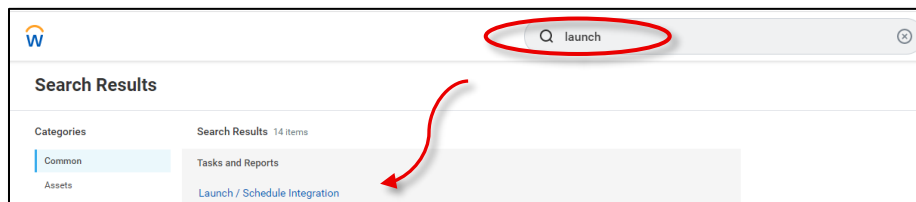


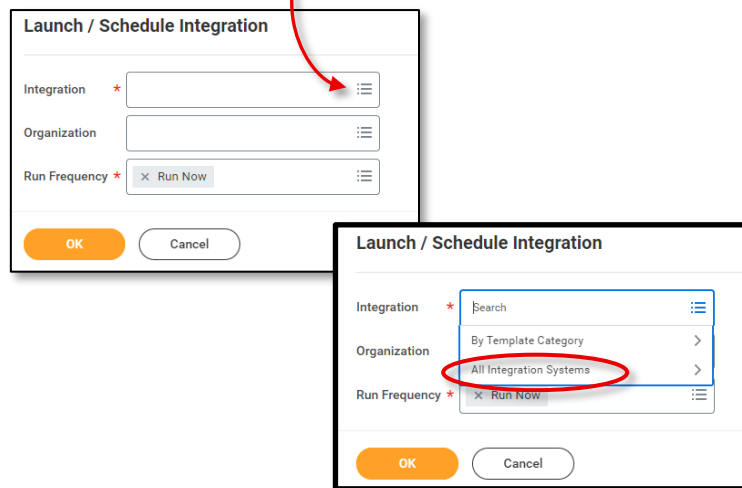
Journal: EIB (Enterprise Interface Builder) Integration Launch

At times journal entries require numerous accounting lines that would be very time consuming to enter line by line. Workday offers the Enterprise Interface Builder (EIB) tool, which allows for mass loading of data through a scheduled integration.

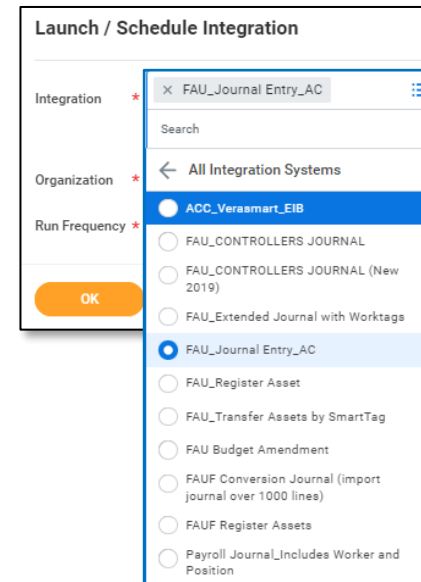
1. In the Workday search field, type **Launch** and hit Enter. Select **Launch / Schedule Integration** from the search results.



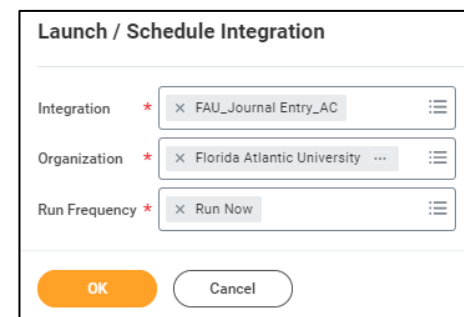
2. In the Integration field, click the drop-down icon and select **All Integration Systems**.



3. Select **FAU_Journal Entry_AC** in the drop-down list.



4. In the Organization field, enter **Florida Atlantic University**. In the Run Frequency field, leave the default **Run Now** selected.



5. Click **OK**.

Journal: EIB (Enterprise Interface Builder) Integration Launch

6. The **Schedule an Integration** window opens. Determine the integration criteria by clicking the Dropdown List icon in the Value Field. Select **Create Integration Attachment** from the list.

