

JDE Voucher Automation what is available out of the box and how to make improvements

Lisa Tran – Stoner, Inc.

Session 100940

Agenda

- Overview of Stoner, Inc.
- Voucher Automation
 - What is it
 - Process Flow
 - Setup
 - Workbench
 - Other Considerations

Stoner, Inc.



Serving more than 6,000 manufacturers, service businesses, government agencies, and universities.

Stoner supplies retail packaged goods, aerosol and bulk cleaners and lubricants to customers across the USA and internationally factory-direct and through distributors.



Stoner Molding Solutions
You Mold It. We Release It.



Stoner Critical Cleaning
The Smart Choice Since 1942.

What is voucher automation?

- The voucher match automation (VMA) process
- Enables full automation of 3 way voucher matching
- Suggested matches for invoice and receipt lines prior to approve/match
- Supports logged vouchers

Standard process

1. Enter a PO that is sent to vendor (F4301 and F4311 records)
2. Receive PO when you receive goods from vendor (F43121 records)
3. Receive an invoice from vendor
4. Input data from invoice into JDE (Speed voucher or Manual voucher match)
5. Create JDE accounting voucher

Process with VMA

1. Enter a PO that is sent to vendor (F4301 and F4311 records)
2. Receive PO when you receive goods from vendor (F43121 records)
3. Receive an invoice from vendor
4. Input data from invoice into JDE
 - a) Scan invoice with 3rd party software to get data
 - b) Receive data via EDI
 - c) Hand type or batch upload data into P0411Z1
5. Run R4304010 to process details and either review or auto create voucher

R4304010 VMA Driver

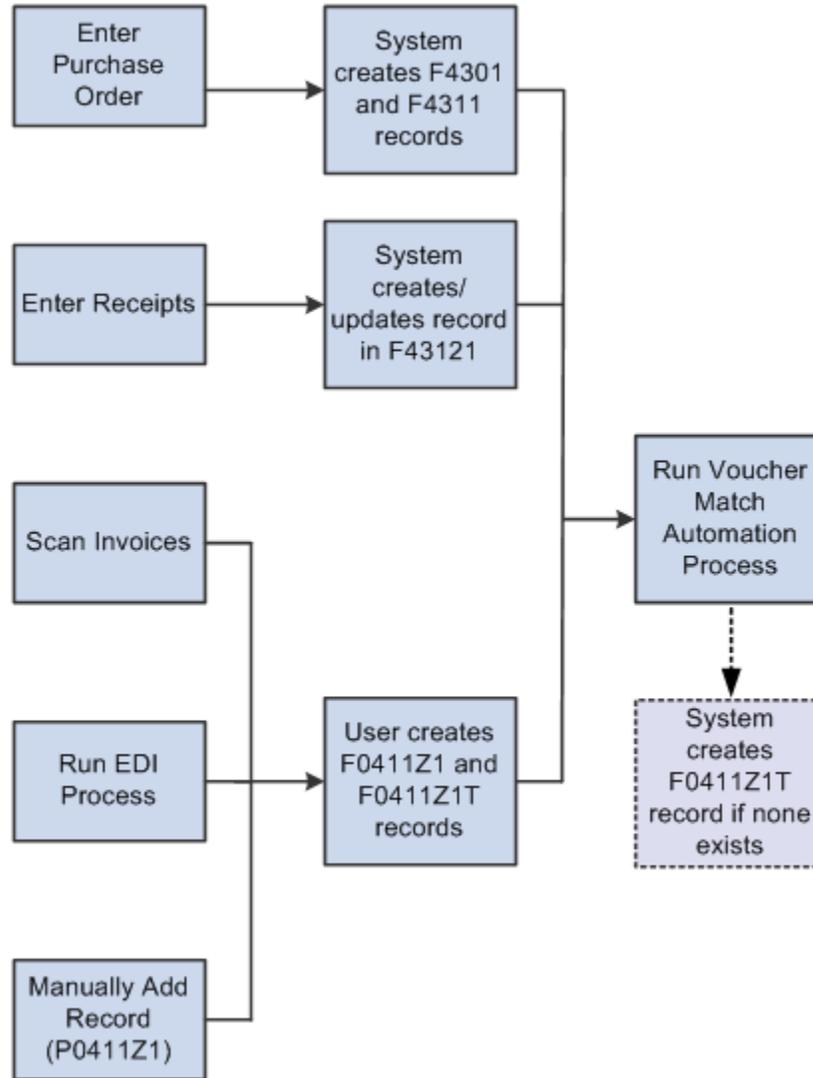


- All versions of this report look at settings in vendor master, processing options and data selection to process the open records by calling other UBE processes
- The UBE attempts to match invoice records in the F0411Z1 table to receipt records in the Purchase Order Receiver File (F43121) and the Purchase Order Detail File (F4311).
- The process provides reports that show the matched or suggested records
- Runs all matching programs based on the automation rule.
- UBE can be run in Proof, Suggested or Final modes
- You can purge processed records from the F0411Z1 table as a processing option

R4304010

If you are doing a 3 way match and matching item information from invoice with receipt and PO, you need to add item lines to the F0411Z1T table.

Otherwise, the VMA process will create the F0411Z1T table record as it attempts to create matches.



R4304010



Creating a F0411Z1T record for all records in the F0411Z1 table prior to running the VMA process improves processing time.

Records created in the F0411Z1T table should have an invoice match status of blank or unprocessed.

R4304010

- Proof - generates a report of suggestions only, does not reserve receipt records
- Suggested –if successfully
 - Match suggested created between the invoice, receipt, and purchase order lines.
 - You can review and manage these in VMA Automation Process Workbench program (P4314WB).
 - Receipt records are reserved.
 - Invoice match status of 1

