# Advania Purchase Addons

Setup and instructions





# Advania Purchase Addons

## 1. Setup

Advania Purchase Addons extension consists of several functionalities that can be applied to creating and posting purchase documents.

### **Enable solution**

To be able to start using Advania Purchase Addons, Purchase Addons Setup must be enabled.

Purchase Addons Setup can be accessed via Tell Me search:

TELL ME WHAT YOU WANT TO DO		2	×
purch add			
Go to Pages and Tasks			-
> Purchase Addons Setup	Administration		
Didn't find what you were looking for? Try exploring			

#### or Manual Setup page:

RONUS Ísland hf. Finance	✓ Cash Management ✓ Sales ✓ Pure	chasing $\lor$ Setup & Extensions $\lor$ $\mid$ $\equiv$			
ssisted Setup Manual Setup Ser	vice Connections Extensions				-13
lame 1	Extension Name	Description	Category	Keywords	
Accounting Periods	Base Application	Set up the number of accounting periods, such	as 12 Finance	Accounting, Periods	
Activities	Base Application	Set up or update Activities.	Relationship Manage	Activities.	
Advania - Purchase Addons	Advania Purchase Addons	Define basic purchase addons setup	General	Purchase, Addons	
Analysis by Dimensions	Base Application	Set up which dimension values and filters are u	used w Finance	Dimensions, Reporting, Analysis Views	
Bank Account Posting Groups	Base Application	Set up posting groups, so that payments in and	d out Finance	Bank Account. Posting	
Bank Export/Import Setup	Base Application	Set up file formats for exporting vendor payme	ents a Finance	Bank, Statement, Export, Import	
Business Relations	Base Application	Set up or update Business Relations.	Relationship Manage	Business Relations.	
Cash Flow Setup	Base Application	Set up the accounts where cash flow figures fo	r sales Finance	Cash Flow	

Changes to setup can be made before enabling the extension on Purchase Addons Setup page:



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📕 Copyright Advania, Iceland	Version Actions	Fewer options			
General					
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You must disable the service before Setup Check Vendor Invoice	e you can make changes.	Post Purchase	e Details	lever	~
You must disable the service before Setup Check Vendor Invoice	e you can make changes.	Post Purchase	e Details · · · N	lever	~

To be able to make changes to setup again, Purchase Addons Setup must be disabled first.

### **Purchase Addons Setup Functionalities**

Functionalities available for enabling/disabling in Purchase Addons Setup:

- Check Vendor Invoice No.
- Post Purchase Rounding & Maximum Difference
- Post Purchase Details
- Line Description for Posting

#### Check Vendor Invoice No.

If Check Vendor Invoice No. option is enabled in the setup, when the user fills out Vendor Invoice No. on creation of a purchase document the system will verify:

- That Vendor Invoice No. is not found in any existing orders/invoices/posted invoices (on creation of a purchase order/invoice)
- That Vendor Credit Memo No. is not found in any existing credit memos/posted credit memos (on creation of a purchase credit memo)
- That the same Vendor Invoice No. with zero in front/without zero in front doesn't exist in purchase orders/invoices/cr. memos or in posted purchase invoices/cr. memos



Purchase Add	ons Setup			
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Enabled · · · · · · · · · · · · · · · · · · ·	ou can make changes.	Post Purchase Detai Line Description for	ils ···· Never	~

If any of above-mentioned conditions is not fulfilled, the system will show an appropriate error – example below.

ORONASE ORDER FROM DATE. 1/30/2022			+		
106026 ·					
Process Release Posting Order	Request Approval Print/Send	Navigate Mor	re options		
S The page has an error. Correct the error or	r try to revert the change.				
General					Show more
General			Vendor Invoice No.	12345678	Show more
General Vendor Name Contact			Vendor Invoice No.	12345678     Validation Results     Invoice No. 12345678 has been posted	Show more



#### Post Purchase Rounding & Maximum Difference

This functionality enables users to round total amount when posting the document. When enabling Post Purchase Rounding option, Maximum Difference field can also be filled.

