# Electronic Invoicing

## SYSPRO 8

## Reference Guide

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# Electronic Invoicing

## Exploring

### Where it fits in?

The **Electronic Invoicing** feature provides a platform to manage electronic invoicing in compliance with country-specific regulations as paper based and emailed PDF invoices no longer satisfy the compliance requirements of many tax authorities. This enhancement allows you to partner with specialist software providers or build customized integration to e-invoice platforms.

The setup options within the **E-INVOICE CONNECTOR** section (*Setup Options* > *Preferences* > *Financials* > *Accounts Receivable*) give you the option to select for which customers you want to create an invoice in electronic format and when the the electronic invoice can be printed.

### Navigation

The programs related to this feature are accessed from the **Program List** of the SYSPRO menu:

- *Program List* > *Accounts Receivable*
- *Program List* > *Sales Orders*

### Terminology

#### E-invoice

An electronic invoice is an invoice that is issued, received, and processed electronically. It is digital from its creation in the ERP system by the issuer until it is received and processed by the recipient. In other words, true e-invoicing remains electronic throughout its life cycle.

# Starting

## Prerequisites

To use this feature, the following setup option(s) must be enabled:

### Accounts Receivable Preferences

*Setup Options* > *Preferences* > *Financials* > *Accounts Receivable*

- E-invoice connector
  - E-invoicing required
  - Customers affected
  - Default e-invoicing print options

## Security

You can secure this feature by implementing a range of controls against the affected programs. Although not all these controls are applicable to each feature, they include the following:

- You restrict operator access to *activities* within a program using the **Operator Maintenance** program.
- You can restrict operator access to the *fields* within a program (configured using the **Operator Maintenance** program).
- You can restrict operator access to *functions* within a program using passwords (configured using the **Password Definition** program). When defined, the password must be entered before you can access the function.
- You can restrict access to the eSignature *transactions* within a program at operator, group, role or company level (configured using the **Electronic Signature Configuration Setup** program). Electronic Signatures provide security access, transaction logging and event triggering that gives you greater control over your system changes.
- You can restrict operator access to *programs* by assigning them to groups and applying access control against the group (configured using the **Operator Groups** program).
- You can restrict operator access to *programs* by assigning them to roles and applying access control against the role (configured using the **Role Management** program).

# Using

## Status Codes

### Electronic invoice statuses

The following indicates the possible status codes for an electronic invoice:

| Status | Description |
|---|---|
| C - COMPLETED | This indicates that the electronic invoice has been returned and approved by the 3rd party platform. |
| F - FAILED | This indicates that the electronic invoice has been returned and not approved by the 3rd party platform. |
| N - NOT SUBMITTED | This indicates that the electronic invoice has not been submitted to the 3rd party platform. |
| R - REJECTED | This indicates that the electronic invoice has been rejected by the customer. |
| S - SUBMITTED | This indicates that the electronic invoice has been submitted to the 3rd party platform. |
| C - CANCELED | This indicates that the electronic invoice has been canceled within SYSPRO. |

# Affected programs

The following indicates areas in the product that may be affected by implementing this feature:

## Setup programs

### Customers

*Program List > Contact Management > Setup*

We added the **E-invoicing required** and **E-invoice print options** fields in the **Document transmission** section of the **Contact Details** pane to configure e-invoicing per customer.

These fields are only available once the **E-INVOICING REQUIRED** setup option is enabled.

### AR Statement Format for SRS

*Program List > Accounts Receivable > Setup*

We added the **Print only 'Complete' e-invoices** field to the **Preferences** section that lets you select to only include electronic invoices that have a status of C - COMPLETED.

### AR Statement Format

*Program List > Accounts Receivable > Setup*

We added the **Print only 'Complete' e-invoices** field to the **Print options** section that lets you only include electronic invoices that have a status of C - COMPLETED.

## Report and Update

### Document Print

*Program List > Sales Orders > Sales Order Processing*

We have made the following changes within the **Report Options** pane:

- You can select the electronic invoices you want to generate at the **E-invoices** section.
- At the **E-invoice print options** section, you can also select if you want to process the electronic invoices electronically or if you want to physically print these.

## Query programs

### Customer Query

*Program List > Accounts Receivable*

We have made the following changes on the **Invoices** listview:

- The **E-invoice status** field can be added using the **Field Chooser**.
- You can select the statuses of electronic invoices that you want to include at the **Invoice Selection Options** window.

### Sales Invoice Query

*Program List > Sales Orders*

The **E-invoice status** field can be added to the header panes using the **Field Selector**.

## Browse programs

### AR Invoices for Customer

*Accessible from various functions within the* **AR Payments and Adjustments**, **Customer Query**, *and* **Sales Order Entry** *programs.*

The **E-invoice status** status column can be added to the **Customer Invoices** listview.

You can manually update the status of the electronic invoice in the **Invoice Maintenance** window by selecting the **Change** option from the toolbar.

# Affected business objects

The following indicates the business objects that are affected by this feature:

## Setup objects

### AR Customer Maintenance

The **AR CUSTOMER MAINTENANCE**[1] business object lets you add, update or delete customers.

## Transaction objects

### E-Invoice Status Update

The **E-INVOICE STATUS UPDATE**[2] business object lets you update the status of an electronic invoice.

### SO Invoice Calculation from Sales Order

The **SO INVOICE CALCULATION FROM SALES ORDER**[3] business object lets you process the sales orders that are created using the **SO SALES ORDER IMPORT**[4] or the **Sales Order Entry** program.

### SO Dispatch Invoice Calculation

The **SO DISPATCH INVOICE CALCULATION**[5] business object lets you invoice the dispatch notes that are created using the **DISPATCH NOTE CREATION FROM SALES ORDER**[6] business object or the **Dispatch Note Review** program.

### SO Consolidate Dispatch Invoice Calculation

The **SO CONSOLIDATE DISPATCH INVOICE CALCULATION**[7] business object lets you post invoices against consolidated dispatch notes.

The **Dispatch Note Consolidation** program creates the consolidation records against the invoice. When the invoice is posted, all required transactions and calculations are processed and saved to the SYSPRO database.

A copy of the invoice information is stored and can be printed/reprinted using the **SO CONSOLIDATED DISPATCH INV DOC QUERY**[8] business object or the **Document Print** program.

[1] Business object: ARSSCS
[2] Business object: IMPTEI
[3] Business object: SORTIC
[4] Business object: SORTOI
[5] Business object: SORTNC
[6] Business object: SORTDN
[7] Business object: SORTCC
[8] Business object: SORQCD

## Query objects

### Customer Query

The **CUSTOMER QUERY**[1] business object lets you view information held against a customer in the Accounts Receivable module.

### AR Consolidated Group Statement

The **AR CONSOLIDATED GROUP STATEMENT**[2] business object lets you generate account statements for a range of selected customers for the current month or the previous two months.

### AR Statement Format

The **AR STATEMENT FORMAT**[3] business object lets you define the page layout for printing your customer statements..

[1]Business object: ARSQRY
[2]Business object: ARSQ40
[3]Business object: IMPQBS

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