

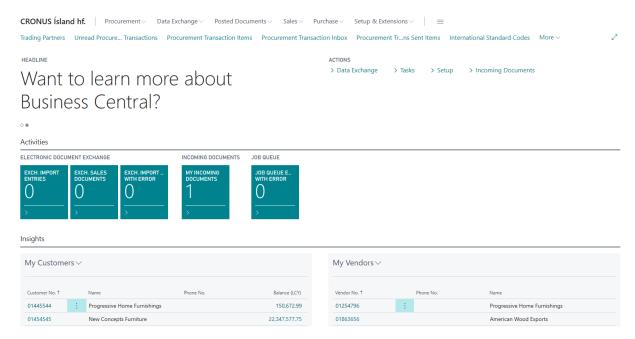




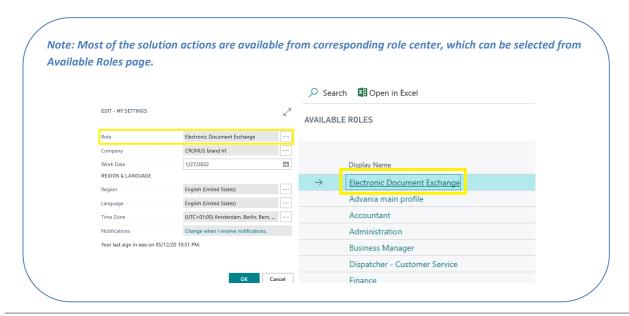
Advania Electronic Document Exchange

1. ABOUT ELECTRONIC DOCUMENT EXCHANGE

Solution is based on communication with *Advania Proxy Gateway Service*, and it can both, send *Sales* documents and receive *Purchase* documents into the solution to/from gateway. Usual sales documents are posted and sent, and then they become electronic documents. On the other hand, *Purchase* documents are imported from gateway and process into *Incoming* documents. From there they become *Purchase Invoice/Credit Memo* documents. Attachments can be included in the documents and send through gateway together with electronic documents.



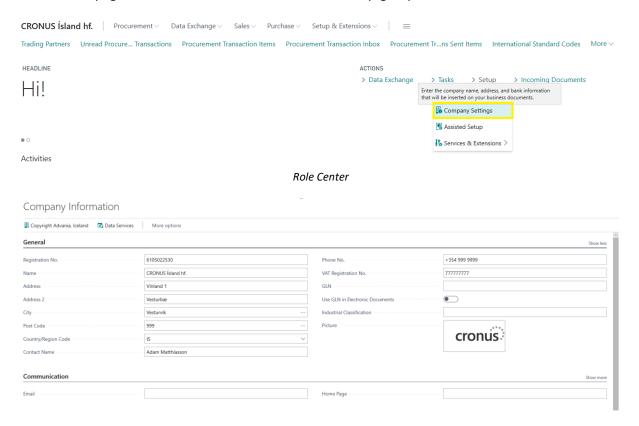
Electronic Document Exchange – Role Center





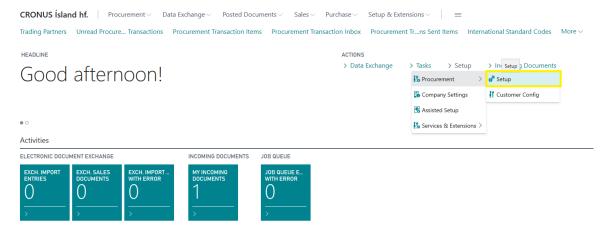
2. BASIC SETUPS

Before we get started, we can check, if we properly filled information about company. **Company Information** page is accessible from role center under *Setup* group.



Company Information

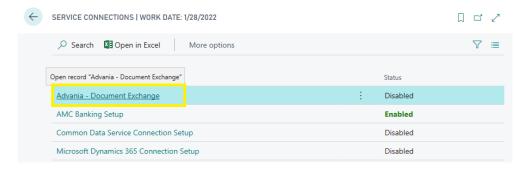
To start using a solution, we first need to enable *Electronic Document Exchange* solution from E - Gateway Service Setup page. E - Gateway Service Setup can be access from Role Center under Setup area, in *Procurement* group.



Electronic Document Exchange - Role Center

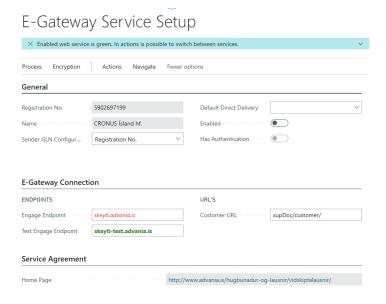


Or from **Service Connections** page, choosing related link.



Service Connections

Click on Advania – Document Exchange will open setup page.



E-Gateway Service Setup

Registration No. – Will identify company on gateway, with access to related electronic documents. It is automatically added from Company Information table.

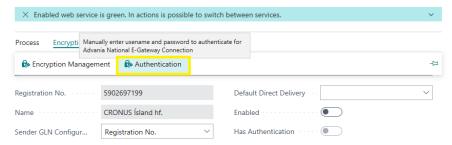
Sender GLN Configuration – Possible options Registration No., VAT Registration No., GLN, Responsibility Center GLN.

Default Direct Delivery – If the Customer is not found in the Trading Partner list then this delivery method will be used. Possible options Blank, Print Service, Online Banking.

Before enabling solution, valid service Authentication must be inserted.



E-Gateway Service Setup



Authentication Action

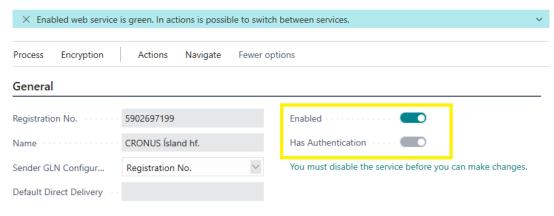
Authentication action can be found under *Encryption* group.



E-Gateway Authentication

After successfully inserted authentication, we can enable solution on *Enabled* checkbox.

E-Gateway Service Setup



Enabled solution

Note: If solution is Enabled, fields on page are disabled and Osome page actions.



Note: On Enabling solution, if Encryption is not enabled, confirmation dialog with three options will appear with suggestion to enable encryption for storing sensitive data in database.

(i) Usernames and Passwords are stored in the database. We suggest that you turn on encryption for all service passwords. By turning on encryption you make sure that the password will not be visible in the database, only through the current application.

(ii) Turn on Encryption now

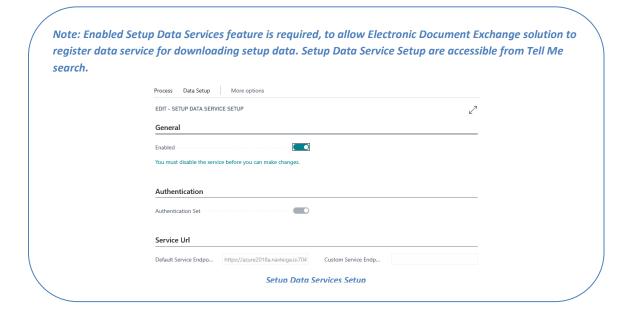
(iii) Show this instruction again

(iii) Do not show again

Advania Setup Data Services

The easiest way to start using a solution is to download necessary data/setups with *Advania Setup Data Services*.

Note: Advania Setup Data Services is a part of Advania IS365 extension, so it will not be explained here in details how it works. Only the part related with download setup data for Electronic Document Exchange.

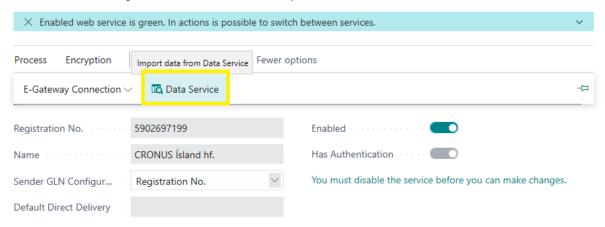


Note: To register data service for Electronic Document Exchange, enable solution from setup page. Disabling solution will do opposite action, unregister data service.



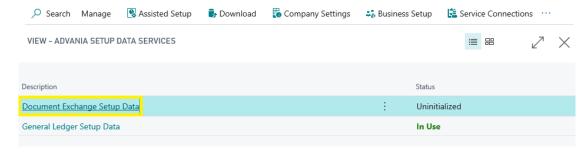
Under *Process* or *Actions* groups you can find *Data Service* page action, which takes you to *Advania Setup Data Services* page.

E-Gateway Service Setup



E - Gateway Service Setup

On open page *Advania Setup Data Services* you should see *Document Exchange Setup Data*, which represent data service that will be used to download all necessary setup data for *Electronic Document Exchange* solution.

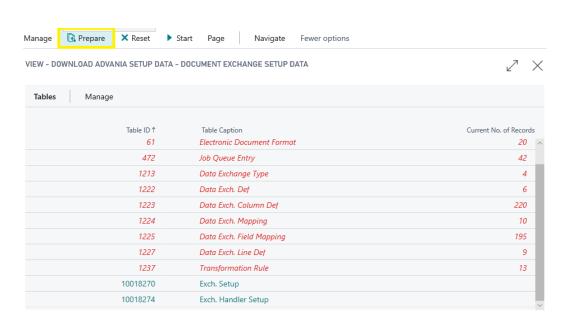


Advania Setup Data Services

Note: If you don't see Document Exchange Setup Data on the list, that means that Electronic Document Exchange solution is disabled or you enabled solution before enabling Setup Data Services feature. Precondition to register data service for Electronic Document Exchange is to have enabled Setup Data Services solution and after that to enable Electronic Document Exchange solution.