Purchase Addor	ns Setun			
	15 Decap			
🗒 Copyright Advania, Iceland 🛛 🔇 Versic	on Actions Fe	ver options		
General				
Enabled · · · · · · · · · · · · · · · · · · ·				
Enabled · · · · · · · · · · · · · · · · · · ·				
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Enabled · · · · · · · · · · · · · · · · · · ·	n make changes.			
Enabled · · · · · · · · · · · · · · · · · · ·	n make changes.	Post Purchase Details	··· Never	~
Enabled · · · · · · · · · · · · · · · · · · ·	n make changes.	Post Purchase Details	Never	~

When posting a purchase document, after choosing between Invoice/Receive/Invoice and Receive options, a message will appear asking if you want to post the document:



After accepting, a window for entering total document amount will appear:



EDIT - ENTER INVOICE TOTAL AMOUNT		$\swarrow$
Enter Amount		<mark>6,483.5</mark> 6
	ОК	Cancel

If difference from the original amount is not bigger than the maximum allowed, the document with rounded amount should be posted with one additional row for added difference:

08044									
00011									
rocess Correct Invoice Print/S	Send Naviga	te More options							
General									Show more
′endor				Due Date · · · · · ·		1/31/2022			
ontact				Vendor Invoice No		7889410			
osting Date	1/30/2022								
Posting Date	1/30/2022								
Posting Date	1/30/2022								
tosting Date Lines Manage More option:	1/30/2022								E
Costing Date	1/30/2022 5			Unit of	Direct Unit Cost			Line Amount	Ľ
Costing Date Lines Manage More option: Type	1/30/2022	Description	Qua	Unit of ntity Measure Code	Direct Unit Cost Excl. VAT	Unit Price (LCY)	Line Discount %	Line Amount Excl. VAT	Job No.
tines   Manage More option: Type → Item Item	No. 1001	Description	Qua	Unit of Measure Code 19	Direct Unit Cost Excl. VAT 341.24	Unit Price (LCY) 4,000.00	Line Discount %	Line Amount Excl. VAT 6,483.56	Job No.
Costing Date	No. 1001 9140	Description Rounding Entry	Qua	Unit of Measure Code 19	Direct Unit Cost Excl. VAT 341.24 0.04	Unit Price (LCY) 4,000.00 0.00	Line Discount %	Line Amount Excl. VAT 6,483.56 0.04	Job No.
Costing Date	No. 1001 9140	Description Rounding Entry	Qua	Unit of Measure Code 19	Direct Unit Cost Excl. VAT 341.24 0.04	Unit Price (LCY) 4,000.00 0.00	Line Discount %	Line Amount Excl. VAT 6,483,56 0.04	Job No.
Costing Date	No. 1001 9140	Description Rounding Entry	Qua	Unit of Measure Code 19	Direct Unit Cost Excl. VAT 341.24 0.04	Unit Price (LCY) 4,000.00 0.00	Line Discount %	Line Amount Excl. VAT 6,483.56 0.04	Job No.
Lines     Manage     More option:       Type     →     Item       G/L Account     Item     Item	No. 1001 9140	Description Rounding Entry	Qua 0.00	Unit of Measure Code 19 1 Total VAT (CAD) ···	Direct Unit Cost Excl. VAT 341.24 0.04	Unit Price (LCV) 4,000.00 0.00	Line Discount %	Line Amount Excl. VAT 6,483.56 0.04	Dob No.

However, if difference is bigger than allowed, an error will appear:



Total Amount does not match with Invoice Amount ! Invoice Amount 6,483.56 Entered Amount 6,484 Difference Amount -0.44 OK



#### Post Purchase Details

1. This functionality allows the users to choose how to post Posting Desription in Purchase Lines.

2.

Durchasa Adde				
Purchase Addo	ons setup			
🗒 Copyright Advania, Iceland 🛛 😢 V	ersion Actions Fe	wer options		
General				
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Enabled ·····				
Enabled · · · · · · · · · · · · · · · · · · ·		Post Purchase Details	Never	
Enabled · · · · · · · · · · · · · · · · · · ·		Post Purchase Details Line Description for P.	Never Never Always	

3.

- 4. There are four options for this functionality:
  - 1. Never post purchase details
  - 2. Ask every time
  - 3. Always post purchase details
  - 4. Choose Vendors for which purchase details will be posted

5.

If option Never is chosen, basic posting is used.

