

How to create an XML report in Oracle EBS using a data template

This guide walks you through the complete process of how to create an XML report in Oracle EBS using XML Publisher and a data template. You will review a data template XML file, register a data definition, define a concurrent program, attach it to a request group, submit a request, review the XML output, build an RTF template in Microsoft Word, and confirm the final report output in PDF format.

Prerequisites

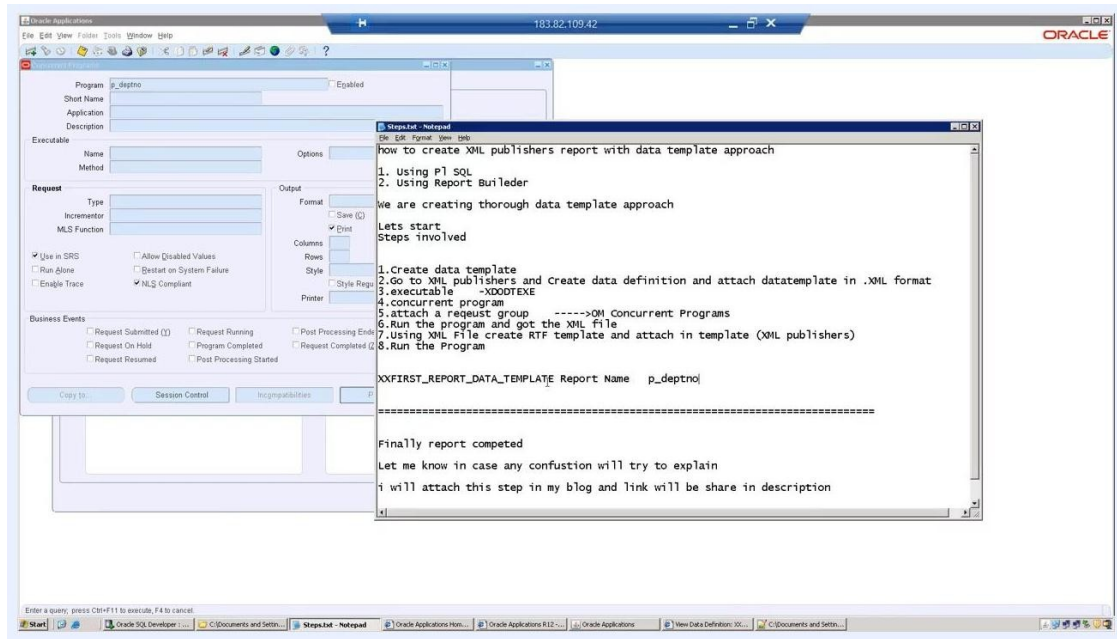
- Access to an Oracle Applications (E-Business Suite) environment with the XML Publisher Administrator responsibility.
- A prepared XML data template file (for example, [XXFIRST_REPORT_DATA_TEMPLATE.XML](#)).
- Microsoft Word with the XML Publisher Template Builder add-in installed, for building the RTF template.
- Administrator access or coordination with your Oracle Applications administrator for permissions related to responsibilities and concurrent programs.

Step 1: Review the data template XML file

Before registering anything in Oracle Applications, open the XML data template file ([XXFIRST_REPORT_DATA_TEMPLATE.XML](#)) in a text editor and review its structure.

- The file begins with the XML declaration: `<?xml version="1.0" encoding="UTF-8"?>`.
- The `<dataTemplate>` element includes the attributes `name="Emp_Data_Template"`, `description="EMP_Data_Template_Report"`, and `version="1.0"`.
- A `<parameters>` section and other XML nodes are defined according to your report requirements.

Confirm the file is correctly formatted and ready for use before continuing.

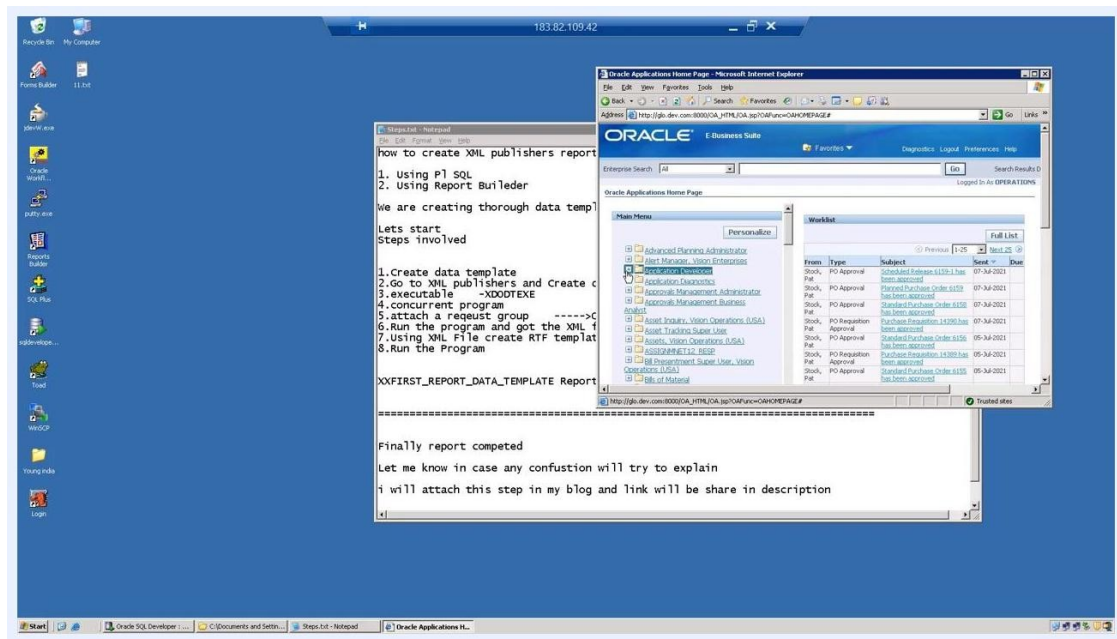


Text editor showing the XML data template with the XML declaration and root element highlighted

Step 2: Open the Oracle Applications environment

Log in to your Oracle Applications environment and open the XML Publisher Administrator or the relevant responsibility.

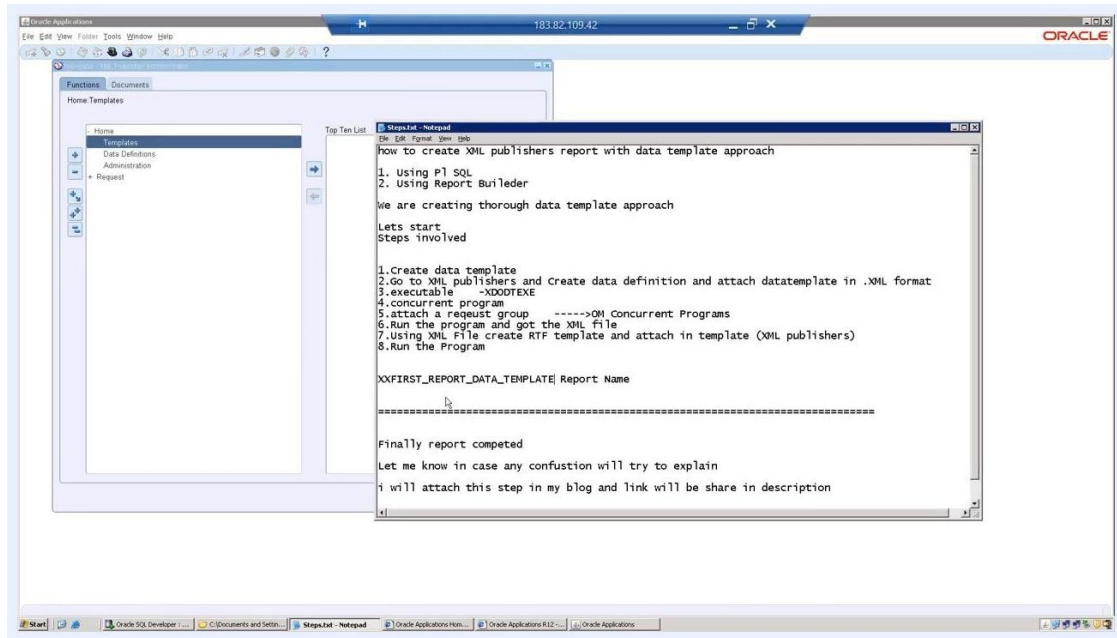
From the main menu, select the option that leads to the XML Publisher functions, then open the **Templates** or **Data Definitions** section.