Download page action will takes you to Download Advania Setup Data page.



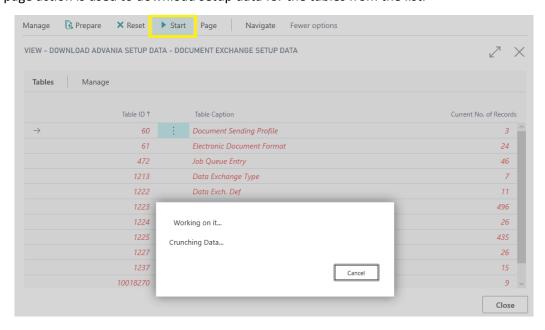


Download Advania Setup Data

Prepare page action will add tables to the list, for which will be requested data from Data Service. On *Start* page action you can download data for tables from the list.

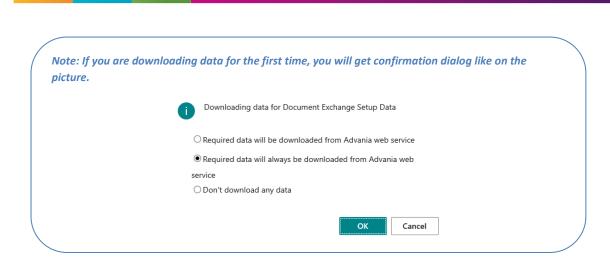
Note: The tables that are empty are colored in green. On the other hand, tables that already have some records, are colored in red.

Start page action is used to download setup data for the tables from the list.

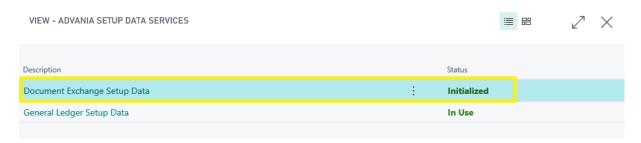


Downloading Data





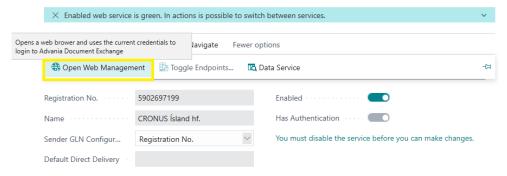
After downloading data is finished Document Exchange data service will get a status Initialized.



Advania Setup Data Services

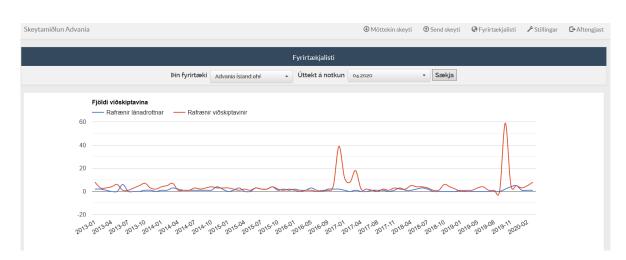
On *Open Web Management* action, you can open web portal, where you can track documents that passed through gateway.

E-Gateway Service Setup



Open Web Management

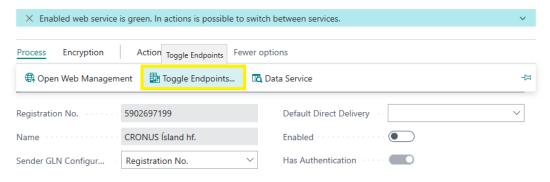




Electronic Document Exchange Web Application

To switch between test and production service URL, you can use *Toggle Endpoints* page action.

E-Gateway Service Setup



Toggle Endpoints

Note: If you are switching from test to prod service url, you will get message like on the picture below.

Advania Web Services are charged by usage. Please look at http://www.advania.is for more information.
Agree to be charged according to usage?

International Standard Codes

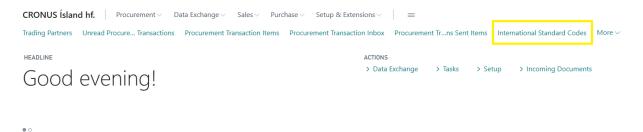
International Standard Codes represent **Electronic Data Interchange** standards for Administration, Commerce and Transport. In the **Search** box, enter **International Standard Codes** and press related link.





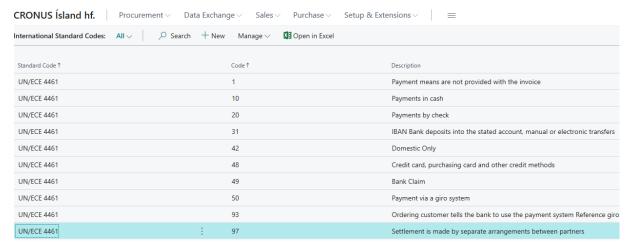
Tell Me

Or you can find it from **Electronic Document Exchange** role center.



Electronic Document Exchange – Role Center

Known International Standard Codes are automatically inserted on open page.

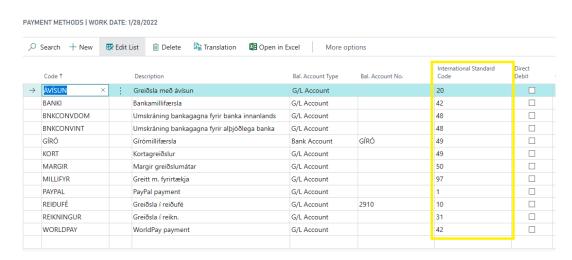


International Standard Codes

Payment Methods

To be able to send and receive electronic documents via *Advania Invoice Gateway International Standard Code* column from *Payment Methods* page must be filled. All lines must be filled in order to proceed.



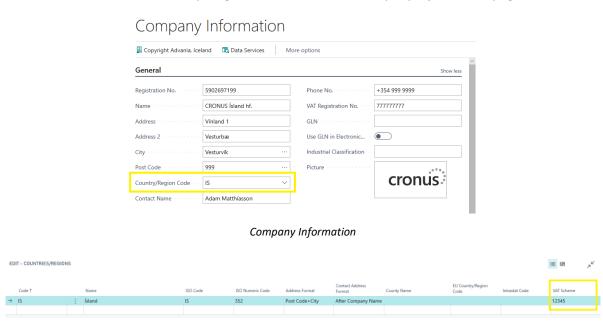


Payment Methods

Note: Column International Standard Code is visible only if solution is enabled

Countries/Regions

To be able to send and receive electronic documents via *Advania Invoice Gateway, VAT Scheme* column must be filled, for *Country/Region Code* selected on *Company Information* page.

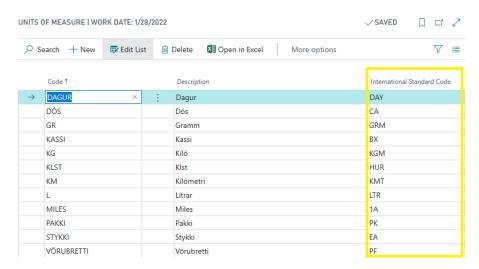


Country/Regions page

Unit of Measure

International Standard Code column must be filled to be able to send and receive electronic documents via *Advania Invoice Gateway*. All lines must be filled in order to proceed.

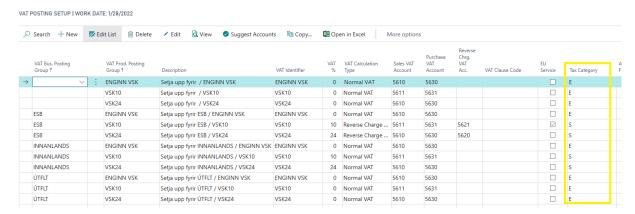




Unit of Measure

VAT Posting Setup

Tax Category column must be filled to be able to send and receive electronic documents via *Advania Invoice Gateway*.



VAT Posting Setup

Tax categories for electronic documents

- E = EXEMPT
- Z = 0% VAT
- AA = 11% VAT
- S = 24% VAT

Validate Electronic Invoice

Validate Electronic Invoice is a task that checks all required setups, if they are properly filled, to be able to send and receive electronic documents via *Advania Invoice Gateway*.

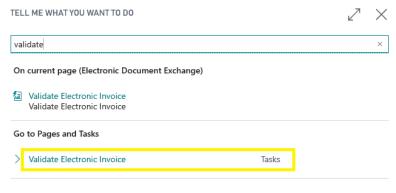
These fields are checked in *Validate Electronic Invoice* procedure:

• Tax Category – VAT Posting Setup, for "Normal VAT" option.



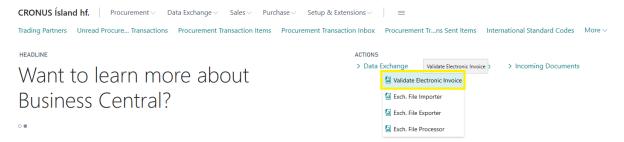
- VAT Scheme Countries/Regions, for country code that match with Country/Region Code from Company Information page.
- International Standard Code Payment Methods and Unit of Measure
- LCY Code General Ledger Setup, can't be empty.

Validate Electronic Invoice can be found from Tell Me search box.

