2240m000)

Path: // BAAN Finance / Accounts Receivable / Open Entries / Maintenance / Write Off Payment Differences

How to use the session

The same functionality as the Write Off Payment Differences (tfacp2240m000) session as stated previously but, in this case, for receivable invoices.

Prerequisites

If this session, the Write off Payment Differences (tfacr2240m000) session, is not included in the period closing procedure, you can better run this session before the fully paid invoices are archived.

The following session is advisable for the archiving session:

- Remove Fully Paid Sales Invoices (tfacr2260m000)

Write off currency differences (tfacr2250m000)

Path: // BAAN Finance / Accounts Receivable / Open Entries / Maintenance / Write Off Currency Differences

How to use the session

The same as for the Write Off Currency Differences (tfacp2240m000) session, as described previously.

Prerequisites

If this session, the Write off Currency Differences (tfacr2250m000) session, is not included in the period closing procedure, you can better run this session before you archive the fully paid invoices.

The following session is advisable for the archiving session:

- Remove Fully Paid Sales Invoices (tfacr2260m000)

Print Control account checklist (tfacr2415m000)

Path: // BAAN Finance / Accounts Receivable / Open Entries / Reports / Print Control account checklist

Session objective

This session checks whether the records present in the Open Invoices (tfacr200) table also exist in the Non-Finalized Transactions (tfgld102) table and the Finalized Transactions (tfgld106) table, whether the right control account is used, and whether the receipt steps are correct in both tables.

If some corrections are made after you run the control account checklist, run the following sessions again:

- Write Off Payment Differences (tfacp2240m000)
- Write Off Currency Differences (tfacp2250m000)

How to use the session

Select **Fiscal Year** and **Ledger Accounts**. Select both the **Print Differences Only**' and **Print Invoices** print commands, otherwise, running this report can take a long time.

Prerequisites

You must start this session before any record of a particular year is archived by means of the Remove Fully Paid Sales Invoices (tfacr2260m000) session and the Archive / Purge Finance Transaction (tfgld6205m000) session. If a record of the specified tables archived, the report of the Print Control Account Checklist (tfacr2415m000) session will not be useful. All archived records will be present on the report as Differences. You can start this session after you archive one particular year in both the Remove Fully Paid Sales Invoices (tfacr2260m000) session and the Archive / Purge Finance Transaction (tfgld6205m000) session.

The following session is advisable for the archiving session:

- Remove Fully Paid Sales Invoices (tfacr2260m000)
- Archive / Purge Finance Transaction (tfgld6205m000).

Print debit and credit amounts by Document (tfgld3410m000)

Path: // BAAN Finance / General Ledger / Periodic Processing / Print Debit and Credit Amounts by Document.

Session objective

If this session, the Print Debit and Credit Amounts by Document (tfgld3410m000) session, is not in the period closing procedure, you must start this session before a particular year will be archived. By means of this session by selecting the **Print Difference Only** check box, you can ensure that documents, which are not balanced, are printed on a report. Those documents must first be balanced before a year is archived. This session checks for each document whether the finalized transactions (table tfgld106) are balanced.

How to use the session

Select **Fiscal Year**, **Period**, transaction type and document number by transaction category. The **Print Diff. Only** check box must be selected. Make sure to run this report for all existing home currencies, local, reporting 1, and reporting 2, to determine whether the difference exists in another home currency.

The following session is recommended for the archiving session:

- Archive / Purge Finance Transactions (tfgld6205m000)
- Copy Balances to History Before Specified Year (tfgld6206m000)
- Archive / Purge Tax Transactions (tfgld6207m000)

To archive and delete financial data

Archive/purge integration transactions (tfgld4210m000)