Oracle Applications main menu alongside a Notepad file listing the XML Publisher setup steps

Step 3: Add a new data definition layer

In the XML Publisher interface, click the **Data Definitions** tab, then click the button or link to create a new data definition (for example, **Create Data Definition**).



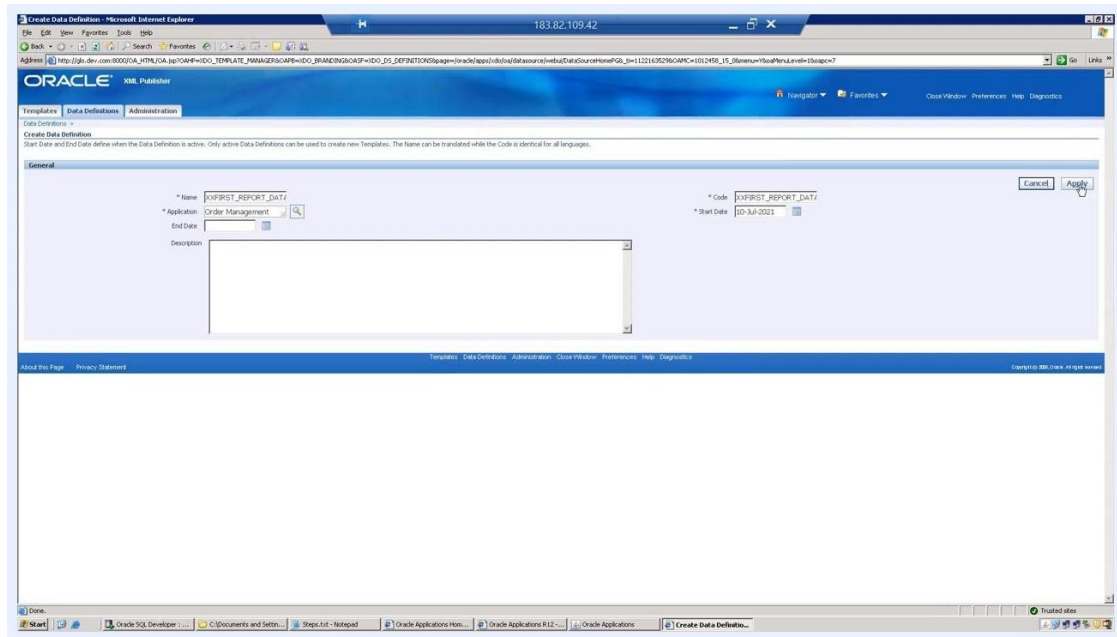
XML Publisher interface with the Data Definitions tab selected, ready to create a new entry

Step 4: Enter the data definition details

Fill in the required fields for the new data definition:

- **Name:** [XXFIRST_REPORT_DATA_TEMPLATE](#)
- **Application:** [Order Management](#)
- **Code:** [XXFIRST_REPORT_DATA_TEMPLATE](#)
- **Start Date:** a valid date (for example, [10-Jul-2021](#))
- **End Date:** leave blank unless you want to set an expiration
- **Description:** optional, for your own reference

Double-check that the **Name** and **Code** fields match exactly, then click **Apply** to save the new data definition layer.



Create Data Definition screen with Name, Application, Code, and Start Date fields completed



Note: Enter all field values exactly as specified to avoid inconsistencies. If anything is unclear, refer to the on-screen instructions or consult your administrator.

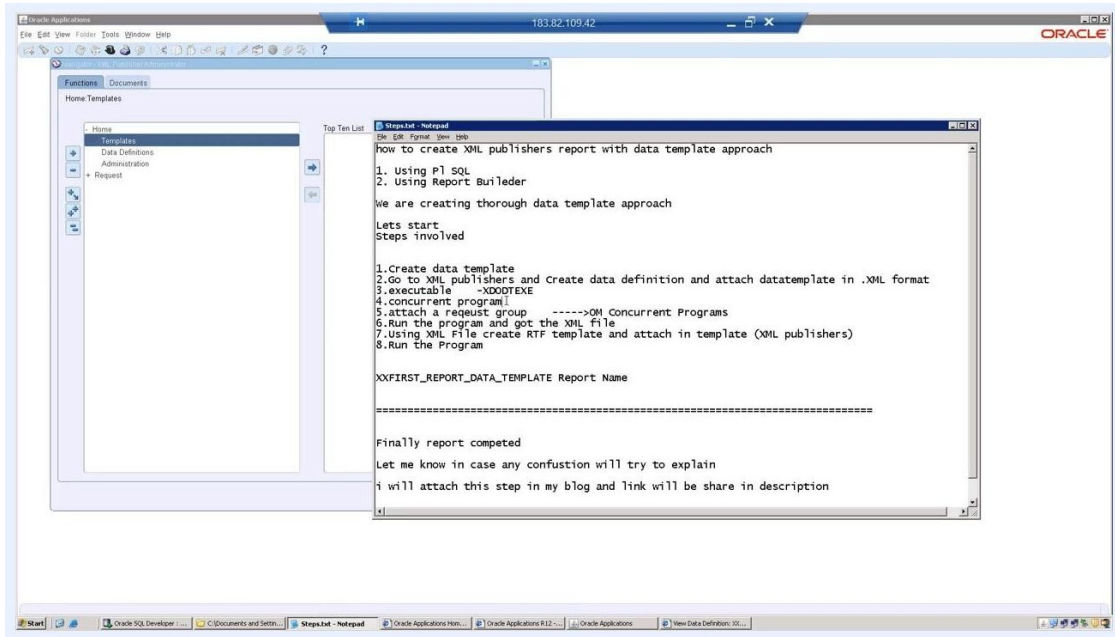
Step 5: Confirm data definition creation and attach the data template file

After saving, verify the confirmation message: "Data Definition XXFIRST_REPORT_DATA_TEMPLATE has been successfully created."

Review the details under the **General** section:

- **Name:** [XXFIRST_REPORT_DATA_TEMPLATE](#)
- **Application:** [Order Management](#)
- **Code:** [XXFIRST_REPORT_DATA_TEMPLATE](#)
- **Start Date:** [10-Jul-2021](#)

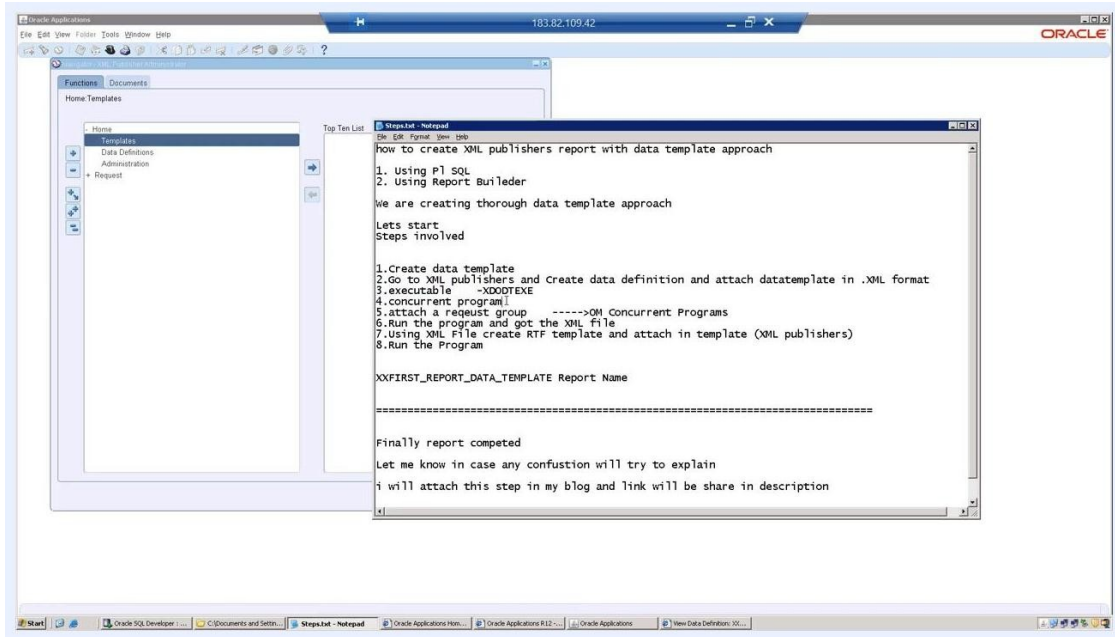
In the **Files** section, click **Add File** next to **Data Template** to upload your .xml data template file. Once uploaded, confirm it appears as **XXFIRST_REPORT_DATA_TEMPLATE.XML** with an **Update file** option.