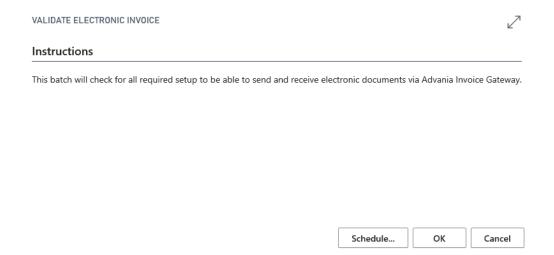


Tell Me

Or in role center under Tasks group.



Electronic Document Exchange – Role Center



Validate Electronic Invoice



After validation successfully checks all setups, you will get message like on the picture below.



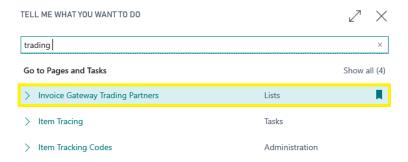
Verification complete message





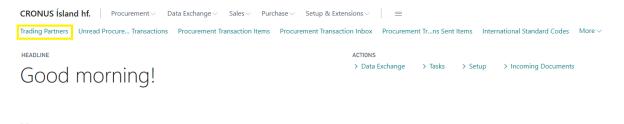
Trading Partners

Trading Partners represent all partners who can receive electronic documents throw gateway. Trading partners are available from **Tell Me** search box, typing like on the picture below.



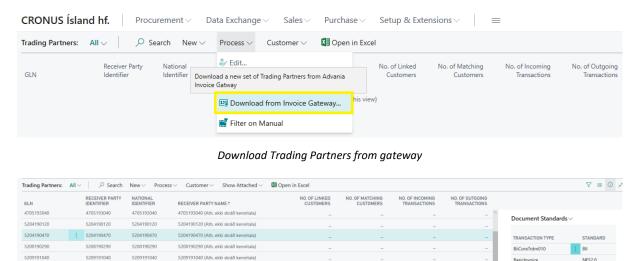
Tell Me search

Or you can find it on *Electronic Document Exchange* role center.



Electronic Document Exchange – Role Center

To download trading partners from gateway, call page action **Download from Invoice Gateway** under *Process* group.



Trading Partners

5504192380

5604191200

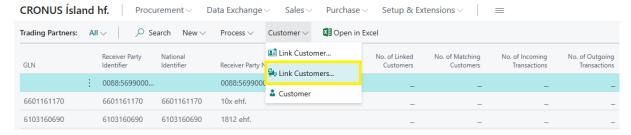
5504192380

5604191200



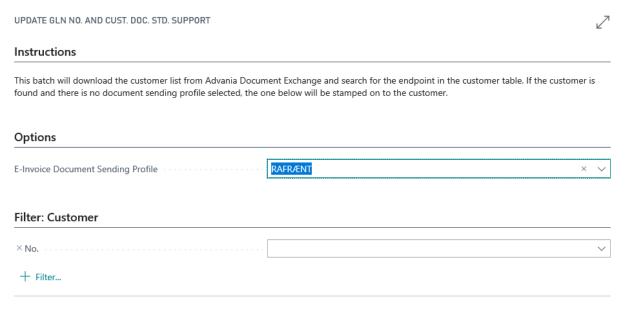
In the right corner you can see *Document Standards* fact box with supported electronic document types for every partner.

To link downloaded trading partners with customers we can use **Link Customers** batch procedure, under *Customer* group.



Link Customers

Link Customers batch will download partners from *Advania Invoice Gateway* and try to match them with customers. If the customer is found, batch will update *GLN No.* and *Document Sending Profile* fields.



Link Customers

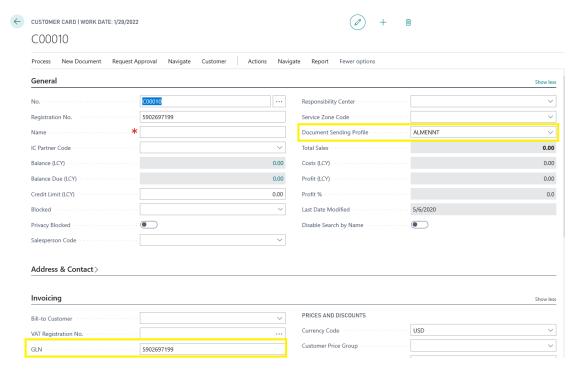
After successfully finished, message box will show you how many customers were linked with trading partners.



Note: Link Customers procedure will try to match customer by GLN, Registration No., No. or VAT Registration No.

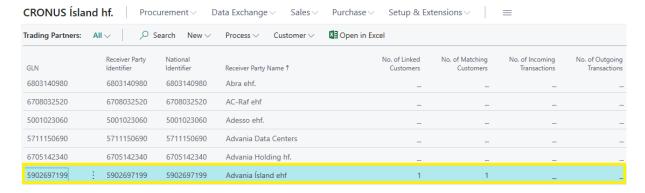


On the Customer card you can see that Document Sending Profile and GLN number were updated.



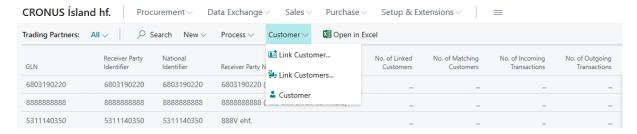
Customer Card

Also, on the Trading Partners list, you can see what trading partners are linked with customers.



Trading Partner linked with Customer

Under Customer action group you can find two more actions



Customer action group



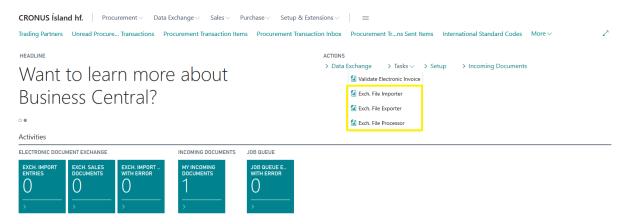
- **Customer** Open *Customer* linked to *Trading Partner*, or open *New Customer* card if there is no linked *Customer* to *Trading Partner*.
- Link Customer Open Customer List and link partner with existing customer.

Exchange File Procedures

Electronic Document Exchange solution uses three exchange file procedures for communication with a gateway.

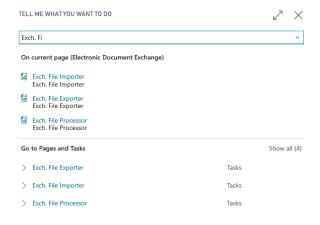
- Exch. File Importer Used to import documents from gateway, processing all Exch. Setup with a Handler Type Import.
- Exch. File Exporter Used to export/send documents to gateway, processing all Exch. Setup with a Handler Type Export.
- Exch. File Processor Used to process imported documents, processing all Exch. Setup with a Handler Type Process.

All procedures are accessible from Role Center under Tasks group.



Exchange File Procedures

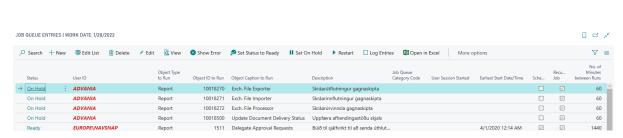
Or from *Tell Me* search box, typing **Exch. File** and choosing related link.



Tell Me

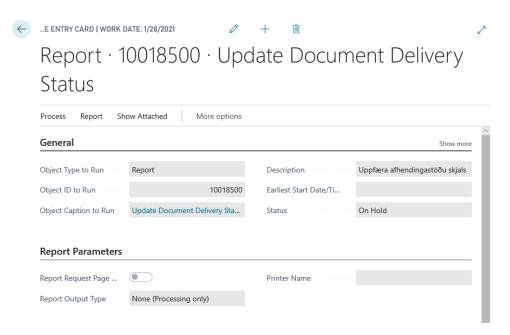
Also, for all procedures we can set job queue entries, to run these procedures scheduled. With *Advania Setup Data Services* we can download automatically these queue entries.





Job Queue Entries

If you look at the list of job queue entries, you can see that there is one more job queue entry related with *Electronic Document Exchange* solution. This job queue is intended to periodically update document status of sent/received documents to/from gateway.

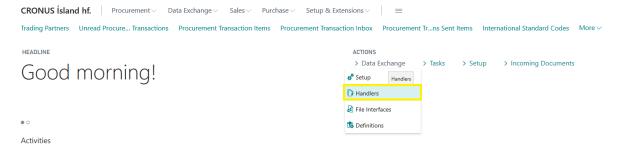


Update Document Delivery Status

Exch. Handlers

Exchange Handlers represent different handlers for working with electronic documents. Every handler has dedicated *Data Handling Codeunit* object, that will be executed while handler is triggered, and it can be one of the available types *Import, Export, Process* and *Configure*.

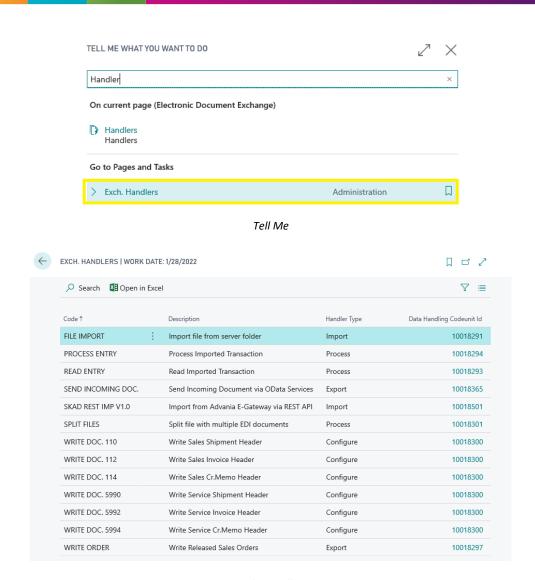
Exchange Handlers are accessible from role center under *Data Exchange* group.



