



# SAP Invoice Management & SAP Document Compliance

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# Agenda

- SAP Invoice Management
  - Ingestion and Recognition
  - Italy e-Invoicing Incoming
  - Verification and Exception Handling
  - Invoice Approval
  - Analytics
- SAP Document Compliance
  - Outgoing and Incoming
- Summary and Q&A



# SAP Invoice Management

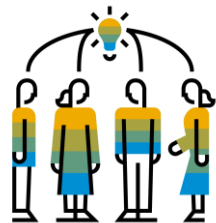


# Invoice Management involves almost every role in your organization



## Finance & Procurement

- Accounts Payable Professional
- Tax Professional
- Master Data Analyst
- Treasury Professional
- Buyer
- Category manager
- ...



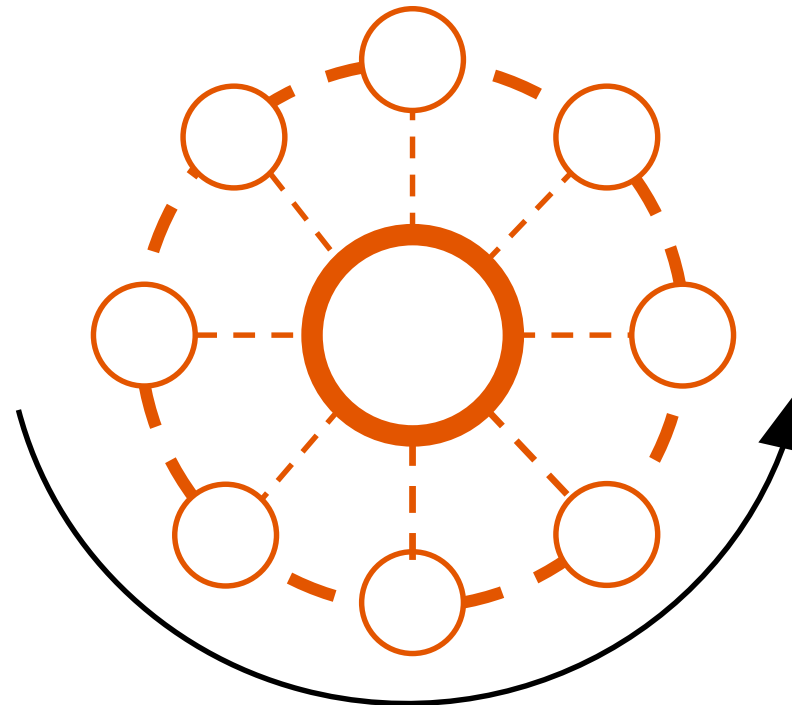
## Lines of Business

- Receiving
- Warehouse Clerk
- Approver
- Cost Center Owner
- Project Manager / Owner



## Strategy & Operations

- CXO
- Shared Services Manager
- Accounts Payable Manager
- Internal Auditor
- Workflow Administrator
- System Administrator



## Business Partners

- Supplier
- Freight provider
- Bank
- External Auditor
- Legal Expert

# Business motivation for invoice automation

## 1 Reduce cost



Streamline invoice processing and free up resources with electronic document transmission

## 2 Improve communication



Optimized collaboration with partners and suppliers to eliminate exceptions and speed up

## 3 Optimize cash flow



Resolve cash flow issues, and enhance discounting program, with improved internal collaboration

## 4 Improve processing time



Efficiently use working capital with early-payment discounts because of shortened processing time

# Key business drivers for achieving excellence in AP



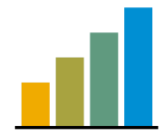
1. **Insight** – Financial and operational



2. **Collaboration** – Share common information



3. **Automation** – Reduce manual processes



4. **Control** – Exception-based management



5. **IT Simplification** – One platform

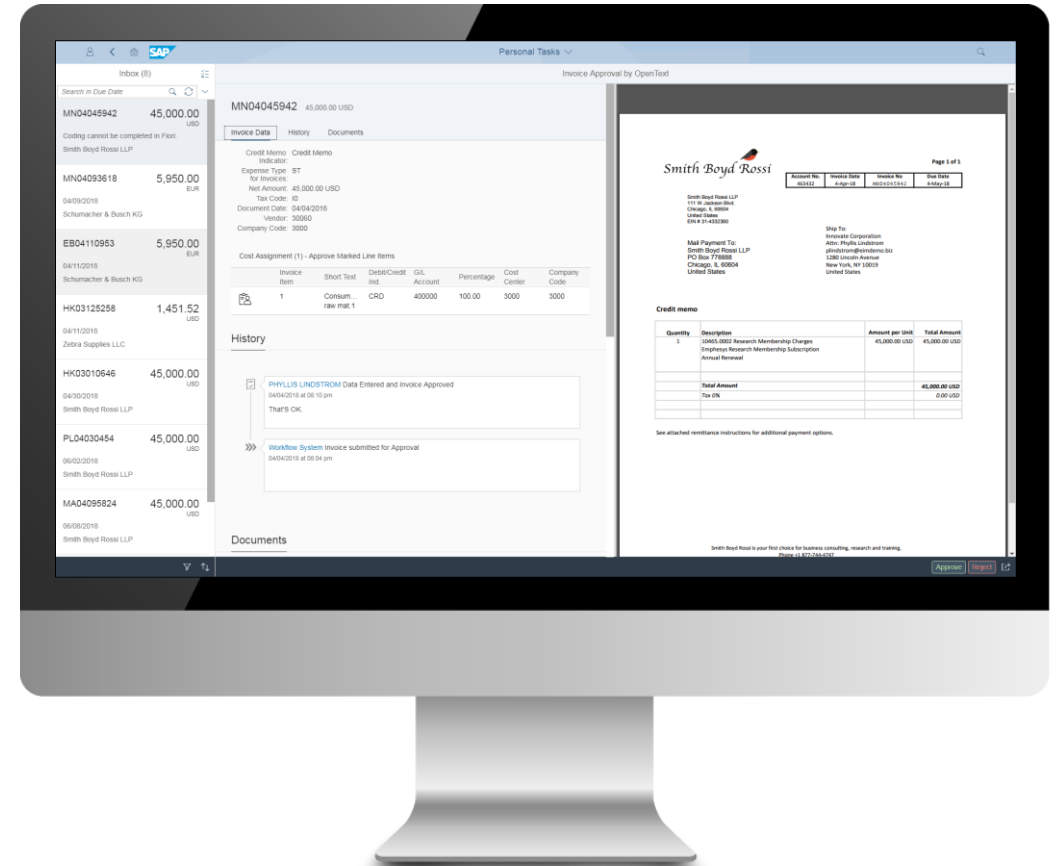
# SAP Invoice Management

## Capabilities

- End-to-end invoice data visibility helps streamline regulatory compliance
- Automated invoice management helps replace error-prone manual processes
- Helps the organization handle high-volume activities, and reduces the cost per invoice
- Enables optimal payment scheduling

## Benefits

- Automatically routes invoices to the right person for resolution, approval, and payment
- Stakeholders can quickly access appropriate invoice information
- Transforms invoice management to a people-driven business

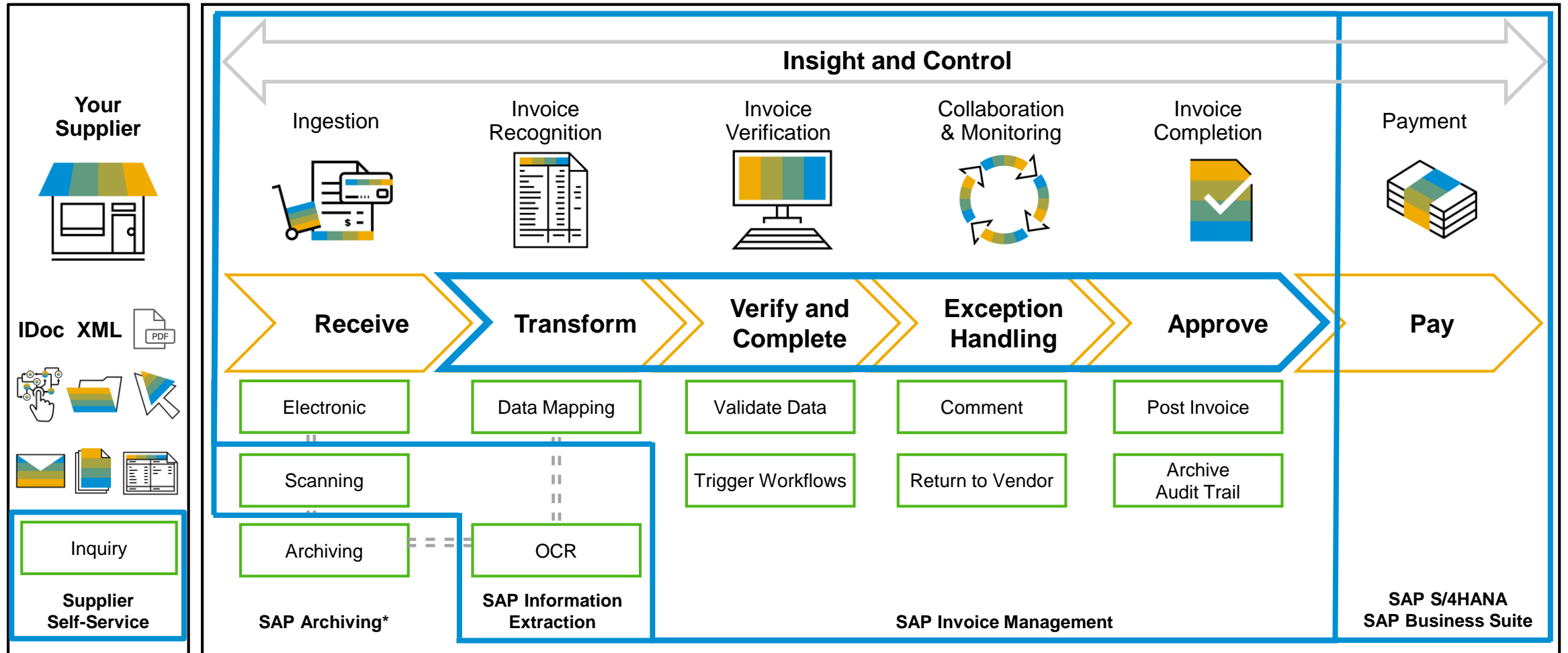


**20-50%** Lower cost per invoice reconciled\*

\*SAP Benchmark

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# Digital, integrated, and automated invoice processing

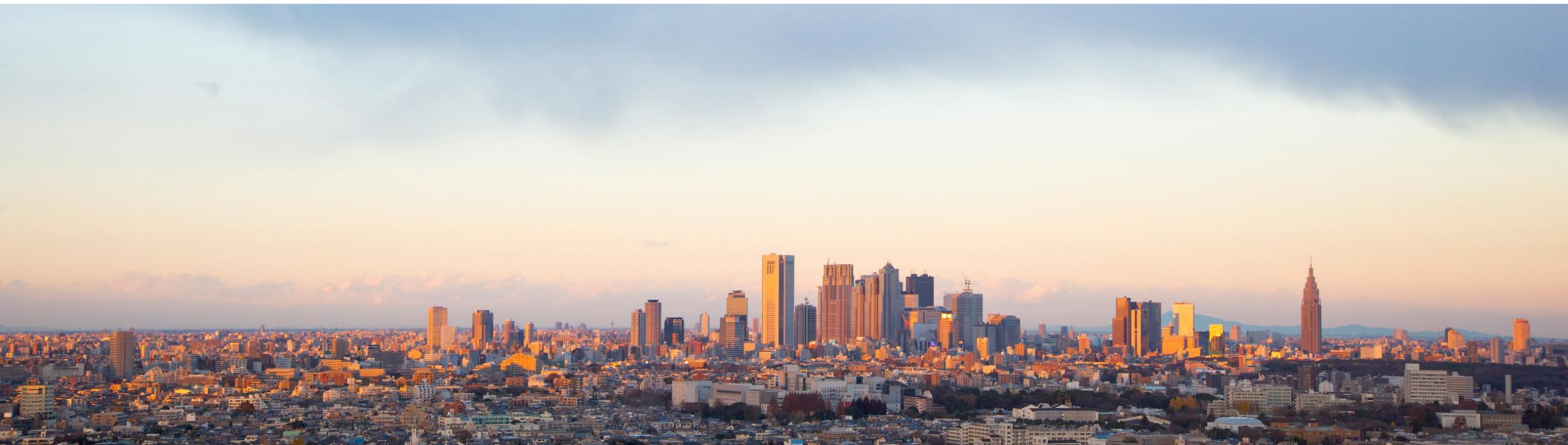


\* or another SAP ArchiveLink-certified repository

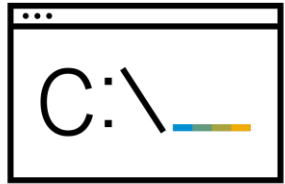
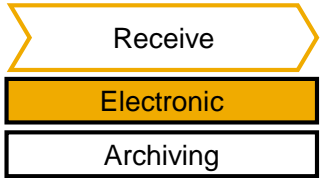


# SAP Invoice Management

Ingestion and recognition





# Receive invoices via e-mail, upload, or download




 No invoices lost in private mailboxes

 Simple way to forward to AP

 No complex supplier on-boarding

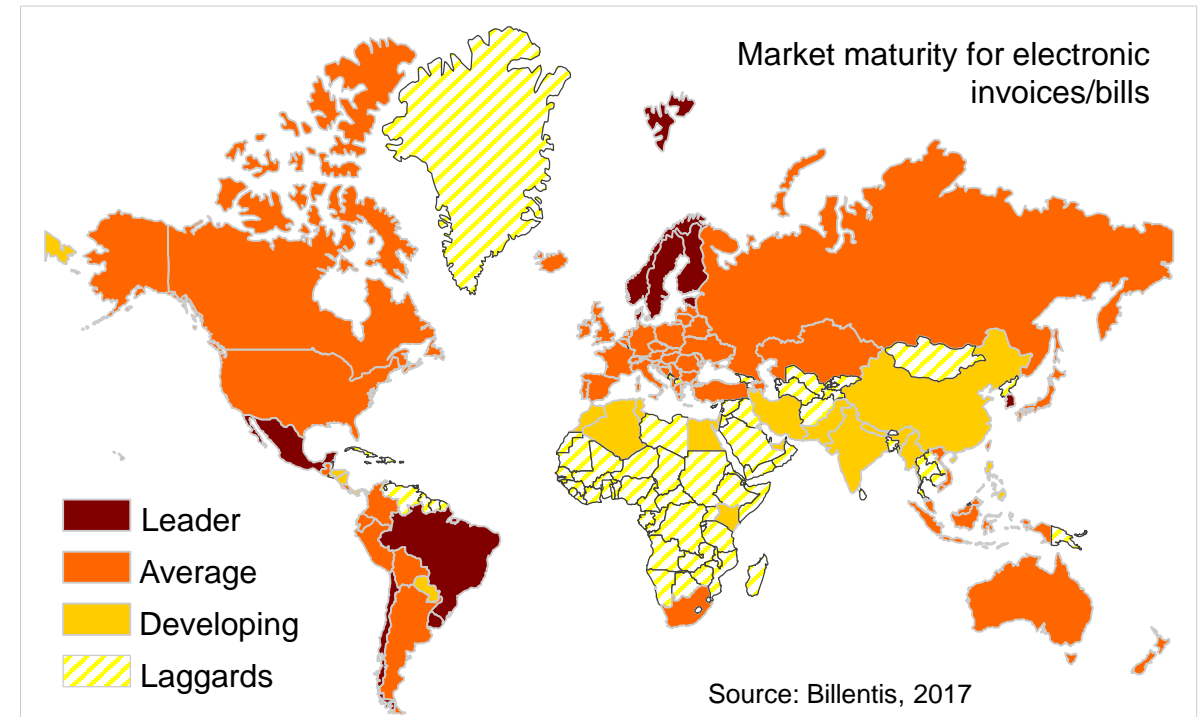
 Simple solution for any supplier

 No need to print

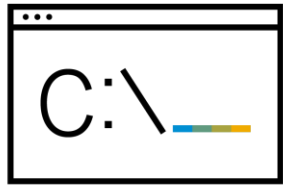
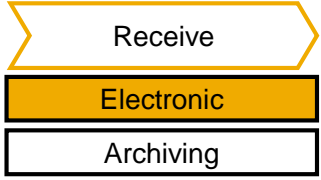
 Simple collaboration with suppliers

## Global e-invoicing mandates drive adoption

### XML is the standard for e-invoicing



# Simplify your EDI



SAP Process Orchestration



No "error" IDocs



Simple mapping



No IT expertise required



Simple integration



No delays, no lost discounts



Simple collaboration

1) Prevent IDoc errors

2) Preconfigured rules validate data

3) Exceptions appear in the same inbox for all input channels

4) The system creates an image from IDoc data

opentext | Vendor Invoice Management for SAP® Solutions

Process Options for AP Processor

Change Doc Type	Change Document Type
Apply Rules	Apply Business Rules
Return to Vendor	Return to Vendor
Refer for Info	Refer for Information
Refer	Refer to PO Invoice Buyer
Refer	Refer to Receiver

Basic Data

Bank Name	VOLKSBANK WIESELACH	IBAN/CHKPT	M03080000000000000000
Bank Number	4752200		
Bank Account	87992		
Vendor VAT Number	DE243331312		
Vendor Tax Number			

Copy of Invoice

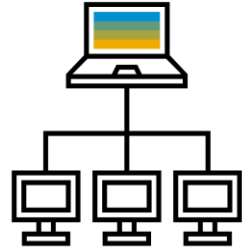
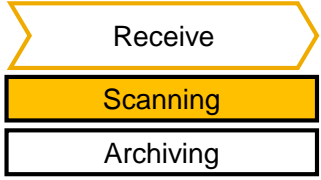
Vendor: BROTCHER GMBH WALKER LA  
 MALNESH LAUDITZBACH 189 40441  
 FINGERPRINT DR WALKER  
 DE




Invoice Reference: M030801632 Document Date: 16.04.2018  
 Supply Date: 16.04.2018




Basic Data

Doc...	M...	Purchasing...	Item	Material	Description
1		4500001122	10	R-9000	FINGERPRINT SCANNER PRO SENSE X-I

# Eliminate paper as early as possible



-  No invoices lost
-  No copies, no internal mails
-  No delays, no lost discounts

-  Instant access from everywhere
-  Simple collaboration
-  Single and secure source of the truth

The screenshot shows the mercateo web application. The main window displays a list of documents with columns for Doc No., Page, and Group. A detailed view of a document is shown on the right, including a table of items and a summary section.