Data Definition confirmation screen showing the file upload section with the data template attached

Step 6: Select the responsibility for the concurrent program

Open the **Responsibilities** window, search for and select the appropriate responsibility (for example, **ASSIGNMENT12_RESP**), then click **OK** to proceed.



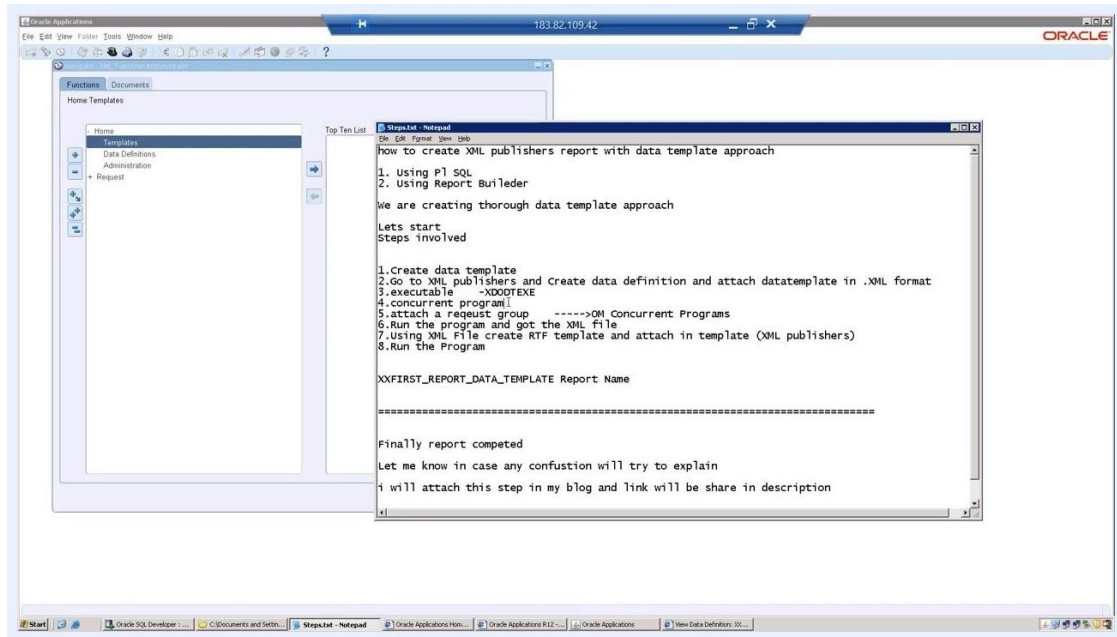
Responsibilities selection window listing available responsibilities

Step 7: Define the concurrent program

Open the **Concurrent Programs** form and enter the following details:

- **Program:** [XXFIRST_REPORT_DATA_TEMPLATE](#)
- **Short Name:** [XXFIRST_REPORT_DATA_TEMPLATE](#)
- **Application:** [Order Management](#)
- **Executable:** [xdo](#)

Ensure the **Enabled** checkbox is selected, set the **Output Format** to **Text** initially, and check **Use in SRS** and **Run Alone** as needed.

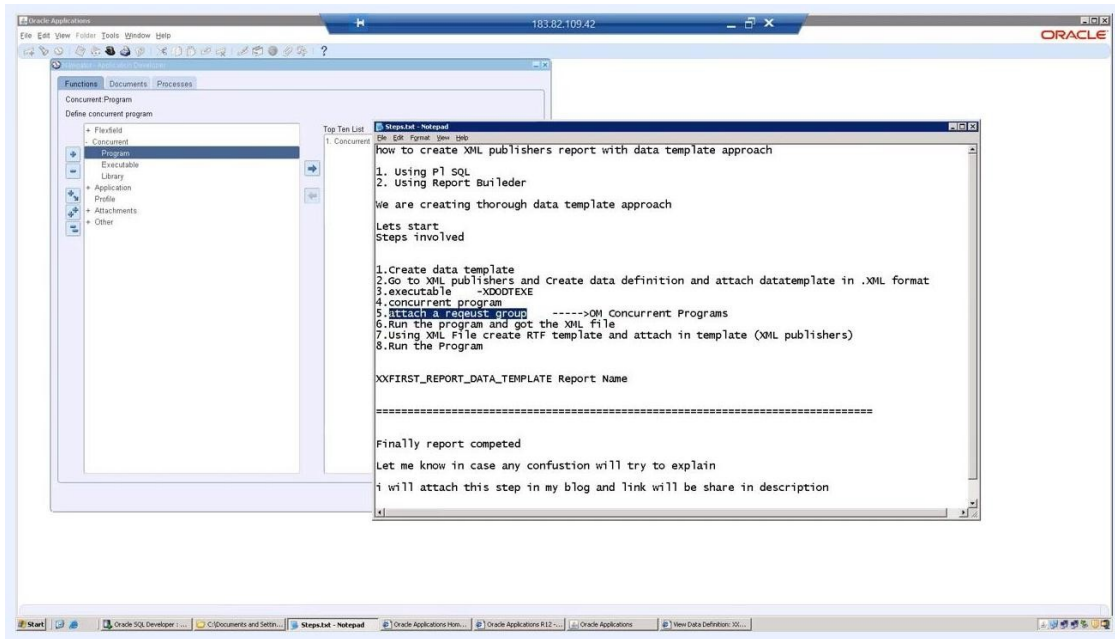


Concurrent Programs form with the XXFIRST_REPORT_DATA_TEMPLATE details entered

Next, complete the executable configuration:

- In the **Executable** field, enter [XDODTEXE](#).
- In the **Method** field, enter [Java Concurrent Program](#).

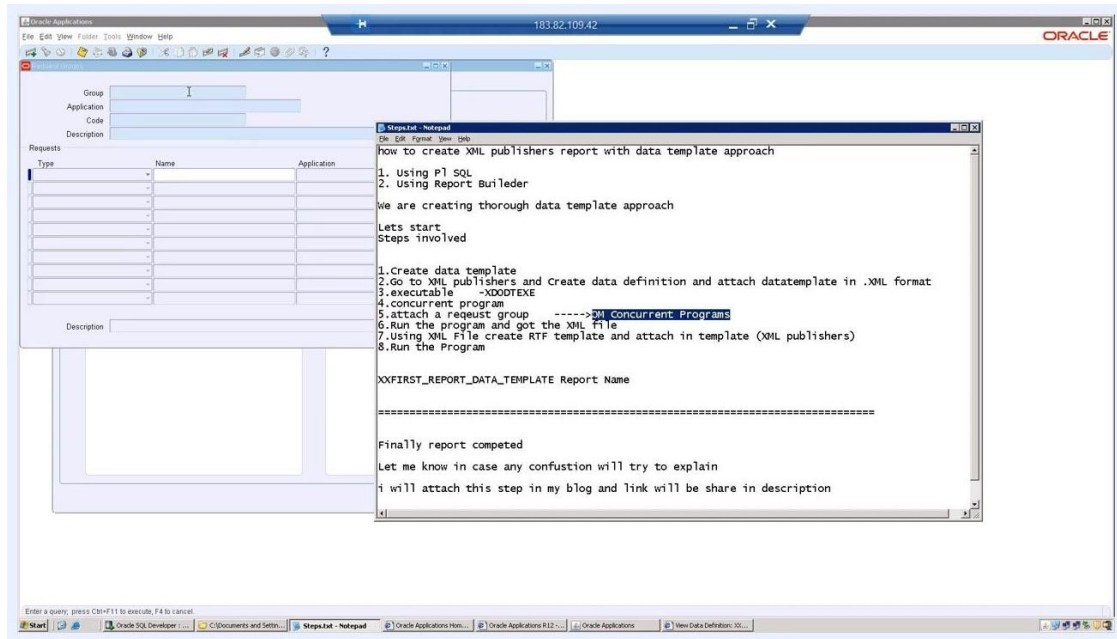
- In the **Output** section, select **XML** from the format dropdown.



