

How to register a form in Oracle EBS

Registering a custom form in Oracle E-Business Suite involves several stages: transferring the form file to the application server, compiling it, and then registering the form, its function, menu, and responsibility within Oracle Applications. This guide walks you through how to register a form in Oracle EBS from start to finish, using a sample custom form ([XXTEST2](#)) as an example.

Prerequisites

Before you begin, make sure you have:

- SSH access to the application server (for example, via Xshell).
- FTP access to the server (for example, via Xftp) to transfer the form file.
- The custom form file ([.fmb](#)) ready on your local machine.
- Login credentials for Oracle Applications with the **SYSADMIN** user or equivalent access to **Application Developer** responsibilities.

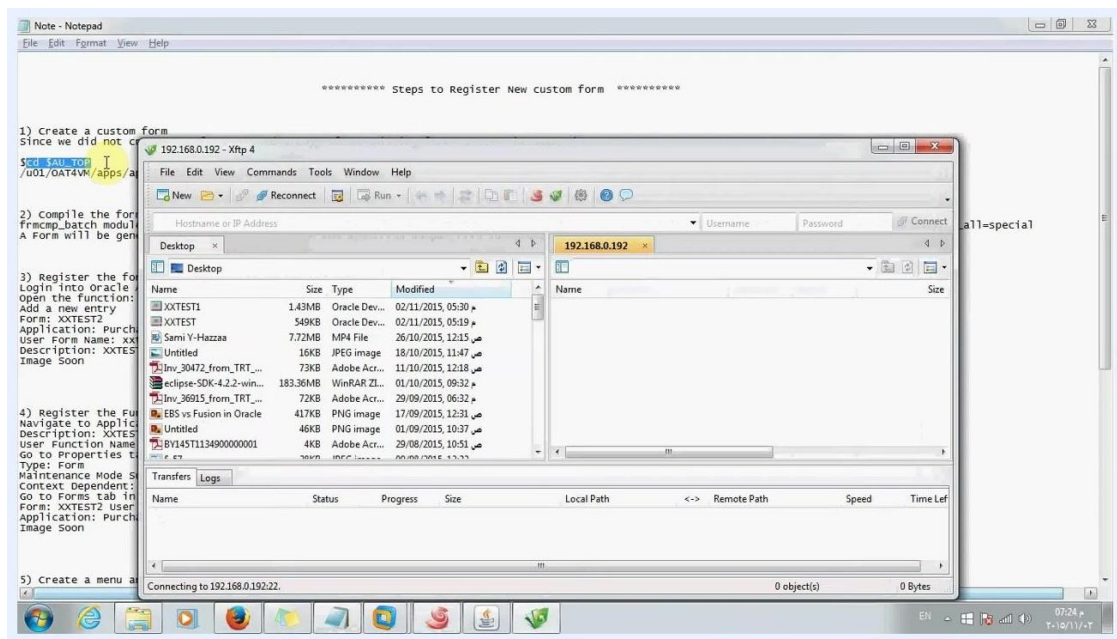
Transfer the custom form to the application server

1. Connect to the application server

Open an SSH terminal emulator and connect to the application server (for example, [192.168.0.192](#)). Navigate to the forms directory using the following commands:

- `cd $AU_TOP` — changes to the application top directory.
- `cd forms` — changes to the forms directory.
- `cd US` — changes to the US subdirectory.

The terminal prompt confirms you are in the correct directory.

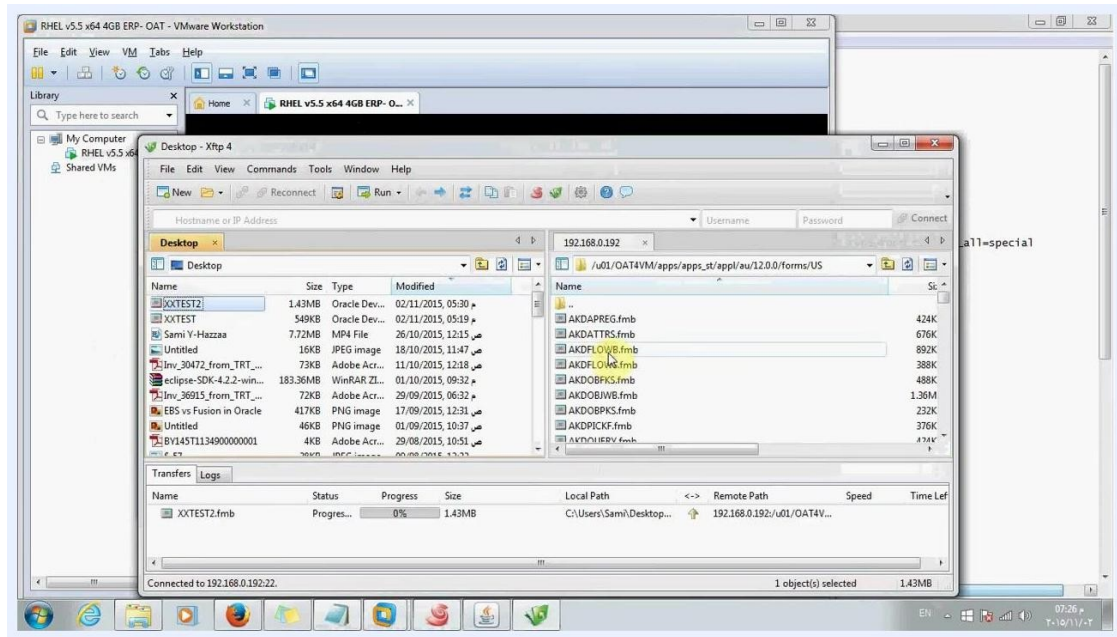


Terminal session connected to the application server, showing the navigation commands `cd $AU_TOP`, `cd forms`, and `cd US`, with a reference notepad visible in the background.