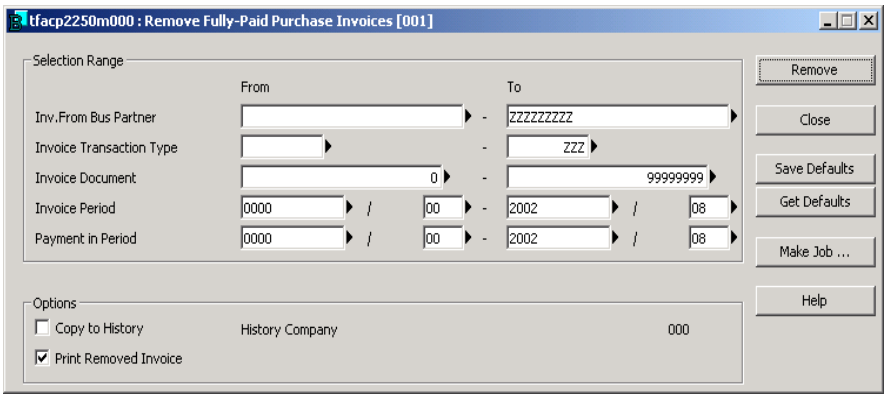
Path: // BAAN Finance / General Ledger / Integration with other Modules / Archive and Purge Integration Transactions

Session objective

You can use this session to archive and purge posted integration transactions. Transactions will be deleted from the Integration Lines Debit (tfgld410) table, the Integration Lines Credit (tfgld417) table, and the Integration References (tfgld418) table.

How to use the session

Select the company for which transactions must be Archive and Purged. Transaction Origin and Financial Transaction must be determined followed by the transaction date until which you want the records to be archived/purged. If you want to archive transactions, make sure the **Copy to History** check box is selected.



Prerequisites

- Check stock value by means of the Perform Inventory Valuation by Warehouse and Item (whina1210m000) session.
- Check WIP (SFC) by means of the Print Work-in-Process (ticst0450m000) session.
- Check WIP (PCS) the Print Project Work-in-Process (tipcs3480m000) session.

- Check WIP by means of Print WIP Transactions (tcfin1400m000) session.
- Check WIP (PPC) Print Baan Project Financial Reconciliation (tcfin2400m000) session.

Check the value of the invoice to be received for purchase orders by means of the following sessions:

- Print Receivable Invoices Specifications – Logistical (tfacp1439m000)
- Select Values for Receivable Invoices Specification (tfacp1235m000)
- Print Receivable Invoices Specifications – Financial (tfacp1435m000)

Check the value of the to invoice goods by means of the following session:

- Print Specifications Delivered, Not Yet Invoiced (tfacr1432m000)

Run the following sessions:

- Process Delivered Purchase Orders (tdpur4223m000)
- Process Delivered Sales Orders (tdsls4223m000)
- Archive Production Orders (ticst0250m000)
- Archive Projects (tppdm7820m000).
  The tp project must have the status Archived or Deleted.

You must also run the following sessions before you archive or purge integration transactions:

- Select Values for Receivable Invoices Specification (tfacp1235m000)
- Match / Approve Purchase Invoices with Orders (tfacp1130m000)
- Print Integration Transactions (tfgld4410m000)
- Global Confirmation of Future Invoices (cisli2219m000).
  Confirm invoices on line level.
- Issue Billing Request (cisli2500m000)
- Compose/Print/ Post Invoices (cisli2200m000)
- Post Integration Transactions to Finance Transactions (tfgld4201m000)

Invoked tables

Companies	Tccom000	Read
Financial Companies	tfgld004	Read
Integration Lines Debit	tfgld410	Archived
Integration Lines Credit	tfgld417	Archived
Integration References	tfgld418	Archived

Remove Fully-Paid Purchase Invoices (tfacp2250m000)

Path: // BAAN Finance / Accounts Payable / Open Entries / Maintenance/ Remove Fully-Paid Purchase Invoices

Session objective

To remove fully paid purchase invoices from the operational company and archive these invoices into the history company. Documents that are related to the purchase invoices like match, approval and payment documents are removed, as well.

How to use the session

In this session you can select which purchase invoices must be removed and archived. To archive the data, select the **Copy to History** check box.

This session, the Remove Fully-Paid Purchase Invoices (tfacp2250m000) session, is used to archive all fully paid invoices. After you archive these records, you can look up the Purchase invoices details in the archive company. Therefore, for best results, archive only the fully paid invoices of a particular year for which all financial transactions will be archived using the other archiving sessions in tf.