Concurrent Programs form with Executable set to XDODTEXE and the Output Format dropdown open

Step 8: Attach the request group

Navigate to the **Request Group** assignment within the concurrent program definition and open the **Request Groups** form. Enter or select the appropriate group, application, and code, then add the concurrent program so it can be run by users with the assigned responsibility.



Request Groups form open with step-by-step instructions visible in a reference Notepad file

Note: Always verify that names, codes, and file attachments match exactly as specified. Coordinate with your Oracle Applications administrator if you encounter permission issues.

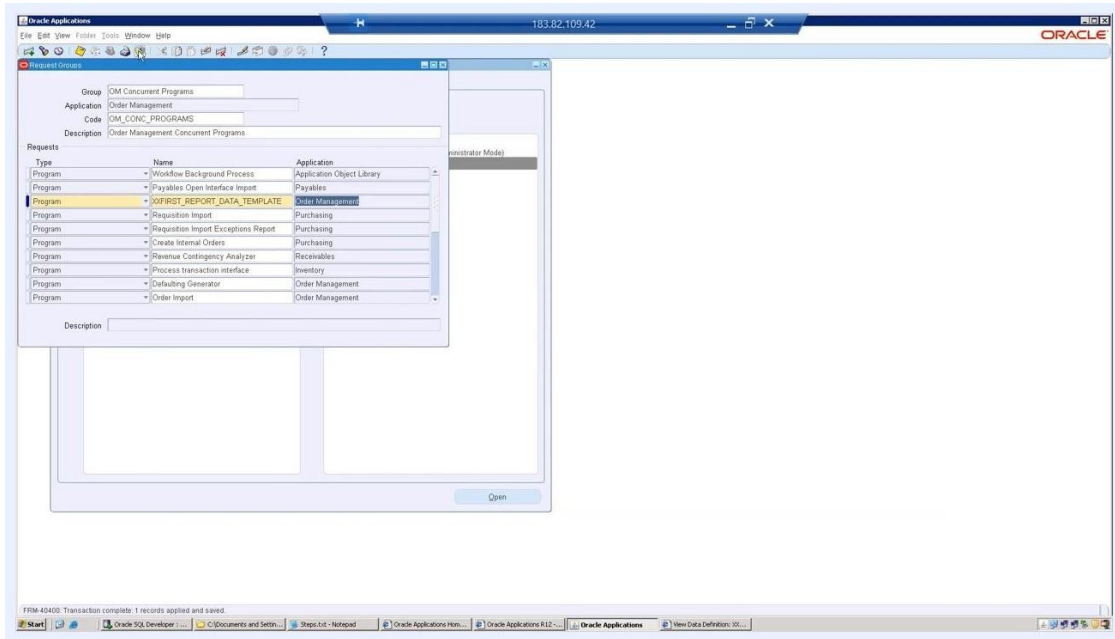
Step 9: Open the Request Groups window and locate the program

Launch Oracle Applications and navigate to the **Request Groups** window. Enter the following:

- **Group:** OM Concurrent Programs
- **Application:** Order Management
- **Code:** OM_CONC_PROGRAMS

- **Description:** Order Management Concurrent Programs

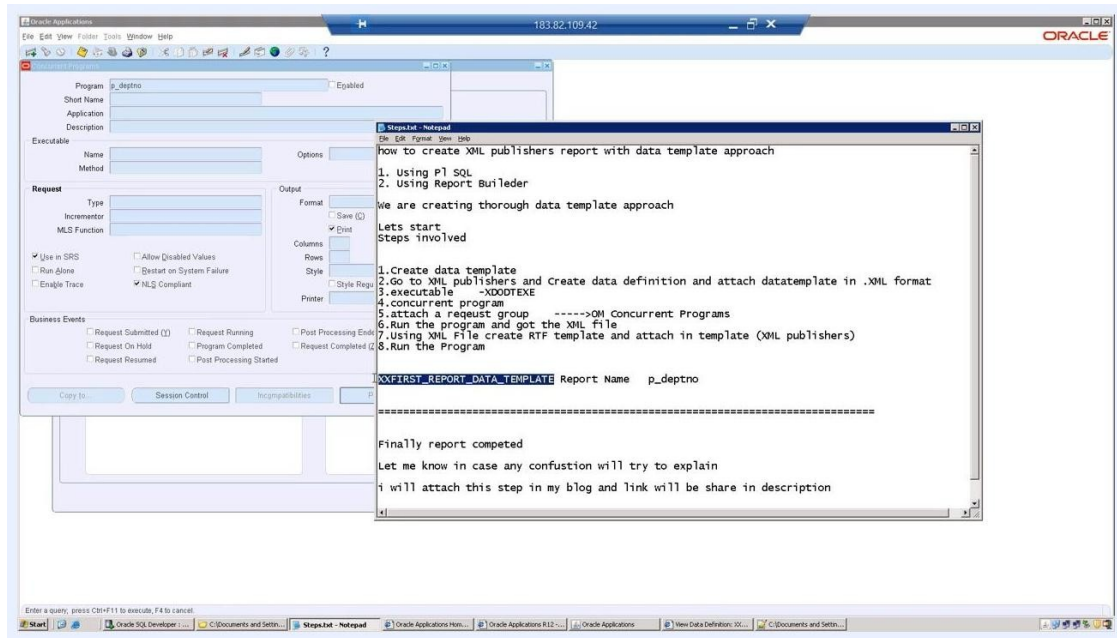
In the **Requests** section, locate and highlight the row with **Type:** Program, **Name:** XXFIRST_REPORT_DATA_TEMPLATE, **Application:** Order Management.



Request Groups window with XXFIRST_REPORT_DATA_TEMPLATE highlighted under Order Management

Step 10: Configure the concurrent program parameters

Open the reference Notepad file and observe the highlighted parameter `p_deptno`, which is used in the report definition and must be configured in Oracle Applications.



Notepad window with the `p_deptno` parameter highlighted

In the **Concurrent Program Parameters** window, enter:

- **Program:** `XXFIRST_REPORT_DATA_TEMPLATE`
- **Application:** `Order Management`
- **Seq:** `10`
- **Parameter:** `p_deptno`

In the **Validation** section, click the **Value Set** field to open the **Value Sets** dialog, search for and select the appropriate value set (for example, `10 Characters`), then click **OK** to confirm.

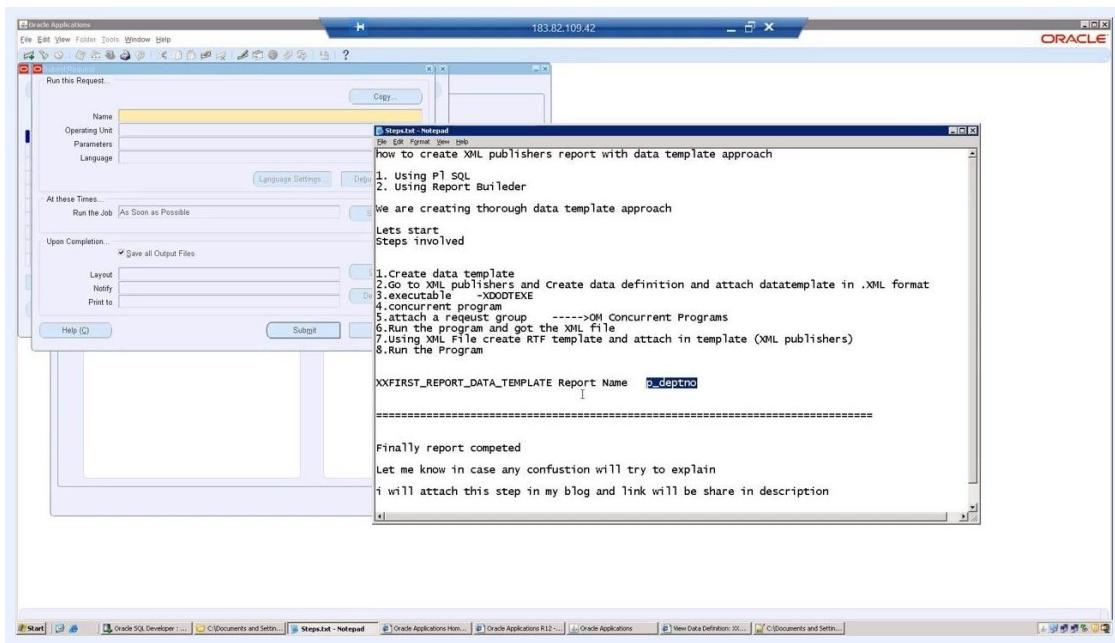
Step 11: Review the parameter configuration