2. Select and transfer the custom form file

In your FTP client, select the custom form file in the local pane (for example, `XXTEST2.fmb`). Drag and drop it, or initiate a transfer, to the remote directory `/u01/OAT4VM/apps/apps_st/appl/au/12.0.0/forms/US`.

You can monitor the transfer progress at the bottom of the FTP window, which shows the file name, size, and both the local and remote paths.

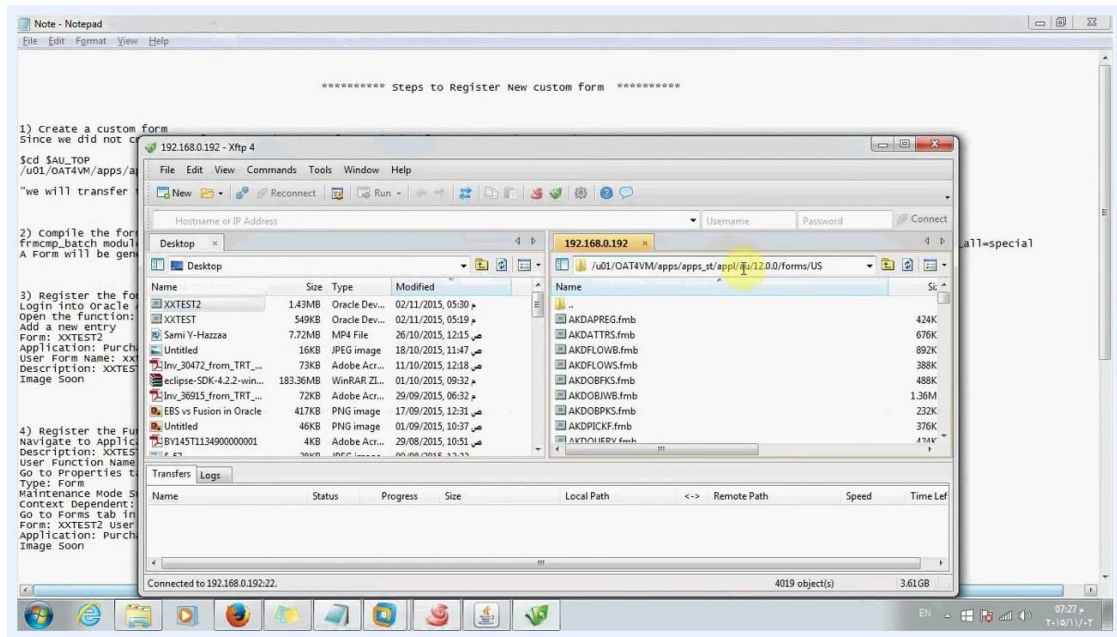


FTP client window with XXTEST2.fmb selected for transfer, showing the progress bar at 0% and both local and remote directory paths.

3. Confirm the file transferred successfully

In the FTP client, check the remote directory

[/u01/OAT4VM/apps/apps_st/appl/au/12.0.0/forms/US](#) to confirm that the transferred form file (for example, [XXTEST2.fmb](#)) now appears alongside the other [.fmb](#) files on the server.



FTP client window showing the remote directory with the newly transferred XXTEST2.fmb file listed among other Oracle form files.

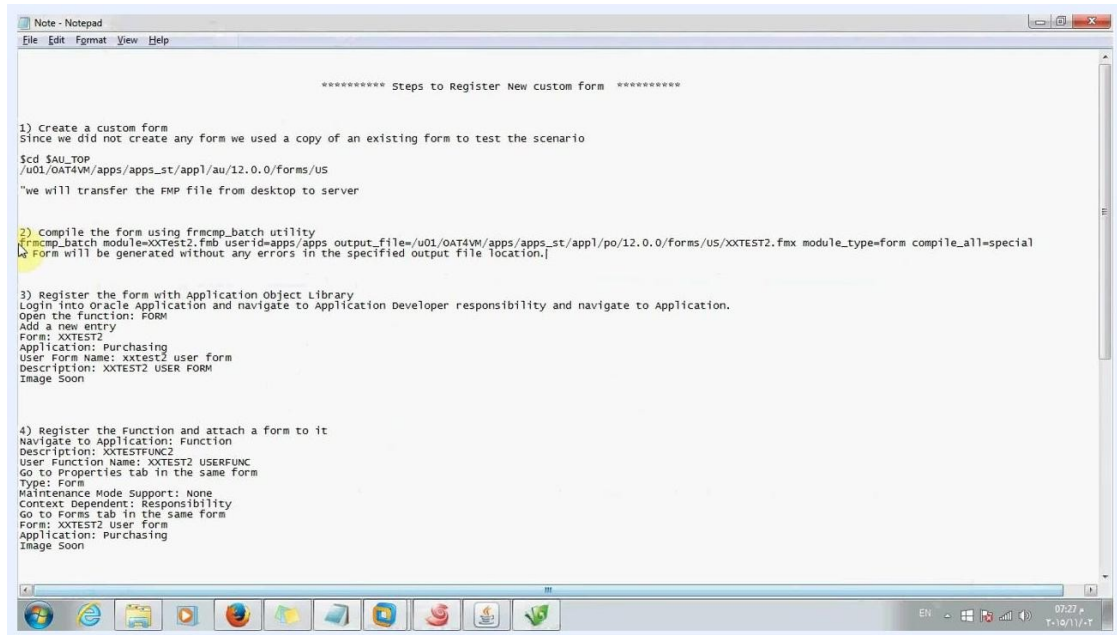
Compile the custom form

4. Review the compilation command

Before compiling, review the instructions for the [frmcmp_batch](#) utility, which compiles the form. The command used is:

```
frmcmp_batch module=XXtest2.fmb userid=apps/apps
output_file=/u01/OAT4VM/apps/apps_st/appl/po/12.0.0/forms/US/XXTEST2.f
mx module_type=form compile_all=special
```

This command generates the form at the specified output file location without errors.

