

# 1a. Pre-fill Bottom-up exercise for Recurrent business

## Overview

In this section, you will find information about the process to pre-fill bottom-up exercise for recurrent business. You will find among others the extrapolation rules.

**i** Pre-filled is done in June as soon as May sales are available in Analytics. The SBS project team is in charge of uploading data and the GBU data steward & CRM Champion will be in charge of validating all data before the go-live  
 GBU data steward/CRM champion are responsible for providing following data :

- APO (Spe Chem,EP)
- BFR03 (Novocare)
- Extrapolation parameters (All GBUs)
- Strategic Roadmap (All GBUs)

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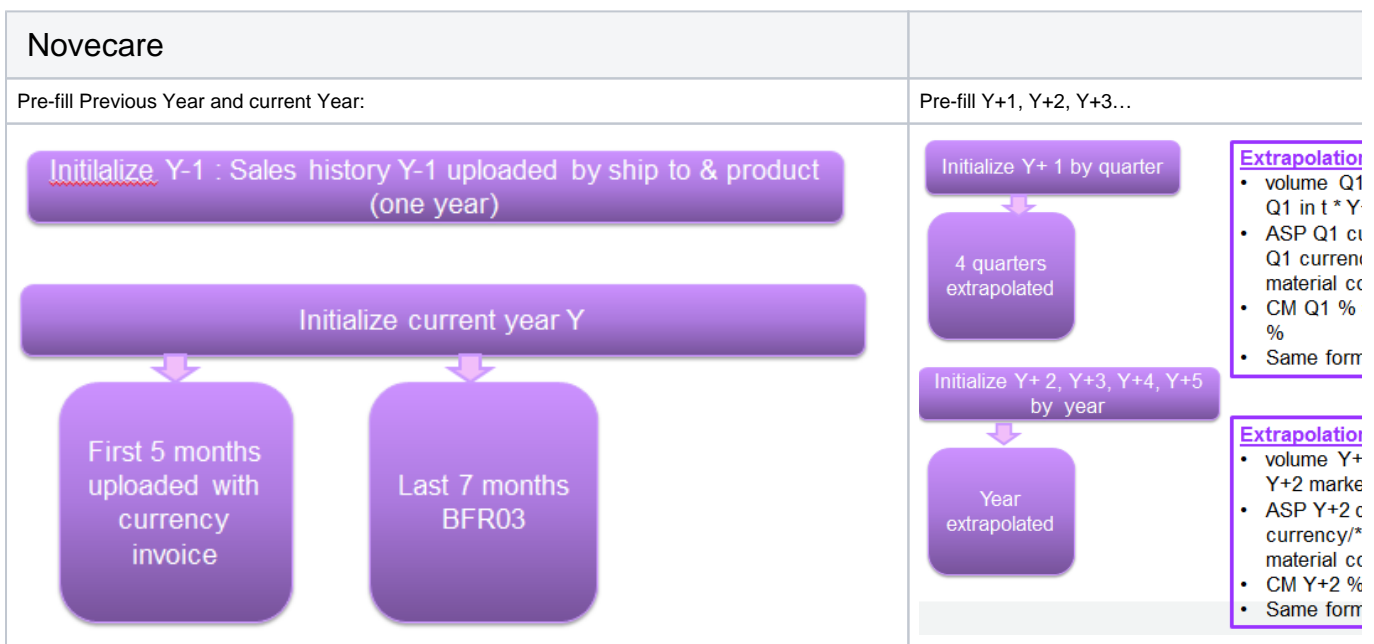
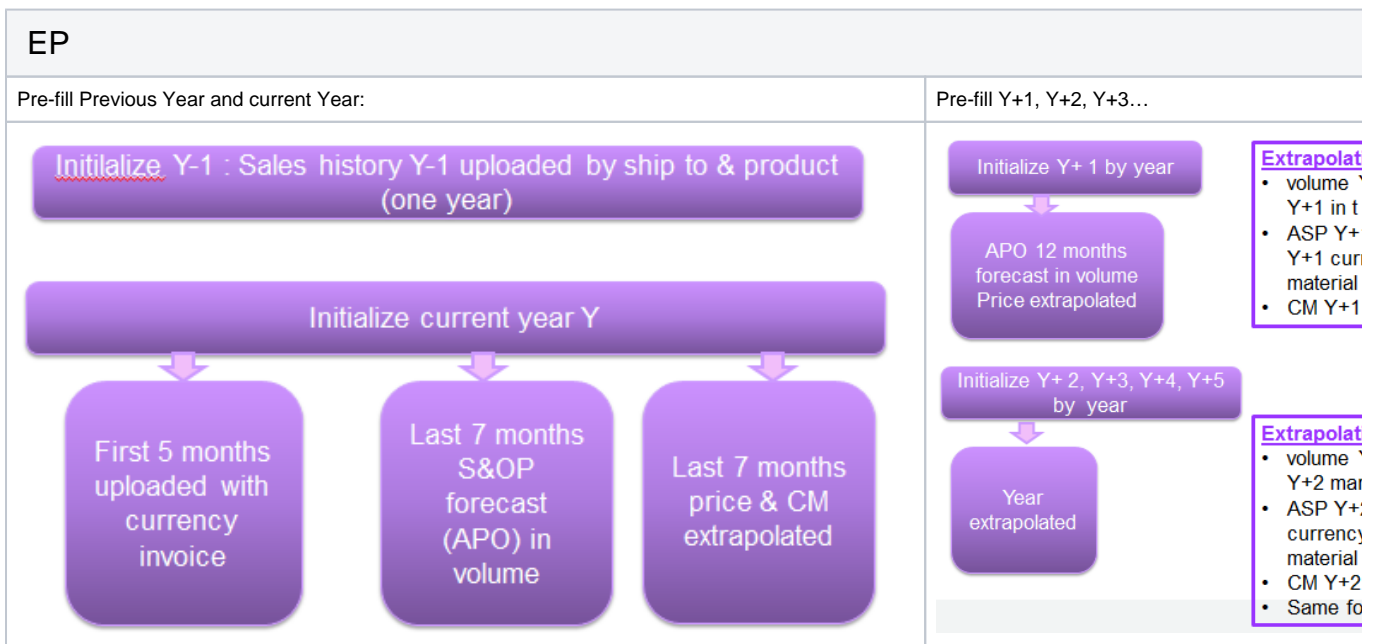
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### Concerned profiles:

Sales - Data steward

## Step By Step

Peroxides	
Pre-fill Previous Year and current Year	Pre-fill Y+1, Y+2, Y+3...
Spe Chem	
Pre-fill Previous Year and current Year:	Pre-fill Y+1, Y+2, Y+3...



## Pre-fill common rules

### Common Rules

- **Extrapolation parameters** are stored in a custom object by GBU
  - Market growth for volume extrapolation
  - Inflation cost for price extrapolations
  - Raw material cost evolution for price extrapolations
- Commercial Roadmap Currency is coming from the **invoice currency**
- **2 units of measure** are managed depending on the **user preference** (Ton or Kilo pound)\*.

### Rules : Peroxides, SPE Chem, Novicare

- If the customer has an A segmentation he will be empty and not pre-filled
- B, C (customers segmentation) or without segmentation are pre-filled
- Current Year, Y+1 in quarter, Y+2, Y+3... in year

### EP : Exception :

- A, B, C customers are pre-filled
- All Years in Year never divided by quarters

## How to change my Unit of measure preference

1 Click on your name at the top of the screen and click on my settings

2 My Settings

3 Click on Personal menu and chooses Advanced user Detail

4 Advanced User Details

5 Click on the Edit button and change your preferred Unit of measure & click on the save button

BU --None--

Preferred Unit Of Mesure --None--

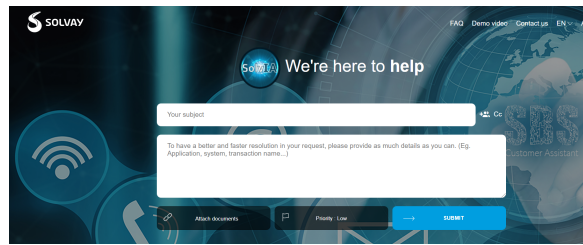
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- [5. Freeze the Commercial Roadmap](#)

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