Schedule an Integration

Request Name: FAU_Journal_Entry_AC
Integration System: FAU_Journal_Entry_AC
Organization: Florida Atlantic University
Run Frequency: Run Now

Integration Criteria: 3 items

Provider	Field	Value Type	Value
(Attachment) Submit Accounting Journal (Web Service)	Integration Attachment	Specify Value	
(Workflow Web Service) Submit Accounting Journal (Web Service)	Load Error Limit	Specify Value	
	Validate Only Load	Specify Value	
	Add Errors to Attachment	Specify Value	

Value dropdown menu options: Last 1 Day, All, Last 7 Days, Last 30 Days, **Create Integration Attachment**

7. The **Create Integration Attachment** window opens. You can use the **Select files** icon to attach your Excel file (.xml file type) through Windows Explorer or drag and **Drop** your file into the **Attachment** box.

TIP: The Excel file must be *closed* before attaching.

Create Integration Attachment

Integration Attachment (empty)
Comment

Attachment *

Drop file here or Select files

8. If the file upload is successful, click **OK**.

Create Integration Attachment

Integration Attachment (empty)
Comment

Attachment *
Test - EIB Procedure.xml
✓ Successfully Uploaded!

OK Cancel

9. The **Schedule an Integration** window opens again, and the Attachment Value field will now be populated with the attached Excel file. Click **OK**.

Schedule an Integration

Request Name: FAU_Journal_Entry_AC
Integration System: FAU_Journal_Entry_AC
Organization: Florida Atlantic University
Run Frequency: Run Now

Integration Criteria: 3 items

Provider	Field	Value Type	Value
(Attachment) Submit Accounting Journal (Web Service)	Integration Attachment	Specify Value	Test - EIB Procedure.xml (02/08/2023, 8:47:43.000 AM)
(Workflow Web Service) Submit Accounting Journal (Web Service)	Load Error Limit	Specify Value	Unlimited
	Validate Only Load	Specify Value	
	Add Errors to Attachment	Specify Value	

Value dropdown menu options: Test - EIB Procedure.xml (02/08/2023, 8:47:43.000 AM)

OK Cancel

Journal: EIB (Enterprise Interface Builder) Integration Launch

10. Once the integration begins, the **View Background Process** window will open. Click **Refresh** to see the processing progress.

View Background Process FAU_Journal Entry_AC

Process: FAU_Journal Entry_AC
Request Name: FAU_Journal Entry_AC
Status: **Processing**
Current Processing Time (hh:mm:ss): 00:00:00
Average Processing Time (hh:mm:ss): 00:00:00

Refresh

Integration Details | Process Info | Process History | Output Files (0) | Messages (0) | Child Processes (1)

Enterprise Interface Event: FAU_Journal Entry_AC - 02/08/2023, 8:50:30.239 AM (Processing)

Integration Process

Parent Event: Integration: FAU_Journal Entry_AC - 02/08/2023, 8:50:30.239 AM

Integration Event: FAU_Journal Entry_AC - 02/08/2023, 8:50:30.239 AM (Processing)

Integration System: FAU_Journal Entry_AC

View Background Process FAU_Journal Entry_AC

Process: FAU_Journal Entry_AC
Request Name: FAU_Journal Entry_AC
Status: **Processing**
Percent Complete: 94.00%
Current Processing Time (hh:mm:ss): 00:00:11
Average Processing Time (hh:mm:ss): 00:00:00

Refresh

11. If the Response message is successful, proceed with submitting the journal.

Integration Process

Parent Event: Integration: FAU_Journal Entry_AC - 02/08/2023, 8:58:06.149 AM

Integration Event: FAU_Journal Entry_AC - 02/08/2023, 8:58:06.149 AM (Completed)

Integration System: FAU_Journal Entry_AC

Initiated By: Lorraine Plakstis

Initiated at: 02/08/2023 11:58:06.149 AM

Ran As: lplakstis / Lorraine Plakstis

Response Message: SUCCESS: All records loaded successfully!!