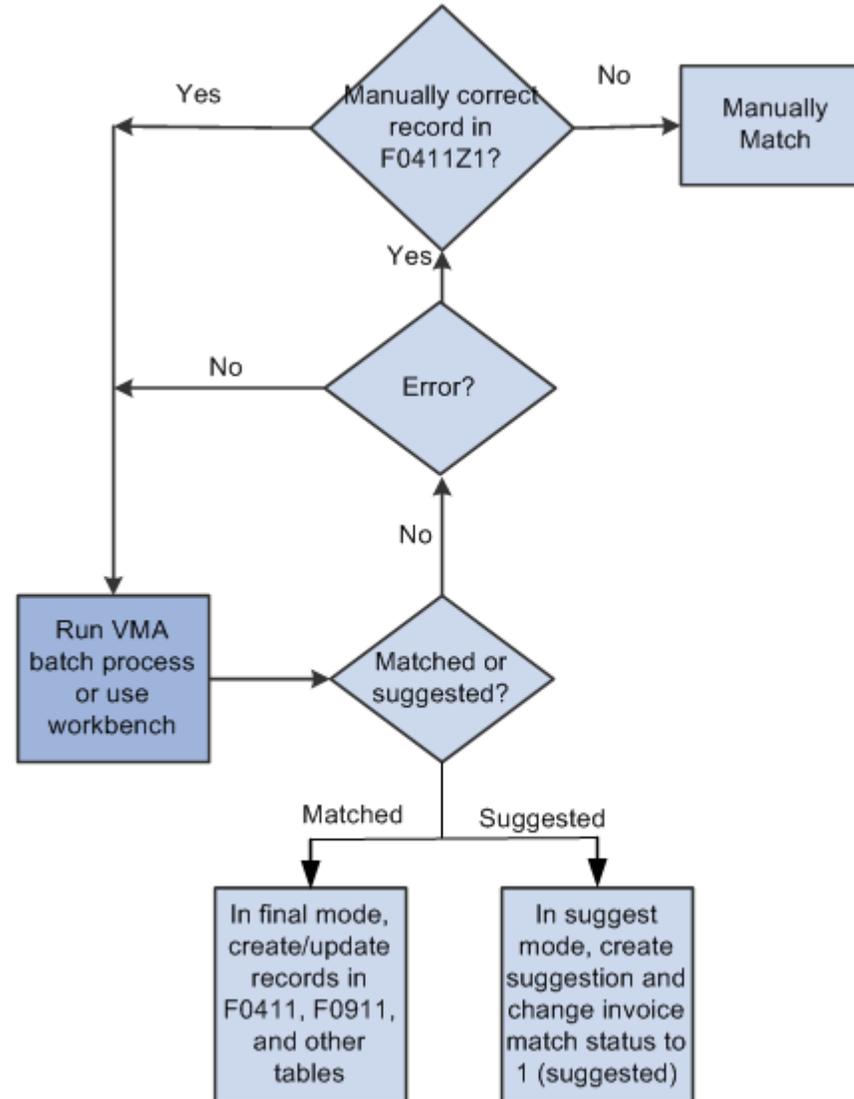
R4304010

- Final –if the match is successful,
 - the process updates the Accounts Payable Ledger (F0411), Account Ledger (F0911), and F43121 tables.
 - Receipts are reserved during execution.
 - Match Status of 5

R4304010 – No Match

- Report generated will indicate if a match is not found
- Match Status is set to 2
- All records are processed every time UBE is run so a match might be found in the future
- To stop processing a record, remove it from F0411Z1 and F0411Z1T tables or change the status of the record to manual match to process it manually

R4304010 – process



VMA processing

- Supplier master has an option to set up single voucher for invoice.
- It can also be set as an option on the VMA Driver program R4304010
- This single voucher is created regardless of the number of lines on the invoice.
- This is required to do VMA processing and use the workbench
- Processing option on R4304010 can stop at the first invoice line with error, or attempt all lines – the report will indicate errors by line attempted

VMA Processing

- Only records with pay status of A, P, or # can use VMA
- When lines in F0411Z1(T) are successfully processed the line status is set to 4
- Records are created in F0411 and F0911 tables with standard functionality.
- A batch number is created for each matched record
- Unprocessed line remain at a status of 1

VMA Automation Workbench



P4314WB is an interactive workbench where you can review the results of the batch process

Using the workbench you can approve, reject, clear, and process suggested matches and errors.

Changes made on the workbench will change the status of lines in the F0411Z1 and F0411Z1T tables.

VMA Automation Workbench



- Records might not create suggestions, when this happens you have to manually create a suggestion before you can approve
- All records with suggestions should then be approved
- Approved records can be completed and matched
- You can process multiple lines at a time but the lines suggested should all be at the same status.

VMA Automation Workbench

Voucher Match Process Workbench Query: All Records

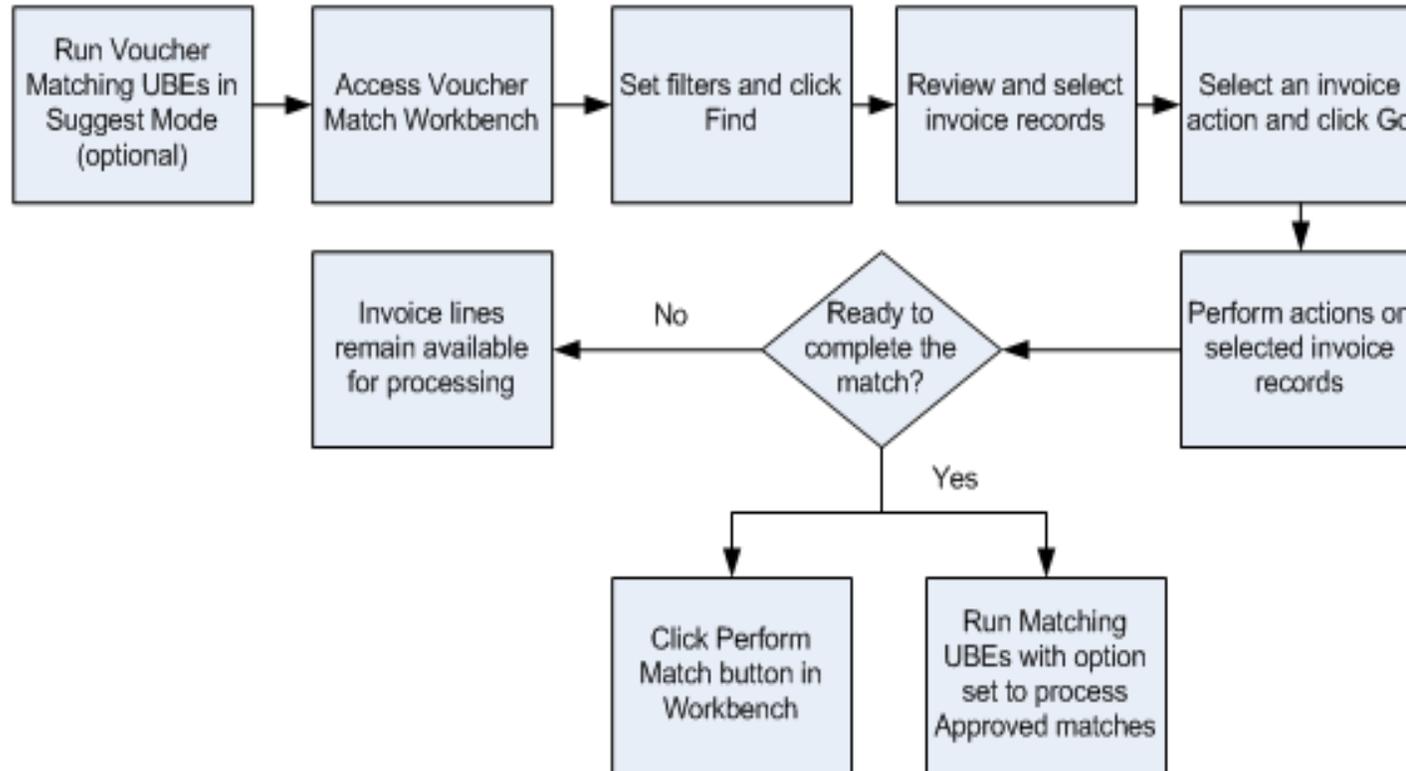
Company: * Supplier: *
Invoice Date From: * To: * Invoice Status: Suggested

Selected Invoices
Invoice Action: -- Select One --

Records 1 - 13 [Customize Grid](#)

| | | Single Voucher | Invoice Status | EDI Invoice | Supplier | Supplier Description | Invoice Date | G/L Date | Invoice Number |
|--------------------------|-------------------------------------|----------------|---------------------|------------------------|----------|------------------------|--------------|------------|----------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Y | Suggested | BR9071534-1527-1 | 4345 | E&D World Wide Company | 10/19/2013 | 10/19/2013 | 25432534532454 |
| <input type="checkbox"/> | | N | Suggested | BR9071534-2082-1-1.000 | 4345 | E&D World Wide Company | 11/07/2013 | 11/07/2013 | 5324542543254 |
| <input type="checkbox"/> | | Y | Suggested | BR9071534-643-1 | 4343 | Parts Emporium | 09/30/2013 | 09/30/2013 | 1233334 |
| <input type="checkbox"/> | | Y | Partially Processed | DM9051171-603-1 | 4343 | Parts Emporium | 09/30/2013 | 09/30/2013 | 3445555 |
| <input type="checkbox"/> | | Y | Suggested | DM9051171-644-1 | 4343 | Parts Emporium | 10/01/2013 | 10/01/2013 | 5464545 |
| <input type="checkbox"/> | | Y | Suggested | DM9051171-654-1 | 4343 | Parts Emporium | 10/02/2013 | 10/02/2013 | 343434 |
| <input type="checkbox"/> | | Y | Suggested | IC9016551-1800-1 | 4347 | S&J Contracting | 10/22/2013 | 10/22/2013 | 5185 |
| <input type="checkbox"/> | | Y | Suggested | IC9016551-1806-1 | 4346 | Travel Company, The | 10/22/2013 | 10/22/2013 | 5186 |