The fully paid purchase invoices will only be archived or removed if the following criteria are met:

- Period of the purchase invoice is in range.
- All payment records of the Purchase invoice are in range.

Both fields must have the same period number, which is the last period of the year you want to archive. This will enable you to still get the details of a Purchase invoice even if payment is made in the following year.

Prerequisites

The history company is linked in the Company Parameters (tfgld0103s000) session:

- Recalculate Business Partner Balances (tfacp2245m000)
- Select values for GRNI Reconciliation (tfacp1235m000)
- Match/Approve Purchase Invoices (tfacp2507m000)
- Compose Payments (tfcmg1240m000)
- Process Direct Debits (tfcmg4240m000)
- Maintain Bank Transactions (tfcmg2100s000)
- Write off Payment Differences (tfacp2230m000)
- Write off Currency Differences (tfacp2240m000)
- Print Control Account Checklist (tfacp2415m000)
- Update Purchase Statistics (tdpst0201m000)
- Print Purchase Invoices (tfacp2421m000), which equals total amount of sub-ledger.

Invoked tables

Business Partners	tccom100	Read
Invoice from Business Partners	tccom122	Read
Address	tccom130	Read
Authorization schemes	tfacp102	Archived
Open Purchase Items	tfacp200	Archived
Payment Schedules	tfacp201	Archived
Sundry Suppliers	tfacp202	Read
Documents	tfgld018	Read
Inter-group Transactions	tfgld104	Read
Finalized Transactions	tfgld106	Read
Transaction Types	tfgld011	Read
Matched Purchase Invoice Transactions	tfacp101	Archived
Order Data for Approval	tfacp240	Archived
Packing Slip	tfacp245	Archived
Invoice related to Order Lines	tfacp250	Archived
Invoice related to Receipt Lines	tfacp251	Archived
Recurring Invoice	tfacp101	Read
Relation Inter-company Documents	tfgld112	Read
Anticipated Payments	tfcmg110	Read

Remove Fully-Paid Sales Invoices (tfacr2260m000)

Path: // BAAN Finance / Accounts Receivable / Open Entries / Maintenance/ Remove Fully-Paid Sales Invoices

Session objective

You can use this session to remove fully paid sales invoices from the live company and to copy these invoices into the history company. Related documents, such as payments and corrections, are removed as well.

How to use the session

In this session you can select which sales invoices must be removed and archived. To archive the data, select the **Copy to History** check box.

This session, the Remove Fully-Paid Sales Invoices (tfacr2250m000) session, is used to archive all fully paid invoices. After archiving these records, the sales invoices details can be looked up in the archive company. Therefore, for best results, archive only the fully paid invoices of a particular year for which all other financial transactions are also archived using the other archiving sessions in tf.

The fully paid sales invoices will only be archived/removed if the following criteria are met:

- Period of the sales invoice is in range.
- All payment records of the sales invoice are in range.

For best results, both fields must have the same period number, which is the last period of the year you want to archive. This will enable you to still get the details of a sales invoice even if payment has been made in the next year.

Prerequisites

- Company Parameters (tfgld0103s000).
  The history company is linked in this session.
- Recalculate Business Partner Balances (tfacr2245m000)
- Compose Payments (tfcmg1240m000)
- Process Direct Debits (tfcmg4240m000)
- Maintain Bank Transactions (tfcmg2100s000)
- Write off Payment Differences (tfacr2240m000)
- Write off Currency Differences (tfacp2250m000)
- Print Control Account Checklist (tfacp2415m000
- Print Sales Invoices (tfacr2421m000).
  Equals total amount of the sub-ledger.
- Print Specification, Delivered Not Yet Invoiced (tfacr1432m000)

NOTE Prior to archiving or deleting fully paid sales invoices, you must run the Update Business Partner Statistics (tfcmg3200m000) session, otherwise, the invoice will not be removed.