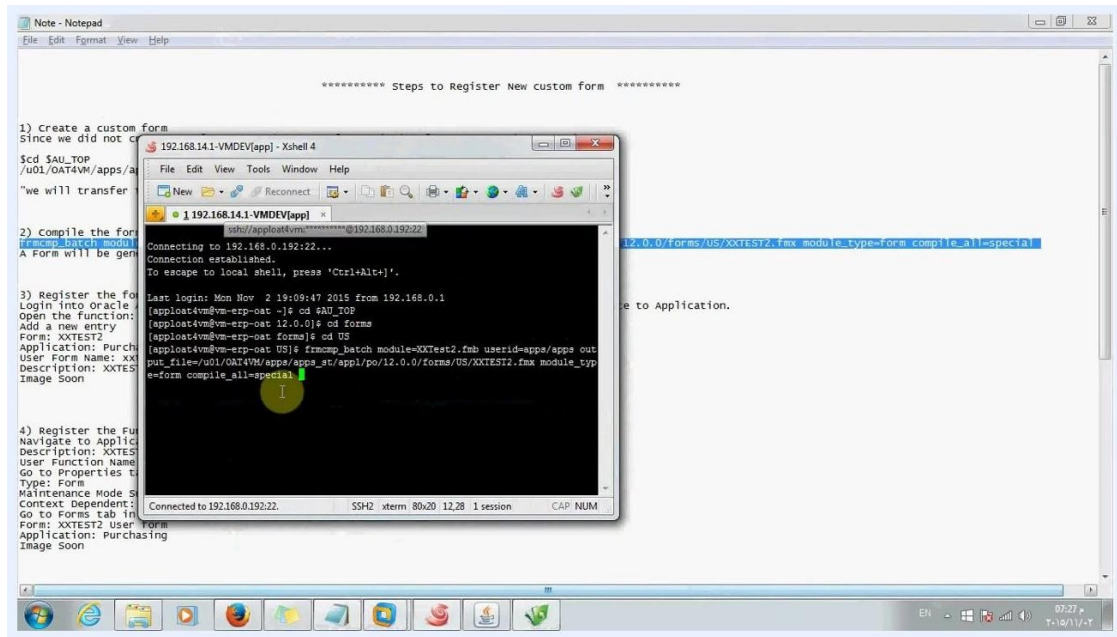


Reference notes listing the step-by-step instructions for compiling and registering a custom Oracle form, with the `frmcamp_batch` command highlighted.

5. Enter the compilation command in the terminal

In your SSH terminal, connected to the application server and navigated to the correct directory (`cd $AU_TOP`, then `cd forms`), type or paste the compilation command exactly as shown:

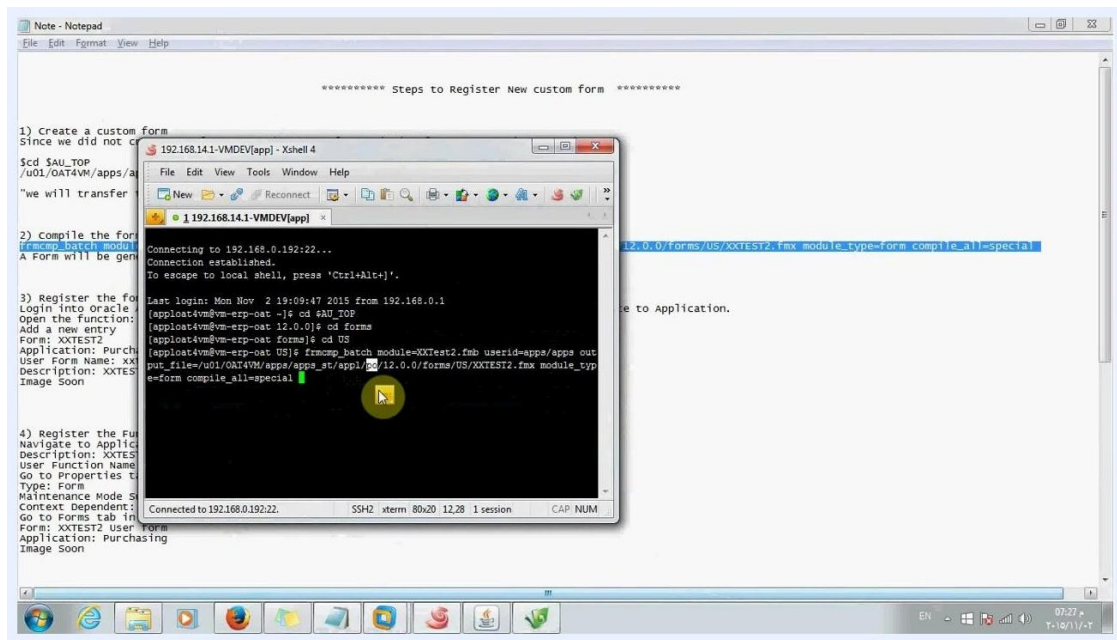
```
frmcamp_batch module=XXtest2.fmb userid=apps/apps
output_file=/u01/OAT4VM/apps/apps_st/appl/po/12.0.0/forms/US/XXTEST2.f
mx module_type=form compile_all=special
```



Terminal window with the `frmcmp_batch` command entered and ready to run, with reference notes visible in the background.