Verify the final parameter configuration in the **Concurrent Program Parameters** window:

- **Program:** `XXFIRST_REPORT_DATA_TEMPLATE`
- **Application:** `Order Management`

- **Parameter:** p_deptno (Seq: 10)
- **Value Set:** 10 Characters
- **Prompt:** p_deptno
- **Token:** deptno
- **Display Size:** 10
- **Description Size:** 50

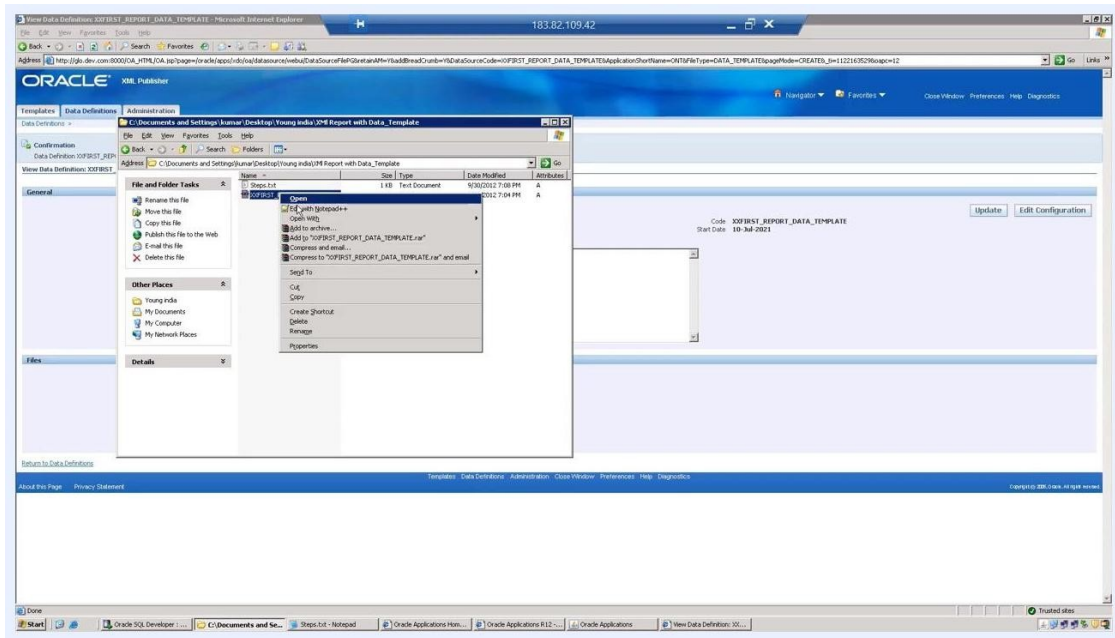
Ensure all fields are filled in as shown and the parameter is enabled if required.



Concurrent Program Parameters window showing the p_deptno parameter and value set details

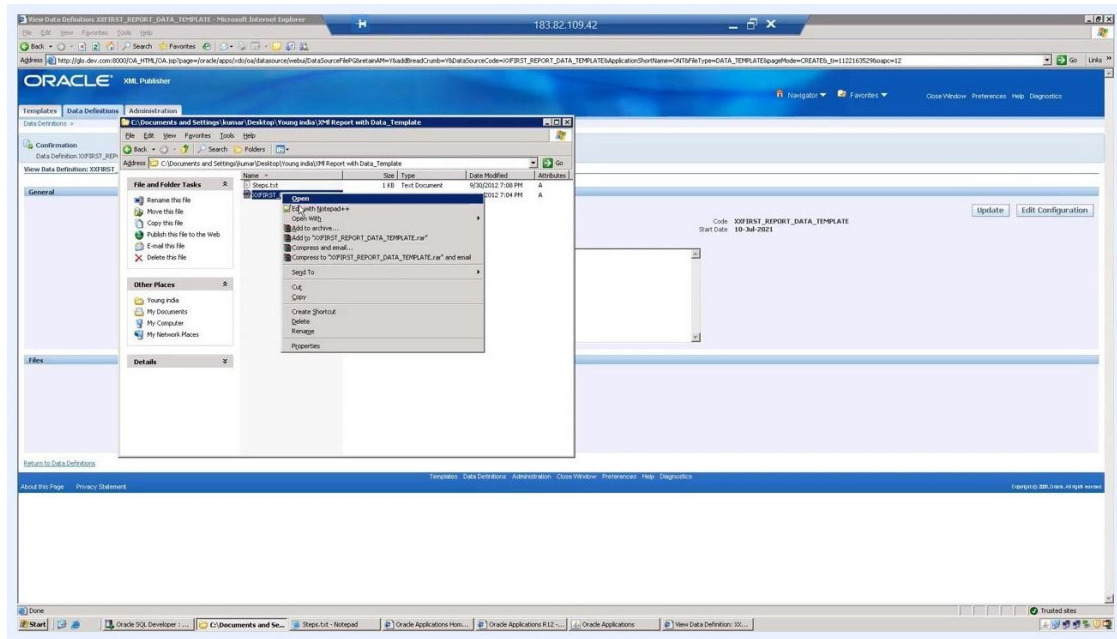
Step 12: Submit a new request

Open the **Find Requests** dialog and select **Submit a New Request**. In the "What type of request do you want to run?" dialog, choose **Single Request**, then click **OK** to proceed.



Find Requests dialog with Single Request selected and the OK button highlighted

If you decide not to proceed, click **Cancel** in the same dialog to exit the submission process.



Find Requests dialog with the Cancel button highlighted

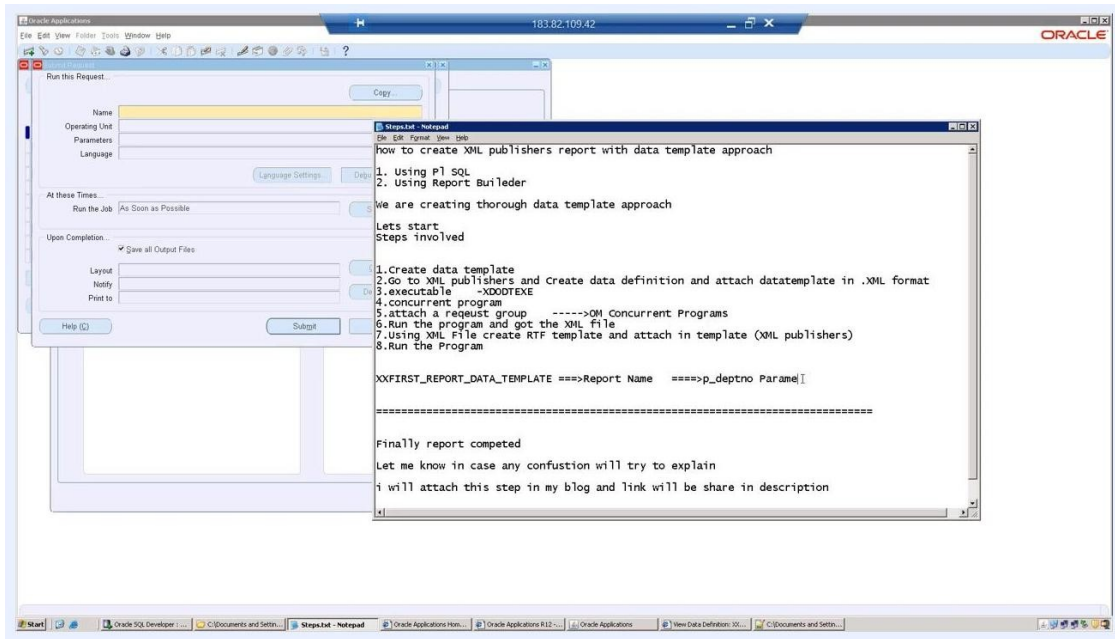
Step 13: View completed requests and the XML output

Open the **Find Requests** window and review the list of completed requests, including request IDs, names (such as [XXFIRST_REPORT_DATA_TEMPLATE](#) and [XXFIRST_REPORT_PL](#)), status, and parameters. All relevant requests should show a status of "Completed" and "Normal".