Electronic Document Exchange – Role Center

Or you can find it from the **Search** box, entering **Exch. Handlers** and choose the related link.



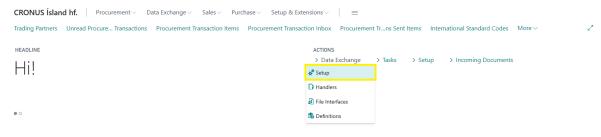


Exch. Handlers

Exchange Handlers are registered automatically on open page.

Exch. Setup

Exchange Setup represent rules that we apply while working electronic documents. Whether we send, download or process electronic documents, we need to have some *Setup*, which we follow while executing some of the procedure. **Exchange Setup** are accessible from role center under *Data Exchange* group.



Exch. Setup

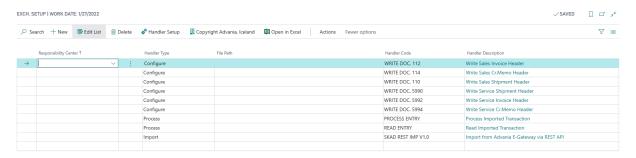
Or from Tell Me search box.





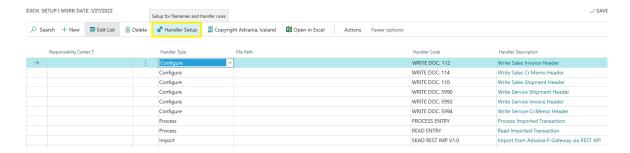
Tell Me

Every Exchange Setup has assigned Handler Code and Type.



Exch. Setup

With Advania Setup Data Services we can automatically download Exchange Setup's. For every Exchange Setup we can create different Setup, where we define rules, definitions for processing documents.



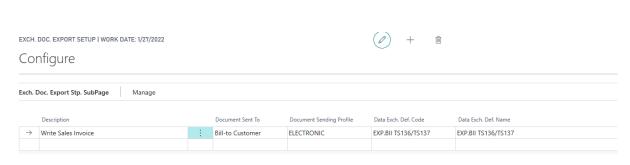
Handler Setup

Exchange Setup with a handler type *Process* don't have *Handler Setup*, and for them Handler Setup page action is disabled.

Note: In Electronic Document Exchange solution we are using two process Exch. Setup's. READ ENTRY is reading imported transactions, and PROCESS ENTRY is processing imported transactions.

Exchange Setup for handler type *Configure*. Configure handler type are used to create and send sales or service documents.

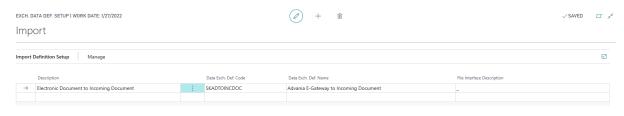




Exch. Setup

- Document Sent To Possible options Bill-to Customer, Sell-to Customer, Ship-to Address
- Document Sending Profile If Document Sending Profile from customer is matching with value from this field, then that Exch. Setup will be used in sending process.
- Data Exch. Def. Code -Data Exchange Definition that will be used to send electronic documents.

Exchange Setup for handler type *Import*. Used to download undelivered electronic documents from gateway.



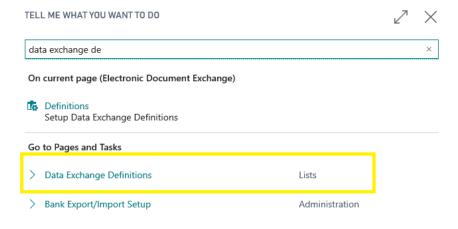
Exch. Setup

Data Exch. Def. Code -Data Exchange Definition that will be used to receive electronic documents.

Data Exchange Definitions

Data Exchange Definitions is used to map electronic documents received from gateway to corresponding Data Exchange tables, or to export data to electronic documents, which will be sent to gateway.

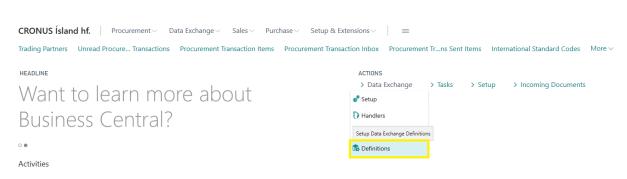
In the **Search** box, enter **Data Exchange Definitions**, and choose the related link.



Tell Me

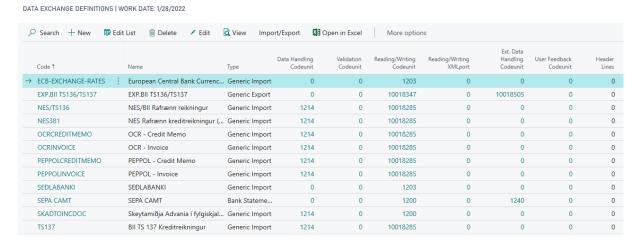
Or you can access it from role center.





Data Exchange Definitions

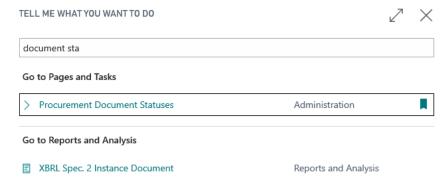
Data Exchange Definitions used by Electronic Document Exchange are automatically downloaded by Advania Setup Data Services.



Data Exchange Definitions

Procurement Document Statuses

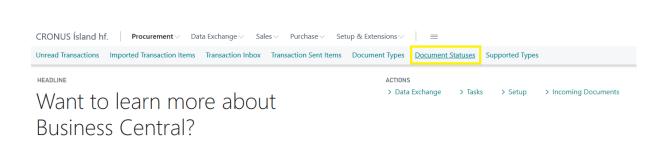
Procurement Document Statuses represent possible statuses that can have one document that goes through gateway. **Procurement Document Statuses** are accessible from *Tell Me* search box.



Tell Me

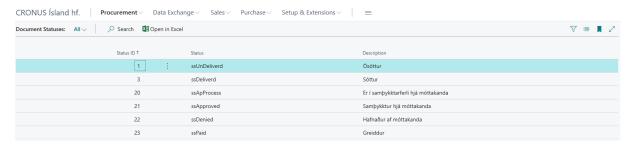
Or from role center under *Procurement* section.





Role Center

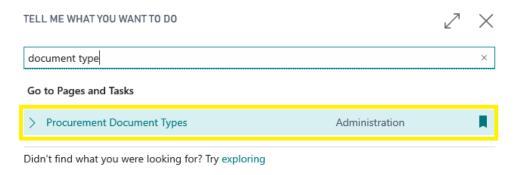
Document Statuses are downloaded from gateway and insterted on open page.



Document Statuses

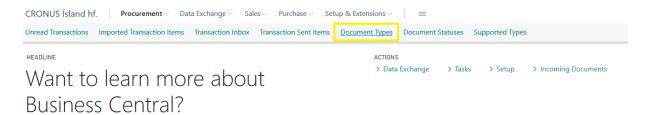
Procurement Document Types

Procurement Document Types represent all available types on gateway. Procurement Document Types are accessible from *Tell Me* search box.



Tell Me

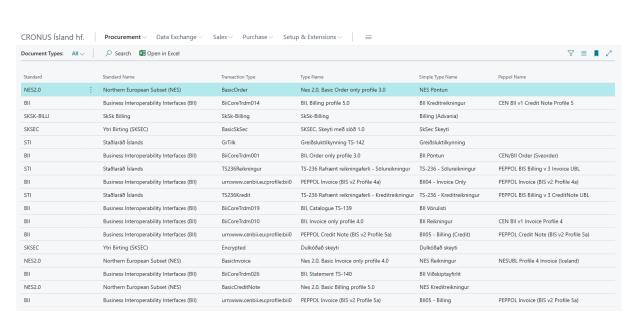
Or from role center under Procurement section.



Role Center

Document Types are downloaded from gateway and insterted on open page.





Document Types

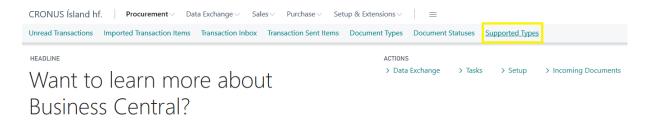
Procurement Supported Types

Procurement Supported Types represent all available types, for current company, on gateway. **Procurement Supported Types** are accessible from *Tell Me* search box.



Tell Me

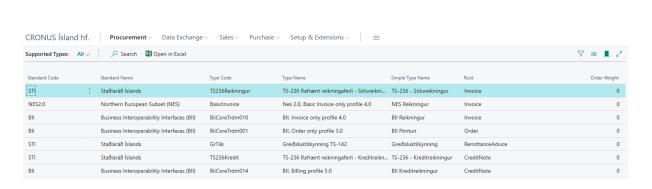
Or from role center under Procurement section.



Role Center

Supported Types are downloaded from gateway and insterted on open page.

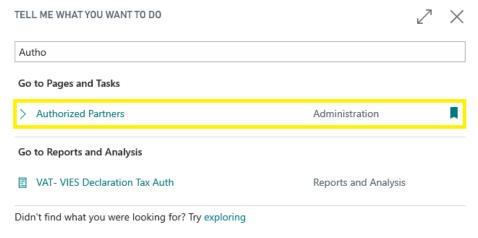




Supported Types

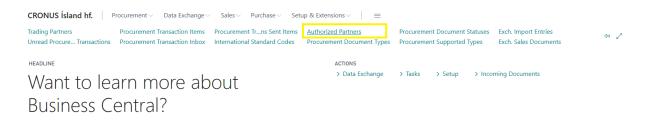
Authorized Partners

Authorized Partners is responsible/authorized company for sending/receiving documents on gateway. **Authorized Partners** can be found from Tell Me search box.