Invokes tables

Business Partners	tccom100	Read
Invoice-to Business Partners	tccom112	Read
Addresses	tccom130	Read
Open Items	tfacr200	Archived
Receipt Schedules	tfacr201	Archived
One-time Business Partners	tfacr202	Read
Finalized Transactions	tfgld106	Read
Transaction Types	tfgld011	Read
Remainder Dairy	tfacr306	Deleted
Recurring Invoice	tfacr103	Read

Archive / Purge Financial Transactions (tfgld6205m000)

Path: // BAAN Finance / General Ledger / Year-End Processing / Archive/ Purge Financial Transactions

Session objective

After closing a specific fiscal year, you can to copy the finalized transactions from the History Company (tfgld106) table. The closing action of a year is carried out by the Close Year (tfgld6203m000) session. The copy action of the Finalized Transactions (tfgld106) table is performed by means of the Archive / Purge Financial Transactions (tfgld6205m000) session, which starts automatically after you run the Close Year (tfgld6203m000) session. For this reason, the copy action is not included in the menu.

How to use the session

The session is called from the Close Year (tfgld6203m000) session. The script is completely rewritten and replaces the Copy Transactions to History Company (tfgld6204m000) session. The session does the following:

If the **Archive to History** check box is selected, first the relevant tables in the history company are checked on their presence. The common and finance master data are archived when the **Archive General Data** check box is selected. Transaction data is archived/purged inside a loop of End dates by Year (tfgld006) table, in which all years before the year the user entered are processed.

In this session only the year to be archived must be filled in. This year must be before the **Current Fiscal Year**, minus the value in the **Store data for X years**.

NOTE For best results, clear the **Archive General Data** check box when you archive general ledger data in case general data is already archived in ACP/ACR archive sessions. This will improve the performance of this session.

Prerequisites

The following sessions must be processed, for the particular year that will be archived, before you start the Archive / Purge Financial Transactions (tfgld6205m000) session. The following archiving procedure, with the pre-actions and prerequisites, must be executed in the following sequence:

1. Archive Disposed Fixed Assets (tffas3300m000) (B50_b only)
2. Archive and Purge Integration Transactions (tfgld4210m000)
3. Remove Fully-Paid Purchase Invoices (tfacp2250m000)
4. Remove Fully-Paid sales invoices (tfacr2260m000)
5. Print Debit and Credit Amounts by Document' (tfgld3410m000)
6. Close Year' (tfgld6203m000)

Invoked tables

Companies	tccom000	Read
Financial Companies	tfgld004	Read
End dates by Year	tfgld006	Read
Transaction types	tfgld011	Read
Documents	tfgld018	Archived
Batch Status	tfgld100	Archived
Transaction type Batch Status	tfgld101	Archived
Recurring Transactions Instructions	tfgld103	Read
Finalized Transactions	tfgld106	Archived
Finalization Run Number Status	tfgld109	Archived
Balance Analysis	tfgld116	Read
Open Items	tfacp200	Read
Open Items	tfacr200	Read

Copy Balances to History Before Specified Year (tfgld6206m000)

Path: // BAAN Finance / General Ledger / Year-End Processing / Copy Balances to History Before Specified Year

Session objective

After you close a specific fiscal year, you can copy balances from the tfgld201 table to the tfgld206 table into the history company by means of the Copy Balances to History Before Specified Year (tfgld6206m000) session.

How to use the sesssion

In this session you first select the company of which you want balances to be archived. Next, you select the year up to which you want balances to be archived. The system will check if this year is before the **Current Fiscal Year,** minus the value of the **Store data for X years** field. If this is the case, the session will start to archive balances.

Prerequisites

The following sessions must be executed for the particular year that will be archived before you run the Copy Balances to History before Specified Year (tfgld6206m000) session. The archiving procedure, with the pre-actions and prerequisites, must be carried out in the following sequence:

1. Archive Disposed Fixed Assets (tffas3300m000), B50_b only
2. Archive and Purge Integration Transactions (tfgld4210m000)
3. Remove Fully-Paid Purchase Invoices (tfacp2250m000)
4. Remove Fully-Paid Sales Invoices (tfacr2260m000)
5. Archive / Purge Financial Transactions (tfgld6205m000)
6. Print Debit and Credit Amounts by Document (tfgld3410m000)
7. Close Year (tfgld6203m000).
   If only the finalized transactions (table tfgld106) are archived by means of the Archive / Purge session.