Select the relevant request and click **View Output** to display the generated XML. Confirm the structure:

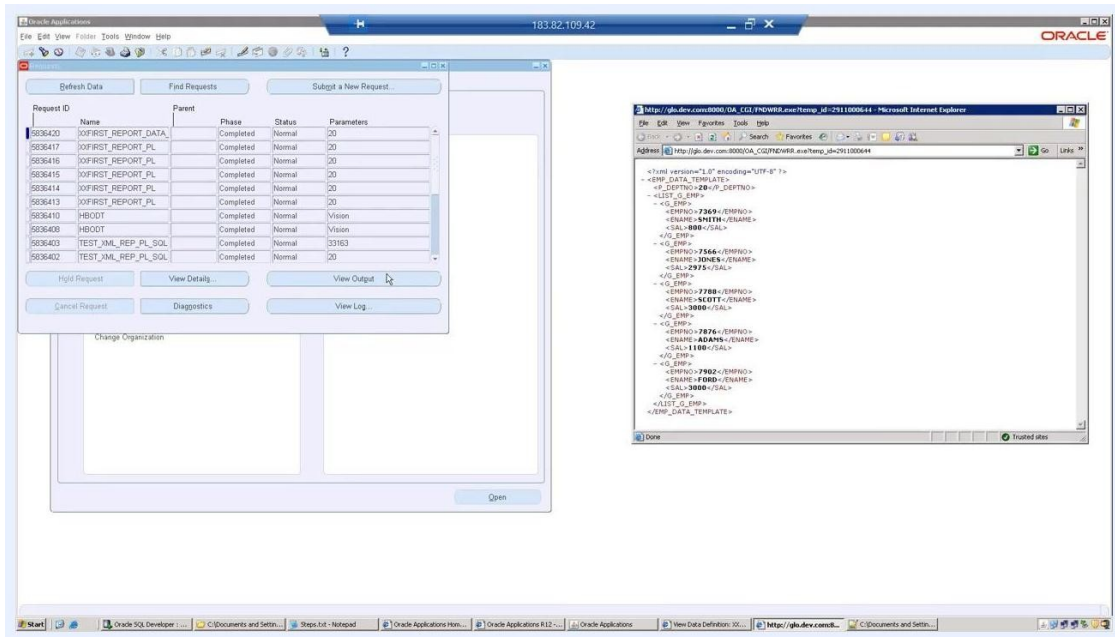
- Root element: `<EMP_DATA_TEMPLATE>`
- Parameter: `<P_DEPTNO>20</P_DEPTNO>`

- A list of employees with `<EMPNO>`, `<ENAME>`, and `<SAL>` tags



Find Requests window with completed requests and the XML output shown in a browser

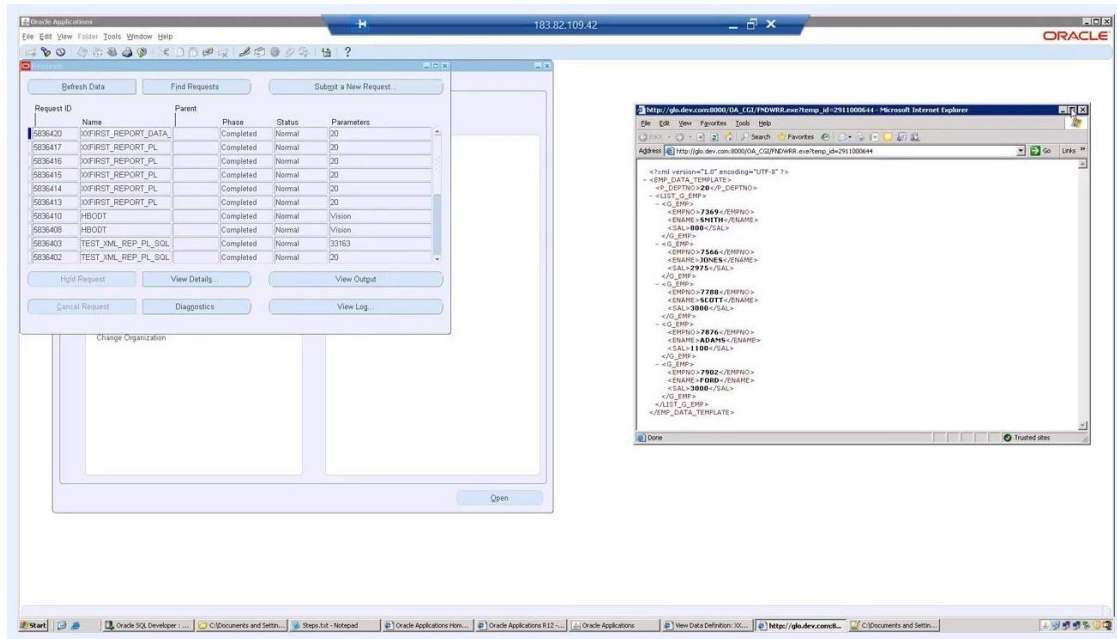
Examine the output in detail to confirm the correct parameter value, verify that employee data is structured under `<LIST_G_EMP>`, and ensure all tags are properly closed and the XML is well-formed.



Browser window displaying the XML output with employee data

Step 14: Select the XML output file for the RTF template

In Microsoft Word, with the XML Publisher Template Builder add-in active, open the "Please select XML data" dialog. Navigate to the [XML Report with Data_Template](#) directory, select the output file [XXFIRST_REPORT_DATA_TEMPLATE_OUTPUT.XML](#), and click **Open**.

