ORACLE

OPERA Folio VAT Amendments

Folio amendments due to temporary reduction of the VAT rates –
XML Publisher

PURPOSE STATEMENT

This document introduces you to VAT setup in UK properties and corresponding folio setup in Oracle Reports Developer and XML Publisher.

It is intended solely to help you provide background information in regards of VAT rate adjustment taking place for UK in July 2020 and the needed amendments on folio VAT sections.

REVISION

Versioning of this document

VERSION	DATE	AUTHOR	CHANGES
1.1	11 JUN 2020	Emma Hanson	Initial

Table Caption 1. Versioning of this document

DISCLAIMER

This document in any form, software or printed matter, contains proprietary information that is the exclusive property of Oracle. Your access to and use of this confidential material is subject to the terms and conditions of your Oracle software license and service agreement, which has been executed and with which you agree to comply. This document and information contained herein may not be disclosed, copied, reproduced or distributed to anyone outside Oracle without prior written consent of Oracle. This document is not part of your license agreement nor can it be incorporated into any contractual agreement with Oracle or its subsidiaries or affiliates.

This document is for informational purposes only and is intended solely to assist you in planning for the implementation and upgrade of the product features described. It is not a commitment to deliver any material, code, or functionality, and should not be relied upon in making purchasing decisions. The development, release, and timing of any features or functionality described in this document remains at the sole discretion of Oracle.

Due to the nature of the product architecture, it may not be possible to safely include all features described in this document without risking significant destabilization of the code.

TABLE OF CONTENTS

VAT RATES OVERVIEW

With two different VAT rates current present, the UK government announced a 6-month reduction in the rate of VAT from 20% or 5% on tourism and hospitality-related activities. The reduced VAT rates are scheduled to come into effect on 15st July 2020 and remain in force until 12th January 2021.

The full set of the following VAT rates will need to be displayed onto OPERA generated folios. Temporary reduced VAT rates needs to be set up in addition to the existing ones to allow for historic folio production.

VAT rate overview

ACTUAL VAT RATE	TEMPORARY REDUCTION	IN USE FOR
20% (Regular VAT rate)	to 5%	All taxable transactions. Changes apply **only** to accommodation, admission tickets to attractions, food and non-alcoholic drinks
4% (Reduced/Long Stay VAT rate)	to be confirmed	Applied to accommodation transactions from day 29 onwards
0%	no change	Applied to a few revenue codes which are classed as 'outside the scope of VAT' or non-taxable

TRANSACTION CODES SETUP

Tax transaction codes with tax buckets

Each tax transaction code created in OPERA is mapped to a **separate tax bucket** in transaction code configuration, which enables OPERA to display of VAT on the folio.

Tax Buckets field shown within VAT Transaction Code configuration:

STEPS TO UPDATE XMLP TEMPLATE

Prerequisites in OPERA Configuration

Tax bucket setup

Tax buckets needs to be carefully inspected and noted down before heading into folio amendment.

- Which tax buckets are in use?
- Have transaction codes and linked tax buckets for 5% and 1% *TBC* (plus Deposit 5% and Deposit 1% *TBC* if using Advanced Deposit Handling) already been set up?
- Is tax bucket setup unique per VAT rate?
- What tax bucket is linked to the new VAT transaction codes?

In the below examples we will demonstrate the process using the tax buckets shown here:
5% = tax bucket 20
1% = tax bucket 19

XML Publisher Workstation Installation

In order to amend the templates, the work must be completed on a workstation which has XML Publisher installed (with the BI Publisher ribbon showing within Word).

Once Word opens, and the ribbon shows, navigate to the Options section and select Options. Under the Build tab, check that Backward Compatible is selected to avoid errors when adding in new database fields to the template.

As the XMLP templates utilize tables in much of the layout, it makes navigating the layout easier if 'View Gridlines' is activated. See below screenshot for the location of this option (may differ slightly depending on the version of Word in use).
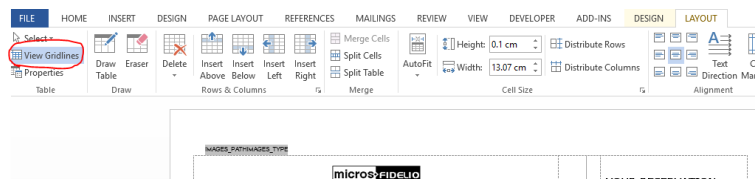
Folios in XML Publisher

In OPERA configuration Report Setup, a check is needed to gather how many folios need amendments for your property/chain.