6. Run the compilation command

Press **Enter** to execute the `frmcmp_batch` command. The cursor moves to the next line as the command begins processing, and you can wait for the compilation to complete.



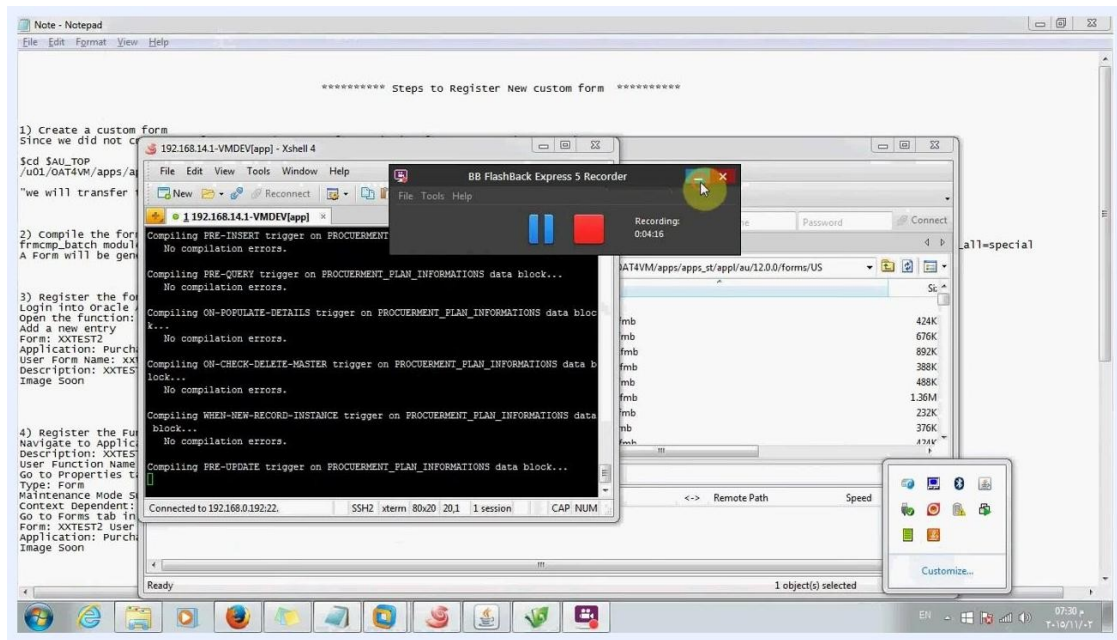
Terminal window showing the `frmcmp_batch` command running, with the cursor positioned on the next line.

7. Monitor the compilation progress

Watch the terminal output as the form compiles. You should see messages such as:

- "Compiling PRE-INSERT trigger on PROCUREMENT_PLAN_INFORMATIONS data block..."
- "No compilation errors."

Similar messages appear for each trigger and block, confirming the form is compiling without issues.



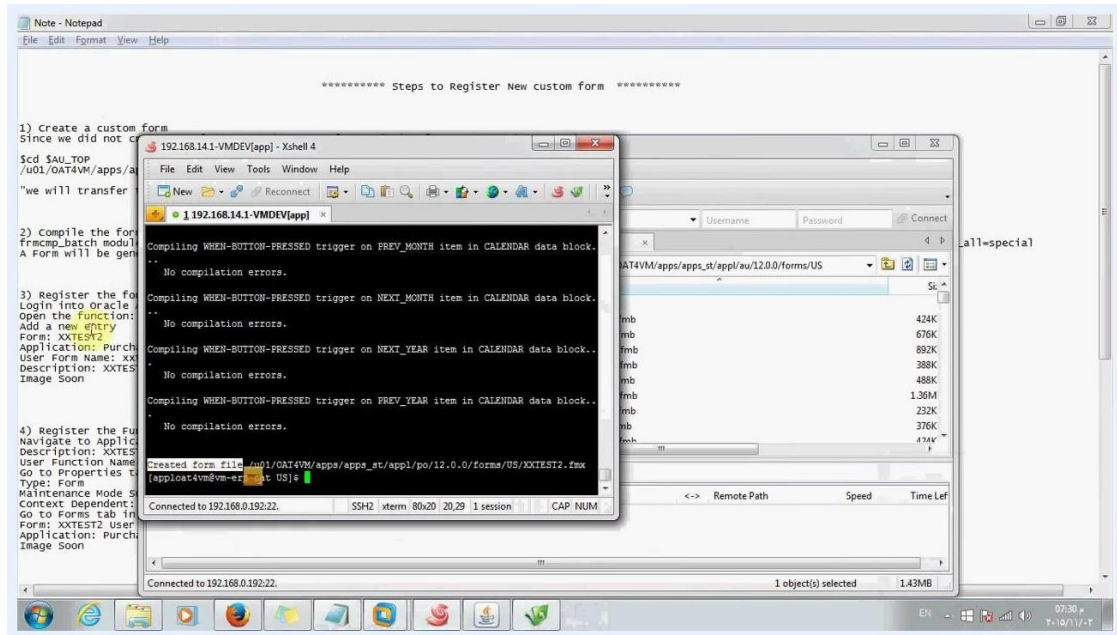
Terminal window displaying compilation progress messages, including "No compilation errors" for several triggers.