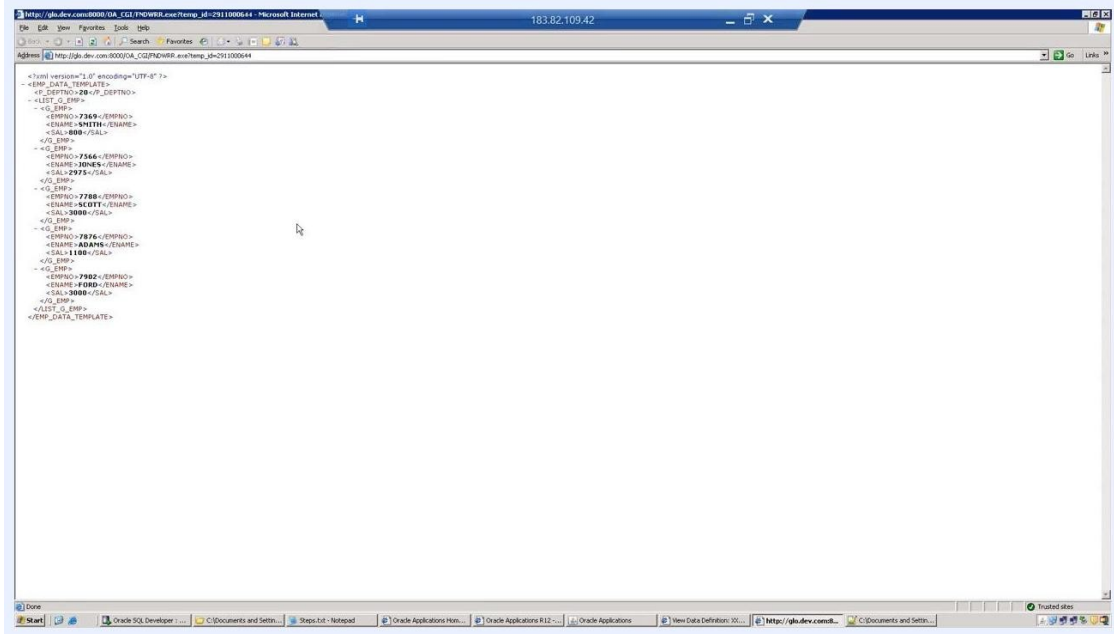


Microsoft Word XML data selection dialog with the output XML file highlighted

Step 15: Preview the RTF template and save it

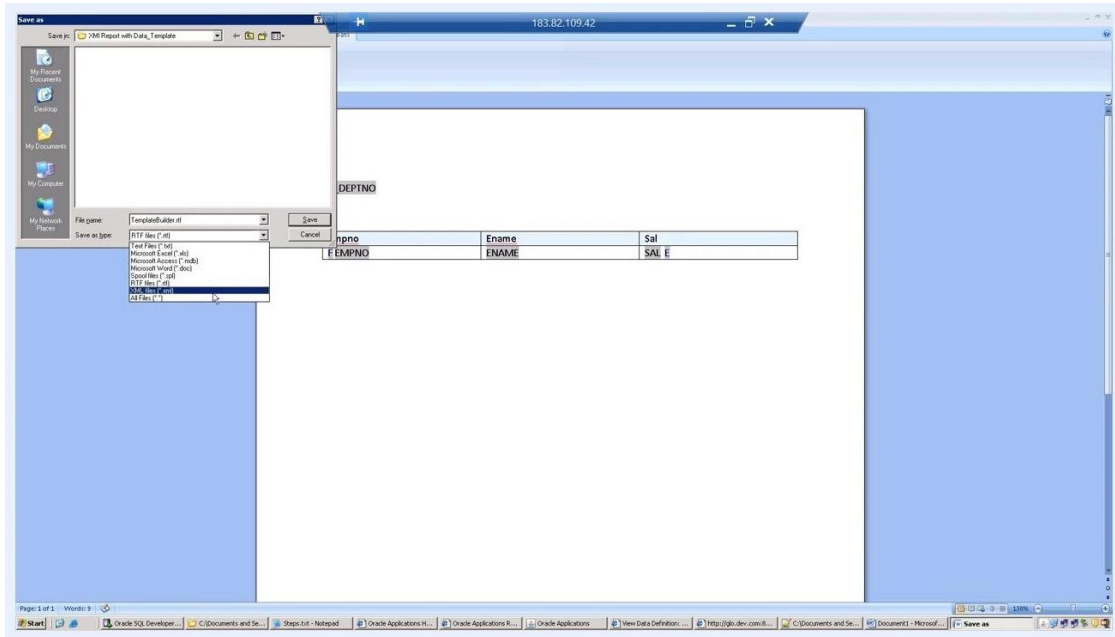
Preview the RTF template with the loaded XML data in Microsoft Word, and observe the table structure with columns [Empno](#), [Ename](#), and [Sal](#).

A prompt appears stating that the function requires the document to be in Rich Text Format (.rtf), and that you will be prompted to save the document as RTF before XML Publisher continues. Click **OK** to proceed.



Microsoft Word showing the RTF template preview and the format prompt dialog

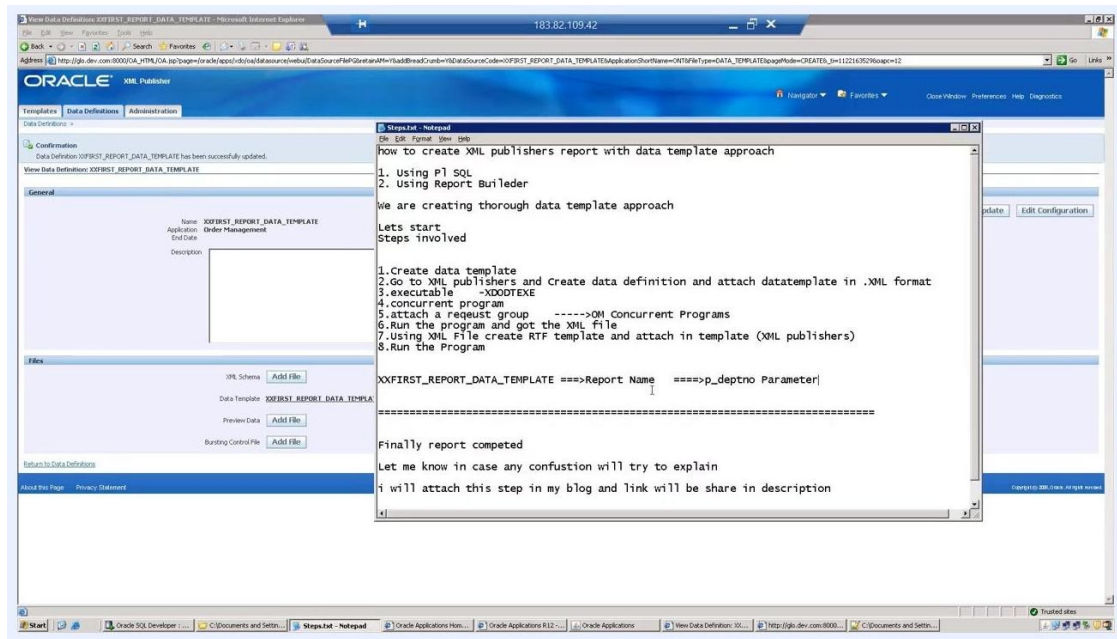
When the **Save As** dialog appears, navigate to the [XML Report with Data_Template](#) folder, enter the file name [TemplateBuilder.rtf](#), select **RTF files (*.rtf)** from the **Save as type** dropdown, and click **Save**.



Microsoft Word Save As dialog with RTF file type selected and the file name TemplateBuilder.rtf

Step 16: Associate the template with an application

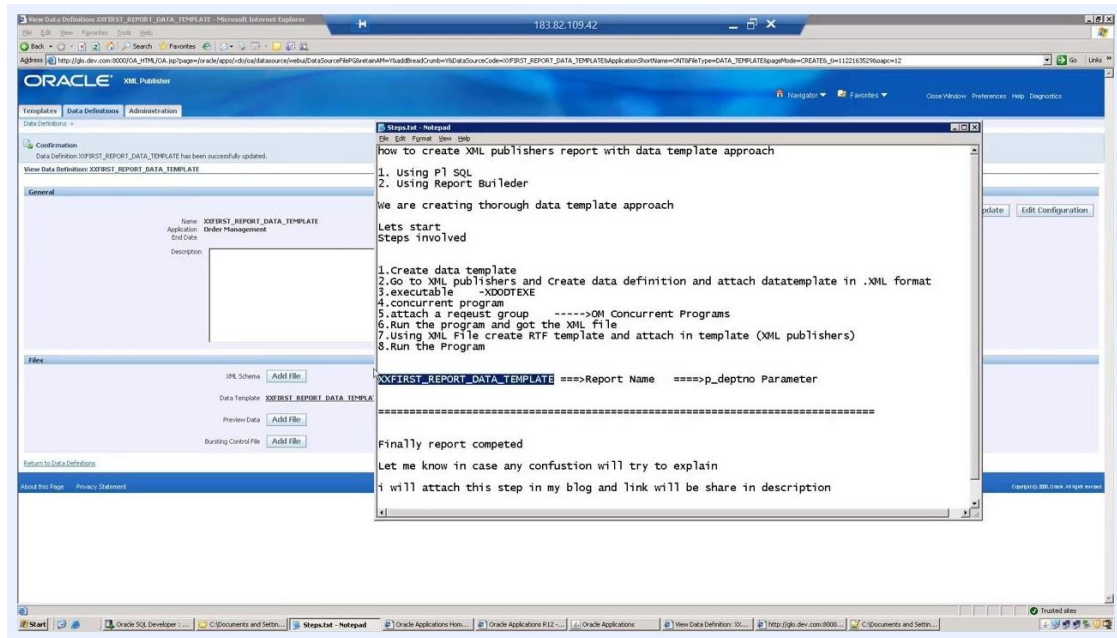
In Oracle Applications, on the **Create Template** screen, click the search icon next to the **Application** field. In the "Search and Select: Application" dialog, search by name (for example, "Order"), and select the appropriate application from the results, such as Order Entry (OE), Order Management (ONT), or Order Capture (ASO). Click **Select** to confirm.