VMA Automation Workbench



VMA Status

- Blank – unprocessed or cleared
- 1 = Suggested
- 2 = Rejected
- 3 = Approved
- 4 = Successfully matched after suggestion
- 5 = Successfully matched without suggestion
- 6 = Manually matched

VMA Actions

- Create logged voucher
 - Status = blank
 - Action = create record in F0411 and F0911 tables
- Manually match
 - Status = blank
 - Action = change status to 6, VMA no longer available

VMA Actions

- Approve Suggestion
 - Status = 1 (suggested), 2 (rejected/error)
 - Action = change status to 3, Approved and ready for match
 - Detail lines are not reviewed
- Reject Suggestion
 - Status = 1 (suggested), 3 (approved)
 - Action = change status to 2, retains record reservation for receipt
 - To remove reservation you must clear or approve

VMA Actions

- Create Suggestion
 - Status = blank
 - Action = manually trigger same process as running R4304010
 - Change status to 1 suggested
- Clear Suggestion
 - Status = 1 (suggested), 2 (rejected/error) 3 (approved)
 - Action = change status to blank,

VMA Actions

- Match Suggestion
 - Status = 3 (approved)
 - Action = Produces same result as running R4304010 in final mode
 - Change status to 4

VMA Actions



- Review Suggestion
 - Status = blank
 - Action = open suggestion/receipt details subform

VMA Actions

Voucher Match Process Workbench Query: All Records

Tools

Company: * Supplier: *
 Invoice Date From: * To: * Invoice Status: Suggested

Selected Invoices

Suggestion/Receipt Details

Manual Suggest Automatic Suggest Perform Match Actions: -- Select One -- 1 of 2

| | | | |
|-----------------|--|----------------|----------------|
| EDI Invoice | BR9071534-1527-1-1.000 | Business Unit | 30 |
| Company | 00001 <i>Financia/Distribution Company</i> | Invoice Number | 25432534532454 |
| Supplier | 4345 <i>E&D World Wide Company</i> | Invoice Amount | 109.00 USD |
| Invoice Status | Suggested | Receipts Total | 109.00 |
| Automation Rule | 01 <i>1 Order and Receipt Line</i> | Variance | |

Records 1 - 1 Customize Grid

| | Order Number | Order Type | Change Order | Order Company | No of Lines | Line Number | Document Number | Item Number | Amount Received | Quantity Received | Supplier | Supplier Description |
|--------------------------|--------------|------------|--------------|---------------|-------------|-------------|-----------------|-------------|-----------------|-------------------|----------|----------------------|
| <input type="checkbox"/> | 5174 | OP | 000 | 00001 | 1 | 1.000 | 4845 | 210 | 109.00 | 109.0000 | 4345 | E&D World |

VMA Actions

- Note that you can see and click on the parent selected invoices form but you will not be able to take any actions until all actions on the subform are complete. Use the return button to go back to the parent form.
- If you select multiple invoice records in parent form, you will only see the first one but can use next and back arrows to move between invoices

The screenshot displays a software interface for managing invoices. At the top, there are search filters for Company, Invoice Date (From and To), Supplier, and Invoice Status (set to Suggested). Below these filters, there are two expandable sections: 'Selected Invoices' and 'Suggestion/Receipt Details'. The 'Suggestion/Receipt Details' section is currently expanded and shows a table of invoice records. Above the table, there are buttons for 'Manual Suggest', 'Automatic Suggest', and 'Perform Match', along with an 'Actions' dropdown menu set to '-- Select One --'. A red box highlights the navigation controls at the bottom right of the 'Suggestion/Receipt Details' section, which include the text '2 of 3', a left arrow, a right arrow, and a refresh icon.

VMA Actions

Voucher Match Process Workbench Query: All Records

Company: * Supplier: *
Invoice Date From: * To: * Invoice Status: Suggested

Selected Invoices

Suggestion/Receipt Details

Manual Suggest Automatic Suggest Perform Match Actions: -- Select One -- 1 of 1

EDI Invoice: BR9071534-2698-1-1.000 Business Unit: 3001
Company: 33331 VMA Company Invoice Number: 5234587923547
Supplier: 333310 VMA Automation Supplier
Invoice Status: Suggested
Automation Rule: 06 Many Orders and Receipt Lines

Invoice Amount: 109.00 USD
Receipts Total: 109.00
Variance:

Records 1 - 2 [Customize Grid](#)

| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Order Number | Order Type | Change Order | Order Company | No of Lines | Line Number | Document Number | Item Number | Amount Received | Quantity Received | Supplier |
|--------------------------|-------------------------------------|--------------|------------|--------------|---------------|-------------|-------------|-----------------|-------------|-----------------|-------------------|----------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 238 | OP | 000 | 33331 | 2 | 1.000 | 250 | 210 | 54.50 | 5.0000 | 333310 |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | 239 | OP | 000 | 33331 | 1 | 1.000 | 251 | 210 | 54.50 | 5.0000 | 333310 |

VMA Subform Actions

- Manually Suggest
 - Status = Blank
 - Action = Creates a suggestion
- Automatically Suggest
 - Status = Blank
 - Action = Same as running UBE – you can view suggestions but not manually select

VMA Subform Actions

- Perform match
 - Status = 3 (approved)
 - Action = Complete the match of the invoice and receipt
 - Update Status to 4
 - Creates records in F0411, F0911 and F43121
- Approve all suggestions
 - Status = 1 (suggested)
 - Action = Approves and updates to 3 all lines on invoice not just selected

VMA Subform Actions

- Reject all suggestions
 - Status = 3 (approved)
 - Action = Updates to 2 all lines on invoice not just selected and retains record reservation fro receipt lines
- Clear all suggestions
 - Status = 1 (suggested), 2 (rejected), 3 (approved)
 - Action = Updates Status to blank, removes record reservation