8. Confirm the compilation completed successfully

At the end of the process, the terminal displays a confirmation message:

```
Created form file
/u01/OAT4VM/apps/apps_st/appl/po/12.0.0/forms/US/XXTEST2.fmx
```

The command prompt returns, confirming the `.fmx` file has been generated and the form is ready for registration.

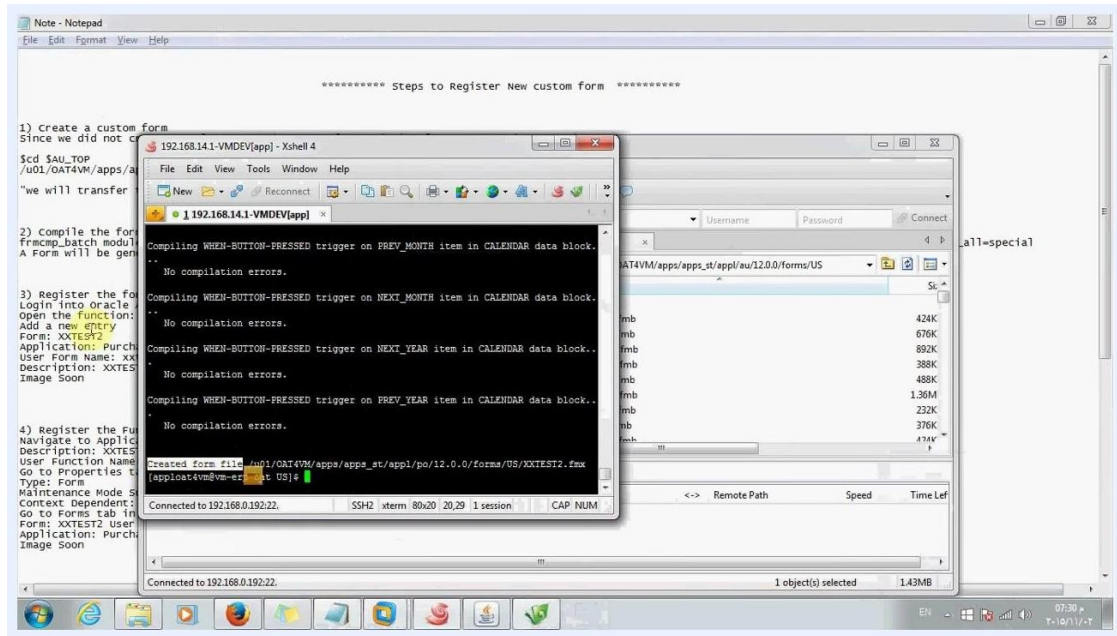


Terminal window showing the message "Created form file" confirming successful compilation of the custom form.

Register the form with Application Object Library

9. Log in and navigate to Application Developer

Open a web browser and go to the Oracle Applications login page. Log in as the **SYSADMIN** user. On the Oracle Applications Home Page, expand the **Application Developer** menu from the Main Menu to access the form registration functions.



Oracle Applications Home Page with the Main Menu expanded to show Application Developer, Form, and related options, with the Worklist panel visible on the right.

10. Open the Register option

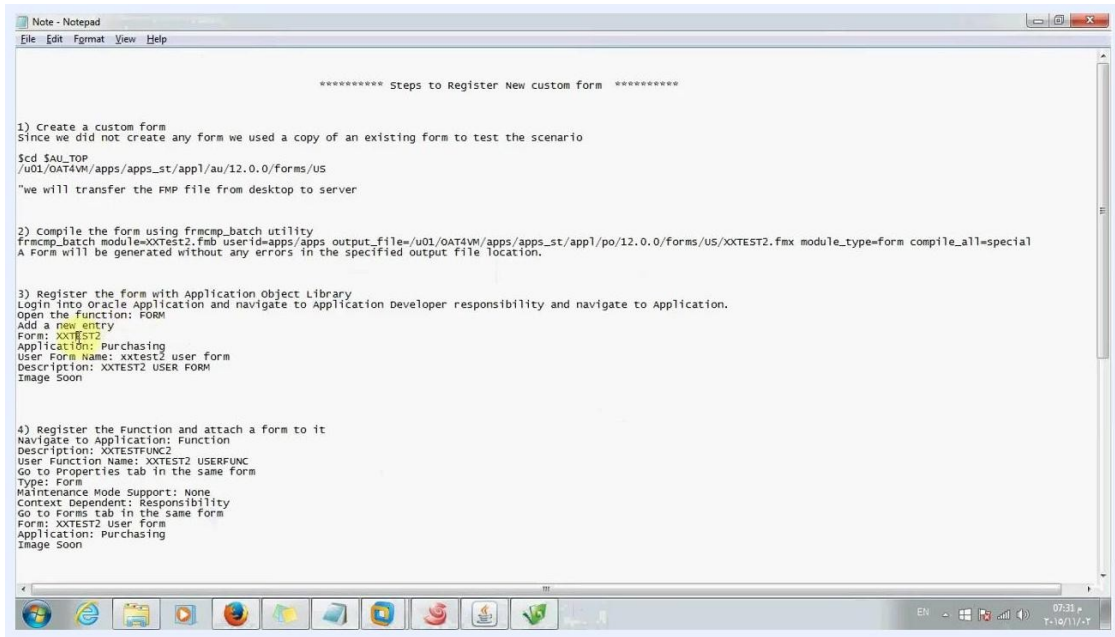
Under **Application Developer**, locate and select the **Register** submenu to proceed with registering the form.