Create Template screen with the Search and Select Application dialog open

Step 17: Set the default output type

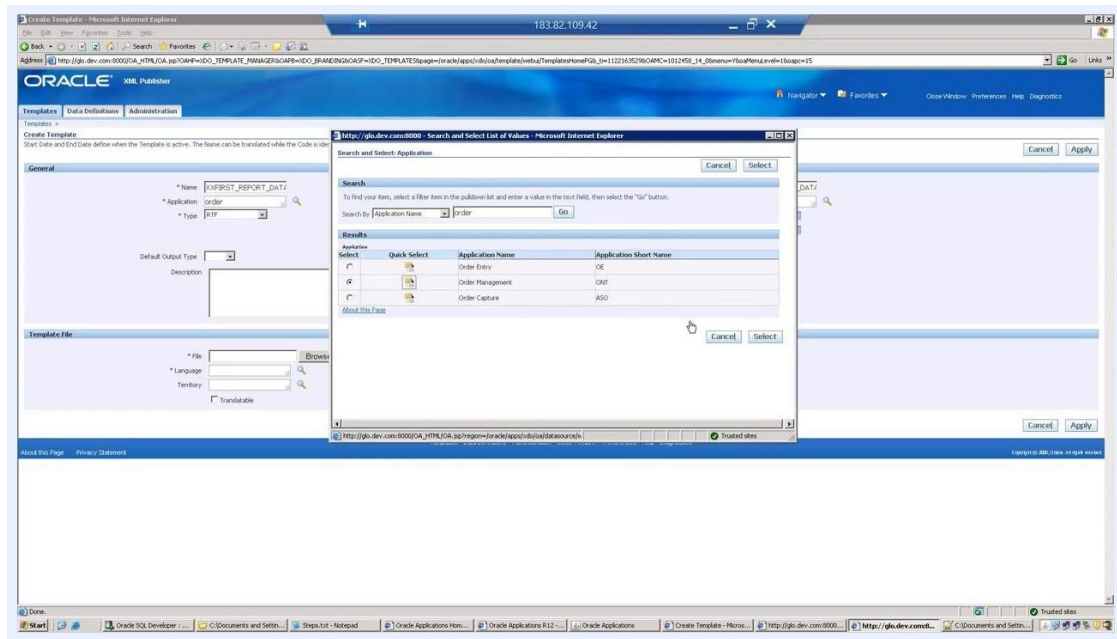
On the **Create Template** screen, set the **Default Output Type** dropdown to the desired format. Available options include EXCEL, EDI, HTML, PDF, and RTF. Select **PDF** as the default output type for this template.



Create Template screen with the Default Output Type dropdown open

Step 18: Attach the output XML file to the template

On the **Create Template** screen, click **Browse** next to the **File** field under **Template File**. In the "Choose file" dialog, navigate to the [XML Report with Data_Template](#) directory, select [XXFIRST_REPORT_DATA_TEMPLATE_OUTPUT.XML](#), and click **Open** to attach it.



Choose file dialog with the XML output file selected for template attachment

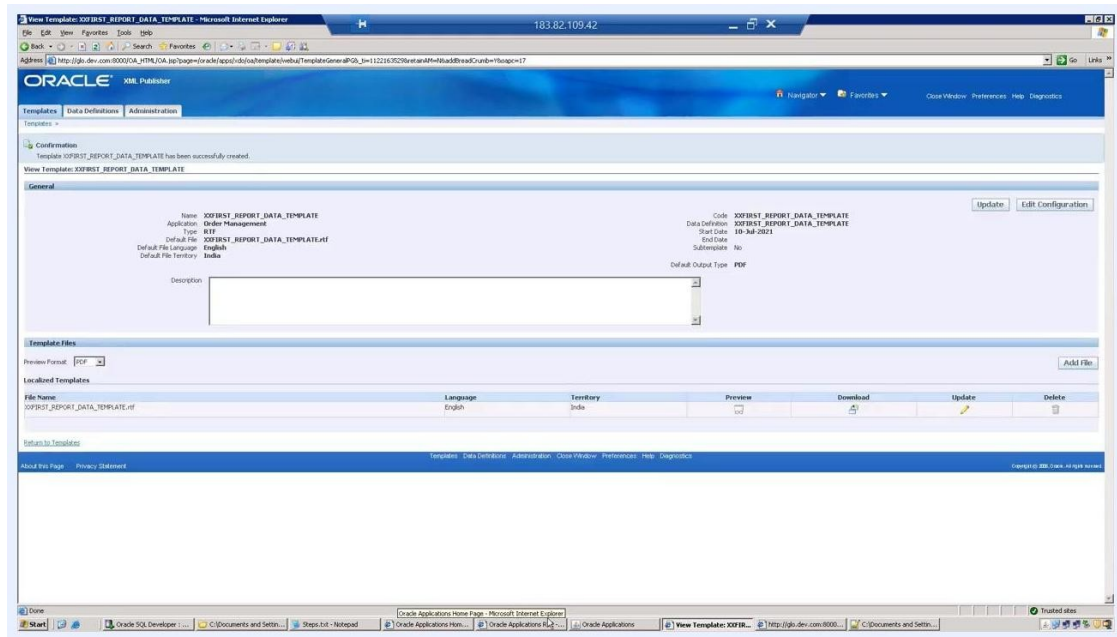
Step 19: Confirm the template creation

After saving and attaching the template, the **View Template** screen displays a confirmation message: "Template XXFIRST_REPORT_DATA_TEMPLATE has been successfully created."

Review the template details:

- **Name:** [XXFIRST_REPORT_DATA_TEMPLATE](#)
- **Application:** [Order Management](#)
- **Type:** [RTF](#)
- **Default File:** [XXFIRST_REPORT_DATA_TEMPLATE.rtf](#)
- **Default Output Type:** [PDF](#)
- **Default File Language:** [English](#)
- **Default File Territory:** [India](#)

Confirm that the localized template is listed with the correct file name, language, and territory, and that the preview format is set to **PDF**.



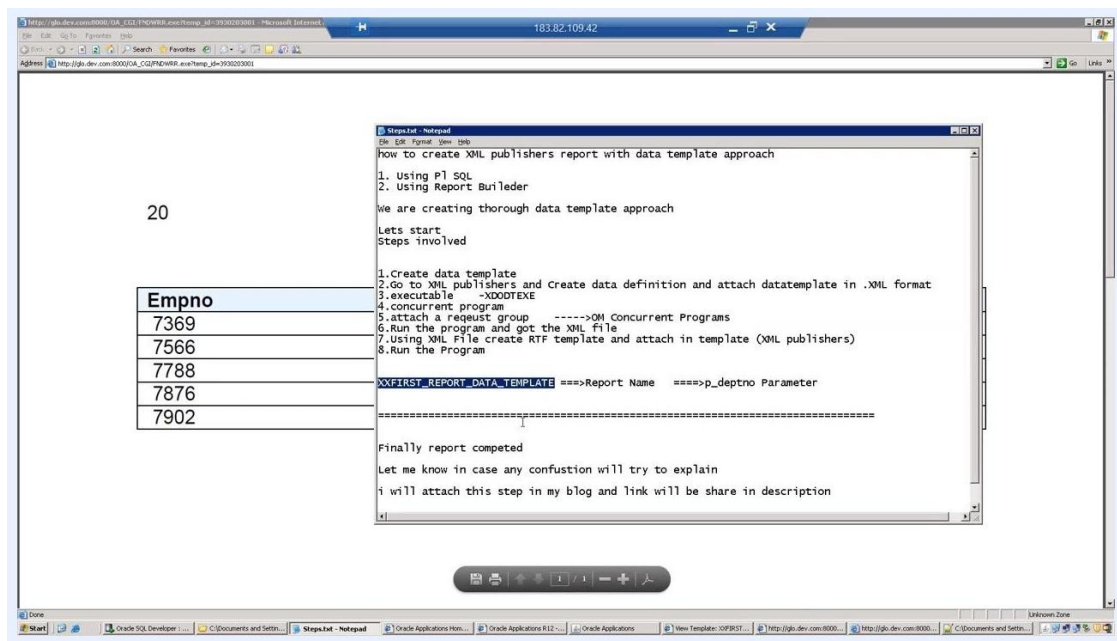
View Template screen showing the confirmation message and template details

Step 20: Review the final report output

Open the generated report output in your web browser or PDF viewer and confirm it displays the expected data:

- **Department number:** 20
- **Table columns:** Empno, Ename, Sal
- **Employee data:**
 - 7369, SMITH, 800
 - 7566, JONES, 2975
 - 7788, SCOTT, 3000
 - 7876, ADAMS, 1100
 - 7902, FORD, 3000

Ensure the table formatting and data accuracy match your requirements.



Browser window showing the final report output with the department number and employee data table

Summary

You have now completed the full process of how to create an XML report in Oracle EBS: reviewing the data template XML file, registering the data definition, defining and enabling the concurrent program, attaching it to a request group, submitting and reviewing the request, building and saving the RTF template, associating it with an application, and confirming the final PDF output. With the data definition, concurrent program, and RTF template all configured, users with the assigned responsibility can now run this report through Oracle Applications whenever needed.