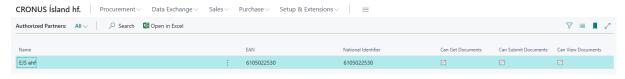
Tell Me

Or from role center.



Role Center

Authorized Partners are downloaded from gateway and insterted on open page.



Authorized Partners



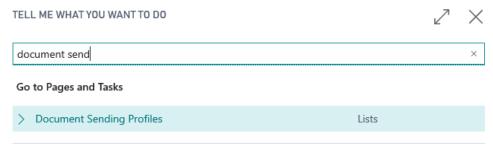
Electronic Document Exchange - Sales

Document Sending Profiles

Document Sending Profile is a method of sending sales documents, used every time when we use **Post** and Send action from sales documents.

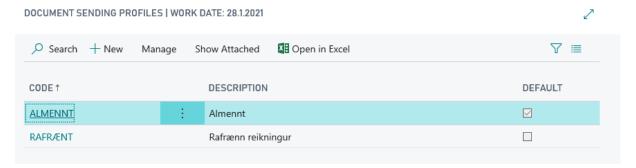
Note: To be able to send electronic sales document to gateway we need to specify Document Sending Profile on Customer. How to automatically set Document Sending Profile on customers is explained earlier in this document (Link Customer action from Trading Partner).

In the **Search** box, enter **Document Sending Profiles**, and choose the related link.



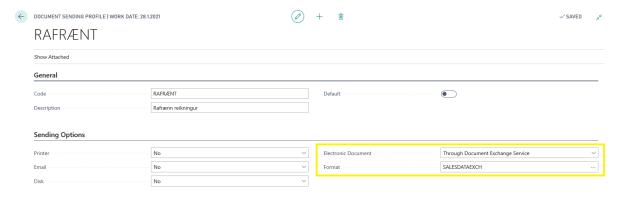
Tell Me

Document Sending Profiles are automatically downloaded with Advania Setup Data Services feature.



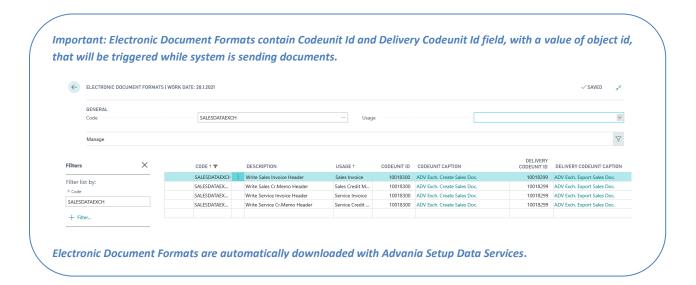
Document Sending Profiles

At least one of the profiles should have setup Electronic Document with a *Through Document Exchange Service* option, with an appropriate electronic format.



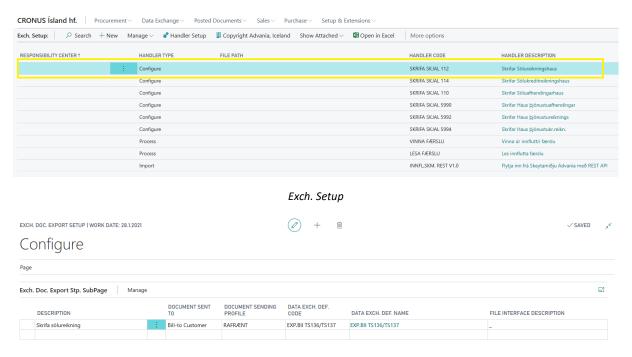


Document Sending Profile



Exch. Setup

To be able to send *Sales Invoice* to e – gateway we need to have at least one *Exch. Setup* configured for sending electronic invoice like on these pictures below.



Exch. Doc. Export Setup

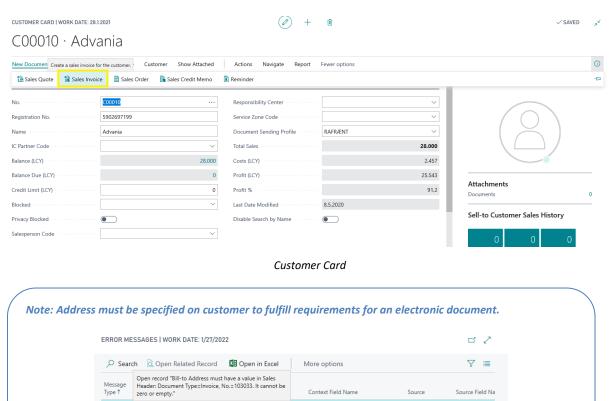
• Document Sent To – What address will be used on electronic documents. Possible options are Bill-to Customer, Sell-to Customer or Ship-to Adress.



- Document Sending Profile Used to filter Setup that will be used to create electronic document.
- Data Exch. Def Code What Data Exch. Def. will be used for mapping document to electronic document.

Create and Send Sales Invoice

We can create Sales Invoice from customer with selected Document Sending Profile.

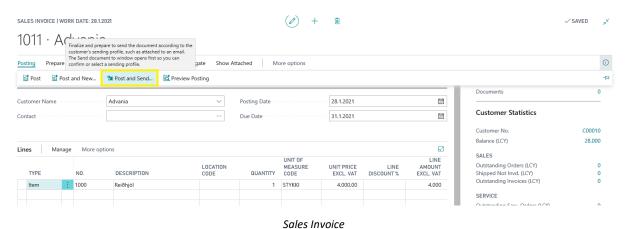


After filling document, we can create and send electronic document to gateway with Post and Send page action.

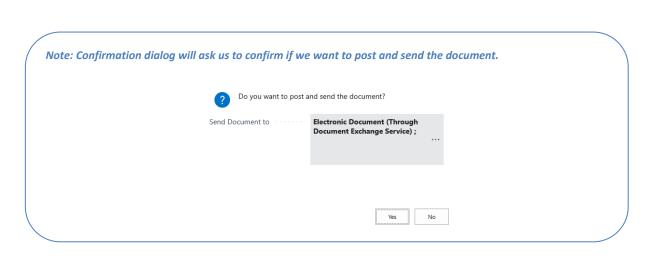
Bill-to Address must have a value... Sales Head.

Error messages if we try to Post and Send document without address on customer.

Source Field Na







Note: If IBAN is define on Company Information, then SWIFT Code is mandatory.

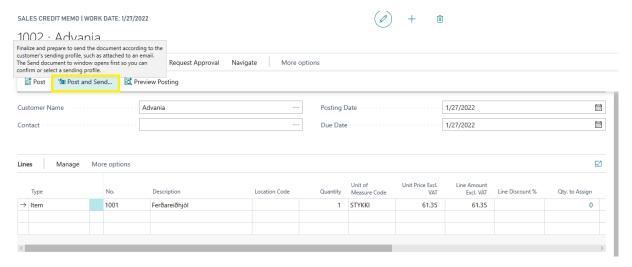
After successfully posted and sent document, we will receive message like on the picture below.



ОК

Create and Send Sales Credit Memo

On the same manner we can create and send **Sales Credit Memo** to gateway.



Sales Credit Memo

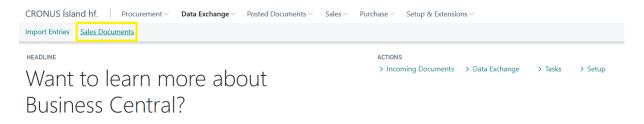
If system successfully post and send document to gateway, we will get message like on the picture below.





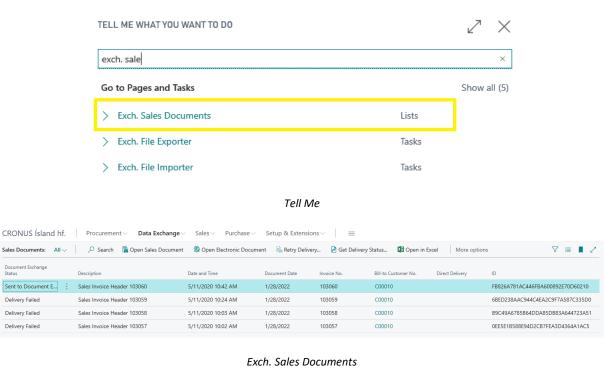
Exch. Sales Documents

Documents sent to gateway can be found on Exch. Sales Documents list accessible from role center under Data Exchange section.



Role Center

Exch. Sales Documents page is also accessible from *Tell Me* search.



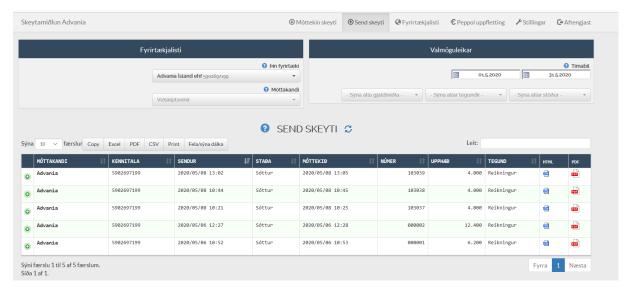
Note: Successfully sent sales document will have a status Sent to Document Exchange, on the other hand documents that are not sent, will have status Delivery Failed.