All GL Entry lines of type Item will have a description in format: Order "Order No.".

If option Ask every time is chosen, the system will ask the user whether posting should be grouped.



				Post to G/L by: Description ?	?
Yes No	No	s No	Yes		



If option Always is chosen, Purchase Lines are grouped by Description, G/L Account No., Posting Groups and Dimensions.

All GL Entry lines will have a description copied from purchase lines. There will be only one GL Entry line with the description of format Order "Order No."

108058 · Beek	huysen	BV					$\bigcirc$				
Process Correct Invo	ice Print/S	end Navi	gate Actions	Navigate Fewe	r options						
General											
Vendor		Beekhuyse	n BV		Du	ue Date		1/31/2022			
Contact · · · · · · · · · · · · · · ·		Alex Roland	ł		Ve	ndor Invoice No.		3146			
Posting Date		1/30/2022			In	coming Documer	nt Note				
Lines Manage	More options										
Туре		No.	Description		Quantity	Unit of Measure Code	Direct Unit Cost Excl. VAT	Unit Price (LCY)	Line Discount %	Line Amount Excl. VAT	
$\rightarrow$ Item	1	1170	Slanga		500	STYKKI	0.027	0.00		13.50	
G/L Account		1220	Aukning á árinu		1		20.00	0.00		20.00	

General Ledger Entrie	es 🖉 🔎 Search	Edit List Process	Entry 🚺 🤇	Open in Excel	More options					
Views	×	Posting Date ↓	Document No.	G/L Account No.↓	Description	Gen. Posting Type	Gen. Bus. Posting Group	Gen. Prod. Posting Group	Amount	Bal. Ac Type
<u>^AU</u>	E7 :	1/30/2022	108058	7220	Slanga	Purchase	ESB	HRÁEFNI	876.06	G/L A
Filter list by:		1/30/2022	108058	5630	Aukning á árinu				311.49	G/L A
× Document No.		1/30/2022	108058	5630	Aukning á árinu				778.72	G/L A
108058		1/30/2022	108058	5630	Slanga				210.25	G/L A
		1/30/2022	108058	5620	Aukning á árinu				-311.49	G/L A
+ Filter		1/30/2022	108058	5620	Aukning á árinu				-778.72	G/L A
		1/30/2022	108058	5620	Slanga				-210.25	G/L A
Reset filters		→ 1/30/2022	108058	5420	Order 106038				-5,418.62	G/L A
		1/30/2022	108058	1320	Aukning á árinu	Purchase	ESB	ÝMISL	3,244.68	G/L A
		1/30/2022	108058	1220	Aukning á árinu	Purchase	ESB	ÝMISL	1,297.88	G/L A



If option Choose Vendors is chosen, an action called Vendors to Post Purchase Details will appear in the setup:

Purchase Addo	ns Setup			
🗒 Copyright Advania, Iceland 🛛 🕜 Ver	sion 🎍 Vendors to Po…rchase Deta	ails Actions	Fewer options	
General				
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Enabled	······ <b>(</b>			
Enabled				
Enabled · · · · · · · · · · · · · · · · · · ·	can make changes.			
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Enabled · · · · · · · · · · · · · · · · · · ·	can make changes.	nase Details · · Ch	oose Vendors	
Enabled · · · · · · · · · · · · · · · · · · ·	can make changes. Post Purch Line Descr	nase Details · · Ch iption for P · •	oose Vendors	

When clicking on this action, a page where you can insert vendors will open:

0	Search + New	🐯 Edit List	📋 Delete 🛛 🗳 Open in Excel More op	otions 🛛 🍸 🗏
	Vendor No. ↑		Name	Phone No.
	10000		Fabrikam, Inc.	
$\rightarrow$	20000	$\sim$	First Up Consultants	

When posting a purchase order with any of the vendors from this list, purchase details will also be posted.

On the other hand, when posting a purchase order with a vendor that is not on this list, basic posting will be used.

If option Choose Vendors is active, but the list above is empty, purchase details will be posted anyway.





#### Line Description for Posting

This option enables copying the description from the first purchase line to G/L Entries and Vendor Ledger Entries description during posting.