11. Register the form with Application Object Library

Navigate to the **Application Developer** responsibility, then go to the **Application** section and open the **Form** function. Add a new entry with the following details:

- **Form:** XXTEST2
- **Application:** Purchasing
- **User Form Name:** xctest2 user form

- **Description: XXTEST2 USER FORM**



Forms registration screen in Oracle Applications showing the Form, Application, User Form Name, and Description fields filled in for XXTEST2.

12. Register the function and attach the form

Navigate to **Application: Function** and enter the following details:

- **Description:** XXTESTFUNC2
- **User Function Name:** XXTEST2 USERFUNC

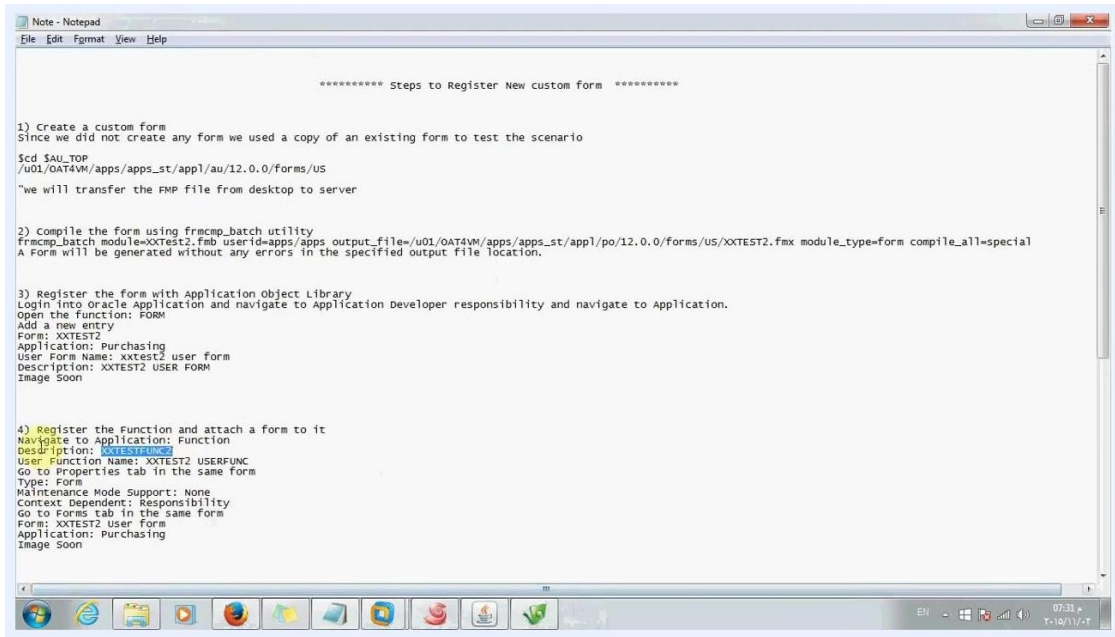
On the **Properties** tab of the same form, set:

- **Type:** Form
- **Maintenance Mode Support:** None
- **Context Dependent:** Responsibility

On the **Forms** tab of the same form, enter:

- **Form:** XXTEST2 user form

- **Application: Purchasing**



Form Functions registration screen in Oracle Applications showing the Function, User Function Name, and Description fields completed for XXTEST2.

Create a menu and add the function

13. Create a new menu

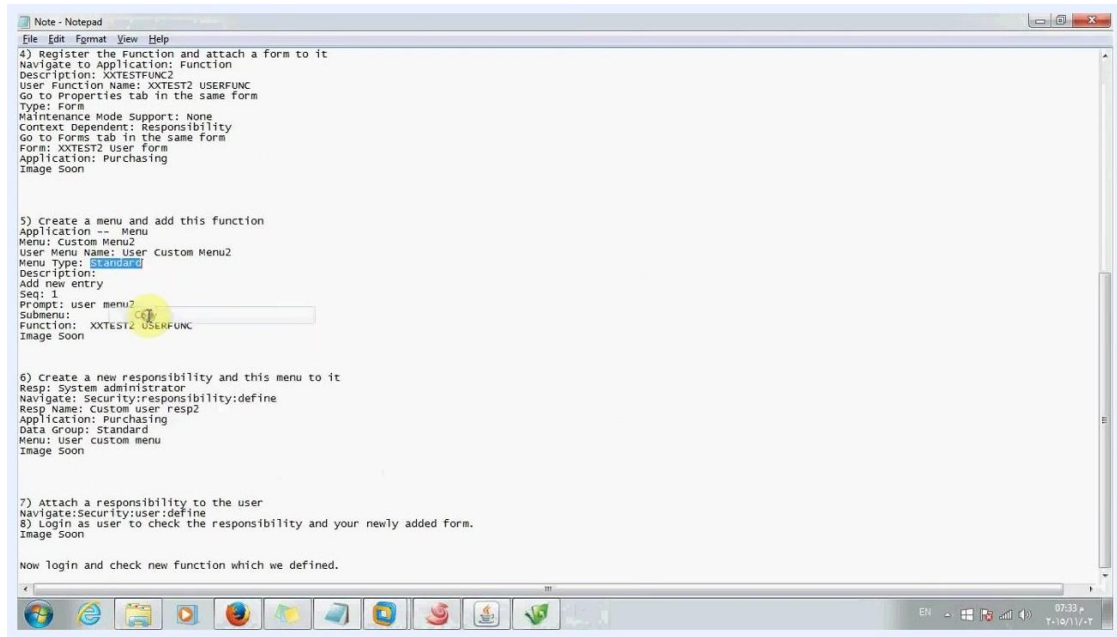
Navigate to the **Application** section and select **Menu**. Create a new menu with the following details:

- **Menu:** Custom Menu2
- **User Menu Name:** User Custom Menu2
- **Menu Type:** Standard

Add a new entry to the menu:

- **Seq:** 1
- **Prompt:** user menu2

- **Function: XXTEST2 USERFUNC**



Reference notes listing the step to create a menu and add the function, with details for Menu, User Menu Name, Menu Type, Prompt, and Function.