Pos.	Artikel Nr.	Bezeichnung	Menge	Einheit	Total	Maßf.
10	80540287724	M&S, Buchreihe, 16,00 (20,00) (P), schwarz	2	Stück	1,79	3,98 19,9%
20	93435-773041023	Super Medium Notebook CONCEPTUM- ca.	10	Stück	8,54	85,40 19,9%
30	93840-90032	Stift 0,5mm Schwarz CONCEPTUM- ca.	4	Einheit	3,96	15,84 19,9%
40	93746-0703959	Stift 0,5mm Schwarz CONCEPTUM- ca.	2	Stück	9,26	18,52 19,9%
70		Vermerk - ALSO Deutschland GmbH				4,90 19,9%
80		Vermerk - ALSO Deutschland GmbH				2,10 19,9%
System Positionen					129,84	
Servicegebühr					2,52	
Netto Rechnungssumme					132,16	
Mehrwert			19,0 %		25,11	
Gesamtbetrag					157,27	

- Directly connected to scanner
- Sophisticated document separation and grouping
- Powerful image processing
- Archiving and process triggering with one click

# OCR simplifies navigation and data entry

Transform

OCR

The screenshot displays the SAP Vendor Invoice Management interface. The left pane shows the 'Basic Data' tab with fields for Vendor Data, Recipient Data, and Invoice Data. The right pane shows the scanned invoice image. Two callouts highlight key features:

- The viewer navigates to the right location:** A yellow box highlights the 'Invoice Number' field in the invoice image, which is 'MN04162858'. This number is also entered in the 'Reference Number' field in the SAP interface.
- Users simply click to enter data:** A yellow box highlights the 'Invoice Number' field in the invoice image, indicating that users can click directly on the scanned text to enter it into the system.

**Vendor Data:**

Vendor Number	32110	Display Vendor	Part. Bank Type	0001			
Vendor Name	C.E.B. UK		Bank name	CitiBank			
Name 2			Bank Account	7678686			
IBAN	GB35CIT118500807678686		Bank number	185008	Display Bank		
SWIFT code	CITIIB2L		Reference				
Street / House No	3 Johnson Road		Country / Region	GB			
Postl Code / City	EC1V OBN London		PO Box			Group	BLACK

**Recipient Data:**

Company Code	2100	Innovate UK	Country / Region	GB
Street / House No	Dashwood House		Country / Region	GB
Postl Code / City	EC2M 1QS London		PO Box	

**Invoice Data:**

Trans./event	Invoice	Document Date	04/16/2018
Reference Number	MN04162858	Supply Date	
Auto-Calculate Tax	<input type="checkbox"/>	OO Balance	0.00
Gross Amount	1,292.40	Tax Code	
Tax Amount	215.40	Tax Rate	20.000
Total Tax Amount			

**Invoice Details:**

**C.E.B. UK Ltd.**  
3, Johnson Road  
London, EC1V OBN  
Tel: +44 20189291

**Invoice**

Invoice date: 16/04/2018  
Invoice Number: MN04162858  
Payment Terms: 30 days

**To:** Innovate UK LTD.  
Dashwood House  
London  
EC2M 1QS

**Ship to:**

# OCR simplifies navigation and data entry

Transform

OCR

The screenshot displays the SAP Vendor Invoice Management interface. The main window shows a table of items with columns for Description, Amount, Quantity, O..., Net price, and Delivered. The 'NOTEBOOK WEBCAM' row is highlighted in yellow. Below the table, there are buttons for 'Propose Lines', 'Discard Lines', and 'Goods/service items + planned deliver...'. A detailed view of the selected item is shown on the right, with a table of items and a 'Handling costs' section. The 'NOTEBOOK WEBCAM' row is also highlighted in yellow in this view.

Description	Amount	Quantity	O...	Net price	Deliver
FINGERPRINT SCANNER PRO SENSE X-I	69.00	2	PC	34.50	
<b>NOTEBOOK WEBCAM</b>	<b>600.00</b>	<b>5</b>	<b>PC</b>	<b>120.00</b>	
TOUCHSCREEN DISPLAY (MULTI TOUCH)	408.00	8	PC	51.00	

Quantity	Description	Unit	Unit Price
2	Fingerprint Scanner Pro Sense X-I	PC	£34.50
<b>5</b>	<b>Notebook WebCam</b>	<b>PC</b>	<b>£120.00</b>
8	Touchscreen Display (Multi Touch)	PC	£51.00

The viewer navigates to the right location

Users simply click to enter data

# Alternatively users validate invoices in a specialized desktop application

ICC\_United Kingdom - Business Center Capture

Application

Open (O) Submit Cancel Add row above Delete all rows Fit to window Zoom in Zoom out Layout: Vertical  
 Vendors Submit+Open Reject Add row below Delete row Fit to width Rotate left Rotate right Columns: 2  
 Look-up for training Validation Append row TAC Fit to height Previous Next Field names: In front View

# C.E.B. UK

Vendor Number: 0000032110 Company Code: 2100  
 C.E.B. UK Innovate UK LTD.  
 3 Johnson Road 117 Stratton Street  
 EC1V 0BN London W13BLT London

Vendor VAT Number: GB591819014 Requester Email:  
 Vendor Tax Number: Reference Number: MN04162858

Document Date: 16. Apr 2018 Supply Date:  
 PO Number: 4507900873 Net Amount: 1,077.00  
 Gross Amount: 1,292.40 Tax Rate: 20  
 VAT Amount: 215.40 Currency: GBP  
 Credit Memo: PO Number List: 4507900873  
 Down Payment:

Invoice Items

PO Line No	PO No	Deliv. Note No	Order Unit	Quantity	Unit Price	Tax Amount	Tax Rate	Amount	Debit/Credit	Qualifier
			PC	2,000	34.5000			69.00	Debit	
Fingerprint Scanner Pro Sense X-1										
			PC	5,000	120.0000			600.00	Debit	
Notebook WebCam										
			PC	8,000	51.0000			408.00	Debit	
Touchscreen Display (Multi Touch)										
					0.0000			0.00	Debit	Additor
					0.0000			0.00	Debit	Freight

Handling costs: 0.00  
 Freight expenses: 0.00

Net: £1,077.00  
 VAT 20 %: £215.40  
**Total: £1,292.40**

To: Innovate UK LTD.  
 Dashwood House  
 London  
 EC2M 1QS

Ship to: Innovate UK LTD.  
 Dashwood House  
 London  
 EC2M 1QS

C.E.B. UK Ltd.  
 3 Johnson Road  
 London EC1V 0BN  
 Tel: +44 20189291

Invoice  
 Invoice date: 16/04/2018  
 Invoice Number: MN04162858  
 Payment Terms: 30 days  
 Due Date: 16/05/2018  
 Currency: GBP  
 PO No.: 4507900873

Quantity Description Unit Unit Price Amount  
 2 Fingerprint Scanner Pro Sense X-1 PC £34.50 £69.00  
 5 Notebook WebCam PC £120.00 £600.00  
 8 Touchscreen Display (Multi Touch) PC £51.00 £408.00

Bank: Royal Bank of Scotland Plc IBAN: GB35CITI18500807678686 VAT Reg. No.: GB591819014  
 Email: http://info@ceb-online.uk

Submit+Open Document number: 00000001454

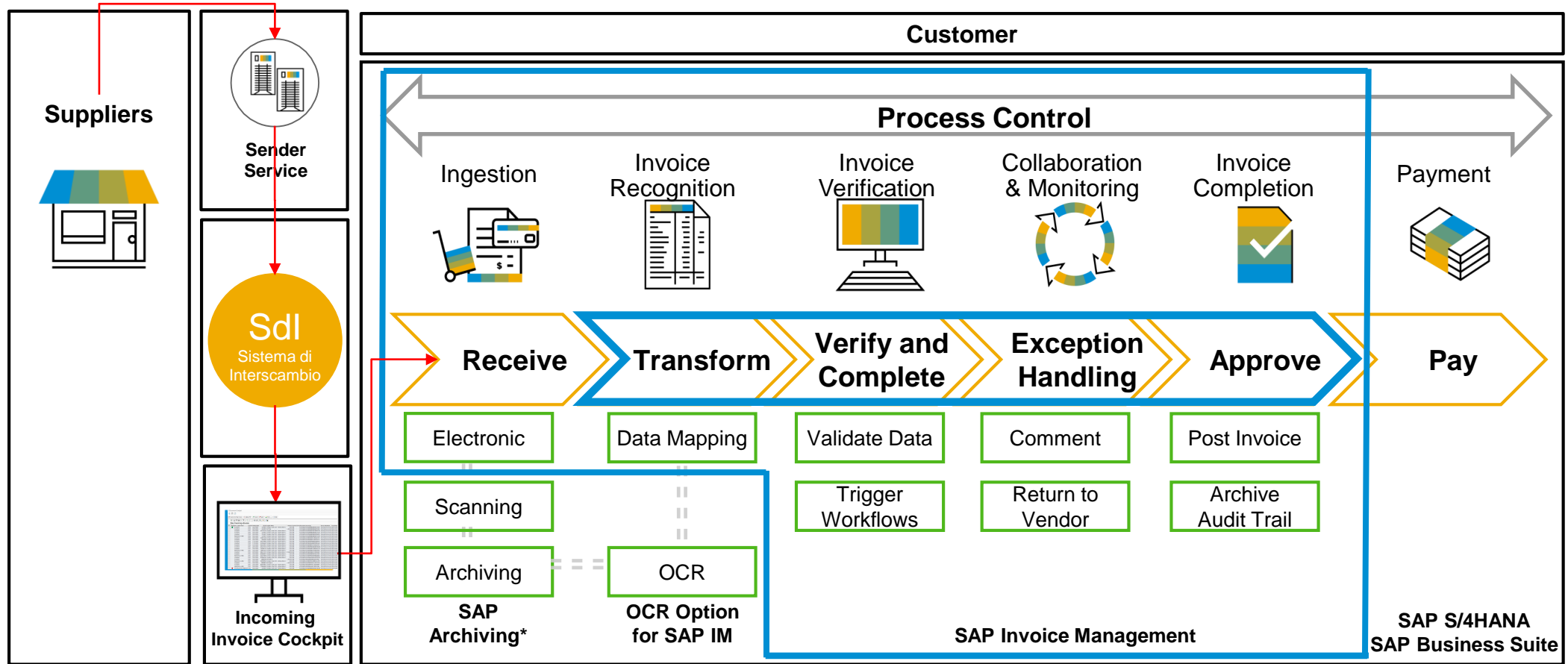
# **SAP Invoice Management**

**Italy e-Invoicing - Incoming**

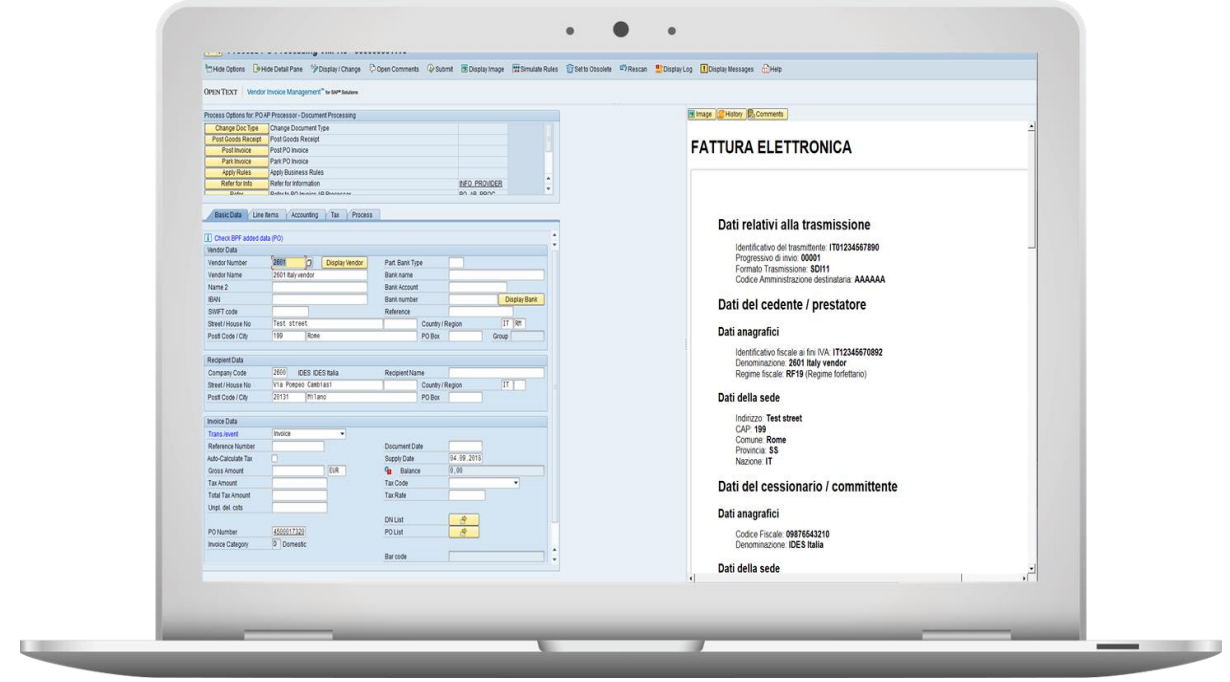
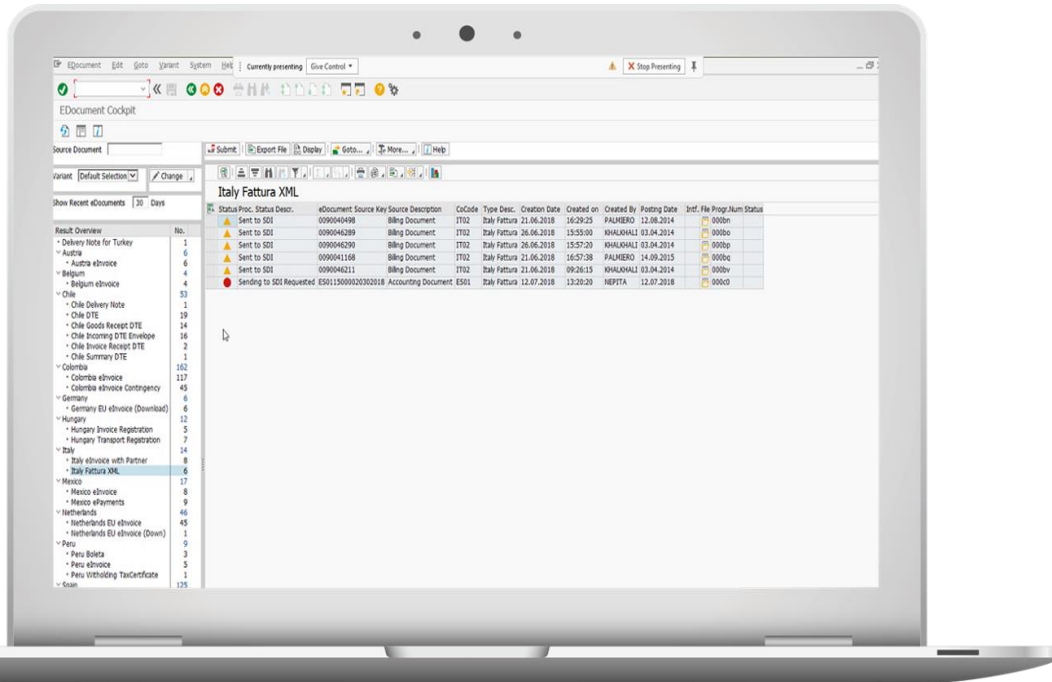