- Open Sales Documents Open related posted sales document
- Open Electronic Documents open related posted sales document in xml format



- Retry Delivery Try to send again sales document to gateway. This action is enabled only for sales documents with status **Delivery Failed**.
- Get Delivery Status Get latest document status from gateway. If document is delivered, status will be updated to **Delivered to Recipient**.
- Activity Log Log entry with related sent sales document
- Show Error Message Show related error sent message if exist

Sent electronic documents are also visible on web application (gateway).

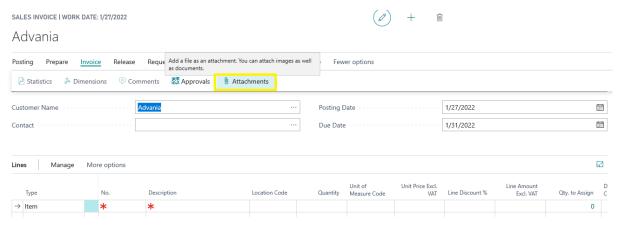


Web Portal

Sending Document with Attachment

Additional option to sending electronic documents, is to attach document (pdf) to electronic document, using standard **Attachments** feature, which will be available to receiver in the same fact box.

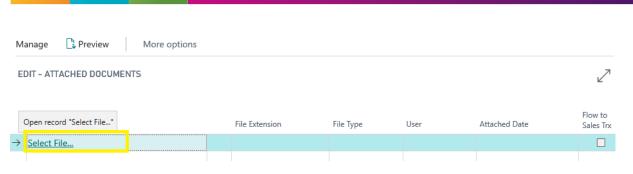
You can add document on **Attachments** page action, under *Invoice* group.



Sales Invoice

On Attached Documents page clink the Select File link.



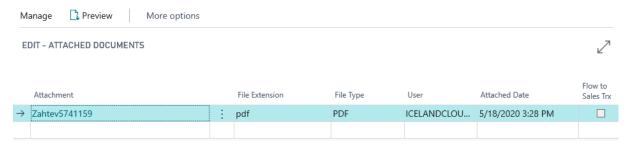


Attached Documents

Clink the **Choose** action and find document from your local storage.

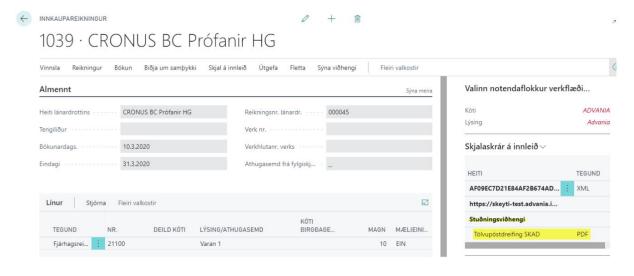


After you select document, new record with attachment is created.



Attached Documents

When the same document is downloaded from the partner, it will appear like purchase document, with attached document in **Attachments** fact box.



Purchase Invoice



Customers Configuration

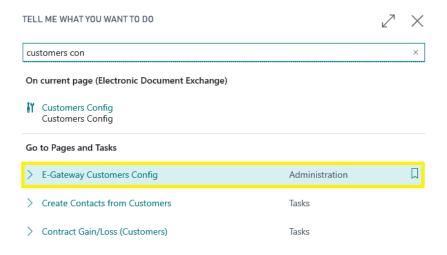
If customer require configuration different from the default, we can use **Customers Configuration** to define specifics related to sending electronic documents to customer.

Customers Configuration can be found in Role Center under *Procurement* group.



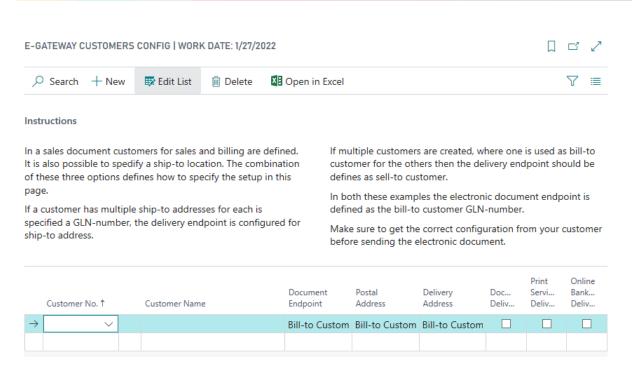
Role Center

Or from *Tell Me* search box, typing **Customers Config**, and choose related link.



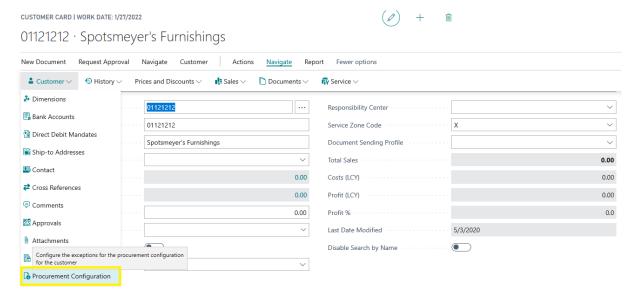
Tell Me





Customers Config

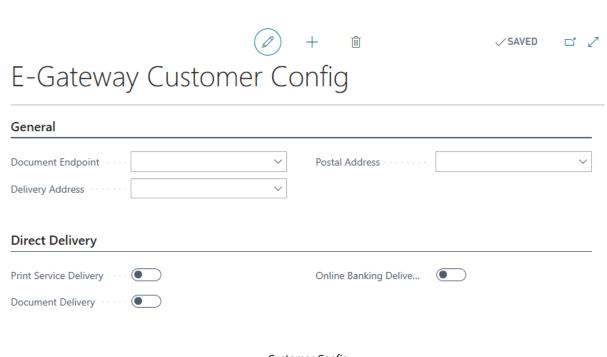
Also, we can specify customer specific configuration from customer card, calling **Procurement Configuration** action, under Customer group.



Customer Card – Procurement Configuration

Where **Customer Config** card for Customer, from whom we called action, will open.



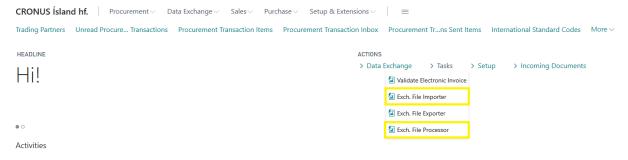


Customer Config

Electronic Document Exchange - Purchasing

Two procedures are used to create purchase documents in *Business Central* from electronic document. **Exch. File Importer** reads documents from gateway, and **Exch. File Processor** is processing downloaded electronic documents and create incoming documents.

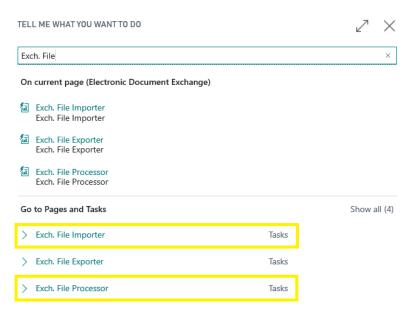
Both procedures are accessible in Role Center under *Tasks* group.



Role Center

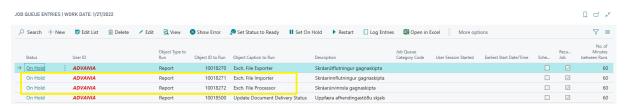
Or from *Tell Me* search box, typing **Exch. File** and choosing related link.





Tell Me

Documents can be created automatically if these procedures are scheduled run, with job queues.



Job Queue Entries

Note: More about Exch. File procedures used in Electronic Document Exchange solution can be found under Exchange File Procedures section.

Import Entries

Import Entries represent overview of imported and processed electronic documents in the system.

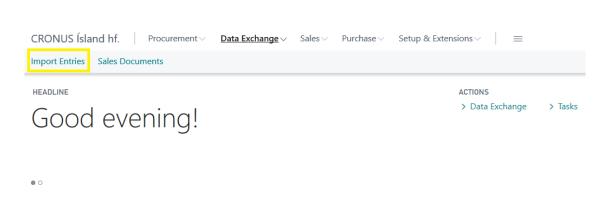
In the **Search** box, enter **Import Entries**, and choose the related link.



Import Entries

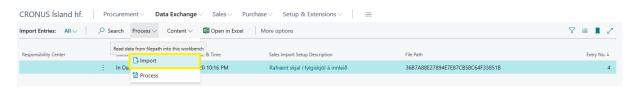
Import Entries can also be found on Role Center, under Data Exchange group.





Role Center

With *Import* page action, under Process group, we can import/download electronic documents that have not been delivered yet.



Import

Exchange File Importer request page will open, where we can filter what import handler we want to run with this batch. Exchange File Importer procedure will execute all Exchange Handlers of type import, if filters are not set.

Note: More about File Importer procedure you can find in section about Exch. Setup and Handlers.

EXCH. FILE IMPORTER

Instructions

This batch will download incoming documents from Advania Document Exchange.

Filter: Responsibility Center

× Code

+ Filter...

Filter totals by:

+ Filter...

Exch. File Importer

Schedule...

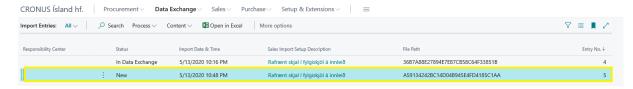
Cancel

After batch has finished processing, we will get a message like on the picture below.