- Folios, AR-Folios, Passerby-Folios, Post-It Folios, etc.

For each of these files, both the customizable template, RDF file format, and the data file, XML file format.

Downloading the RTF and XML files

OPERA V5

To download the files, navigate to Configuration > Setup > Report Setup > Reports. Locate the report that is to be amended (all 'stationery' files will follow the standard naming convention of resortcode_templatename – this must be in lowercase). A search can be performed on '%folio' to locate the folio files.

Highlight the template and click EDIT then CUSTOMIZE. This will give you the option to download the template (rtf) and the data file (xml).

For OPERA V5.5 or lower

When customize is clicked the system will automatically download both files in to the Customize folder located in the C:\ drive or D:\ of your workstation. It is important to make sure there are no other similar named files in this folder at the time as they will be overwritten.

Equally, once the work is complete, simply click OK and the system will automatically upload the file from the customize folder. On workstations of this set up, it is advised to use a 'Work In Progress' file, and copy/paste the RDF into this folder to make the changes. Then if OPERA times out whilst performing the changes and you have to navigate back to the Customize button, the system will not override the file you are working on when it re-download the RDF from the server.

Once work is complete, before pressing the OK button, you can copy/paste the updated file back into the customize folder and the system will pick up the correct file to upload.

OPERA Cloud

To download the files, navigate to Reports > Configure Reports > Manage Reports. To locate the report that is to be amended tick SHOW INTERNAL and search the resort code in the Report Name field (all 'stationery' files will follow the standard naming convention of resortcode_templatename – this must be in lowercase). A search can be performed on 'folio' to locate the folio files.

Expand the 'group' the report sites in and highlight the template. Then click the action button and select DOWNLOAD CUSTOMIZED REPORT, followed by DOWNLOAD SAMPLE DATA.

Backups

It is critical a backup of the untouched RTF file is saved before beginning updates to the template. This will allow for easy rollback in case of error when testing.

Once the RTF file has been downloaded, copy/paste the document into separate clearly labelled location.

FOLIO VAT BREAKDOWN AMENDMENTS

XMLP Folio VAT Breakdown Set Up

XMLP Standard Template VAT breakdown contains **one line for each tax bucket** showing the Net amount as well as a **separate line showing the Total Gross amount.**

The labels for the Net rows takes the text from the Transaction Code Description of the VAT codes used.

The current templates in circulation have 4 separate Net rows, each corresponding to tax buckets 1 through 4.

Following the VAT change, the OPERA system will now utilize additional tax buckets, therefore additional rows may need to be added.

Adding Rows for New VAT Tax Buckets

For each new tax bucket in use against the new VAT transaction codes, a new line into the VAT breakdown must be added, and the tax bucket fields must be included in the total row.

Within the RDF document, locate the table where the tax breakdown is configured, decide where the new VAT entries must go and add a row to the table. Once the row is added, if conditional regions (explained in the next section) are in use, you will need to move the red END IF from the next field up to end of the previous row (as this is related to the entry of the field above). See below for how this will look once completed.

NET AMOUNT	TOTAL_NET	P_CURRENCY
IFTAX_DESC1	VAT1_AMT	P_CURRENCYEND IF

In the Net Amount Column (after the END IF) place your curser and click the Field option in the BI Publisher ribbon to open the Field list. Search for the field named TAX_DESC? where ? is the number that related to the tax bucket used on the new VAT code.
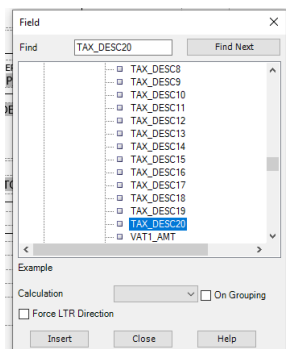
Click Insert or double click to place the field into the template. It may show on two lines due to the END IF but this will not print, so the resulting folio will only show this field on 1 line.

Click in the next column and repeat as above, searching for VAT?_AMT where ? is the number that related to the tax bucket used on the new VAT code.

Finally, in the final column add the field named P_CURRENCY.