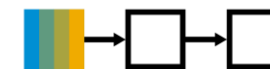
# SAP Invoice Management: Digital, integrated, and automated invoice processing



# Inbound Invoice Processing via SAP Invoice Management



End to end process for our Customers



# SAP Invoice Management

Verification and Exception Handling



# Efficient collaboration

## Personal, team and global inbox

Exception Handling

Comment

Return-to-vendor

The screenshot displays the SAP Vendor Invoice Management interface. At the top, there's a menu bar with 'Edit', 'Settings', 'System', and 'Help'. Below it, the title bar reads 'VIM Workplace - Personal View'. The main header area includes 'opentext Vendor Invoice Management for SAP Solutions' and navigation tabs for 'My Inbox', 'My Pending', and 'My Completed'. A 'Selection Criteria' section shows 'Restrict To' set to 'Overdue'. The main area is a table titled 'My Inbox (248 Hits) - Selection Active' with columns for Proc.S., Bulk Action, Doc. Id, Doc., Res., Ina., Co., CoCode, DocumentNo, Year, Vendor, Name 1, Reference, Crcy, Gross Amnt, Doc.Date, and Exception Reason. The table lists various invoices with their respective details and exception reasons. On the right side, there are panels for 'Process History' and 'Approval History'.

Invoice exceptions are automatically prioritized

Apply the same action to multiple items

Access details without opening

Personal workplace and team inbox

Advanced process control:  
Recall approvals, restart processing

Scan and track invoices from one screen

# SAP Invoice Management includes an extensive set of pre-configured rules

Invalid Vendor (NPO)

Invalid Currency (NPO)

Invalid Requestor ID (NPO)

Suspected Duplicate (NPO)

Non-PO Credit Memo Processing

Derivation Rule - Non-PO Expense Type

Invalid Vendor VAT Number (NPO)

Incomplete Credit Memo (NPO)

Vendor Address Mismatch (NPO)

Missing Invoice Date (NPO)

Invalid Tax Info (NPO)

Invalid Recipient VAT Number (NPO)

ISR Number Mismatch (NPO)

Payment Terms Mismatch (NPO)

Missing Date of Supply (NPO)

Invalid Siret Number (NPO) (France)

Invalid Company Address (NPO)

Vendor Invoice Reference Missing (NPO)

Payment Method Mismatch (NPO)

Determine Expense Type

Missing/Invalid Tax Exempt Text (NPO)

Missing Import Special Text (NPO)

Missing Item Description (NPO)

Missing Mandatory Information (NPO)

Missing/Invalid Triangulation Text (NPO)

Invalid Sales Tax For The Region (NPO)

Non PO Approval Required (NPO)

Vendor Audit Required (NPO)

Tax Audit Required (NPO)

Validate Bank Details (NPO)

Validate Accounting Data (NPO)

Invalid Payment Reference (NPO)

Missing Invoice Code (NPO)

Invalid Invoice Code Format (NPO)

Invalid Characters in Secret Code (NPO)

Invoice Older than Allowed (NPO)

Invalid Vendor Invoice Number (NPO)

Invalid Common Ordinary Invoice (VAT Exists)

Check Hand Written (NPO)

Verification Required (NPO)

Invalid/Missing Vendor ABN Number (NPO)

Invalid/Missing Recipient ABN Number (NPO)

Missing Vendor Name (NPO)

Missing Recipient Name (NPO)

Invalid Tax Description (NPO)

Missing Vendor PAN Number (NPO)

Mismatch Vendor PAN Number (NPO)

Missing Vendor STC Number (NPO)

Mismatch Vendor STC Number (NPO)

Missing Vendor CST Number (NPO)

Mismatch Vendor CST Number (NPO)

Missing Vendor TIN/TOT Number (NPO)

Mismatch Vendor TIN/TOT Number (NPO)

Missing Vendor LST Number (NPO)

Mismatch Vendor LST Number (NPO)

Check BPF Added Data (NPO)

## Rules cover country specifics

Missing/Invalid GST Partner (NPO)

## You select the relevant business rules

Missing Company Code (NPO)

## It is simple to add rules

# SAP Invoice Management includes an extensive set of pre-configured rules

Invalid PO Number (PO)

Invalid Vendor (PO)

Invalid UOM (PO)

Invalid Currency (PO)

Suspected Duplicate (PO)

PO Not Released or Incomplete

Unable to Match PO Lines (PO)

Manual Check Needed / Missing Data for Indexing Lines (PO)

Unable to Determine PO Line Number (PO)

Manual Check Needed for Indexing Lines (PO)

Invalid PO Item Number (PO)

Invalid Vendor VAT Number (PO)

Incomplete Credit Memo (PO)

Vendor Address Mismatch (PO)

Missing Item Quantity (PO)

Missing Item Unit Price (PO)

Missing Invoice Date (PO)

Invalid Tax Info (PO)

Missing Date of Supply (PO)

ISR Number Mismatch (PO)

Invalid Recipient VAT Number (PO)

Payment Terms Mismatch (PO)

Invalid Siret Number (PO) (France)

Invalid Company Address (PO)

Vendor Invoice Reference Missing (PO)

Payment Method Mismatch (PO)

Missing/Invalid Tax Exempt Text (PO)

Missing Import Special Text (PO)

Missing Item Description (PO)

Missing Mandatory Information (PO)

Missing/Invalid Triangulation Text (PO)

Invalid Sales Tax for the Region (PO)

Vendor Audit Required (PO)

Vendor Maintenance (PO)

Vendor Mismatch (PO)

Service Entry Required (PO)

Currency Mismatch (PO)

Unit of Measure Mismatch (PO)

Approval Required (PO)

Freight on Invoice (PO)

Tax Audit Required (PO)

Invalid Requisitioner (PO)

PO Credit Memo Processing (PO)

Company Code Mismatch (PO)

Confirmation Required from SRM (PO)

Invalid Payment Reference (PO)

Missing Invoice Code (PO)

Invalid Invoice Code Format (PO)

Invalid Characters in Secret Code (PO)

Invoice Older than Allowed (PO)

Invalid Vendor Invoice Number (PO)

Invalid Common Ordinary Invoice (VAT Exists)

Check Hand Written (PO)

Verification Required (PO)

Validate Bank Details (PO)

Invalid/Missing Vendor ABN Number (PO)

Invalid/Missing Recipient ABN Number

Missing Vendor Name (PO)

Missing Recipient Name (PO)

Invalid Tax Description (PO)

GR Not Done - Simple Check

Missing Vendor ECC Number (PO)

Mismatch Vendor ECC Number (PO)

Missing Vendor CST Number (PO)

Mismatch Vendor CST Number (PO)

Missing Vendor TIN/TOT Number

Mismatch Vendor TIN/TOT Number (PO)

Missing Vendor LST Number (PO)

Mismatch Vendor LST Number (PO)

Missing Vendor PAN Number (PO)

Mismatch Vendor PAN Number (PO)

Missing Vendor STC Number (PO)

Mismatch Vendor STC Number (PO)

Wait for GR - Simple Check (PO)

Wait for GR - Enhanced Check (PO)

Service Entry Required (PO) - Enhanced Check

Brazil - Missing NF Data (PO)

Brazil - Missing NF Customizing (PO)

Brazil - NF Validation Check Failed (PO)

Brazil - Wait for GR - Simple Check (PO)

Brazil - Wait for GR - Enhanced Check

Russia - Wait for TORG-12/ACT - Simple Check

Russia - Wait for TORG-12/ACT - Enhanced Check (PO)

Russia - Original Invoice Mismatch (PO)

Invalid Withholding Tax Code / Type (PO)

Withholding Tax Base Amount Bigger than Total Net Amount (PO)

Check BPF Added Data (PO)

Tolerance Exceeded (PO)

Missing VAT Data (PO)

Missing/Invalid GST Partner (PO)

Missing/Invalid GST Partner (PO)

Quantity/Price Mismatch (PO)

Quantity/Price Mismatch (PO)

It is simple to add rules

Check Vendor/Company Address (PO/NPO)

Rules cover country specifics

You select the relevant business rules

# Easy to understand processes run as automatically as appropriate

Verify & Complete

Trigger workflows

## SAP IM 16.3 PO Invoice Exception: Blocked Invoice for Quantity Discrepancies (IE2) Page 2

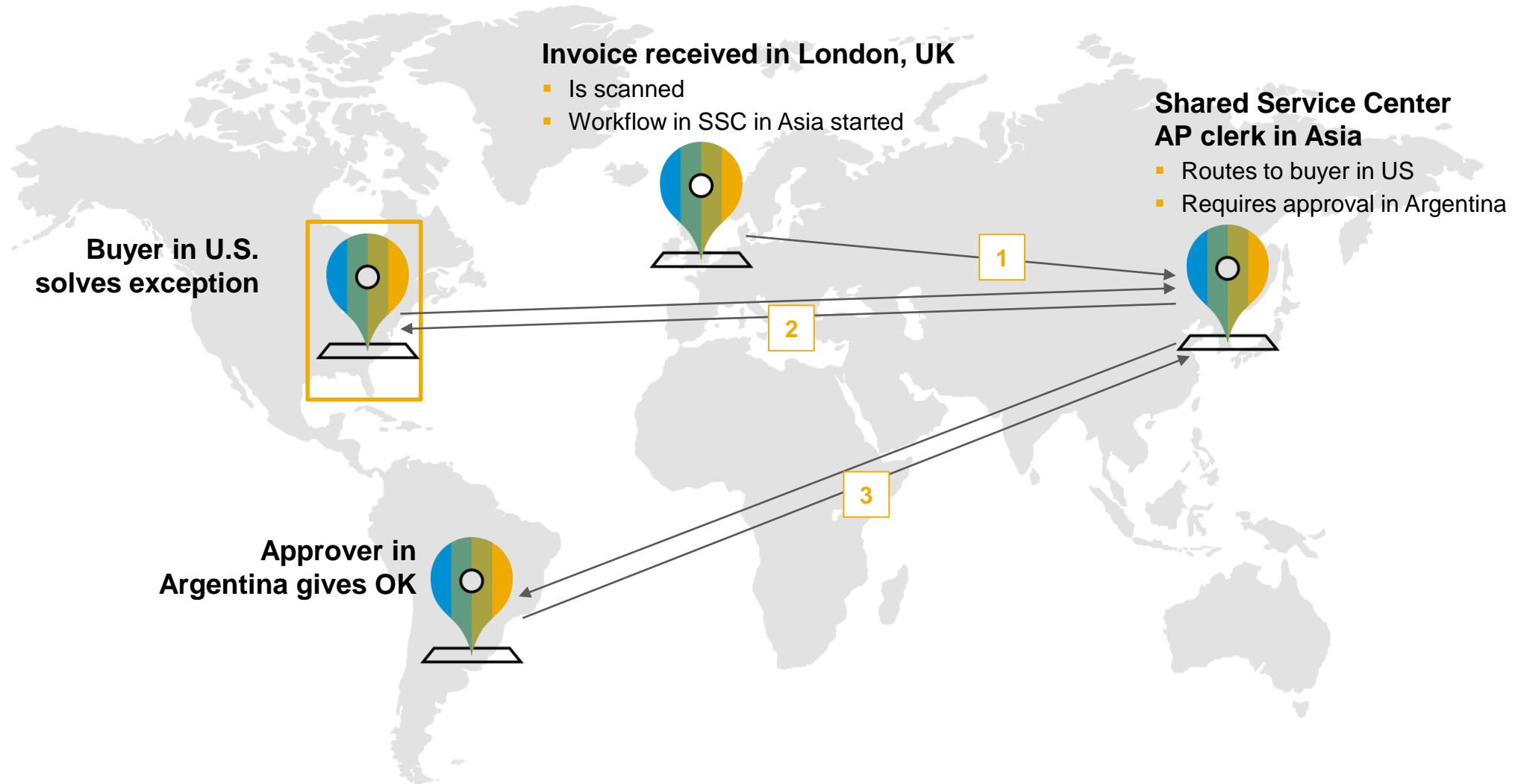
Receiver	<p>1) Last Person to Receive Goods for PO 2) Default User</p> <p style="text-align: center;">B</p>	<table border="1" style="margin-top: 10px;"> <caption>Process Options For Receiver</caption> <thead> <tr> <th>Option</th> <th>Description</th> </tr> </thead> <tbody> <tr style="background-color: yellow;"> <td>Post GR</td> <td>Post Goods Receipt</td> </tr> <tr style="background-color: yellow;"> <td>Reverse GR</td> <td>Reverse Goods Receipt</td> </tr> <tr> <td>Authorize</td> <td>Cancel Invoice</td> </tr> <tr> <td>Authorize</td> <td>Short Pay</td> </tr> <tr> <td>Authorize</td> <td>Pay as invoiced</td> </tr> <tr> <td>Refer</td> <td>Refer to Info Provider</td> </tr> <tr> <td>Refer</td> <td>Refer to PO Invoice AP Processor</td> </tr> <tr> <td>Refer</td> <td>Refer to PO Invoice Buyer</td> </tr> <tr> <td>Refer</td> <td>Refer to PO Invoice Receiver</td> </tr> </tbody> </table>	Option	Description	Post GR	Post Goods Receipt	Reverse GR	Reverse Goods Receipt	Authorize	Cancel Invoice	Authorize	Short Pay	Authorize	Pay as invoiced	Refer	Refer to Info Provider	Refer	Refer to PO Invoice AP Processor	Refer	Refer to PO Invoice Buyer	Refer	Refer to PO Invoice Receiver
Option	Description																					
Post GR	Post Goods Receipt																					
Reverse GR	Reverse Goods Receipt																					
Authorize	Cancel Invoice																					
Authorize	Short Pay																					
Authorize	Pay as invoiced																					
Refer	Refer to Info Provider																					
Refer	Refer to PO Invoice AP Processor																					
Refer	Refer to PO Invoice Buyer																					
Refer	Refer to PO Invoice Receiver																					
Requisitioner	<p>1) P.Req. user on first PO Line 2) Default User</p> <p style="text-align: center;">C</p>	<p style="text-align: center; background-color: yellow; padding: 5px;"><b>Users are guided to the right actions at the right time</b></p> <p style="text-align: center; background-color: yellow; padding: 5px;"><b>Exceptions are resolved with minimal clicks</b></p>																				

# Support large and/or distributed organizations with transparent routing

Exception Handling

Comment

Return-to-vendor





# Simple access to “all” supporting documents

Exception Handling

Comment

Return-to-vendor

Process Options for: AP Processor

Change Doc Type	Change Document Type
Apply Rules	Apply Business Rules
Return to Vendor	Return to Vendor
Refer for Info	Refer for Information
Refer	Refer to PO Invoice Buyer
Refer	Refer to Receiver

Invalid PO Number (PO)

Vendor Data

Vendor Number	90020	Display Vendor	Part. Bank Type	0001
Vendor Name	Atlanta Electronics Supply, Inc.		Bank name	UNION BANK OF CALIFORNIA, N.A.(F...
Name 2			Bank Account	3292382
IBAN			Bank number	BOFCUS33POR
SWIFT code	BOFCUS33POR	Reference		
Street / House No	6558 Rowell Road	Country / Region	US GA	
Postl Code / City	30328 Atlanta	PO Box	Group	

Recipient Data

Company Code	3000	Innovate Corp. US	Country / Region	DE
Street / House No	1230 Lincoln Avenue	Country / Region	DE	
Postl Code / City	10019 New York	PO Box		

Invoice Data

Trans./event	Invoice		
Reference Number	MI-18041301	Document Date	04/13/2018
Auto-Calculate Tax	<input type="checkbox"/>	Balance	0.00
Gross Amount	2,121.12	Tax Code	11 11 (A/P Sales Tax, ta...
Tax Amount	157.12	Tax Rate	8.000
Total Tax Amount			
Unpl. del. csts			
Unpl. del. csts			
Expense Type		DN List	<input type="checkbox"/>
Requester E-mail		PO List	<input type="checkbox"/>
PO Number			
Invoice Category	D Domestic		

OPENTEXT | ECM Suite™

05 - Purchase Orders

Type	Name	Size
	4500001115 - C.E.B. New York Inc.	11 items
	4500001114 - C.E.B. New York Inc.	11 items
	4500001113 - PAQ Deutschland GmbH	11 items
	4500001109 - C.E.B. New York Inc.	11 items
	4500001108 - Superior Tech. Inc.	11 items
	4500001107 - Atlanta Electronics Supply, Inc.	11 items
	4500001106 - C.E.B. New York Inc.	11 items
	4500001104 - Superior Tech. Inc.	11 items
	4500001103 - Superior Tech. Inc.	11 items
	4500001102 - Atlanta Electronics Supply, Inc.	11 items
	4500001101 - Atlanta Electronics Supply, Inc.	11 items
	4500001100 - Superior Tech. Inc.	11 items
	4500001097 - Atlanta Electronics Supply, Inc.	11 items
	4500001098 - Atlanta Electronics Supply, Inc.	11 items
	4500001096 - C.E.B. New York Inc.	11 items

4500001115 - C.E.B. Ne...