The Financial Transactions (tfgld6205m000) session then balances will be lost for a particular year if one of the following sessions is run to rebuild the ledger of dimension history:

- Rebuild Ledger History (tfgld3201m000)
- Rebuild Dimension History (tfgld3202m000)
- Rebuild Opening Balance/History from Transactions (tfgld3203m000)
- Rebuild Ledger / Dimension History of Period (tfgld3206m000)

Therefor, for best results, do not rebuild balances for a year that already has been archived by means of the Archive / Purge Finance Transactions (tfgld6205m000) session.

Invoked tables

End Dates by Year	tfgld006	Read
Period Status	tfgld007	Read
Documents	tfgld018	Archived
Batch Status	tfgld100	Read
History - Ledger Account Totals	tfgld201	Archived
History – Dimension/Ledger Accounts	tfgld202	Archived
Opening Balance Ledger Currency	tfgld203	Archived
Opening Balance Dim/Ledger/Currency	tfgld204	Archived
History-Dim Combinations	tfgld205	Archived
Opening Balance-Dim Combinations	tfgld206	Archived

Archive / Purge Vat Transactions (tfgld6207m000)

Path: // BAAN Finance / General Ledger / Year-End Processing / Archive/Purge VAT Transactions

Session objective

After you close a specific fiscal year, you can use this session to copy tax transactions of a final closed period from the tfgld110 table into the history company.

How to use the session

In the session you first fill in the company number from which you want to archive or delete the VAT transactions. Next, select the **Copy to History** check box. If you do not select this check box, the VAT transactions are deleted directly from the current company without archiving. Next, select the tax year and tax period up to which you want to delete or archive data.

Prerequisites

The following sessions must be run for the year which will be archived, before you start the Archive / Purge Vat Transactions (tfgld6207m000) session. The archiving procedure, with the pre-actions and prerequisites, must be performed in the following sequence:

1. Archive Disposed Fixed Assets (tffas3300m000).
   For iBaan ERP 5.0b only.
2. Archive and Purge Integration Transactions (tfgld4210m000)
3. Remove Fully-Paid Purchase Invoices (tfacp2250m000)
4. Remove Fully-Paid Sales Invoices (tfacr2260m000)
5. Archive / Purge Financial Transactions (tfgld6205m000)
6. Period Status (tfgld0107m000)
   All tax periods must have the status Finally Closed.

To enable access to the archived transactions all types of relevant reference tables are copied as well. After archiving the data, the session removes records in the current company from the Tax Analysis (tfgld110) table.

Before you run this session, you must print the VAT-records by means of the tfgld1420m000 session.

Invoked tables

Group Company Parameters	tfgld003	Read
Period Status	tfgld007	Read
Vat transactions	tfgld110	Archived
Finalized Transactions	tfgld106	Read

Delete posted interest invoices (tfacr5230m000)

Path: // BAAN Finance / Accounts Receivable / Interest Invoices / Delete Posted Interest Invoices

Session objective

The Delete Posted Interest Invoices (tfacr5230m000) session deletes the interest invoices that have been posted. All deleted interest invoices are printed on a report.

NOTE After you run this session, you cannot reprint the removed interest invoices anywhere in the program.

Invoked tables

Invoice-to Business Partners	tccom112	Read
Cust. Receipts for Interest Invoice Generation	tfacr510	Deleted
Financial Companies	tfgld004	Read
Transaction Types	tfgld011	Read

Remove Posted Payment Batches (tfcmg1259m000)

Path: // BAAN Finance / Cash Management / Supplier Payments / Remove Posted Payment Batches

Session objective

This session removes all payment batches that have the status Paid. The payment batches that are deleted from the payment batch tables receive the status Removed.