Create a responsibility and assign the menu

14. Create a new responsibility

Navigate to the **Responsibilities** form in Oracle Applications and enter the following details:

- **Responsibility Name:** Custom user resp2
- **Application:** Purchasing
- **Responsibility Key:** CUSTOM USER RESP2
- **Effective Dates:** From 02-NOV-2015
- **Data Group Name:** Standard

- **Menu:** User Custom Menu

Oracle Applications - PMIS PROD Instance

File Edit View Folder Tools Window Help

Responsibilities

Responsibility Name: Custom user resp2
 Application: Purchasing
 Responsibility Key: CUSTOM USER RESP2
 Description:

Effective Dates: From: 02-NOV-2015 To:

Available From:
☒ Oracle Applications
☐ Oracle Self Service Web Applications
☐ Oracle Mobile Applications

Data Group:
 Name: Standard
 Application: P

Menu: User Custom Menu
 Web Host Name:
 Web Agent Name:

Request Group:
 Name:
 Application:

Menu Exclusions Excluded Items Securing Attributes

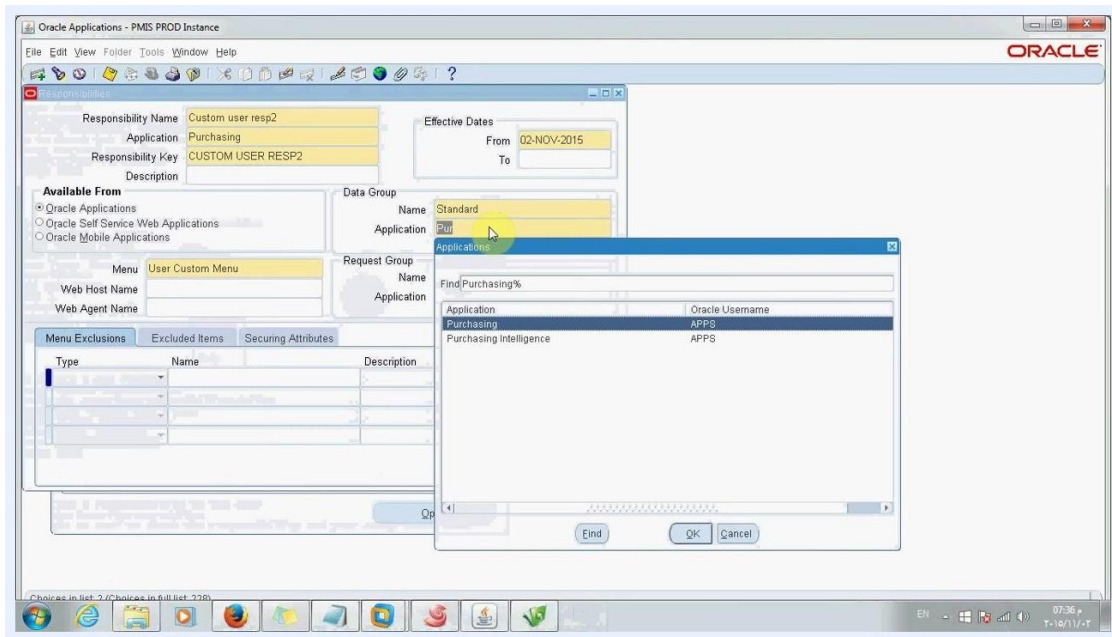
Type	Name	Description

Open

Responsibilities form in Oracle Applications with fields filled in for a new responsibility named Custom user resp2.

15. Select the Data Group Application

In the **Data Group Application** field, type "Pur" to filter the list of applications. In the pop-up window, select **Purchasing**, then click **OK** to confirm the selection.



Pop-up window in Oracle Applications for selecting the Data Group Application, with **Purchasing** highlighted.

16. Save the new responsibility

Confirm that all fields are correctly filled in:

- **Responsibility Name:** Custom user resp2
- **Application:** Purchasing
- **Data Group:** Standard / Purchasing
- **Menu:** User Custom Menu
- **Effective Dates:** From 02-NOV-2015

Save the record to complete the responsibility setup.

Oracle Applications - PMIS PROD Instance

File Edit View Folder Tools Window Help

Responsibilities

Responsibility Name: Custom user resp2
Application: Purchasing
Responsibility Key: CUSTOM USER RESP2
Description:

Effective Dates
From: 02-NOV-2015
To:

Available From
☒ Oracle Applications
☐ Oracle Self Service Web Applications
☐ Oracle Mobile Applications

Data Group
Name: Standard
Application: Purchasing

Menu: User Custom Menu
Web Host Name:
Web Agent Name:

Request Group
Name:
Application:

Menu Exclusions Excluded Items Securing Attributes

Type	Name	Description
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Open

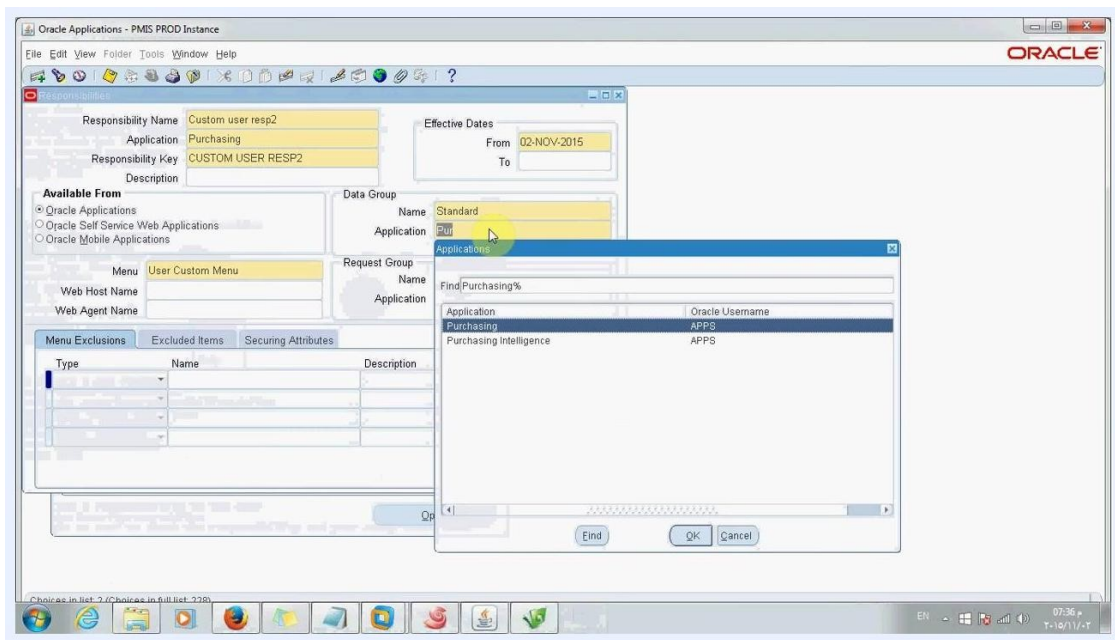
EN 07:36 T-18/11/17

Responsibilities form in Oracle Applications with all fields completed and the record saved.

Attach the responsibility to a user

17. Open the Users form

Navigate to the **Users** form in Oracle Applications. In the **User Name** field, enter the username (for example, SYSADMIN). Confirm the user details are visible, then go to the **Direct Responsibilities** tab.



Users form in Oracle Applications, ready for assigning a responsibility to a user.

18. Add the custom responsibility to the user

In the **Direct Responsibilities** section, add a new row with the following details:

- **Responsibility:** Custom user resp2
- **Application:** Purchasing
- **Security Group:** Standard

- **Effective Dates:** From 02-NOV-2015

Oracle Applications - PMIS PROD Instance

Users

User Name: SYSADMIN
 Password:
 Description: System Administrator
 Status: Active
 Password Expiration:
 Days:
 Accesses:
 None:
 Person:
 Customer:
 Supplier:
 E-Mail:
 Fax:
 Effective Dates: From 01-JAN-1951 To:
 Direct Responsibilities:
 Indirect Responsibilities:
 Securing Attributes:
 Responsibility: Application Developer Application Description: Application Object Lib Security Group: Standard Effective Dates: From 15-MAY-2000 To:
 Workflow Administrator Web Application Description: Application Object Lib Security Group: Standard Effective Dates: From 06-MAY-2002 To:
 Workflow User Web Application Description: Application Object Lib Security Group: Standard Effective Dates: From 06-NOV-2001 To:
 Custom user resp2 Purchasing Description: Application Object Lib Security Group: Standard Effective Dates: From 02-NOV-2015 To:
 Functional Developer Application Description: Application Object Lib Security Group: Standard Effective Dates: From 29-JAN-2003 To:
 Open

Users form in Oracle Applications with the Custom user resp2 responsibility assigned to SYSADMIN, effective from 02-NOV-2015.

19. Save the responsibility assignment

Confirm that **Custom user resp2** now appears in the list of direct responsibilities for the user, then save the changes.

The screenshot shows the Oracle Applications 'Users' form for the 'PMIS PROD Instance'. The 'User Name' is 'SYSADMIN' and the 'Description' is 'System Administrator'. The 'Status' is 'Active'. The 'Effective Dates' are 'From 01-JAN-1951' and 'To' is empty. The 'Direct Responsibilities' tab is selected, showing a list of responsibilities. The 'Custom user resp2' responsibility is highlighted in yellow. The list includes:

Responsibility	Application	Description	Security Group	Effective Dates From	Effective Dates To
Application Developer	Application Object Lib		Standard	15-MAY-2000	
Workflow Administrator Web	Application Object Lib		Standard	06-MAY-2002	
Workflow User Web Applicat	Application Object Lib		Standard	06-NOV-2001	
Custom user resp2	Purchasing		Standard	02-NOV-2015	
Functional Developer	Application Object Lib		Standard	29-JAN-2003	

Users form in Oracle Applications showing Custom user resp2 assigned to SYSADMIN and highlighted in the responsibilities list.

Verify the registered form

20. Verify the responsibility and custom form

Log in as the user to whom you assigned the new responsibility. Check that the new responsibility (**Custom user resp2**) and the newly registered function (**XXTEST2 USERFUNC**) are available, and confirm that you can access the custom form through the menu.

Summary

You have now completed the full process of how to register a form in Oracle EBS: transferring the form file to the application server, compiling it with [frmcmp_batch](#), registering the form and its function, creating a menu, assigning the menu to a new responsibility, and attaching that responsibility to a user. Logging in with the assigned responsibility confirms the custom form is accessible and ready for use.