Repeat these steps to create a new row for each new tax bucket used against the new tax transaction codes.

Note: if any custom amendments had been made to the VAT breakdown layout, you will need to copy the existing layout and take cues from the existing rows as to what fields to use in each column.#

Conditional Regions

If your folio has the rows of the tax breakdown set up with conditional regions to hide each row if not used on the invoice that is printed, the rows will each be surrounded by IF and END IF (usually coloured RED to differentiate the controls from the text fields). If this is the case, for each new row, a new conditional region will need to be added.

To add a conditional region, first highlight the fields you which the region to apply to and click Conditional Region in the BI Publisher ribbon. This will open the Conditional Region editor.
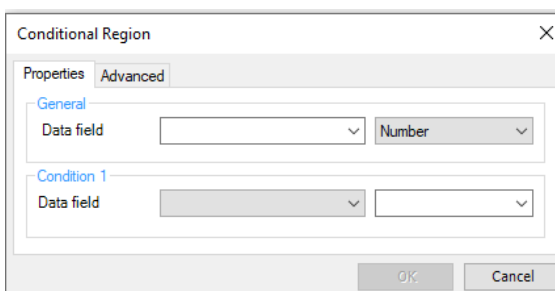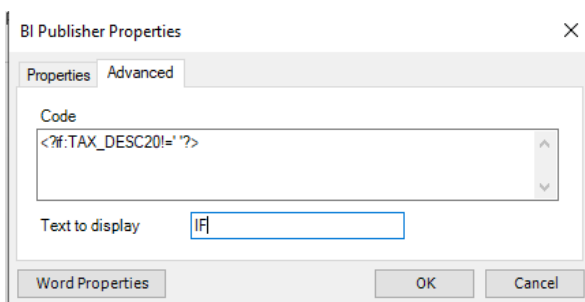

Under General, in Data Field select the TAX_DESC? field for that row. Next change the field type to Date/Text.

Under Condition 1, in Data Field select Not Equal To. In the cell next to it enter a single space.
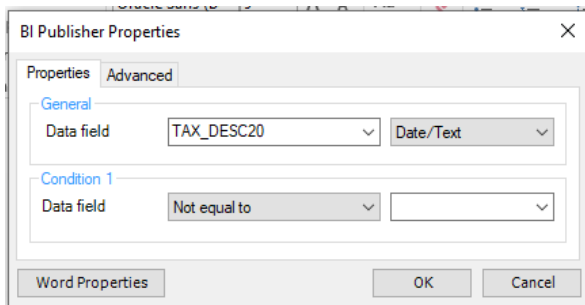
In Advanced, check the statement shows as below, and update the Text to Display field to 'IF', as shown.

When OK is clicked the template will show IF (in black font) before the fields that were selected and EC (for end condition, in black font) after the selected fields. It is advised to colour these controls into red font, as shown on the other conditional regions in the template. If you wish to rename the EC to END IF, simply double click the text and update the Text to Display.

Repeat these steps for each new tax bucket used.

Completed VAT breakdown

Once all the updated have been completed, the VAT breakdown section should appear as shown below.

Note that some of the END IF controls show before the next field, this will also operate as expected.

NET AMOUNT	TOTAL_NET	P_CURRENCY
IFTAX_DESC1	VAT1_AMT	P_CURRENCYEND IF
IFTAX_DESC20	VAT20_AMT	P_CURRENCYEND IF
IFTAX_DESC2	VAT2_AMT	P_CURRENCYEND IF
IFTAX_DESC19	VAT19_AMT	P_CURRENCYEND IF
IFTAX_DESC3	VAT3_AMT	P_CURRENCY
END IFIFTAX_DESC4	VAT4_AMT	P_CURRENCY END IF
TOTAL INCL. VAT	TOTAL_GROSS	P_CURRENCY

Implementation of amended folios

After amending and uploading all required folios RDF files, it is advised to test the folio to ensure it previews with no errors.

If an error occurs, the backed up/pre updates RDF can be re-uploaded while the changes made are verified.

CONNECT WITH US

Call +1.800.ORACLE1 or visit oracle.com.
Outside North America, find your local office at oracle.com/contact.

B blogs.oracle.com   **f** facebook.com/oracle   **y** twitter.com/oracle

OPERA Folio VAT Amendments
July 2020