Refine by

Content Type

- Folder 5
- Related Business... 5
- Document 1
- Email Folder 1

Document T...

- Images 1
- Office 1

02 - Order Confirmation

03 - Delivery Notes

04 - Complaints

05 - Import & Customs Information

06 - Correspondence

09 - Goods Receipts

Content in the right context

Powerful search

Follows the SAP object model

Automatic creation of workspaces

Business Workspaces for vendor, purchase order, material

# Simple disputes: Return invoices and attach all documents

Exception Handling

Comment

Return-to-vendor

The screenshot displays the SAP Return to Vendor (RTV) process. On the left, the 'Return to Vendor - 00000001202' form is visible, including fields for E-Mail Address, CC Requester, Subject, and Return Reason. A dialog box asks 'Send the RTV Email and obsolete the document?' with 'Yes' and 'No' buttons. Below the form are sections for 'Comment for Vendor' and 'DP Process Comments'. The right side shows an email preview for 'Return of Invoice MN18041741' from Sally Smith to info@icecreammanu.uk. The email body contains a message to the supplier and a warning about People Pane features. Below the email is a preview of the 'Original invoice.PDF' document, which is an invoice from Ice Cream Manufacture. The invoice details include the company name, address, invoice number (MN18041741), date (17/04/2018), and terms.

# Supplier self-service keeps suppliers and internal staff informed

opentext® | Vendor Invoice Management

**SUPPLIER SELF SERVICE**

Supplier Name

Invoice Recipient  
Innovate US

Invoice Number  
MN-18052811

Invoice Date  
May 28, 2018

Invoice Amount  
999

C.E.B. New York Inc. 🔄 In Process

**Invoice Status**

Invoice Number	MN-18052811
Gross Amount	999.00
Currency	USD
Document Date	May 28, 2018
Terms of Payment	Payable immediately Due net

**Payment Details**

No data available

**PO / DN Reference**

PO Number	4500000875
-----------	------------

Powered by opentext®

**Simple and secure user experience**

**Displays exactly what you intend to share**

**Eliminates calls and distractions**

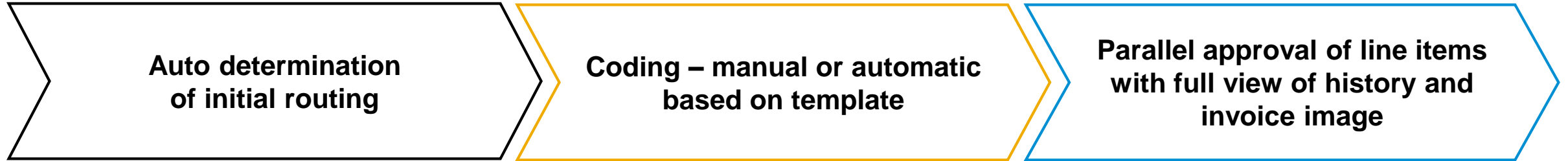
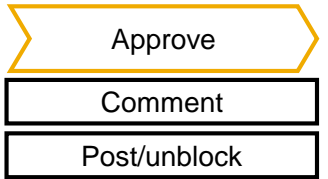
**Improves supplier relationship**

# SAP Invoice Management

Invoice Approval



# Simplify and automate invoice coding and approval



← **Rule-based approval chain and automatic escalation** →

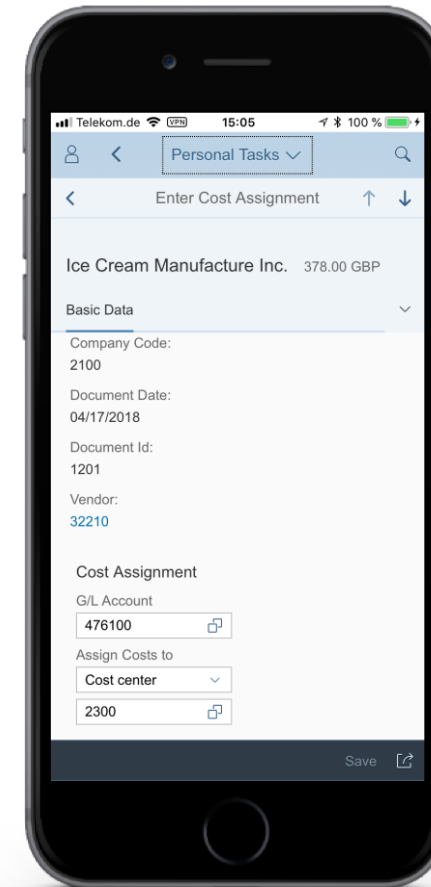
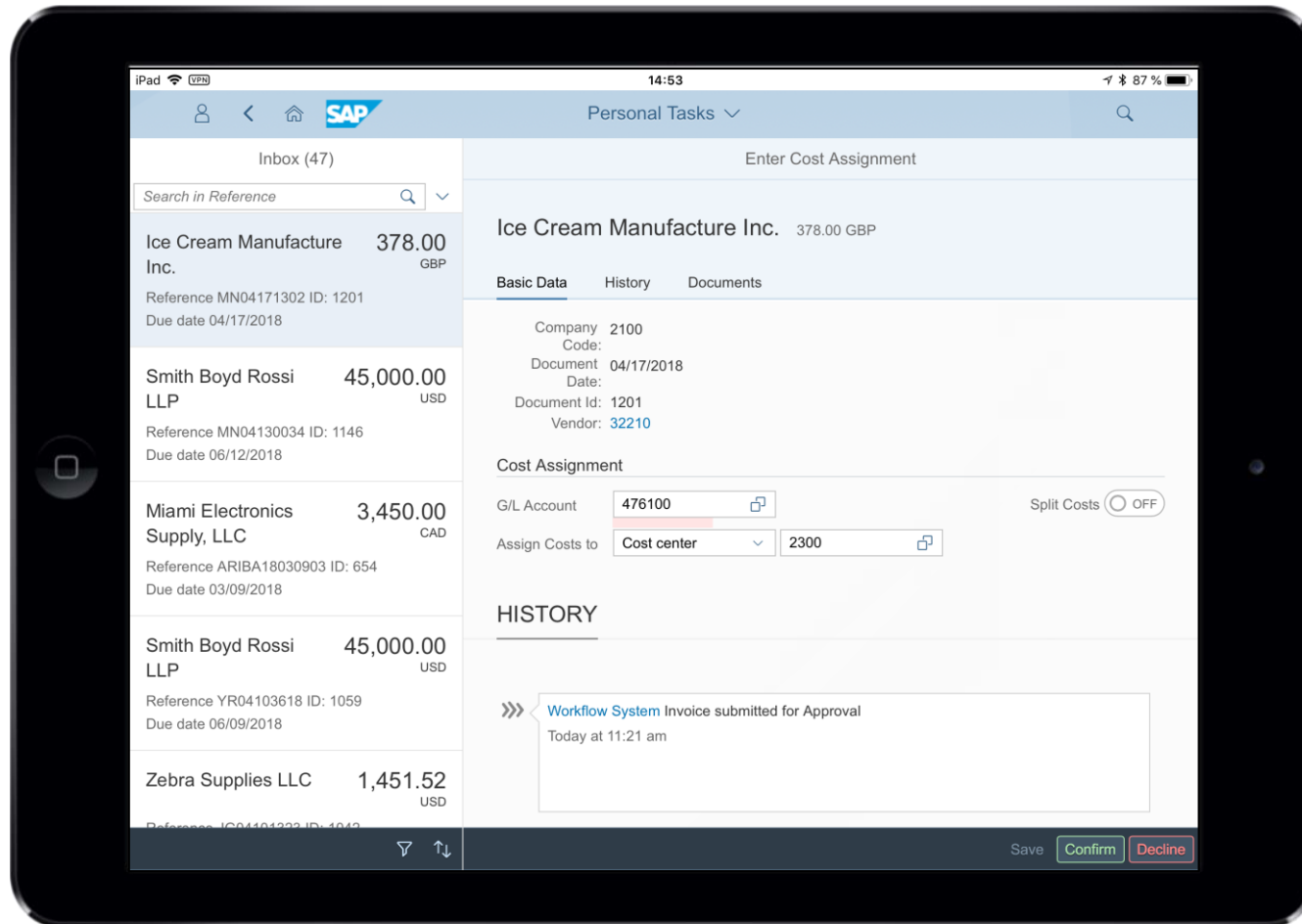
**One logic: many user-specific interfaces**