VMA Subform Actions

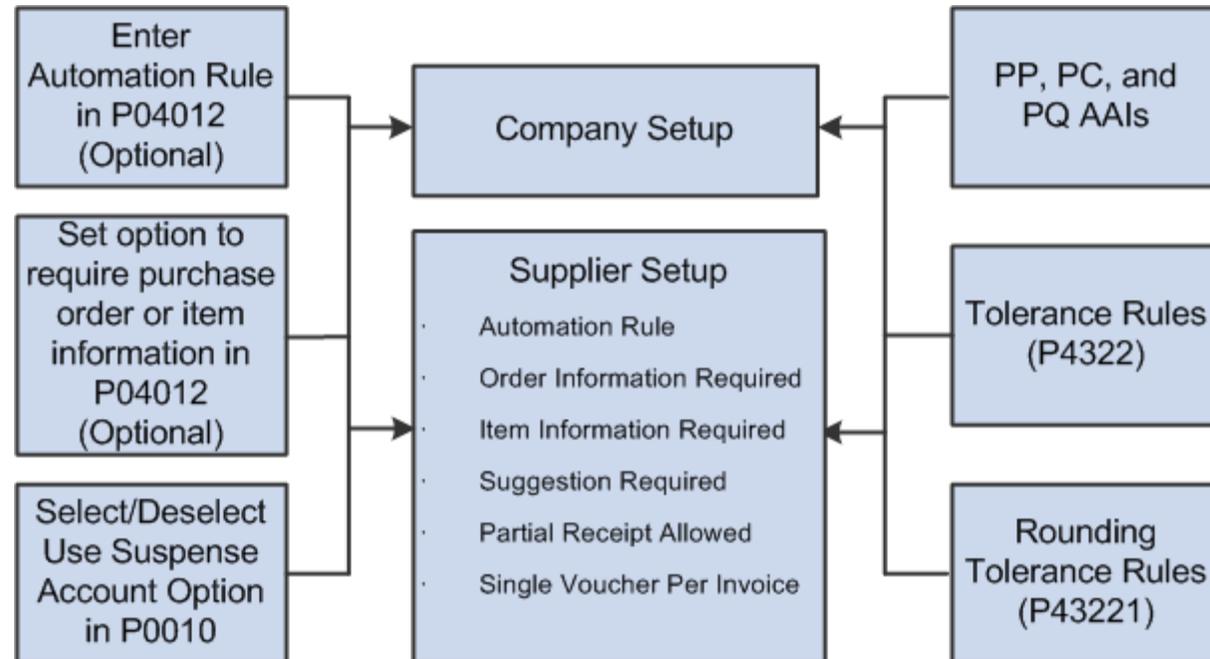


- Remove selected receipt
 - Status = blank
 - Action = remove selected receipt from the grid area and makes it available to match with a different invoice.

VMA Setup

If no valid automation rule exists in the F0411Z1 record or in the supplier master record, then the VMA process issues an error message

Use suspense account and PP, PC, PQ are related to voucher logging



VMA Automation Rules

Supplier Master Info - Supplier Master Revision

Work With Supplier Master **Supplier Master Revision**

✓ ✕ ⚙ Form < > ⚙ Tools

Supplier Number 685608 CHEMSOL INC

Long Address Number

Vouchers Purchasing 1 **Purchasing 2** G/L Distribution Tax Information EDI Infor

Invoice Copies

Item Restrictions *No Restrictions*

Max Order Value

Min Order Value

Volume Display U/M .

Weight Display U/M .

Voucher Match Automation

Automation Rule 02

Order Information Required

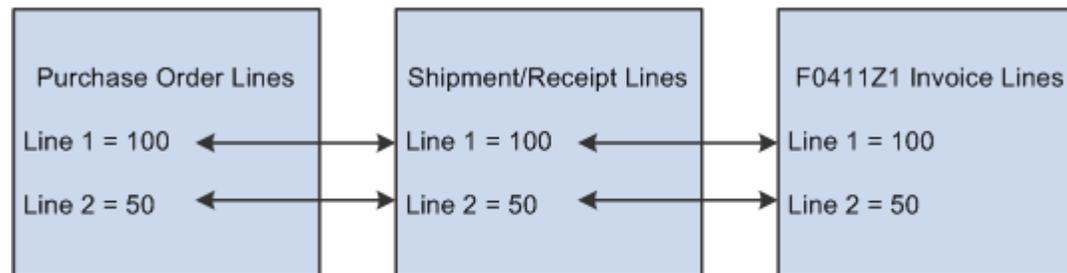
Item Information Required

VMA Automation Rules

Automation Rule 01

Exact Match of Invoice Line to Purchase Order Line to Receipt Line

- Invoice matched to single po line and single receipt line
- Amounts must match exactly between invoice, PO, receipt
- Entire PO line must be received and invoiced in total
- No tolerance or rounding

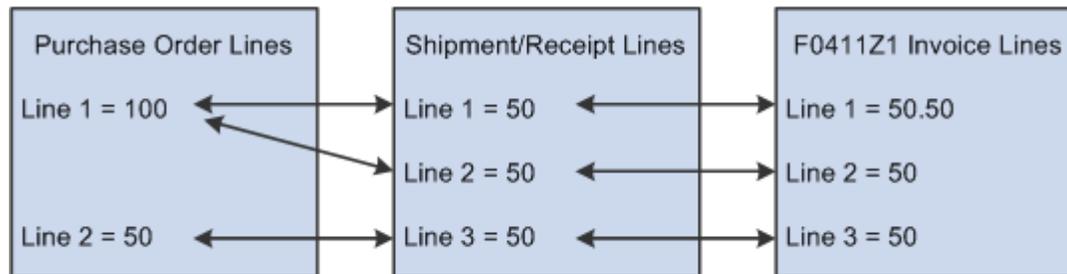


VMA Automation Rules

Automation Rule 02

Match of Invoice Line to Purchase Order Line to Multiple Receipt Lines, Standard Tolerance Applied

- Invoice matched to single receipt
- Amounts between PO and multiple receipt lines can be different based on standard tolerance
- PO line can be received and invoiced in several shipments
- Tolerances applied



Voucher Match Automation

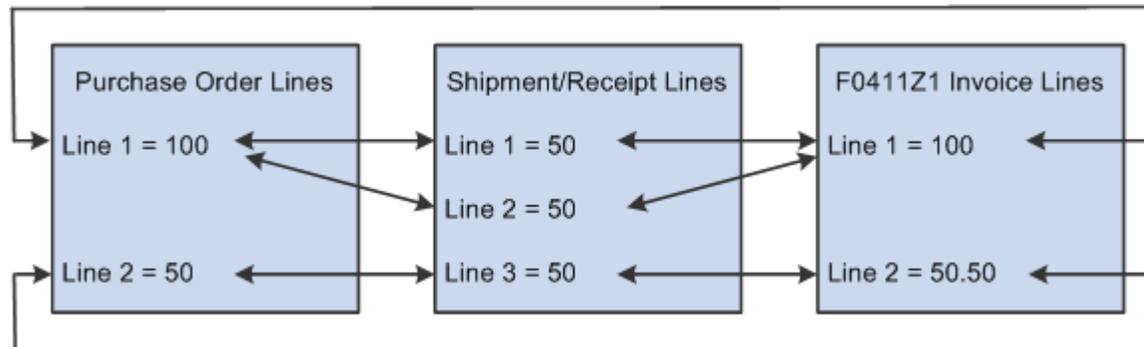
| | | | |
|----------------------------|---------------------------------|----------------------------|-------------------------------------|
| Automation Rule | <input type="text" value="02"/> | Suggestion Required | <input type="checkbox"/> |
| Order Information Required | <input type="checkbox"/> | Partial Receipt Allowed | <input checked="" type="checkbox"/> |
| Item Information Required | <input type="checkbox"/> | Single Voucher Per Invoice | <input type="checkbox"/> |

VMA Automation Rules

Automation Rule 03

Match of Invoice Line to Purchase Order Line to Multiple Receipt Lines, Standard Tolerance Applied

- Invoice matched to single PO line
- Amounts between PO and multiple receipt lines can be different based on standard tolerance
- PO line can have multiple receipts but must be invoiced in total
- Tolerances applied

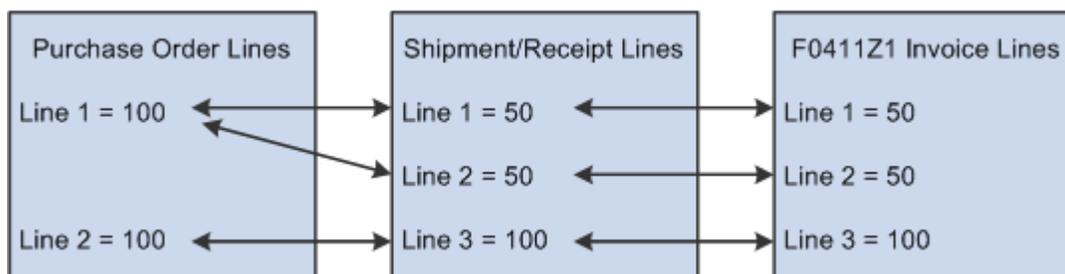


VMA Automation Rules

Automation Rule 04

Exact Match of Invoice Line to Receipt Line

- Invoice line matched to a single receipt line
- Amounts between invoice line and receipt line must match exactly
- PO line can be received in several shipments
- No tolerance and no rounding