Percent Complete 100

Execution Summary SUCCESS: All records loaded successfully!!

12. A journal is created through the integration process. Run the **Find Journals** report to find the created journal and open the journal to edit.

Find Journals

Details

1 item

Journal	Journal Number	Company	Status	Accounting Date	Total Ledger Debits	Total Ledger Credits	Source	Ledger	Memo
Q		Florida Atlantic University	Created	01/31/2023	100.00	100.00	Inter-Departmental Charges	Florida Atlantic University - Actuals	Test - EIB Procedure

13. Click on the **Related Actions** button to open the **Actions** menu. Click **Edit** and proceed with the applicable steps in the **Create a Journal** job aid. The journal lines will be pre-populated with the information that was entered on the EIB Excel file that was loaded during the integration process.

TIP: Review the journal lines and journal header fields and attach the supporting document(s) before submitting.

Find Journals

Details

1 item

Journal	Journal Number	Company	Status	Accounting Date	Total Ledger Debits	Total Ledger Credits	Source
Q		Florida Atlantic University	Created	01/31/2023	100.00	100.00	Inter-Departmental Charges

Actions

Journal

Edit

Edit (Errors Only)

Add/Change Attachment

Cancel

Copy

Delete Journal

Enable Multicurrency

Enable Record Quantity

Submit

Ledger: Florida Atlantic University - Actuals

Journal Source: Inter-Departmental Charges

Create Reversal: No

Adjustment Journal: No

Balanced: Yes

Journal Entry Status: Created

Total Ledger Debits: 100.00

Total Ledger Credits: 100.00

Journal: EIB (Enterprise Interface Builder) Integration Launch

14. If the Response message indicates an error, an **Exception Summary** will appear.

The screenshot shows the 'Integration Process' for 'FAU_Journal Entry_AC'. The status is 'Completed With Errors'. A red arrow points from this status to a 'Failure Report' link in the 'Consolidated Report and Logs' section. Another red arrow points from the 'Failure Report' link to a 'FailureReport.html' link in a separate window.

Integration Process

Parent Event: Integration: FAU_Journal Entry_AC - 02/08/2023, 8:50:30.239 AM

Integration Event: FAU_Journal Entry_AC - 02/08/2023, 8:50:30.239 AM (Completed With Errors)

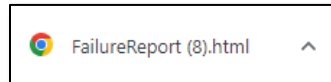
Integration System: FAU_Journal Entry_AC

Consolidated Report and Logs

Failure Report

FailureReport.html

15. Click on the **FailureReport.html** link to download the report. The file will open as a webpage.



16. Click on the **View Details** tabs to open **Error Message** section.

The screenshot shows the 'Details' section with two 'View Details' buttons. A red arrow points from one of the buttons to the 'Error Message' section below.

Details

View Details

View Details

Error Message

Transaction 1: Select a balancing worktag for Worktags of the following type: Fund

Transaction 1: The following worktag type(s) are required: Fund

18. Identify the errors with the uploaded EIB and correct as necessary.

The screenshot shows the 'Upload Summary' and 'Error Summary' sections. The 'Upload Summary' shows 1 total transaction, 0 successful, 1 failed, 0 duplicate, and 0 unprocessed. The 'Error Summary' shows two error messages. A red arrow points from the 'View Details' button in the 'Error Summary' to a table of error messages.

Upload Summary

Total Transactions:	1
Successful Transactions:	0
Failed Transactions:	1
Duplicate Transactions:	0
Unprocessed Transactions:	0

Error Summary

Transaction	Error Message
1	Select a balancing worktag for Worktags of the following type: Fund
1	The following worktag type(s) are required: Fund

Transaction Message

Transaction	Message
1	Derived Element Content Worktags_Reference Restricted by Journal Entry Line Data/n/Worktags for Webservices [WS]*FC- Select a balancing worktag for Worktags of the following type: [type](+157)-
1	Element 6\$6572 Restricted by 103\$39575

19. Once all errors are corrected, repeat steps 1-10.