# One approval logic – always the right user interface

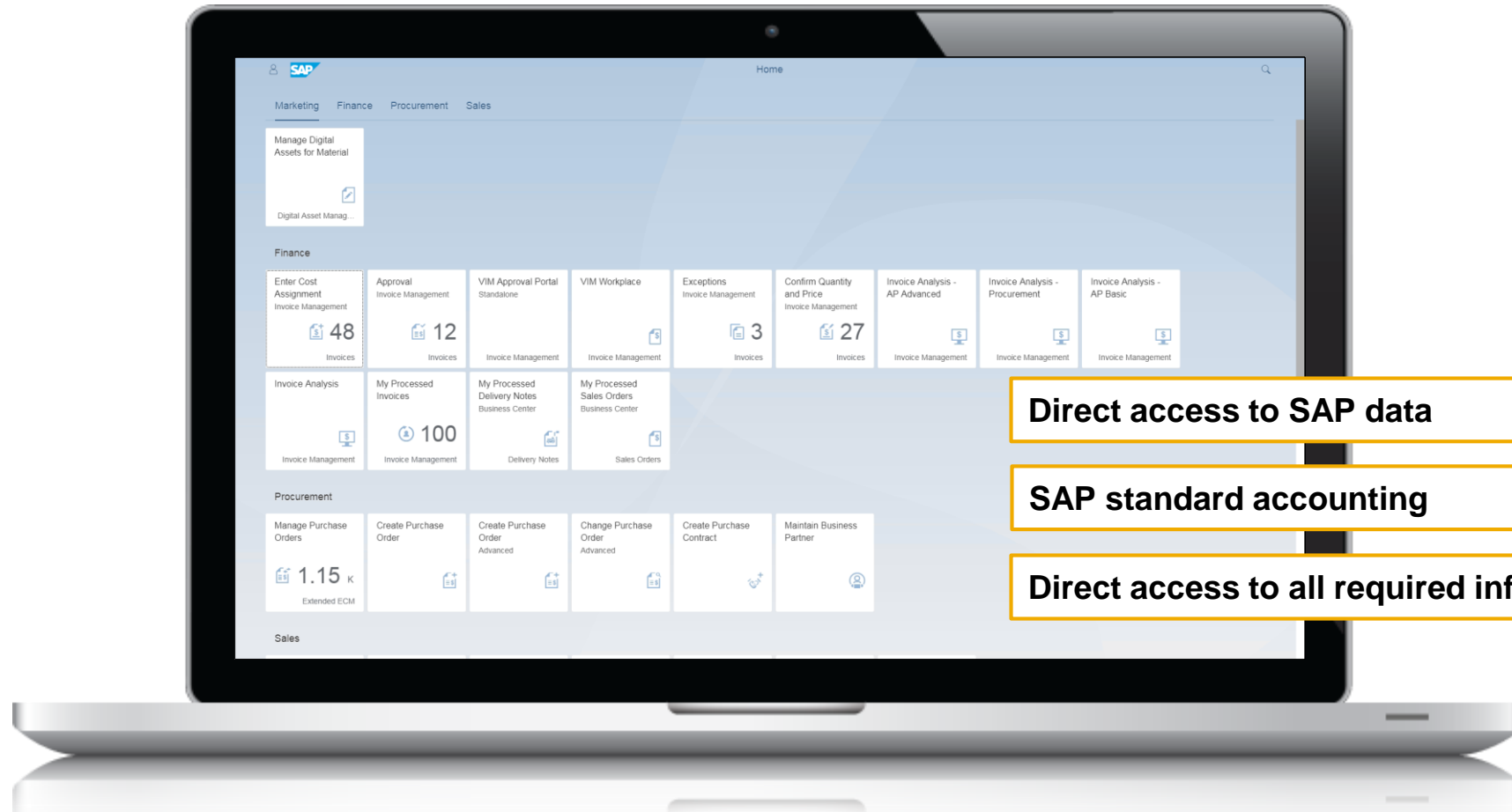
Approve

Comment

Post/unblock



# Entering cost assignment is just simple on all devices



**Direct access to SAP data**

**SAP standard accounting**

**Direct access to all required information**

... or any tablet

Approve

Comment

Post/unblock

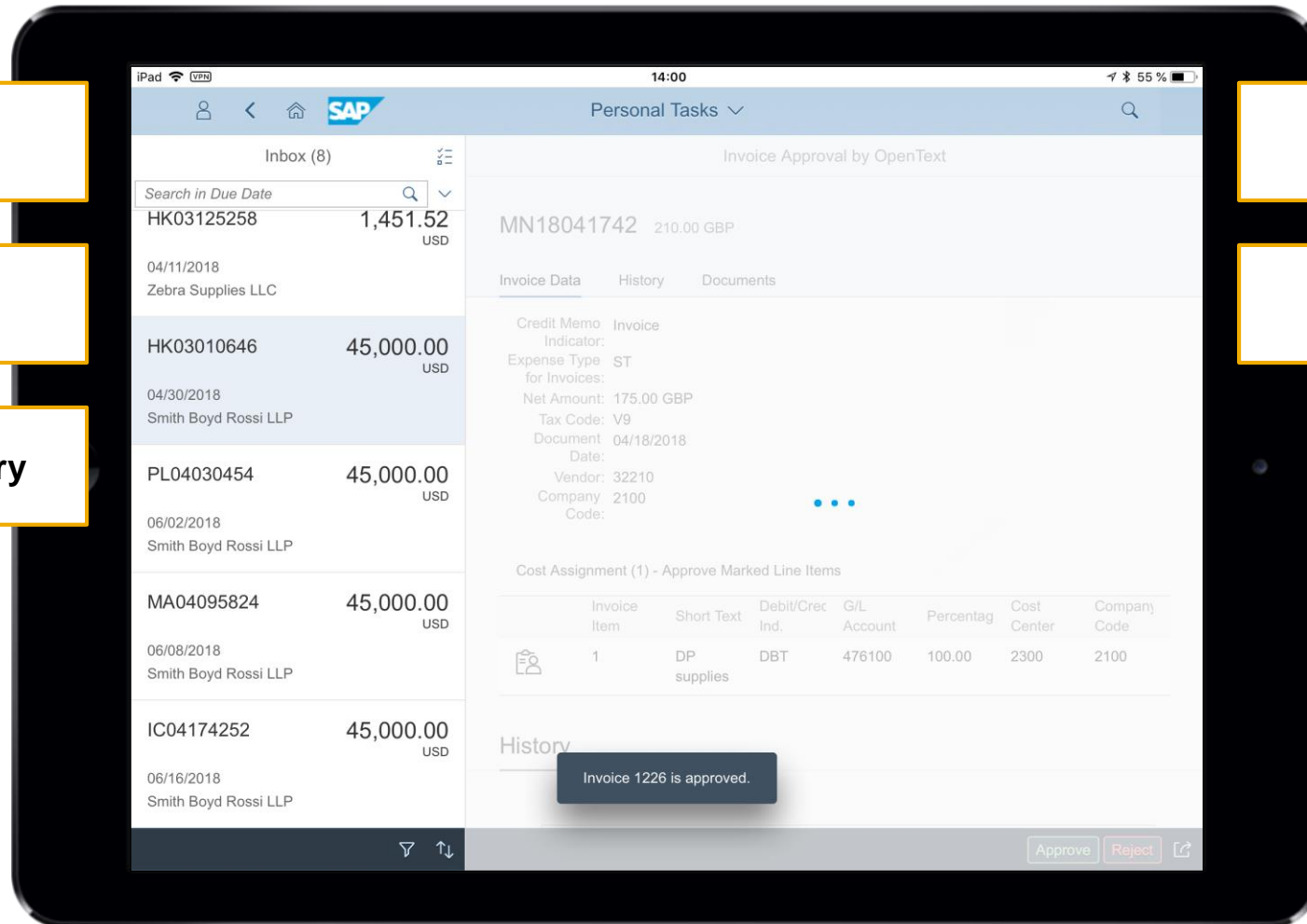
Invoice list

Invoice details

Invoice approval history

Invoice attachments  
and image

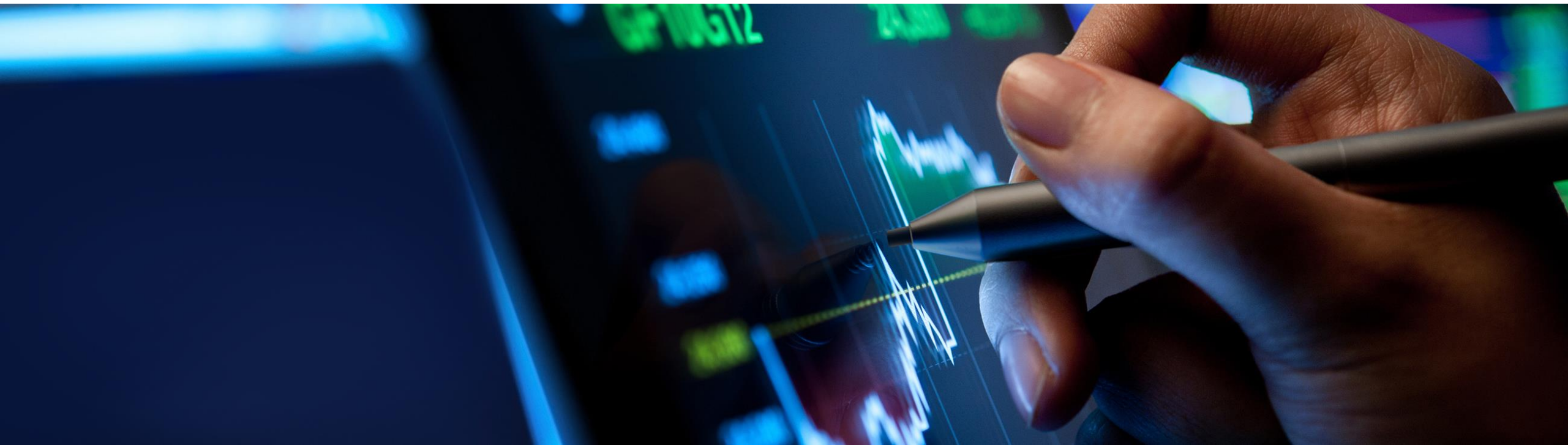
Approve and confirm





# SAP Invoice Management

Analytics and reporting



# Analytics monitor invoice status in real-time

**80+ selection fields**

VIM Analytics

Invoice Data

Document Date to  
 Total Amount to  
 Document Currency to  
 Requisitioner to  
 Bar Code to  
 Transaction/Event

Vendor and Purchasing Data

Vendor 30010 to  
 Reference to  
 Purchasing Document to  
 Purchasing Group to  
 Plant to

Process Data

Document Processing Number to  
 DP Document Type to  
 Company Code 3000 to  
 Invoice Document Number to  
 Accounting Document Number to  
 Fiscal Year to  
 Country Key to  
 Target System to  
 Channel ID to  
 Document Archive User to  
 IDoc number to  
 Tax Code to  
 ATC Status to

Invoices of all Process Types  
 Invoices with DP Process  
 Parked/Blocked Inv., w/o DP  
 Invoices without VIM Process

Invoice Type

Specific Scenario  
 All Invoices  
 Selected Status

Document Priority to  
 Invoice Category to  
 SAP Document Type to

**Simple scenarios**

Specific Scenario  
 Awaiting Approval - Coding is finished  
 Selected Status

Document Priority to  
 Invoice Category to  
 SAP Document Type to

**User-friendly variants**

ABAP: Variant Directory

Variant Catalog for Program /OPT/VIM\_ANALYTICS\_750

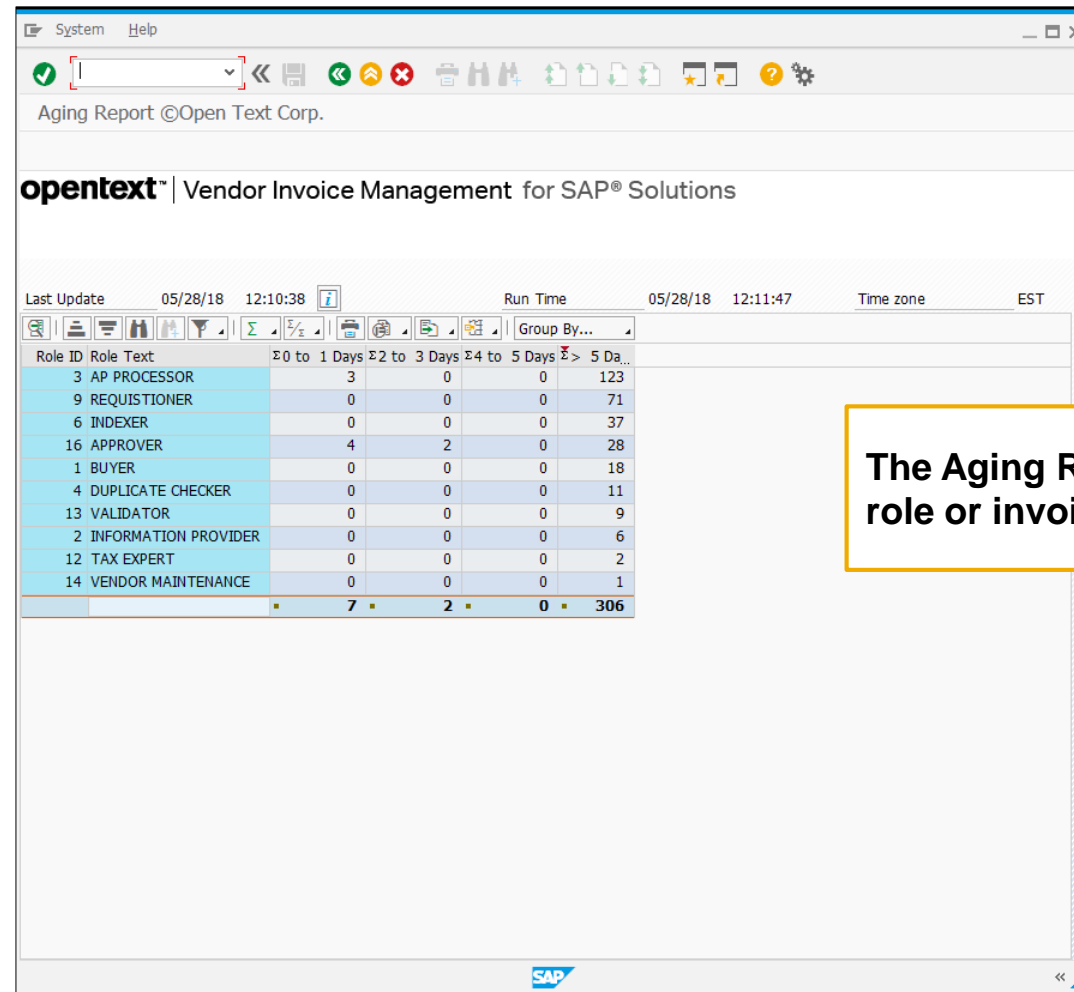
Variant name	Short Description
/OPT/VA2_L01	AP Basic (Level 1)
/OPT/VA2_L02	AP Advanced (Level 2)
/OPT/VA2_L03	Procurement
/OPT/VA2_L04	Monitor
/OPT/VA2_L05	Single Local System
/OPT/VA2_L06	Multi Back End System

# Analytics show invoice details in-place

The screenshot displays the VIM Analytics application interface. The main window shows a table of results with columns for Doc. Id, CoCode, MM Invoice, Acc. Doc., Year, VIM Process Status, Exception Reason, Current Role, Curr.Agent, SAP DocTyp, DP Doc Typ, and Ref. A callout box labeled "100+ result columns" points to the table headers. To the right, there are two panels: "Process History" and "Approval History". A callout box labeled "Immediate access to image, history, comments" points to the icons above these panels. The interface also includes a top menu bar with "Settings", "System", and "Help", and a toolbar with various icons for navigation and actions.

Doc. Id	CoCode	MM Invoice	Acc. Doc.	Year	VIM Process Status	Exception Reason	Current Role	Curr.Agent	SAP DocTyp	DP Doc Typ	Ref
802	3000	5105600556	1900000058	2018	Posted				KR	DEMO_NP_S4	RH
801	3000	5105600555	5100000141	2018	Blocked	Blocked for Payment	BUYER	AWYAITI	RE	DEMO_PO_S4	API
800	3000				Created	Invalid Vendor (PO)	AP_PROCESSOR	SSMITH	RE	DEMO_PO_S4	API
799	3000	5105600554	5100000140	2018	Posted				RE	DEMO_PO_S4	API
798	3000				Indexed	Invalid Requester ID (NPO)	AP_PROCESSOR	SSMITH	KR	DEMO_NP_S4	RH
797	3000				Awaiting Approval - DP	Approval Required (NPO)	APPROVER	PLINDSTROM	KR	DEMO_NP_S4	RH
796	3000	5105600553	5100000139	2018	Posted				RE	DEMO_PO_S4	ARI
795	3000	5105600552	5100000138	2018	Posted				RE	DEMO_PO_S4	ARI
794	3000				Awaiting Approval - DP	Approval Required (NPO)	APPROVER	PLINDSTROM	KR	DEMO_NP_S4	RH
793	3000				Obsolete				KR	DEMO_NP_S4	RH
792	3000				Awaiting Approval - DP	Approval Required (NPO)	APPROVER	PLINDSTROM	KR	DEMO_NP_S4	RH
791	3000				Awaiting Approval - DP	Approval Required (NPO)	APPROVER	PLINDSTROM	KR	DEMO_NP_S4	RH
790	3000				Obsolete				KR	DEMO_NP_S4	RH
789	3000				Awaiting Approval - DP	Approval Required (NPO)	APPROVER	PLINDSTROM	KR	DEMO_NP_S4	RH
788	3000	5105600551	1900000057	2018	Posted				KR	DEMO_NP_S4	RH
787	2100				Extraction Completed					NPO_75	KB3
786	3000				Created	PO Data exists (NPO)	AP_PROCESSOR	SSMITH	KR	DEMO_NP_S4	ARI
785	3000				Created	PO Data exists (NPO)	AP_PROCESSOR	SSMITH	KR	DEMO_NP_S4	ARI
784	3000				Sent for Doc Creation	Process PO Invoice (PO)	AP_PROCESSOR	HKELLER	RE	DEMO_PO_S4	HKI
783	3000	5105600541	5100000137	2018	Posted				RE	DEMO_PO_S4	HKI
782	3000				Awaiting Approval - DP	Approval Required (PO)	APPROVER	PLINDSTROM	RE	DEMO_PO_S4	HKI
781	3000				Created	Invalid PO Number (PO)	AP_PROCESSOR	SSMITH	RE	DEMO_PO_S4	HKI
780	3000	5105600531	5100000136	2018	Posted				RE	DEMO_PO_S4	HKI
779	2100				Indexed	Currency Mismatch (PO)	BUYER	AWYAITI	RE	DEMO_PO_S4	HKI
778	2100	5105600522	5100000014	2018	Blocked	Blocked for Payment	BUYER	AWYAITI	RE	DEMO_PO_S4	HKI
777	2100				Indexed	Quantity/Price Confirmation Required (PO)	REQUISITIONER_A	PLINDSTROM	RE	DEMO_PO_S4	HKI
776	2100	5105600523	5100000015	2018	Blocked	Blocked for Payment	RECEIVER	CHARRIS	RE	DEMO_PO_S4	HKI
775	2100				Awaiting Approval - DP	Approval Required (PO)	APPROVER	PLINDSTROM	RE	DEMO_PO_S4	HKI
774	2100				Indexed	Quantity/Price Confirmation Required (PO)	REQUISITIONER_A	PLINDSTROM	RE	DEMO_PO_S4	HKI
773	2100				Created	Invalid PO Number (PO)	AP_PROCESSOR	SSMITH	RE	DEMO_PO_S4	HKI
772	2100	5105600524	5100000016	2018	Posted				RE	DEMO_PO_S4	HKI
771	2100				Created	Invalid PO Number (PO)	AP_PROCESSOR	SSMITH	RE	DEMO_PO_S4	HKI
770	2100				Awaiting Approval - DP	Approval Required (DWN)	APPROVER	PLINDSTROM	KA	DEMO_DWN	HKI
769	2100				Indexed	Non-PO Credit Memo Processing	AP_PROCESSOR	SSMITH	KG	DEMO_NP_S4	HKI
768	2100				Awaiting Approval - DP	Approval Required (NPO)	APPROVER	PLINDSTROM	KR	DEMO_NP_S4	HKI
767	2100				Created	Missing Gross Amount (PO)	AP_PROCESSOR	SSMITH	RE	DEMO_PO_S4	HKI
766	2100				Created	Invalid Vendor (PO)	AP_PROCESSOR	SSMITH	RE	DEMO_PO_S4	HKI
765	2100				Created	Invalid Vendor (PO)	AP_PROCESSOR	SSMITH	RE	DEMO_PO_S4	HKI
764	2100				Created	Invalid PO Number (PO)	AP_PROCESSOR	SSMITH	RE	DEMO_PO_S4	HKI
763	2100	5105600521	5100000013	2018	Posted				RE	DEMO_PO_S4	HKI

# The detailed recording of all user actions provides detailed insights into process effectiveness and efficiency



System Help

Aging Report ©Open Text Corp.

opentext™ | Vendor Invoice Management for SAP® Solutions

Last Update 05/28/18 12:10:38 Run Time 05/28/18 12:11:47 Time zone EST

Role ID	Role Text	0 to 1 Days	2 to 3 Days	4 to 5 Days	> 5 Da...
3	AP PROCESSOR	3	0	0	123
9	REQUISITIONER	0	0	0	71
6	INDEXER	0	0	0	37
16	APPROVER	4	2	0	28
1	BUYER	0	0	0	18
4	DUPLICATE CHECKER	0	0	0	11
13	VALIDATOR	0	0	0	9
2	INFORMATION PROVIDER	0	0	0	6
12	TAX EXPERT	0	0	0	2
14	VENDOR MAINTENANCE	0	0	0	1
		7	2	0	306