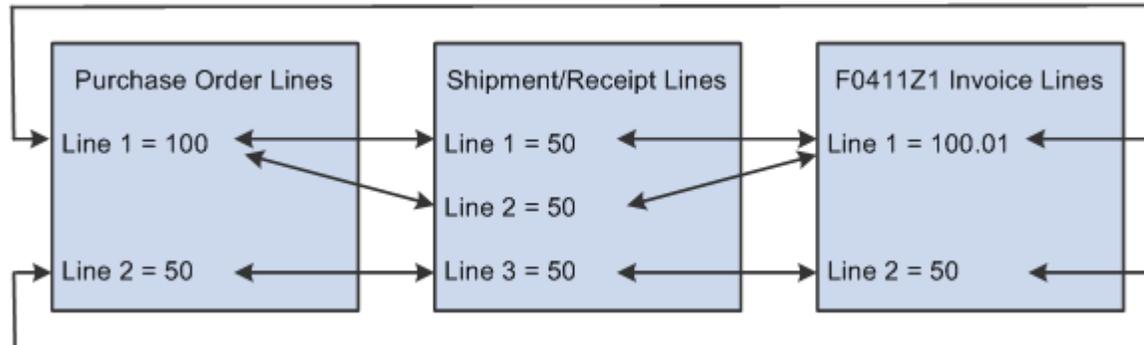


VMA Automation Rules

Automation Rule 05

Match of Invoice Line to Purchase Order Line to Multiple Receipt Lines, Rounding Tolerance Applied

- Invoice line matched to a single PO line and total of multiple receipt lines
- PO line can be received in several shipments
- Invoice line must be for total of PO line (not receipt lines)
- Invoice line must match PO line with rounding applied
- Tolerance does not apply only rounding

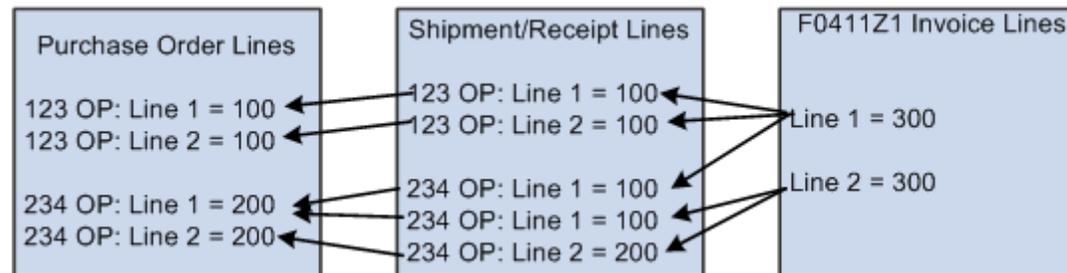


VMA Automation Rules

Automation Rule 06

Exact Match of Invoice to Multiple Receipt Lines across Multiple Purchase Orders

- Invoice line matched to multiple receipt lines
- Receipt lines can be from multiple POs
- Invoice and receipt lines must match exactly
- No tolerance and no rounding



What is not supported

- Progress payments – work progress under contract
- Freight distribution
- Subcontract payments
- Landed cost

Scanman to Enhance

- Ability to use OCR to stage data and then process directly to the F0411Z1 and F0411Z1T files



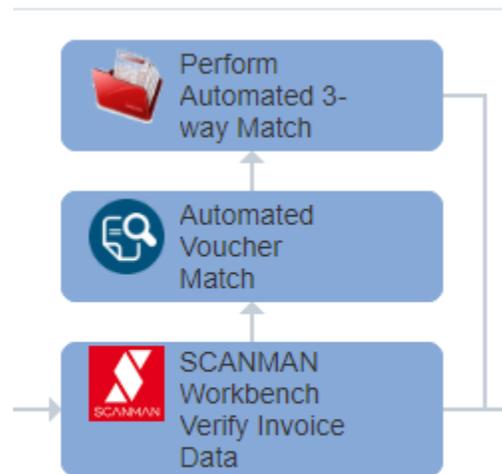
- You can click on button and upload document/scan
- You can drop scan into a folder that Scanman monitors
- You can have a specific mailbox that Scanman monitors and strips attachments

Scanman to Enhance

- Enhanced/friendlier workbench interface
- Ability to see actual invoice via Café 1 screen
- Ability to edit and review information before writing to the F0411Z1 and F0411Z1T files
- Less failures
- Can do the invoices 1 by one or use the same R4304010 for batch processing
- You can still use JDE VMA workbench also but it is not needed
- Easier to switch between GL coding, Manual Voucher and VMA
- Workflow and approval processes
- Uses standard JDE processes outlined above to complete transactions

Scanman to Enhance

- JDE Workbench and the R4304010 are buttons and easily accessible



Scanman to Enhance



SCANMAN PROCESS WORKBENCH Layout: SCANMAN

SCANMAN UUID: b1732546-58c5-49fd-9e3a-4fc11d51a699 LTRAN 1

ORIGINATOR: EMAILWATCHER - PD-EmailMonitor

AUDIT INFO: "N'DIaye Manhertz" <NManhertz@silcheminc.com> - INVOICE for PO 72316

AUDIT TRACE

SCANMAN INVOICE HEADER FIELDS

| DESCRIPTION | IMPORT VALUE | PROCESS VALUE | Non-Tax Company |
|----------------|---------------------|-------------------|---------------------|
| Company ID | STONER INCORPORATED | 06100 | Stoner Incorporated |
| Supplier | | 462221 | SILCHEM INC |
| Invoice Number | IN49789 | IN49789 | |
| Invoice Date | Aug 10, 2018 | 08/10/2018 | |
| Currency | | ** NO CURRENCY ** | |
| Remark | | | |
| Reference | | | |

Purchase Order: VMA Supplier (Rule 02). Verify Line Items.

Voucher Entry Mode: G/L Coding Logged

PO Number: 72316 OP 00100

Related Header Fields:

| | | | | |
|------------------|------------|-----------------|----------|------------------|
| G/L Date | 08/13/2018 | Payment Terms | 007 | Net 30 days |
| Service/Tax Date | 08/13/2018 | Approver Number | 3529 | Steve Wagner |
| Payment Instr. | | Business Unit | 10200150 | Sales-Retail B-B |

SCANMAN WORK LIST

Records 1 - 50

| Scanman UUID | Last Process Date/Time | Status | Original File Name | Invoice Number | Supp Num |
|-------------------|------------------------|--------|--------------------|----------------|----------|
| + 37163e3f-e73c | 08/10/2018 16:43:58 | V | 230501.pdf | | |
| + 1a108696-d... | 08/10/2018 16:40:50 | V | doc096631... | | |
| + 18a3bf89-91... | 08/10/2018 16:13:51 | V | STONER IN... | | |
| + 8d149118-8... | 08/10/2018 16:13:39 | V | INVO0610... | | |
| + b1732546-5... | 08/10/2018 16:13:27 | V | 10EINVSIL... | | |
| + 9e6f042b-77... | 08/10/2018 16:13:17 | V | Stoner 8-10... | | |
| + e647b478-5... | 08/10/2018 16:12:57 | V | BDP INVOL... | | |
| + 815ada84-5... | 08/10/2018 14:20:41 | V | SKM_C3681... | | |
| + b0dcebbba-7c... | 08/10/2018 12:39:07 | V | 668663.pdf | | |