Copyright Advania, Iceland Version Actions Fewer options  General  Enabled	Purchase Addo	ns Setup			
General	📱 Copyright Advania, Iceland 🛛 🖓 Ver	sion Actions	Fewer options		
Enabled · · · · · · · · · · · · · · · · · · ·	General				
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You must disable the service before you can make changes. Setup	Enabled · · · · · · · · · · · · · · · · · · ·	can make changes.			
You must disable the service before you can make changes. Setup Check Vendor Invoice  Post Purchase Details  Never	Enabled · · · · · · · · · · · · · · · · · · ·	can make changes.	Post Purchase Det	ails ···· Never	
You must disable the service before you can make changes.  Setup  Check Vendor Invoice  Post Purchase Details  Never  Line Description for P	Enabled · · · · · · · · · · · · · · · · · · ·	can make changes.	Post Purchase Det	ails ··· Never	~

An example of a Purchase Order and its G/L Entries and Vendor Ledger Entries after posting are below.

						Actions 1484						
Gen	eral										Show	more
/end	or Name			Wide World Importers		Vendor I	nvoice No.		456789			
Cont	act			Jesse Gilmer		Vendor S	hipment No.					
Docu	iment Date			4/6/2020	iii iii iii iii iii iii iii iii iii ii	Status			Open			
0000	inche bute			4)0/2020		510105			open			
ines	Manage	More	options									62
	Type		No.	Description	Location Code	Bin Code	Quantity	Reserved Quantity	Unit of Measure Code	Direct Unit Cost Excl. VAT	Line Amount Excl. VAT	c
							1	_	STYKKI	9,800.00	9,800	
ľ	tem		1964-S	TOKYO-stóll, blár								
ľ	tem tem		1964-S 1900-S	TOKYO-stóll, blár PARIS-stóll, svartur			1	_	STYKKI	9,800.00	9,800	
   →	tem tem tem		1964-S 1900-S 1928-S	TOKYO-stóll, blár PARIS-stóll, svartur AMSTERDAM-lampi			1	-	STYKKI STYKKI	9,800.00 2,790.00	9.800 2.790	
	tem tem tem		1964-S 1900-S 1928-S	TOKYO-stóll, blár PARIS-stóll, svartur AMSTERDAM-lampi			1	-	STYKKI STYKKI	9,800.00 2,790.00	9.800 2.790	
	tem tem tem		1964-S 1900-S 1928-S	TOKYO-stóll, blár PARIS-stóll, svartur AMSTERDAM-lampi			1	_	STYKKI STYKKI	9,800.00 2,790.00	9,800 2,790	
	tem tem tem		1964-S 1900-S 1928-S	TOKYO-stóll, blár PARIS-stóll, svartur AMSTERDAM-lampi			1		STYKKI STYKKI	9,800.00 2,790.00	9.800 2.790	
	tem tem tem		1964-S 1900-S 1928-S	TOKYO-stóll, blár PARIS-stóll, svartur AMSTERDAM-lampi			1	-	STYKKI STYKKI	9.800.00 2.790.00	9.800 2.790	
I → I	tem tem tem otal Excl. VAT (ISK)		1964-S 1900-S 1928-S	TOKYO-stoll, blár PARIS-stöll, svartur AMSTERDAM-lampi	22.390	Total Exc	1 1 I. VAT (ISK) · · · ·	-	STYKKI STYKKI	9.800.00 2.790.00	9.800 2.790 222	390
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	Posting Date	e	Document	Document No.	G/L Accou	int .		Gen. Posting	Gen. Bus.	Gen. Proc	1.	
	Ŷ		Туре 🕈	<b>T</b>	No.↓	Description		Туре	Posting Group	Posting G	iroup	Amou
$\rightarrow$	4/6/2020	- 1	Invoice	108218	7110	TOKYO-stóll,	blár	Purchase	INNANLANDS	S SMÁSAI	LA	22,39
	4/6/2020		Invoice	108218	5630	TOKYO-stóll,	blár					5,3
	4/6/2020		Invoice	108218	5410	TOKYO-stóll,	blár					-27,7€
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idor Le ) 10821	EDGER ENTR	ies   wor	K DATE: 4/6/2021	Process Line	Entry 🚺 C	Open in Excel   Mor	e options					
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