SAP

The Aging Report shows process delays by role or invoice type

# The detailed recording of all user actions provides detailed insights into process effectiveness and efficiency

System Help

Exception Analysis Report ©Open Text

**opentext™** | Vendor Invoice Management for SAP® Solutions

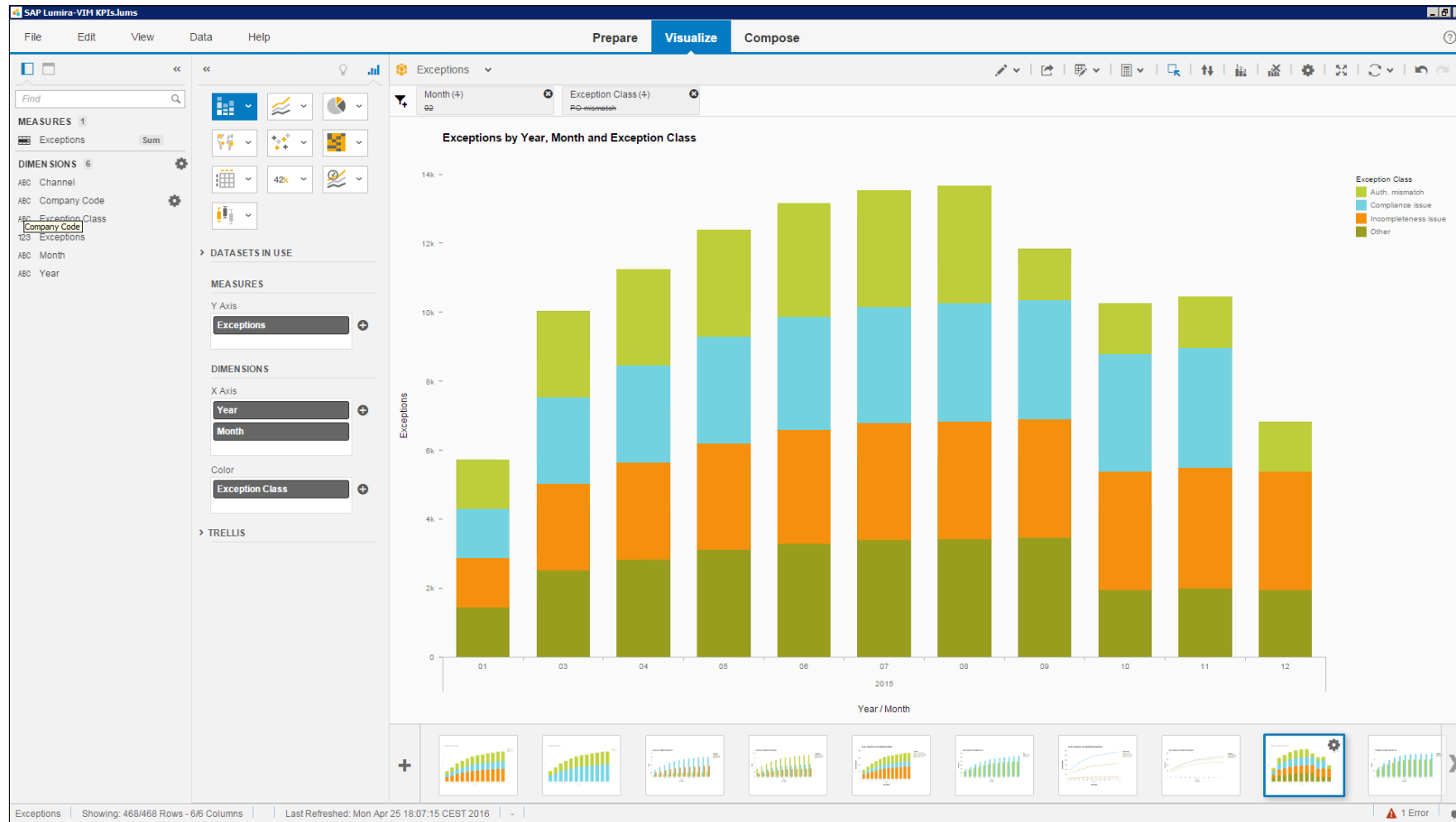
Period from 05/28/14 to 12/31/18 Comparison Period 05/19/14 to 05/25/14

Last Update 05/28/18 12:15:38 Currency USD Time Zone EST

Excep...	Exception Text	# Work Items	Total Amount	Avg. Time	Avg. Wait Time	Avg. # of Touches	Avg. # of Referrals
70	Approval Required (NPO)	237	5,793,506.30	26s	3d 02h 55m 53s	0.34	0.00
76	LIV - Quantity Discrepancy	100	213,707.64	35s	45m 25s	0.99	0.34
75	LIV - Price Discrepancy	60	73,059.23	20s	42m 13s	1.22	
151	Manual Check Needed / Missing Data f...	50	46,263.35	9m 18s	1h 02m 20s	1.68	
82	Header Block	41	42,700.35	34s	47m 12s	1.98	
963	Missing Goods Receipt	22	28,537.25	1m 29s	23m 20s	1.18	
9	Process PO Invoice (PO) OCR	20	17,850.30	8m 01s	26m 54s	1.45	
31	Approval Required (PO)	12	17,178.30		48s	0.08	
46	Invalid Requester ID (NPO)	10	45,972.26	1m 18s	14h 28m 23s	1.30	
34	Vendor Mismatch (PO)	8	21,101.04	2m 11s	3h 23m 14s	2.25	
50	Process Non-PO Invoice (NPO) OCR	8	66,122.64	6m 49s	6h 58m 14s	1.00	0.00
43	Process Non-PO Invoice (NPO)	6	157,312.50	3h 01m 01s	10m 11s	1.67	0.00
56	Invalid Tax Info(NPO)	4	58,562.64	1m 48s	22m 14s	1.00	0.00
405	Check BPF added data (PO)	4	3,049.76	36s	19m 02s	1.00	0.00
900	Purchase Order expected	4	5,206.24	1m 10s	26m 47s	1.50	0.50
6	Suspected Duplicate (PO)	3	9,215.64	39s	6m 09s	1.00	0.00
2	Invalid PO Number (PO)	2	1,417.59	2m 05s	3m 57s	1.00	0.00
16	Missing Invoice Date(PO)	2	4,242.24	2m 47s	3m 22s	1.00	0.00
36	Currency Mismatch (PO)	2	260.84	59s	35m 29s	2.00	0.00
44	Invalid Vendor ( NPO)	2	2,485.00	4m 18s	3m 59s	1.00	0.00
55	Missing Invoice Date(NPO)	2	90,000.00	1m 15s	8m 29s	1.00	0.00
1	Process PO Invoice (PO)	1	1,301.56	6m 37s	22s	1.00	0.00
29	Missing Mandatory Information(PO)	1	2,121.12	41m 57s	2m 34s	1.00	0.00
52	Invalid Vendor VAT Number (NPO)	1	7,437.50	1h 38m 01s	4m 35s	1.00	0.00
60	Missing Date of Supply(NPO)	1	45,000.00	13s	2m 22s	1.00	0.00
68	Missing Mandatory Information(NPO)	1	595.00	16s	7s	1.00	0.00
170	Validate Bank Details (PO)	1	1,301.56	18m 42s	2m 16s	1.00	0.00

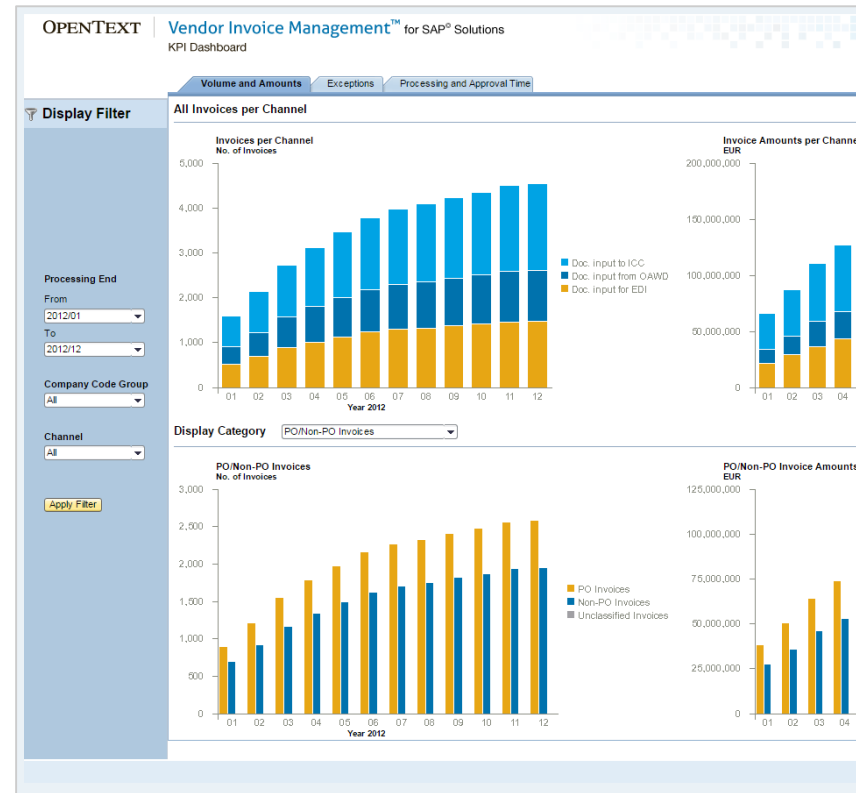
The Exception Analysis Report shows processing times by company code, supplier or exception

# Trend analysis is key for continuous process optimization



# A complete list of reports

- Aging report
- Automation and OCR report
- Current liability report
- Exception analysis report
- Key process Analytics
- KPI web dashboard
- Productivity report
- SAP BW extractors & info cubes
- Summary report
- Planned: SAP Fiori-based analytics



# Summary





# Benefits

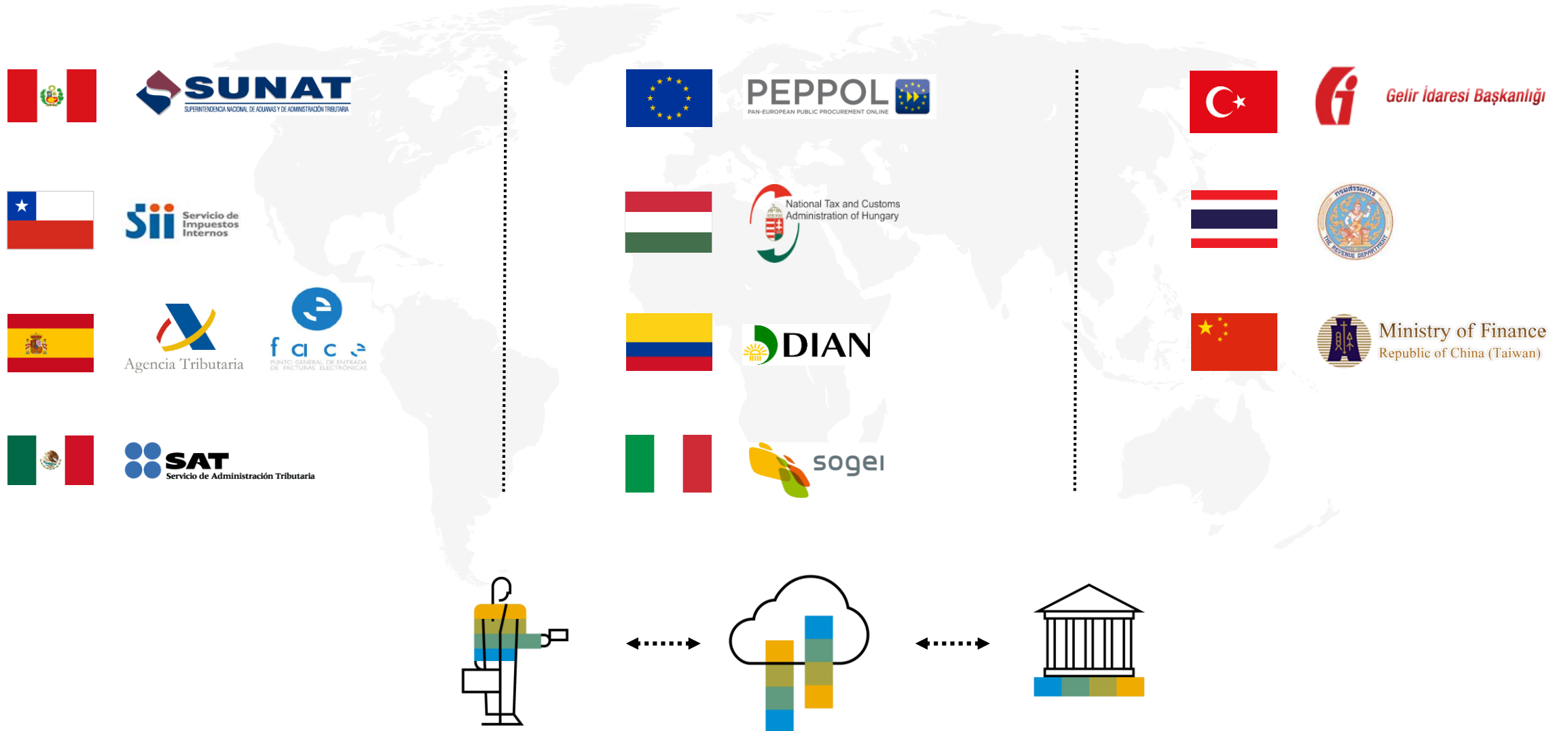
- Fast to deploy
- Fully integrated, easy to learn
- A single source of support
- Huge set of built-in business rules, roles and actions
- Predefined exception processes ensuring segregation of duties
- Full end-to-end audit trail
- Accounts Payable in the driver's seat for process excellence
- The SAP standard – constantly evolving and simplifying
- Reduced vendor obsolescence risk



# SAP Document Compliance



# Digital Compliance – Country\* Specific Requirements



# Scenarios for Latin America (Available / Planned\*)



# Europe and Other Scenarios (Available / Planned\*)

	Belgium	Germany	Netherlands	Norway	Sweden	Spain	Portugal	Hungary	Italy
Customer Invoice	Customer Invoice	Customer Invoice	Customer Invoice	Customer Invoice	Customer Invoice	Customer Invoice (FACTURAE)	Transport Registration	Transport Registration (EKAER)	Customer Invoice
Vendor Invoice	Vendor Invoice	Vendor Invoice	Vendor Invoice	Vendor Invoice	Vendor Invoice	VAT Register Books (SII Reporting)		Customer Invoice	Vendor Invoice

	Turkey	Thailand	Taiwan	Australia / New Zealand	Singapore	South Korea
Customer Invoice	Customer Invoice	Customer Invoice	Customer Invoice	Customer Invoice	Customer Invoice	Customer Invoice
Consumer Invoice			Consumer Invoice	Vendor Invoice	Vendor Invoice	Vendor Invoice
Vendor Invoice						
Export Registration						
Delivery Note						

# Digital Compliance

## Key Pain Points + Solution Points

- **Solution integrated with the backend (ECC/S4HANA)**

### Data Inconsistency

- Adjustments done on 3<sup>rd</sup> party software not reflected in backend

- **One Globalization Network**
- **Professional processes and services**

### Ineffective Support

- High effort for synchronization of legal changes
- Multiple counterparts
- Lack of process expertise from service provider



### Total Cost of Operations

- Multiple solutions to be implemented and supported
- Multiple contract partners