SCANMAN ACTIONS EDIT DATA

SCANMAN VOUCHER PROCESSING

AVAILABLE TO VERIFY

Voucher Number: 0

Document Type: []

Document Company: []

SCANMAN RELATED MEDIA OBJECTS

b1732546-58c5-49fd-9e3a-4fc11d51a699/SAOCRxm

b1732546-58c5-49fd-9e3a-4fc11d51a699/SAOutputP:

SCANMAN INVOICE AMOUNTS

Records 1 - 6

| F/D | Calc. Amounts | Gross OCR Value | Gross Process Value | Tax OCR Value | Tax Process Value | Taxable OCR Value | (Non) Taxable Process Value | Tax Rate Code | Tax R Code |
|-----|---------------|-----------------|---------------------|---------------|-------------------|-------------------|-----------------------------|---------------|------------|
| D | | 2,628.00 | 2,628.00 | 0.00 | 0.00 | 2,628.00 | 0.00 | | |
| D | | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | | |
| D | | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | | |
| D | | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | | |
| D | | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | | |
| D | | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | | |
| | | | 2,628.00 | | 0.00 | | 0.00 | | |

Image Viewer

SILCHEM SILICONE CHEMICALS **Invoice**

REMIT TO: Silchem
200 Grenon Drive, Richmond Hill, Ontario, Canada L4B 1H7
Tel.: (905) 709-5867 Fax: (905) 709-5842

Date: Aug 10, 2018 Page: 1
Invoice Number: IN49789
HST# 77007310R10001 QST# 122578730R120001

Sold To: STONER INCORPORATED
ATTN: ACCTS PAYABLE
1070 ROBERT FULTON HIGHWAY
P.O. BOX 805
QUARRYVILLE, PA 17506
USA

Ship To: STONER INCORPORATED
1070 ROBERT FULTON HIGHWAY
QUARRYVILLE, PA 17506
USA

| Order No. | Order Date | Customer No. | Salesperson | PO Number | Ship Via | Terms |
|-----------|-------------|--------------|-------------|-----------|----------|-------|
| ORD047118 | Aug 9, 2018 | STONER500 | KAUS-BK | 72316 | YRC | N30 |

| Qty. Ord. | Qty. Shp. | Qty. B/O | Item Number | Description | Unit Price | UOM | Extended Price |
|-----------|-----------|----------|-------------|-------------|------------|--------|----------------|
| 4.0 | 4.0 | 0.0 | | LRIN | 857.00 | DR450# | 2,628.00 |
| | | | | | 3.00 | DR450# | |
| | | | | | 1.00 | UN450# | |
| 1.0 | 1.0 | 0.0 | | NR | 0.00 | FACI | 0.00 |

Comments:

Tax summary: EXEUSD

| | |
|--------------------|----------|
| Subtotal | 2,628.00 |
| Total sales tax | 0.00 |
| Total amount | 2,628.00 |
| Less payment | 0.00 |
| Less prev. disc | 0.00 |
| Amount due (USD) | 2,628.00 |

Scanman to Enhance

SCANMAN WORK LIST

Search: -- Select One --

Records 1 - 50 > >

| | Original File Name | Process Date/Time | Status | Status Description |
|---|--|--------------------|--------|--------------------|
| + | Invoice INV310034.pdf | 17/1/2017 05:00:44 | V | <u>VERIFY</u> |
| + | Invoice INV308382.pdf | 17/1/2017 04:56:33 | V | <u>VERIFY</u> |
| + | Invoice # 46376.pdf | 17/1/2017 04:53:50 | V | <u>VERIFY</u> |
| + | INVO0610.10.pdf | 17/1/2017 04:52:41 | V | <u>VERIFY</u> |
| + | Inv_86908_from_Kearny_Steel_Container_Corp_43... | 17/1/2017 04:46:20 | V | <u>VERIFY</u> |
| + | Inv_86908_from_Kearny_Steel_Container_Corp_43... | 17/1/2017 04:46:02 | V | <u>VERIFY</u> |
| ✓ | Invoice INV310034.pdf | 17/1/2017 04:42:11 | P | <u>PROCESSED</u> |
| + | estes_2779667_20161122_7710088_2021748752.3.p | 17/1/2017 04:26:13 | V | <u>VERIFY</u> |
| + | estes_2779667_20161122_7710088_2021748752.3... | 17/1/2017 04:22:45 | V | <u>VERIFY</u> |
| + | estes_2779667_20161122_7710088_2021748752.3 | 17/1/2017 04:18:53 | V | <u>VERIFY</u> |

SCANMAN WORK LIST

Search: -- Select One --

Records 1 - 50 > >

| | Original File Name | Process Date/Time | Status | Status Description |
|---|--|--------------------|--------|--------------------|
| + | Invoice INV310034.pdf | 17/1/2017 05:00:44 | V | <u>VERIFY</u> |
| + | Invoice INV308382.pdf | 17/1/2017 04:56:33 | V | <u>VERIFY</u> |
| + | Invoice # 46376.pdf | 17/1/2017 04:53:50 | V | <u>VERIFY</u> |
| + | INVO0610.10.pdf | 17/1/2017 04:52:41 | V | <u>VERIFY</u> |
| + | Inv_86908_from_Kearny_Steel_Container_Corp_43... | 17/1/2017 04:46:20 | V | <u>VERIFY</u> |
| + | Inv_86908_from_Kearny_Steel_Container_Corp_43... | 17/1/2017 04:46:02 | V | <u>VERIFY</u> |
| ✓ | Invoice INV310034.pdf | 17/1/2017 04:42:11 | P | <u>PROCESSED</u> |
| + | estes_2779667_20161122_7710088_2021748752.3.p | 17/1/2017 04:26:13 | V | <u>VERIFY</u> |
| + | estes_2779667_20161122_7710088_2021748752.3... | 17/1/2017 04:22:45 | V | <u>VERIFY</u> |
| + | estes_2779667_20161122_7710088_2021748752.3 | 17/1/2017 04:18:53 | V | <u>VERIFY</u> |

Dropdown menu options:

- Select One --
- APPROVED
- BYPASSED
- ERROR
- HEARTBEAT
- IN MANUAL MATCH
- PROCESSED
- REJECTED
- SITE ADMIN PRE-APPROVAL
- VERIFY
- WF IN APPROVAL
- WF REJECTED

Scanman to Enhance



INVOICE HEADER FIELDS

| DESCRIPTION | IMPORT VALUE | PROCESS VALUE | <input checked="" type="checkbox"/> Non-Tax Company |
|----------------|--------------|-------------------|---|
| Company ID | | 00100 | |
| Supplier | | 300092 | CHAMPION CONTAINER |
| Invoice Number | INV308382 | INV308382 | |
| Invoice Date | 10/27/16 | 10/27/2016 | |
| Currency | | ** NO CURRENCY ** | |
| Remark | | | |
| Reference | | | |

VMA Supplier (Rule 02). Verify Line Items.