Invoked tables

Parameters CMG	tfcmg000	Read
Payment Advice	tfcmg101	Deleted
Posting Data for Payments without Invoice	tfcmg102	Deleted
Composed Payments	tfcmg103	Deleted
One-Time Supplier Addresses	tfcmg108	Deleted
Payment Batches	tfcmg109	Read
Payment Documents	tfcmg113	Deleted
Exception Errors	tfcmg192	Deleted
Financial Companies	tfgld004	Read

Remove Direct debit batches (tfcmg4259m000)

Path: // BAAN Finance / Cash Management / Customer Receipts / Remove Posted Direct Debit Batches

Session objective

You can use this session to delete direct debit batches. To be deleted, the status of the batch must be equal to Paid. The direct debit batches that are deleted from the direct debit batch tables receive the status Removed.

Invoked tables

Parameters CMG	tfcmg000	Read
Direct Debit Advice	tfcmg401	Delete
Composed Direct Debits	tfcmg403	Delete
Direct Debit Batches	tfcmg409	Read
Direct Debit Documents	tfcmg413	Read
Financial Company	tfgld004	Read

Archive Cost Analysis Data (tfcat2881m000)

Path: // BAAN Finance / Cost Accounting / Cost Analysis / Procedure

Session objective

With this session, you can archive and/or delete cost analysis data. The cost analysis data consists of the following:

- Actual Costs by reference Unit.
- Actual Costs by Dimension.
- Actual Performance.
- Allowed Costs and Deviations.

To enable you to access the archived data, the relevant reference tables are also copied. This general data consists of the following:

- Reference Units per Dimension
- Budget Data
- Budgets per Year
- Chart of Accounts and Dimensions.

If the **Delete Only** check box is selected, the data will be deleted without first copying the data to the history company. The **History Company** field will be disabled.

In this session you must specify the budget for which the allowed costs and deviations must be archived. The default value will be the actual budget of the current financial company.

How to use the session

On the form, you specify year, period and dimension. In the **Options** section, you enable the parameter to select which type of cost analysis data you want to archive or delete.

Invoked tables

Company	tccom000	Read
Units	tcmcs001	Read
Parameters Cost Accounting	tfcat000	Read
Actual Costs by Reference Unit	tfcat210	Archived
Actual Costs by Dimension	tfcat211	Archived
Actual Performance	tfcat220	Archived
Imported Actual Performance from Logistic	tfcat222	Archived
Hours from HRA by Financial Period	tfcat223	Read
Allowed Cists and Deby means oftions	tfcat240	Archived
Budgets	tffbs003	Read
Budgets by Year	tffbs005	Read
Reference Units by Dimensions	tffbs030	Read
Hierarchy	tffbs010	Read
Hierarchy fir Ledger Accounts	tffbs011	Read
Dimension Description	tfgld002	Read
Chart of Accounts	tfgld008	Read
Dimension Master	tfgld010	Read

Delete / Archive Budgets (tffbs1201m000)

Path: // BAAN Finance / Financial Budget System / Budget Data / Single Dimension Budgets/ Delete/Archive Budgets

Session objective

This session copies the budget data to the archive company. The system also copies the necessary general data to the archive company. Depending on the chosen option, you either archive or simply delete the budget data without archiving.

NOTE You can archive specific budget data together with the necessary master data from the current company. If you select the **Archive** option, the system deletes successfully archived budget data in the operational company except for the master budget data.

Invoked tables

Availability Types	tcccp001	Read
Time Interval Types	tcccp003	Read
Calendar Codes	tcccp010	Read
Company Parameters	tccom000	Read
Employees	tccom001	Read
Addresses	tccom130	Read
Address Formats	tccom135	Read
Units	tcmcs001	Read
Currencies	tcmcs002	Read
Routes	tcmcs004	Read
Unit Sets	tcmcs006	Read
Countries	tcmcs010	Read
Vat Codes	tcmcs037	Read
Languages	tcmcs046	Read
Cost Components	tcmcs048	Read
Departments	tcmcs065	Read
States/Provinces	tcmcs143	Read
CAT Parameters	tfcat000	Read
Allocation Relation	tfcat400	Read
FBS Parameters	tffbs000	Read
Budget Distribution	tffbs001	Read
Budget Distribution data per Period	tffbs002	Read
Budgets	tffbs003	Archived / Deleted
Budget Defaults by Ledger a/c and Dim	tffbs004	Archived / Deleted
Budgets by Year	tffbs005	Archived / Deleted
Hierarchy	tffbs010	Read
Hierarchy by Ledger Accounts	tffbs011	Read
Hierarchy by Dimensions	tffbs012	Read
Ledger Account Structure by Dimensions	tffbs020	Read
Relations between Ledger Accounts	tffbs021	Read
Reference Units per Dimension	tffbs020	Read
Report Structure per Dimension	tffbs040	Read