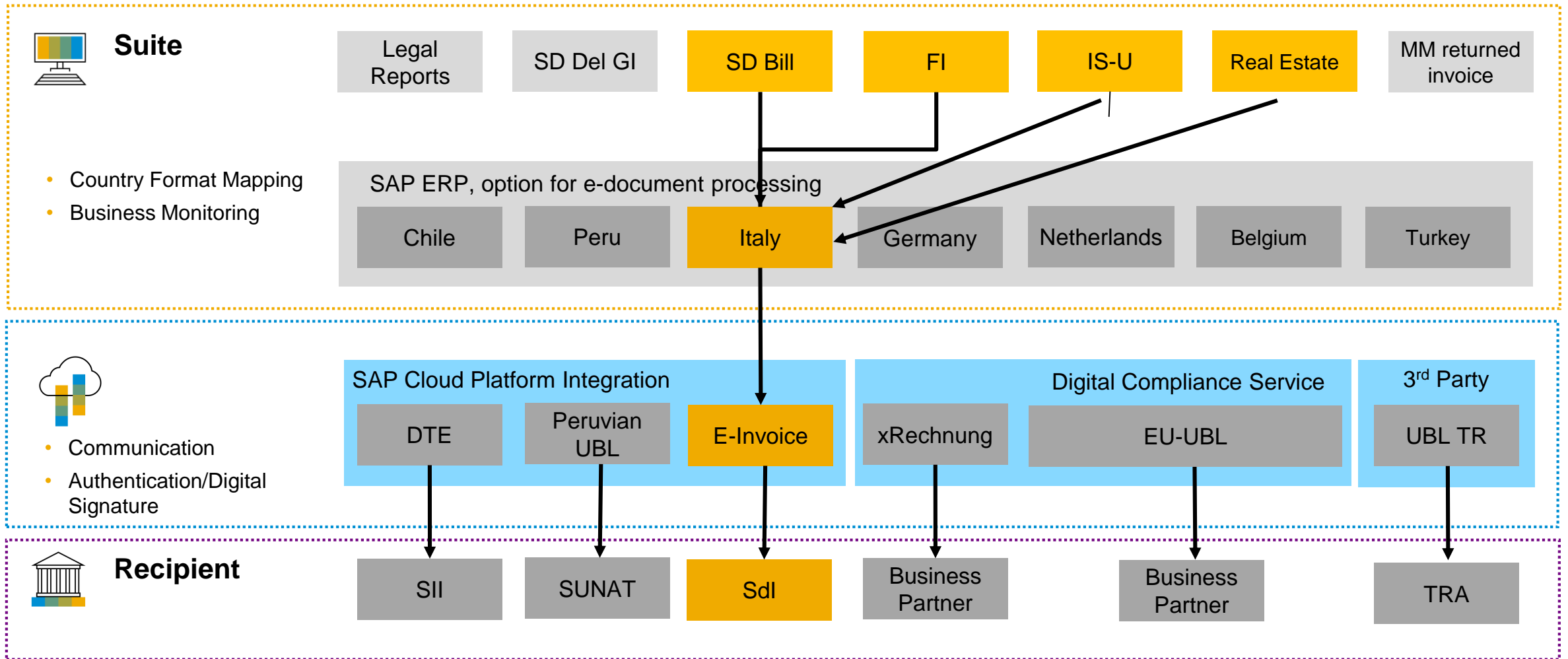
- **One Solution**
- **End-to-End approach**

### Usability

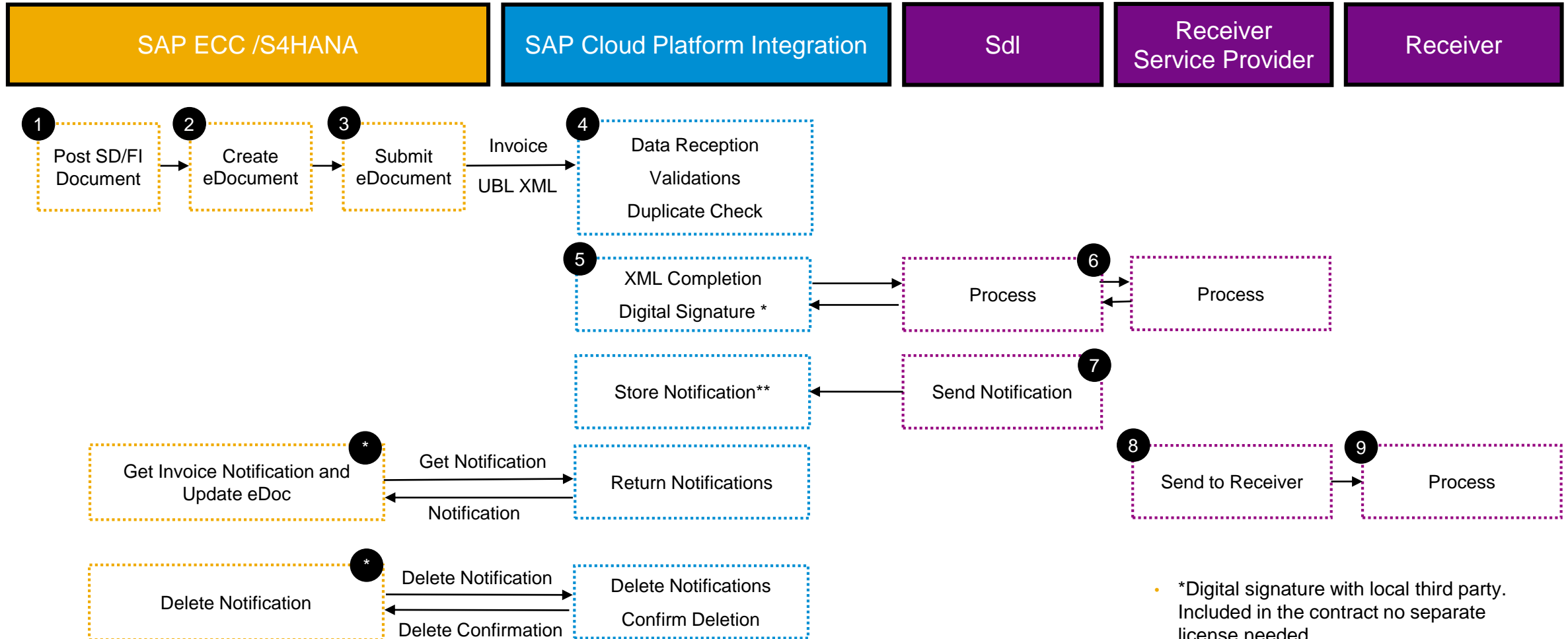
- Multiple monitors, configuration and processes

- **Unified user experience**
- **Reduced set of tools**

# Solution Architecture



# SAP Document Compliance for Italy – Customer Invoice (Outgoing)



- \*Digital signature with local third party. Included in the contract no separate license needed
- \*\*invoice and notification are held in a data store until picked up, the recipient delete the entries from the data store after successful receipt



# Key Product Features – SAP Document Compliance

Submit / Resubmit

Display file

- Send to customer
- Accept/Reject
- Cancel/Delete

Selection variants including filter by source data

Generic information about the Cockpit

Central monitor for all scenarios

Only authorized processes are displayed

Status	Proc.	Status Descr.	Error	Conting	eDoc.	Source Key	Source Description	CoCode	Type Desc.	Creation Date	Created on	Created By	Posting Date	Intf.	File Ct
▲		eDocument Created				IT9918000007212019	Accounting Document	IT99	Italy Fattura	31.05.2019	17:18:47	WENGG	12.03.2019		W
●		Sending to SDI Requested				IT9918000007092019	Accounting Document	IT99	Italy Fattura	16.05.2019	12:11:26	SCHANZ	16.05.2019		St
▲		eDocument Created				IT9918000007102019	Accounting Document	IT99	Italy Fattura	16.05.2019	16:44:18	CUBILLOSALFO	16.05.2019		Cl
●		Sending to SDI Requested				IT9918000007032019	Accounting Document	IT99	Italy Fattura	14.05.2019	09:48:27	SCHANZ	14.05.2019		St
▲		Acknowledged by SDI				0003002148	Billing Document	IT99	Italy Fattura	14.05.2019	09:57:40	GOETZSI	10.04.2019		Gi
▲		Sent to SDI				0003002149	Billing Document	IT99	Italy Fattura	14.05.2019	10:12:33	GOETZSI	10.04.2019		Gi
▲		eDocument Created				0003002184	Billing Document	IT99	Italy Fattura	22.05.2019	21:32:07	CUBILLOSALFO	06.08.2018		Cl
▲		Sent to SDI				0003002150	Billing Document	IT99	Italy Fattura	14.05.2019	10:21:48	GOETZSI	10.04.2019		Gi
▲		eDocument Created				IT9918000007132019	Accounting Document	IT99	Italy Fattura	20.05.2019	14:41:24	CUBILLOSALFO	14.05.2019		Cl
▲		Sent to SDI				0003002151	Billing Document	IT99	Italy Fattura	14.05.2019	10:25:11	GOETZSI	10.04.2019		Gi
▲		Acknowledged by SDI				0003002152	Billing Document	IT99	Italy Fattura	14.05.2019	10:29:00	GOETZSI	10.04.2019		Gi
●		Sending to SDI Requested				0003002153	Billing Document	IT99	Italy Fattura	14.05.2019	10:33:13	GOETZSI	10.04.2019		Gi
●		Sending to SDI Requested				0090007939	Billing Document (accounting data in FICA)	IT99	Italy Fattura	14.05.2019	10:34:25	C5031858	13.05.2019		Gi
▲		Acknowledged by SDI				0003002154	Billing Document	IT99	Italy Fattura	14.05.2019	10:42:15	GOETZSI	10.04.2019		Gi
▲		eDocument Created				IT9918000007002019	Accounting Document	IT99	Italy Fattura	13.05.2019	17:34:04	PALMIERO	13.05.2019		P/
▲		eDocument Created				IT9918000007012019	Accounting Document	IT99	Italy Fattura	13.05.2019	17:37:29	PALMIERO	13.05.2019		P/
▲		eDocument Created				IT9918000007022019	Accounting Document	IT99	Italy Fattura	13.05.2019	17:39:42	PALMIERO	13.05.2019		P/
▲		Sent to SDI				0003002155	Billing Document	IT99	Italy Fattura	14.05.2019	10:53:35	GOETZSI	10.04.2019		Gi
▲		eDocument Created				IT9918000007052019	Accounting Document	IT99	Italy Fattura	14.05.2019	18:48:27	CUBILLOSALFO	14.05.2019		Cl
▲		Acknowledged by SDI				IT9918000007062019	Accounting Document	IT99	Italy Fattura	15.05.2019	12:22:03	LACKA	30.04.2019		L/
▲		Acknowledged by SDI				IT9918000007072019	Accounting Document	IT99	Italy Fattura	15.05.2019	12:26:43	LACKA	30.04.2019		L/
▲		eDocument Created				IT9918000007082019	Accounting Document	IT99	Italy Fattura	15.05.2019	18:24:51	WENGG	30.04.2019		W

Information about the selected process

Display eDocument history Application Log

PDF generation (XML-based)