Purchase Order
 PO Number: 65483 OP 00100

Voucher Entry Mode
 G/L Coding Logged

Related Header Fields

| | | | | |
|------------------|------------|-----------------|----------|---------------|
| G/L Date | 12/02/2017 | Payment Terms | 001 | 1/10 Net 30 |
| Service/Tax Date | 12/02/2017 | Approver Number | 3526 | |
| Payment Instr. | T | Business Unit | 10100000 | Balance Sheet |

INVOICE

Invoice Number: INV308382
 Invoice Date: 10/27/16
 Terms: 1 % 10 D

P.O. Number: 65483
 Our Order No: SO3278
 Ship Via: Custom
 Sales Person: Jared KI

Page: 1

Remit To: *****New Remit to address*****
Champion Container Corp.
 P.O. BOX 32130
 New York, NY 10087-2130

Phone: 732-636-6700
 Fax: 732-855-8663

Bill To: [Redacted]

Ship To: [Redacted]

| Item/Description | Cross-Reference Item | Unit | Order Qty | Quantity Shipped | Unit Price |
|--|----------------------|------|-----------|------------------|------------|
| 5 GAL WHITE OIL HDPE PAIL SCRD 3 COLOR RED, BLACK AND GREY "CONCENTRATE" UN EMBOSSED " NEW ART 22016 " | | | | | |
| 5 GAL 3/4 GAL YELLOW DMS 145 TALSIN READ BLUE LINED PER IMPRINT COVER | | | | | |
| 5 GAL 3/4 GAL BLACK TALSIN DMS 145 TALSIN READ BLUE LINED PER IMPRINT COVER | | | | | |

Scanman to Enhance



SCANMAN INVOICE AMOUNTS

Records 1 - 6

| | F/D | Calc. Amounts | Gross OCR Value | Gross Process Value | Tax OCR Value | Tax Process Value | Taxable OCR Value | (Non) Taxable Process Value | Tax Rate Code | Tax R Code |
|----------------------------------|-----|--------------------------|-----------------|---------------------|---------------|-------------------|-------------------|-----------------------------|---------------|------------|
| <input type="radio"/> | D | <input type="checkbox"/> | 74.90 | 74.90 | 0 | 0.00 | 0 | 0.00 | | |
| <input type="radio"/> | D | <input type="checkbox"/> | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | | |
| <input type="radio"/> | D | <input type="checkbox"/> | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | | |
| <input type="radio"/> | D | <input type="checkbox"/> | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | | |
| <input type="radio"/> | D | <input type="checkbox"/> | 0 | 0.00 | 0 | 0.00 | 0 | 0.00 | | |
| <input checked="" type="radio"/> | | <input type="checkbox"/> | | 74.90 | | 0.00 | | 0.00 | | |

Scanman to Enhance

LINE ITEMS ACTION BAR

DATA SOURCE
Voucher Match Automation (VMA) is ACTIVE.
Choose the lines Data Source.

PO NOTIFICATIONS
RECEIPTS AMOUNTS

SCANMAN INVOICE LINE ITEMS

Total on Invoice: 2,628.00
Total on selected lines: 2,628.00
Lines Selected: 1
Include All:

Insert New Line
Delete Line
Copy PO Details

Records 1 - 1

| Line Number | Include VMA | Supplier Number | PO Number | PO Type | PO Company | PO Suffix | PO Line Number | Qty. | UoM | 2nd Item Number |
|-------------|-------------------------------------|-----------------|-----------|---------|------------|-----------|----------------|----------|-----|-----------------|
| 1.000 | <input checked="" type="checkbox"/> | 462221 | 72316 | OP | 00100 | 000 | 1.000 | 1,800.00 | LB | ENCL ADRENNING |

 See lines PO

 See lines Receipt

 See lines by OCR

Scanman to Enhance

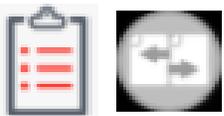
Voucher Entry Mode

G/L Coding Logged

Different methods for invoice processing

- GL Coding
- Manual voucher match
- Voucher match automation

LINE ITEMS ACTION BAR

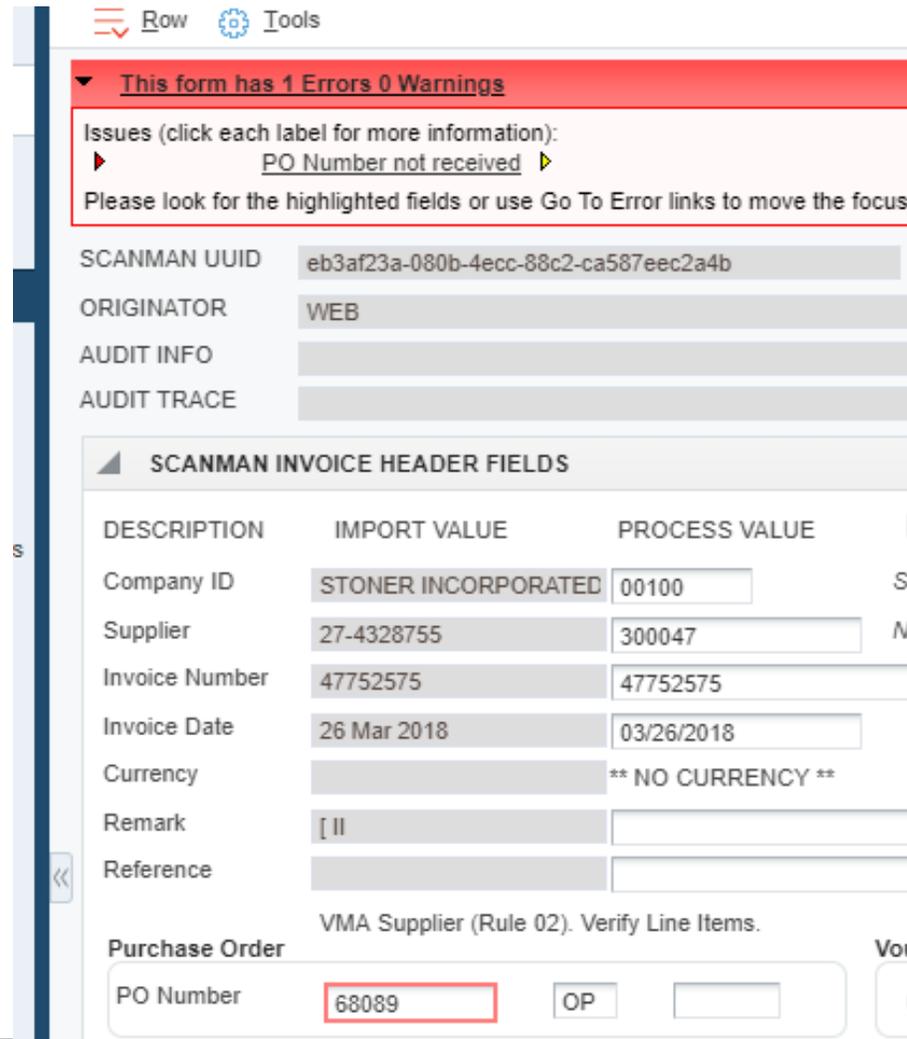


Voucher Match Automation (VMA) is ACTIVE.

Choose the lines Data Source.

Scanman to Enhance

Warns if PO is not received so you don't have to continue.



The screenshot shows the Scanman software interface. At the top, there are navigation icons for 'Row' and 'Tools'. A red banner at the top of the form area states: 'This form has 1 Errors 0 Warnings'. Below this, a section titled 'Issues (click each label for more information):' contains a red triangle icon followed by the text 'PO Number not received'. A message below the issues says: 'Please look for the highlighted fields or use Go To Error links to move the focus'. The form fields include: SCANMAN UUID (eb3af23a-080b-4ecc-88c2-ca587eec2a4b), ORIGINATOR (WEB), AUDIT INFO, and AUDIT TRACE. Below these is a section titled 'SCANMAN INVOICE HEADER FIELDS' with a table of fields:

| DESCRIPTION | IMPORT VALUE | PROCESS VALUE | |
|----------------|---------------------|-------------------|----|
| Company ID | STONER INCORPORATED | 00100 | St |
| Supplier | 27-4328755 | 300047 | Ni |
| Invoice Number | 47752575 | 47752575 | |
| Invoice Date | 26 Mar 2018 | 03/26/2018 | |
| Currency | | ** NO CURRENCY ** | |
| Remark | [II | | |
| Reference | | | |

Below the table, there is a note: 'VMA Supplier (Rule 02). Verify Line Items.' At the bottom, there is a 'Purchase Order' section with a 'PO Number' field containing '68089' (highlighted with a red box), an 'OP' button, and another empty field.