Type		
Report Structure Lines	tffbs041	Read
Summation Rules for Report Structure Lines	tffbs042	Read
Budget Amounts and Quantities per Year	tffbs100	Archived / Deleted
Budget Amounts and Quantities per Period	tffbs101	Archived / Deleted
Single Dimension Budget per Year	tffbs100	Archived / Deleted
Single Dimension Budget per Period	tffbs101	Archived / Deleted
Performance Budget per Year	tffbs110	Archived / Deleted
Performance Budget per Period	tffbs111	Archived / Deleted
Dimension Description	tfgld002	Read
Financial Companies	tfgld004	Read
Periods	tfgld005	Read
Chart of Accounts	tfgld008	Read
Dimensions	tfgld010	Read
Protocol Codes	tfgld035	Read
Transactions	tfgld011	Read
Trade Groups	tppdm016	Read
Wage Rates	tppdm067	Read
Text	tttxt001	Read

Archive Disposed Fixed Assets (tffas3300m000)

Path: iBaan ERP 5.0b: // BAAN Finance / Fixed Assets / Master Data / Archive Disposed Fixed Assets

Session objective

Use this session to move old fixed asset data to the archive company. Only fixed assets that were disposed more than one year before the current financial year can be archived.

How to use the session

Select the year in which assets are disposed. Verify that the history company number is properly stated on the form of the Archive Disposed Fixed Assets (tffas3300m000) session.

Invoked tables

FAS Parameters	tffas000	Read
Depreciation Master Data	tffas002	Read
Fixed Asset Main Groups	tffas003	Read
Fixed Asset Groups	tffas004	Read
Group Depreciation Data	tffas005	Read
Fixed Master Data	tffas007	Read
Fixed Asset Depreciation Data	tffas008	Archived / Deleted
Fixed Asset Variable Depreciation Data	tffas009	Archived / Deleted
Fixed Asset Locations	tffas013	Read
Business Information details	tffas017	Archived / Deleted
Special Depreciation Master Data	tffas018	Read
Special Depreciation Amounts	tffas019	Archived / Deleted
Logged Transaction	tffas020	Archived / Deleted
Deprecation Error Log File	tffas021	Archived / Deleted
Investments	tffas100	Archived / Deleted
Disposals	tffas101	Archived / Deleted
Maintain Costs	tffas102	Archived / Deleted
Transferred Fixed Assets	tffas103	Archived / Deleted
Periodical Depreciation and Revaluation Results	tffas200	Archived / Deleted
Annual Depreciation and Revaluation Results	tffas201	Archived / Deleted
Fixed Asset Performed Units	tffas202	Archived / Deleted
Depreciation Parameters	tffas203	Read
Index Master Data	tffas300	Read
Indices	tffas301	Read
Insured Fixed Assets	tffas501	Archived / Deleted
Fixed Asset Provider Data	tffas800	Archived / Deleted
Documents	tfgld018	Read
Language Independent Text Data	ttxt001	Read

Path: iBaan ERP 5.0c: // BAAN Finance / Fixed Assets Management / Periodic Processing / History Purge

In iBaan ERP 5.0c, no archiving functionality is available to archive fixed asset data. The History Purge (tffam8208m000) session removes historical summary and asset data with related books and distributions without running the Period End (tffam8205m000) session. iBaan ERP only purges closed periods.

Session objective

You can use this session to remove data that was not removed during the period-end process. You can also run this session to remove data that you restored beyond the normal history-retention periods, but which you do not want to retain until the next period-end. You can purge summary data, detail data or both during this session.