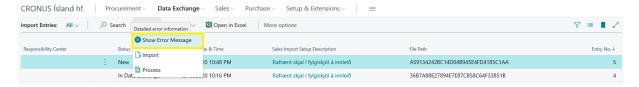
New import entry is created with status New.



Import Entries

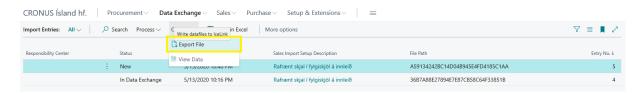
Note: If document is successfully downloaded, same document on gateway will be marked with a status Delived, so it's prevented to download same document twice.

With Show Error Message page action, we can see error message that occurs during importing process.



Show Error Message

With Export File page action, we can export downloaded electronic document.



Export File

Imported Transaction Items

Parallel with creation of *Import Entry*, **Imported Transaction Items** record is created, with information about transaction.



Imported Transaction Items

Available page actions:

Procurement Document – Download and export the Procurement Document Xml file

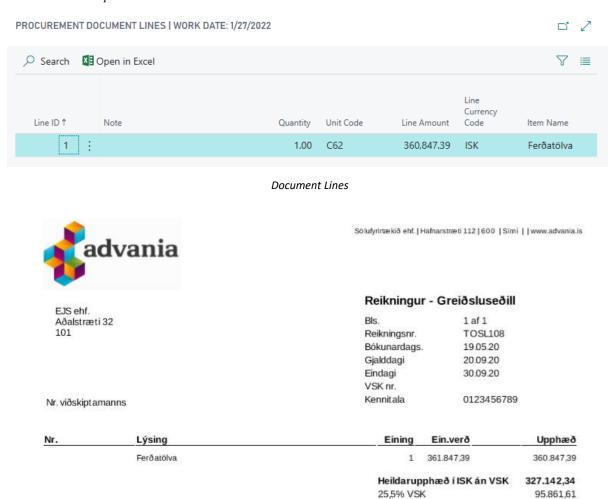


• Lines – Show document lines

Sendist-til - Aðsetur

Öndvegisvegur 12 700 Egilsstaðir

- Attachments Show attachment if it's added to electronic document
- History Show document transaction history
- PDF Open electronic document in PDF

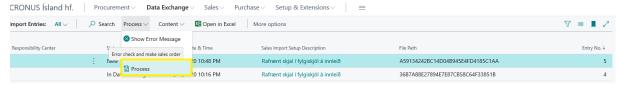


Electronic Document in PDF

Heildarupphæð í ISK með VSK

323.089

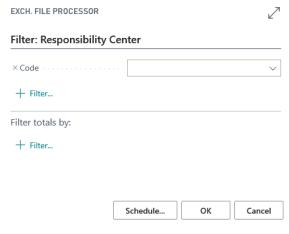
After we have successfully downloaded electronic documents into **Import Entries**, we can process that transactions and create purchase documents. To process imported transaction, we can use **Process** page action, under *Process* group.



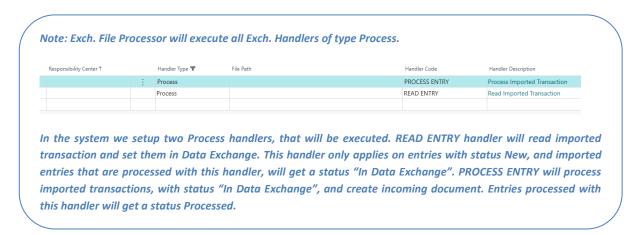
Process



Exch. File Processor request page will open, where we can set filters.



Exch. File Processor

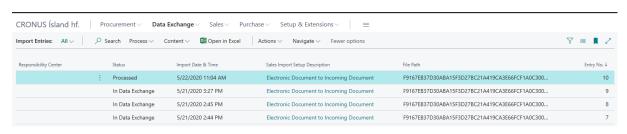


After procedure process imported transaction, we will get a message, like on the picture below.



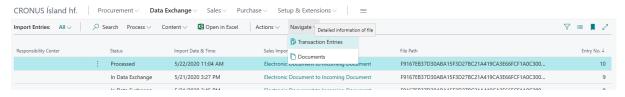
After successfully process imported transactions, entries with a status *New* will get a status *In Data Exchange*, and entries with a status *In Data Exchange* will get a status *Processed*.





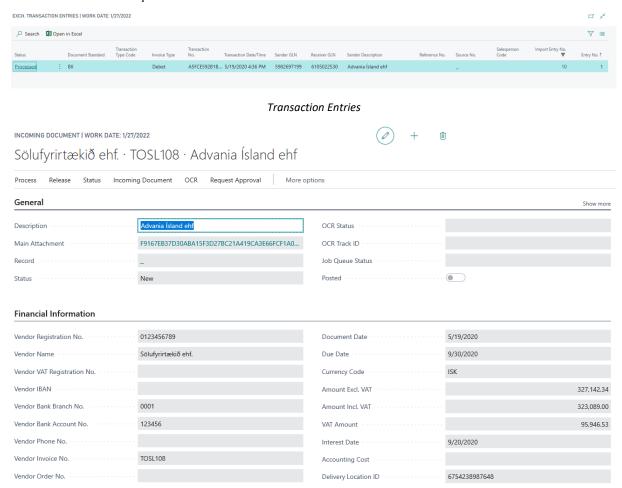
Import Entries

Under Navigate group, you can find two-page actions Transaction Entries and Documents.



Import Entries

- Transaction Entries Detailed information about electronic document
- Documents Open created document

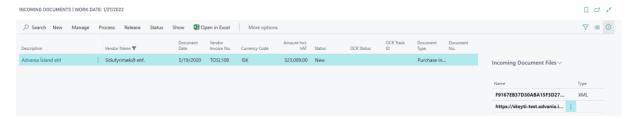


Incoming Document



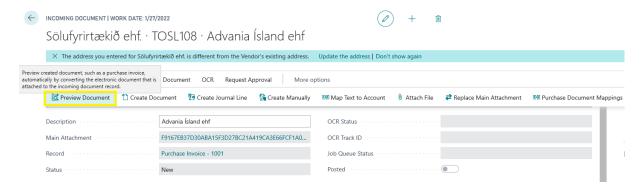
Incoming Documents

After we've successfully created Incoming Document from electronic document, we can go to the next stage, which would be create Purchase Invoice from Incoming Document.



Incoming Documents

On *Preview Document* page action, system will try to convert electronic document to purchase document. In this stage we are still not creating purchase invoice.



Preview Document

If Vendor does not exist in the system, notification will ask user to create new **Vendor**.



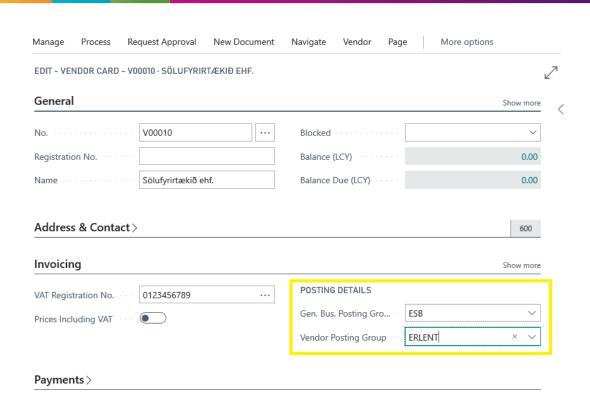
Yes

Nο

If you confirm to create new **Vendor**, Vendor card will open, with a data from Incoming Document.

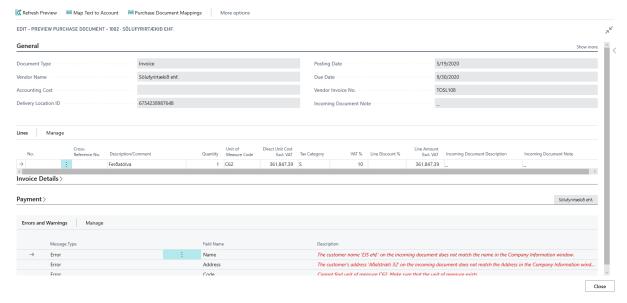
Note: Don't forget to set Posting Groups for new vendor.





Vendor Card

Open Preview Document again, and you will see projection of purchase document.



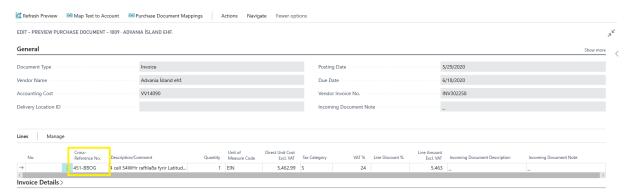
Preview Purchase Document

In *Errors and Warnings* part, at the bottom of the page, you will find messages about data that are not mapped from electronic document. To be able to create purchase document, all errors must be fixed.

On preview purchase document, you can also see that *No.* field is empty on lines. It means that mapping is missing for lines. We can map Items or G/L Account on few different ways.

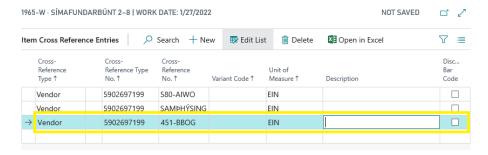


If *Cross – Reference No.* field is filled, we can map this number to Item No. in our database, using standard cross reference feature. This is the case where we map items to items.