Scanman to Enhance



PO NOTIFICATIONS

...  RECEIPTS  AMOUNTS

Email to purchaser to inquire about receipt or amount discrepancy

 cp 17.5.2017 14:20
noreply@ .com
SCANMAN WORKFLOW Verify PO Receipts Notification
To Mariyan Tsolov

 **SCANMAN WF VERIFY PO DATA NOTIFICATION** 

Dear Forza Consulting BV,

The attached invoice 138508503 for Supplier 102066 (Pty Ltd) has been received by Accounts Payable. This relates to a Purchaser Order issued under your name.

JD Edwards has not been updated to show that you have received the goods or services so payment cannot be processed until you confirm receipt.

Please use the below button to access the details and verify the missing PO Receipt.

Thanks for your swift response to this matter.
The Accounts Payable department.

[SM INVOICE](#)

Please consider the environment before you print this e-mail.

Scanman to Enhance

Email to for approval.

The screenshot displays an Outlook email client interface. On the left, a list of emails is shown, with the most recent one from 'noreply@forzaconsulting.eu' selected. The main pane on the right shows the details of this email, which is a 'SCANMAN WORKFLOW APPROVAL NOTIFICATION'.

SCANMAN WORKFLOW APPROVAL NOTIFICATION

Dear Ekaterina Grigorova,

The following Invoice 16025012345612 for Supplier 1234 (Ben Long) is awaiting your verification.

Please use the below button to access the details and either **APPROVE** or **REJECT** Voucher 3416_PL_00260.

Thanks for your swift response to this matter.
The Accounts Payable department.

SM INVOICE

Scanman to Enhance

- Easy approval setup in JDE
- Multiple levels of approvals

Approval Level Revisions

✓ ✖ ⚙ Tools

Approval Route Code ★ Order Type

Route Description

Budget Approver *FORZA*

Records 1 - 3

| | From Amount | Person | Responsible |
|----------------------------------|----------------------|----------------------|-------------|
| <input type="radio"/> | 1 | 699793 | FORZA |
| <input checked="" type="radio"/> | <input type="text"/> | <input type="text"/> | |
| <input type="radio"/> | | | |

Scanman to Enhance

Supplier Ledger Inquiry - Supplier Ledger Inquiry Personal For

✓ 🔍 + 📄 🗑️ ✕ 🏠 Form ☰ Row ⚙️ Tools

Batch Number *

Payments Purchase Orders Supplier Master

Records 5801 - 5998 of 5998

| | | Document Number | Doc Type | Document Type | Doc Co | Invoice Date | G/L Da |
|-------------------------------------|--|-----------------|----------|---------------|--------|--------------|--------|
| <input type="checkbox"/> | | 138251 | PV | Voucher | 00100 | 10/23/2017 | 10 |
| <input type="checkbox"/> | | 138252 | PV | Voucher | 00100 | 11/21/2016 | 10 |
| <input checked="" type="checkbox"/> | | 138256 | PV | Voucher | 00100 | 10/27/2016 | 13 |
| <input type="checkbox"/> | | 138257 | PV | Voucher | 00100 | 10/27/2016 | 13 |
| <input type="checkbox"/> | | 138258 | PV | Voucher | 00100 | 10/27/2016 | 13 |
| <input type="checkbox"/> | | 138259 | PV | Voucher | 00100 | 10/27/2016 | 13 |

Batch Payment History G/L Distribution Pur



Remit To: *****New Remit to address*****

Champion Container Corp.
P.O. BOX 32130
New York, NY 10087-2130

Phone: 732-636-6700
Fax: 732-855-8663

Bill C TO566
To: S
F
E
C 7566

| Item/Description | Cross-Reference Item | Unit |
|---|----------------------|------|
| LEGAL WHITE OIL HBBE BAIL SCBN3 COLORED RED, BLACK AND GREY "CONCEN | | |

Scanman to Enhance

- Full Audit Trail

| AUDIT TRAIL | | | | | | | | |
|----------------------------------|---|---------------------|---------|--------------|---------------------|----------------------------|-------------------|--------------|
| Records 1 - 8 | | | | | | | | |
| |  | Process Date/Time | User ID | Audit Record | Process Action Code | Process Action Code Desc | Process Iteration | Elapsed Time |
| <input checked="" type="radio"/> | | 3/11/2017 09:58:36 | | 8 | VS | VMA MATCH SUCCESS (UBE) | 3 | 00:00:16 |
| <input type="radio"/> | | 3/11/2017 09:58:19 | | 7 | VP | VOUCHER PROCESSED | 3 | 00:00:00 |
| <input type="radio"/> | | 3/11/2017 09:58:19 | | 6 | VC | VMA RECORDS CREATED | 3 | 00:02:47 |
| <input type="radio"/> | | 3/11/2017 09:55:33 | | 5 | RM | DATA EDITED | 3 | 99:99:99 |
| <input type="radio"/> | | 27/10/2017 05:53:37 | | 4 | PR | PO RECEIPT LINE(S) MISSING | 2 | 00:00:13 |
| <input type="radio"/> | | 27/10/2017 05:53:24 | | 3 | RM | DATA EDITED | 2 | 00:00:12 |
| <input type="radio"/> | | 27/10/2017 05:53:12 | | 2 | SV | DATA VERIFICATION STAGE | 1 | 00:00:00 |
| <input type="radio"/> | | 27/10/2017 05:53:12 | | 1 | IM | DATA IMPORTED | 1 | |

Scanman to Enhance

Other features

- Support for landed cost
- Ability to add a line to receipt then run through VMA
- Match without quantities
- Match on total order amount, vs. standard on detail lines (in development)

Scanman to Enhance

Other features

Support for landed cost

- Added an additional rules beyond the standard 01-06
- Allows to code vendor with these numbers and then it will take into account the landed costs in conjunction with the normal Oracle rules
- This is also how you can add a freight line on the fly
- You can match on total order amount instead of the detail lines

Scanman to Enhance

Deactivate MVM to continue with GL Coding/Log... RECEIPTS AMOUNTS

SCANMAN INVOICE LINE ITEMS

Total on Invoice Lines Selected
Total on selected lines Include All

No records found.   

| Line Number | Include VMA | Supplier Number | PO Number | PO Type | PO Company | PO Suffix | PO Line Number | Qty. | UoM | 2nd Item Number |
|-------------|-------------|-----------------|-----------|---------|------------|-----------|----------------|------|-----|-----------------|
|-------------|-------------|-----------------|-----------|---------|------------|-----------|----------------|------|-----|-----------------|

<<

Scanman to Enhance

Other features

- 2 way match does PO against invoice only
- Automated UBE providing reminders users to match invoices

Please complete a session evaluation

Session ID: 100940

Contact Info:

Ltran@stonersolutions.com



Who is the Quest Community?

A 55,000+ member user community for Oracle Cloud, JD Edwards and PeopleSoft customers.

What the Quest JD Edwards Community offers:

- Customized digital content
- Official JD Edwards newsletter
- Customer success stories
- Virtual and face-to-face events
- JD Edwards networking groups

Visit questoraclecommunity.org for more information!