When you run the Period End (tffam8205m000) session, iBaan ERP automatically purges historical data based on the history-retention rules specified in the FAM Parameters (tffam0100s000) session. You can override the retention rules when you run the current session to remove restored historical data for a company. If you restore historical data in iBaan ERP, you must modify the history-retention rules in the FAM Parameters (tffam01000s000) session to retain the additional data. You must also run the Period End tffam8205m000 session.

For assets subject to ADR or MACRS group tax reporting, iBaan ERP does not purge data from the ADR books, even if the retention periods are exceeded. iBaan ERP purges the ADR books for these assets if all the assets in the vintage/group account are disposed of.

How to use the session

Select history retention year, followed by retention periods, which can be defined for assets, capitalization, adjustment, depreciation, transfer, disposal, and message logging separately.

You can purge summary, details, or both.

Invokes tables

Period	Tfgld005	Read
Period Status	tfgld007	Read
Asset Master Table	tffam100	Deleted
Depreciation account summary	tffam775	Deleted
Transaction Summary	tffam807	Deleted
Periodic Book value summary	tffam808	Deleted
Error log	tffam013	Deleted

Archive and/or Delete GRNI Reconciliation (tfacp1238m000)

Path// BAAN Finance / Accounts Payable / GRNI Reconciliation Maintenance/ Archive and/or Delete GRNI Reconciliation

Session objective

Use the Archive and/or Delete GRNI Reconciliation (tfacp1238m000) session to archive and/or delete all entries from the interim table (tfacp135) up to the fiscal year/period specified on the form. This process does not archive or clear data from any other table.

The session ensures that fully accepted and finalized purchase orders in the Finalize Accepted GRNI Entries (tfacp1239m000) session no longer appear on the reports of the Print Receivable Invoice Specifications- Financial (tfacp1435m000) session. For more information about this session, refer to the *GRNI Reconciliation User Manual*, which is available under solution 124194 on the Baan Support Web site.

How to use the session

In the **Selection** section, you can enter the company numbers of which you want GRNI Reconciliation data to be archived or deleted. The fiscal period is the period up to which you want to archive the data.

In the **Settings** section, you can select the action that you want to take. Three options are available:

- Only delete from operational company. No archiving will be performed.
- Only archive: No records will be deleted from the operational.
- Archive or delete: Both archiving and deleting from the operational company will be carried out.

The archive company displayed on the form is taken from the Company Parameters (tfgld0103m000) session. If no **Archive Company** is filled in, in that case company 000 will come up, this session will not archive the data but just delete the data.

Prerequisites

The following GRNI transactions must be accepted and finalized:

- Purchase Order
- Manual Postings
- Opening Balances
- Reversal Postings
- Undefined Postings

To do this, you can use the following sessions:

- Accept Values for GRNI Reconciliation (tfacp1535m000)
- Accept Values for GRNI Reconciliation (tfacp1237m000)
- Finalized Accepted GRNI Reconciliation (tfacp1239m000)

Invoked table

Interim Table for GRNI Reconciliation	Tfacp135	Archive and/or Delete

Purge Sales Invoice Data (cisli3210m000)

Path// BAAN Central Invoicing / Processing of invoice / Purge Sales Invoice Data

Session objective

You can use this session to remove the data of posted and paid sales invoices and cancelled sales invoice lines.

How to use the session

On the second form, verify that the **Copy to History Company** check box is selected and the correct history company number is stated to copy the data in the history company. If the check box is not selected, the invoice data will be deleted.

In the **Purge** section, you can specify which data must be purged, according to following order:

- Template - Billing Request – Invoice – Open Entries

Therefore, to delete:

- An invoice: First delete all open entries in the ACR module.
- A billing request: First delete all invoices in the SLI module.
- A template: First delete all billing requests.

You can optionally delete cancelled invoice lines. To do so, select the various check boxes on the first form. Invoice lines with the status Cancelled in the SLI module can be deleted. For performance optimization, purge old data regularly.

Invoked tables

Billing Request Addition	cisli120	Read
Billing request	cisli200	Read or Archived
Templates	clisli201	Read or Archived
Invoice-Source Relations	cisli205	Read