Preview Purchase Document

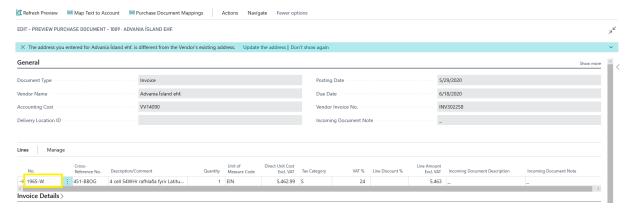
Set up *Item Cross Reference* for the cross-reference number from **Incoming Document**.



Item Cross References

Note: Pay attention here to map items with a same unit of measure.

On *Refresh Preview* page action, you can see that we mapped number received through electronic document with item number from our database.

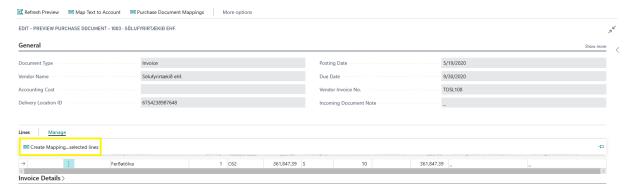


Preview Purchase Document

Note: Electronic documents used for testing are coming with VAT % = 24, so combination of VAT Posting Groups from Vendor and mapped Item, should also refer to same VAT rate. If this is not the case, we will have difference in amounts from Purchase Invoice and Incoming Document.

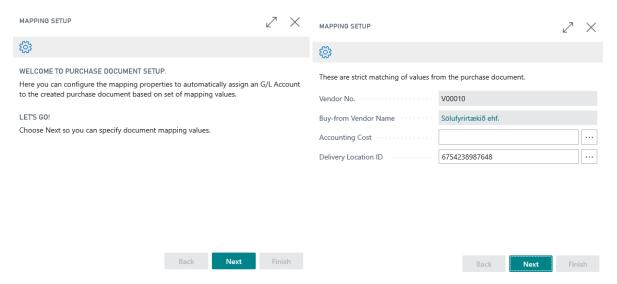


Also, we can use action on page part *Create Mapping for selected lines* to create a mapping on field values from **Incoming Document** to identical values on specific credit and debit accounts, so the resulting document will be prefilled with the specified information.



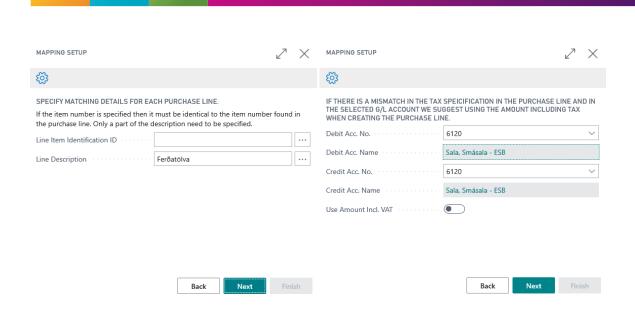
Preview Purchase Document - Create Mapping for Selected Lines

To create mapping for selected lines, system will lead us through wizard, with several steps.

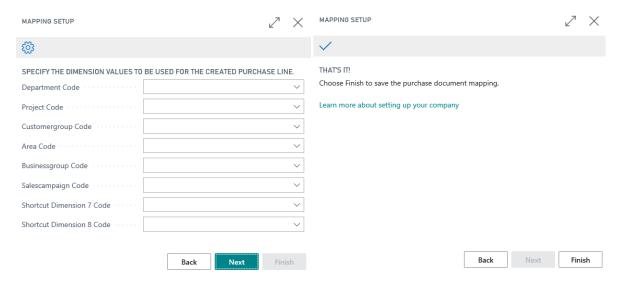


Items can be mapped by id or description (part of description).

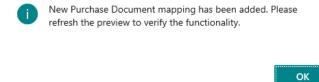




We can also set dimensions, that can be applied on purchase lines.

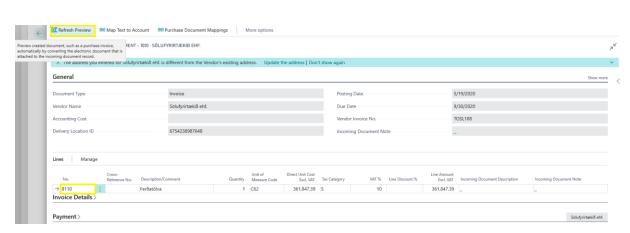


Once the mapping has been completed, you will get a message, like on the picture below.



To see changes on **Preview Document** page, we will call *Refresh Preview* action.

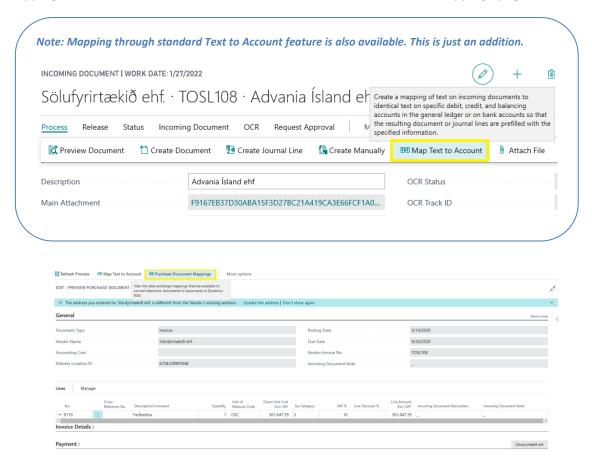




Refresh Preview

You can see now that *G/L Account No.*, that is set in mapping setup, is applied to No. field.

Mapping created from wizard is also available from *Purchase Document Mappings* page action.



Purchase Document Mapping

On **Purchase Document Mappings** we can create new mapping, but we preferred to use wizard for create new mapping, that will be applied to electronic documents.





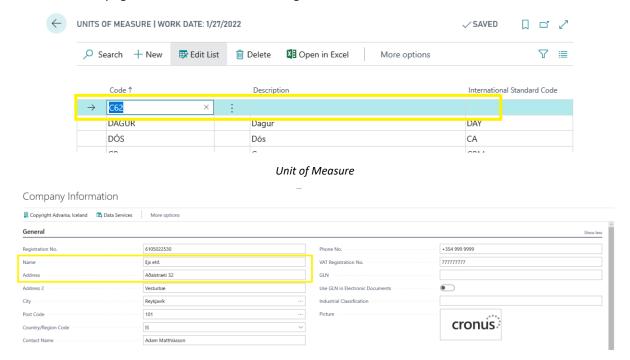
Purchase Document Mappings

After we created mapping, we can fix all errors from Errors and Warnings part.



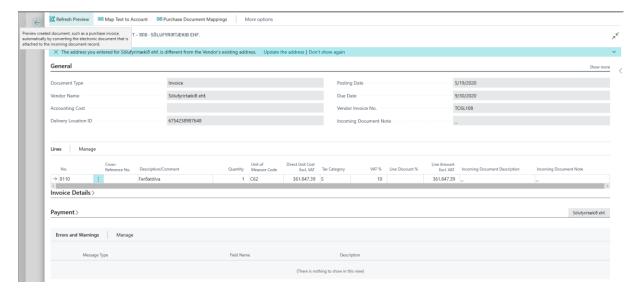
Error and Warnings

From the picture above, we can see that we have three errors. Every error message from description field is a link to page where we need to do fixing.



Company Information

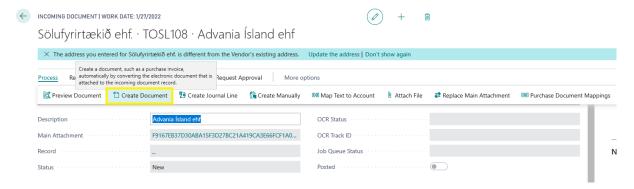
After fixing all errors from *Errors and Warnings* part, on *Refresh Preview* action, we can see if there are no more errors. We will close *Preview* page.





Refresh Preview

We are ready to create **Purchase Invoice**, calling *Create Document* action under Process group.



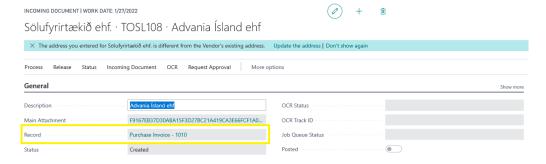
Create Document

After the document is successfully created, you will get a message like on the picture below.

Purchase Invoice 1005 has been created.

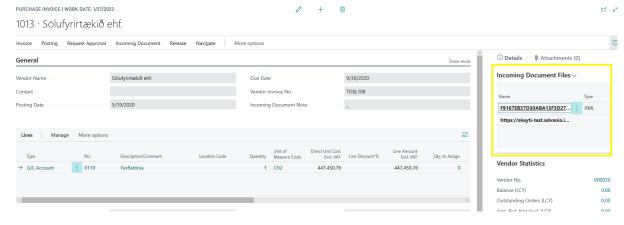


On Incoming document, we can see link to created Purchase Invoice.



Incoming Document

From the created **Purchase Invoice**, in *Incoming Document Files* part, you can find electronic document in xml format, and link to invoice in pdf format.



Purchase Invoice





Sölufyrirtækið ehf. [Hafnarstræti 112 | 600 | Sími | | www.advania.is

EJS ehf. Aðalstræti 32 101

Nr. viðskiptamanns

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> Heildarupphæð í ISK án VSK 327.142,34 25,5% VSK Heildarupphæð í ISK með VSK 95.861,61 **323.089**

Sendist-til - Aðsetur

Öndvegisvegur 12 700 Egilsstaðir IS