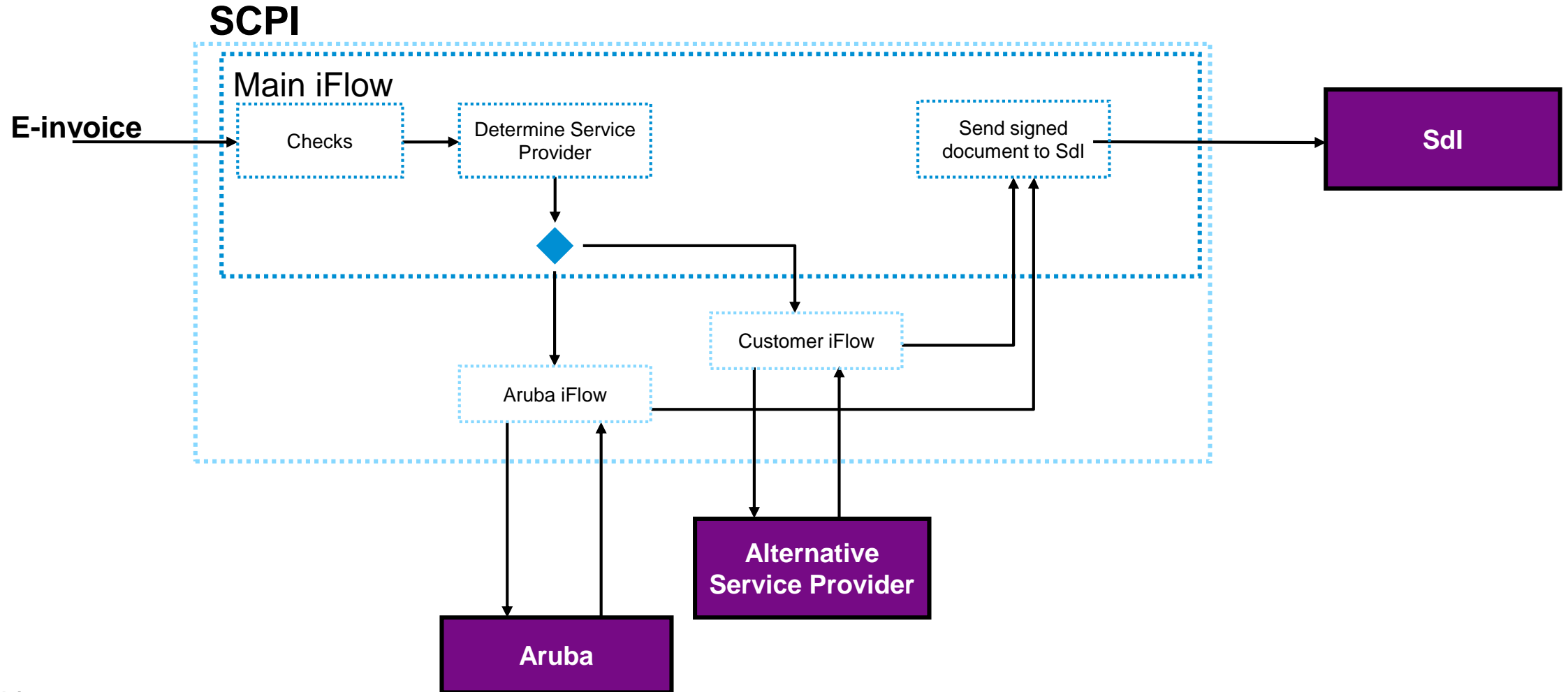
E-mail communication with customer

Batch & List handling

Navigate back to source document

Navigate to interface monitor

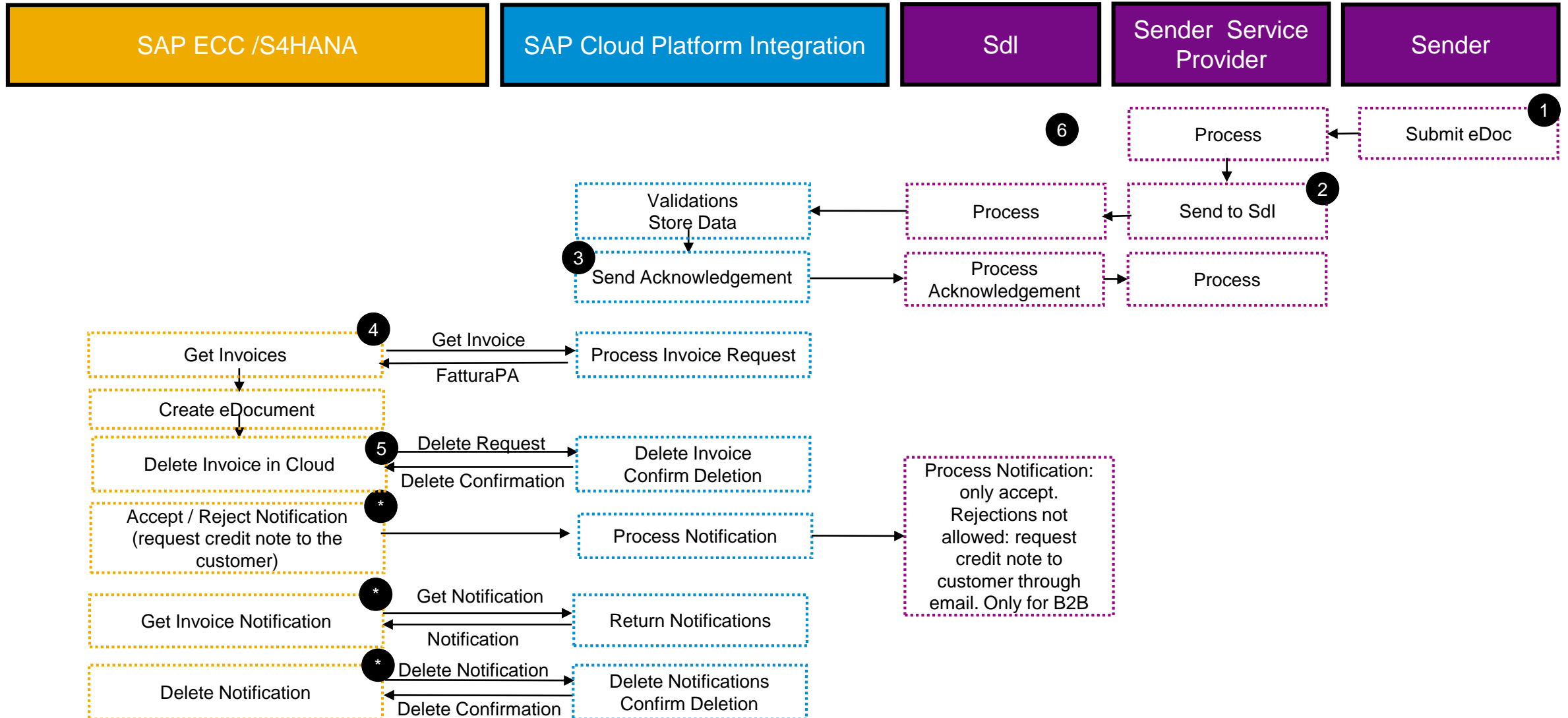
# Signing of document in the Cloud



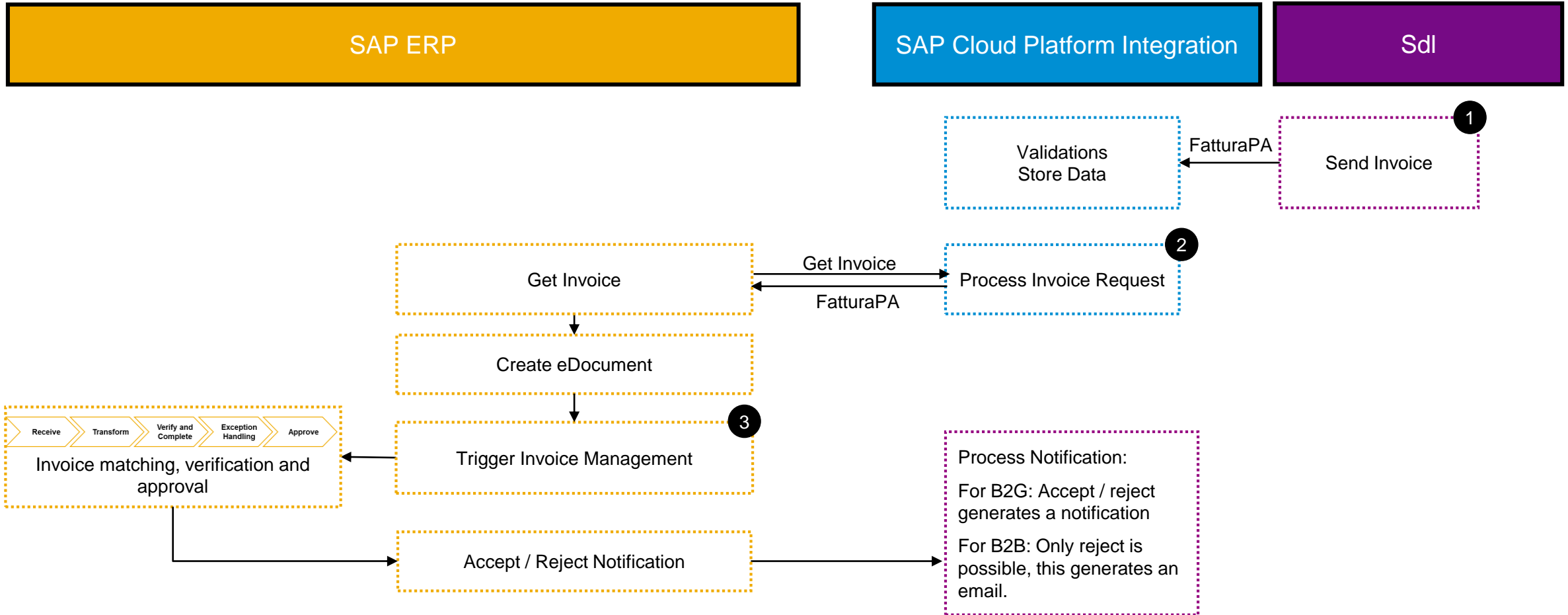
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# SAP Document Compliance for Italy – Vendor Invoice (Incoming)



# SAP Document Compliance for Italy – Inbound Invoice Processing via SAP Invoice Management



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# Incoming Invoice Cockpit

Sends the incoming invoice to VIM

Can be planned as a background job

The screenshot shows the 'Italy Incoming eInvoice' table in the EDocument Cockpit. The table has columns for Status, Proc. Status, Status Descr., CoCode, Posting Date, SdI ID, Supplier Name, Amount, Currency, Error, eDocument Source Key, Source Description, and Type Descr. The interface includes a toolbar with buttons for 'Create Incoming Invoice', 'Display PDF', 'Accept', 'Reject', 'Goto...', and 'Help'. A red dot in the bottom left corner of the table indicates an 'Incoming Invoice Rejected' status.

Accept/Reject actions are automatically triggered after VIM processing

*B2G – Messages to Tax Authorities*

*B2B – Rejection Mail*

Status returned from VIM is automatically updated in Cockpit

# Incoming Invoice Cockpit

Sends the incoming invoice to VIM  
Can be planned as a background job

Accept/Reject actions are automatically triggered after VIM processing  
B2G – Messages to Tax Authorities  
B2B – Rejection Mail

- Source Document
- Target Document
- History
- Application Log
- Interface Log

Status returned from VIM is automatically updated in Cockpit

Source Document

Create Incoming Invoice | Display PDF | Accent | Reject | Goto... | Help

/variant Default Selectio Change

Show Recent eDocuments 30

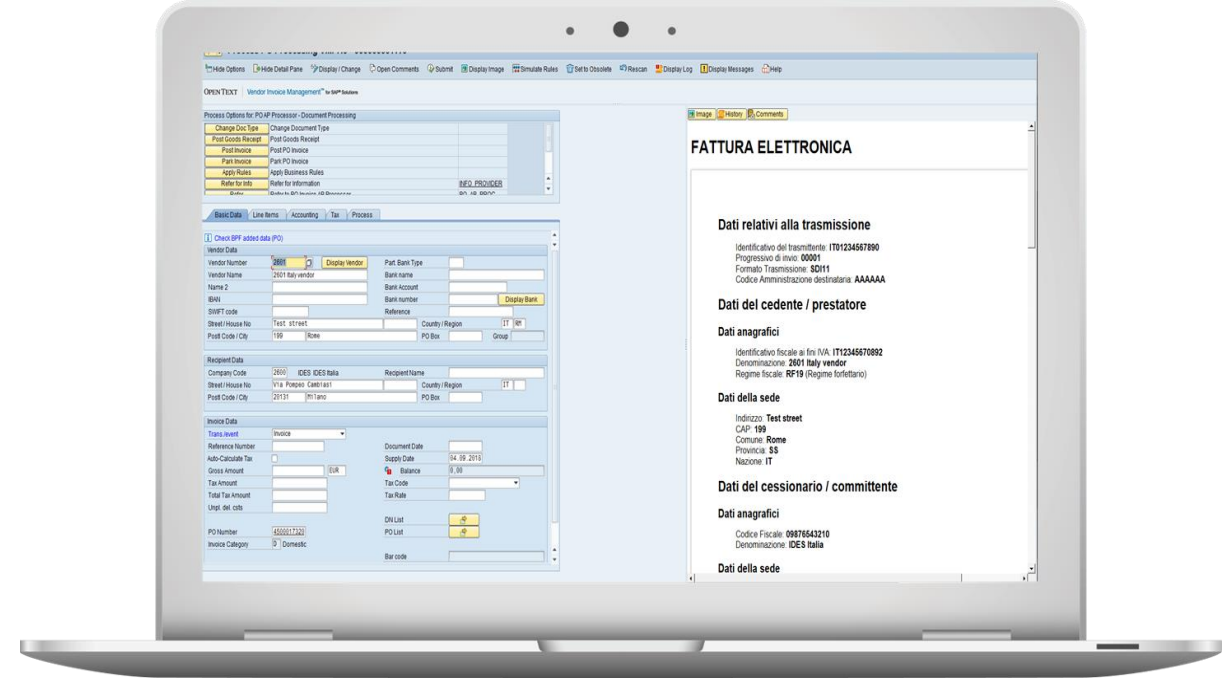
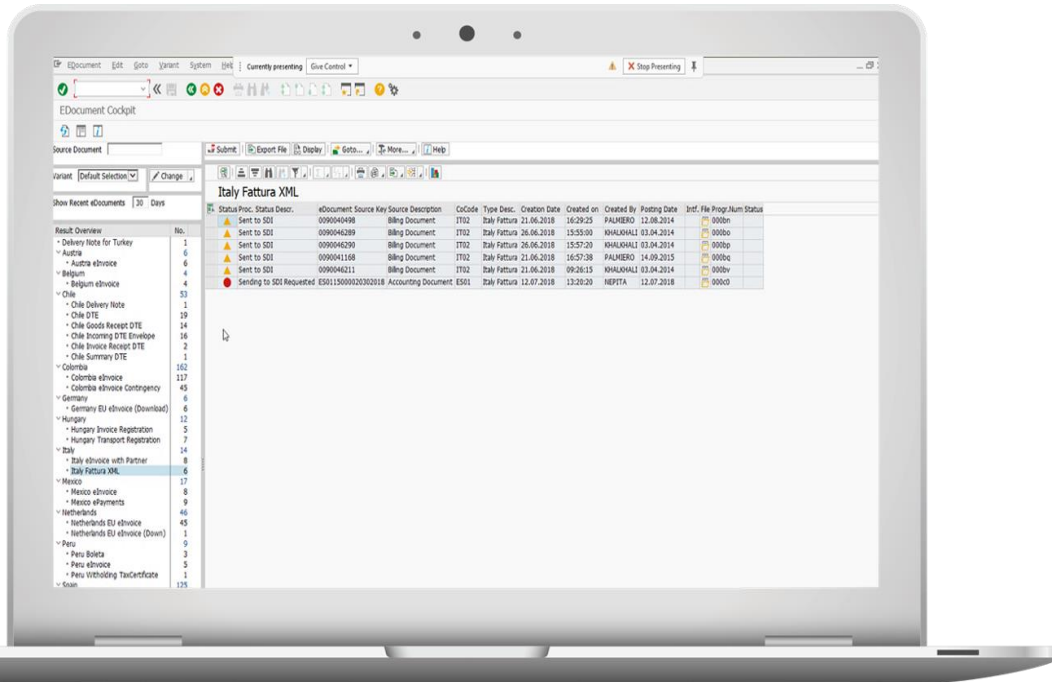
Result Overview

- ▼ Belgium
  - Belgium EU eInvoice
- ▼ Chile
  - Chile Purchase Ledger
  - Chile Sales Ledger
- ▼ Colombia
  - Colombia eInvoice
  - Colombia eInvoice Contingency
  - Colombia Incoming eInvoice
- ▼ Germany
  - Germany EU eInvoice
  - Germany Incoming eInvoice
- ▼ Italy
  - Italy eInvoice
  - Italy External Documents
  - Italy Incoming eInvoice
- ▼ Mexico

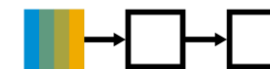
Stat	Proc. Status Descr.	Error	eDocument Source Key	Source De
●	Error from SDI		42010AEE2A0A1EE99F8E2BA10E64D3D6	Incoming S
●			42010AEE2A0A1EE99F8EFBC53203D63E	Incoming S
●			42010AEE2A0A1EE99F912DC584EFFCAC	Incoming S
●			42010AEE2A0A1ED99FC2AD0316CBA41D	Incoming S
●			42010AEE2A091EE99FA685CDCD1C0507	Incoming S
●			42010AEE2A091EE99FA66A49358644EA	Incoming S
●	Incoming Automation Active		42010AEE2A0D1EE99EFB2D6AB0680D3E	Incoming S
●			42010AEE2A0A1EE99CCBE95AF8E59E42	Incoming S
●			42010AEE2A0D1EE99F8E257C881FC7B0	Incoming S
●			42010AEE2A091EE99F917CA3A995CFA6	Incoming S
●			42010AEE2A0A1EE99CCC381DC6B31F1B	Incoming S
▲	Incoming Automation in Process		42010AEE2A0A1ED99F93FD4B4CA3E4A5	Incoming S
▲			42010AEE2A0D1EE99E9489BF50D7F46A	Incoming S
▲			42010AEE2A0D1EE99E9489BF50DA746A	Incoming S



# Inbound Invoice Processing via SAP Invoice Management



End to end process for our Customers

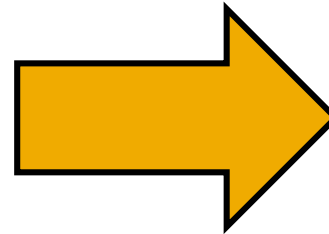




# SAP Document Compliance for Italy – Inbound Invoice Processing via SAP Invoice Management

eDocument Process Status 15 Entries

Proc.Stat.	Process Status Description
ACC_AUTOM	Accepted & Automation Finished
ACCEPT	Accepted
CREATE	Document Created
ERROR_SDI	Error from SDI
EXPR	Accepted (Deadline Expired)
INCOM_ACC	Incoming Invoice Accepted
INCOM_AUTO	Incoming Automation Active
INCOM_EXP	Expired
INCOM_MANU	Manual Process
INCOM_REJ	Incoming Invoice Rejected
INCOM_SENT	Incoming Automation in Process
REJECT	Rejected
REJMAIL	Rejected by e-mail
SENT_2_SDI	Notification Sent to SDI
SNRQ	Sending Requested



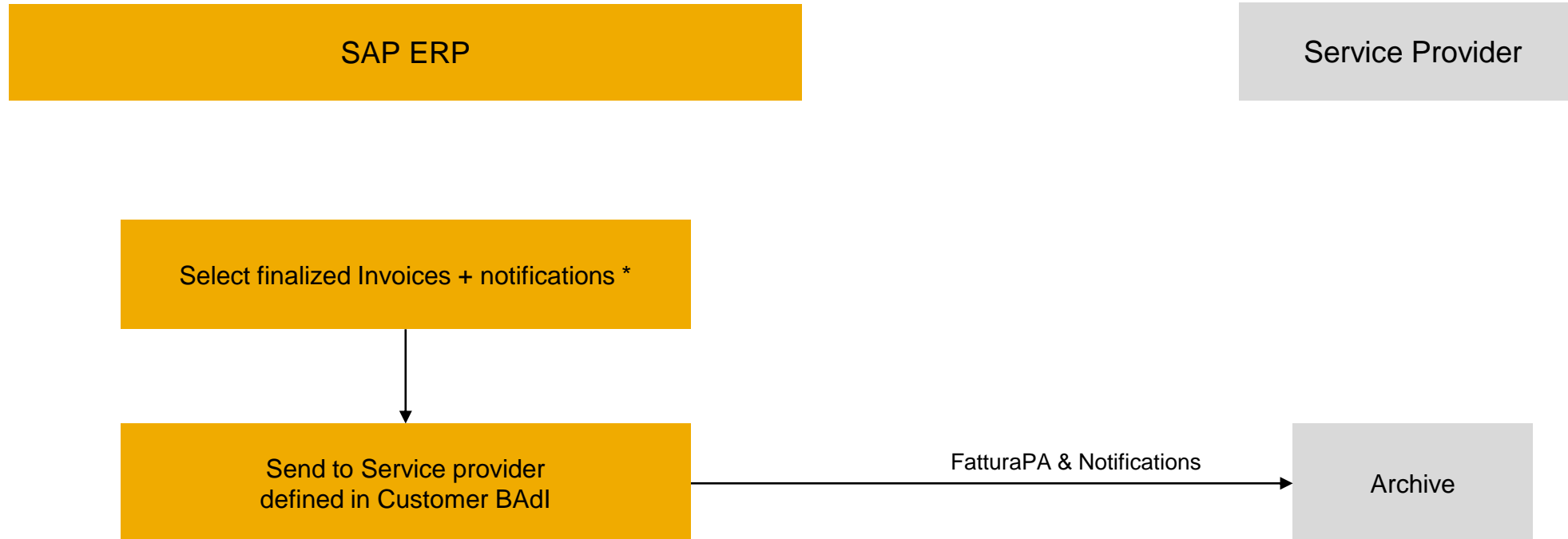
New Process Steps



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# Document Compliance – Archiving (Conservazione Sostitutiva)



- Optional step in the incoming and outgoing processes. Extract report to select invoice and notifications
- A BAdI will be called in this process step. The step can be planned as background job. This happens in the backend
- Conservazione sostitutiva can be delegated to SDI at no cost. SDI is a certified authority in Italy

# Information from learning about the solution until using it



- Process Documentation in the Application Help in the SAP Document Compliance product page. Example for [eInvoicing for Italy](#)
- Process videos in the SAP eDocument playlist in YouTube. Example for [eDocument overview](#).
- F1 Help for fields
- Error messages long texts
- SAP Document Compliance for Italy - Early Customer Engagement send an email to : [gsjam@sap.com](mailto:gsjam@sap.com)
- Troubleshooting Guide (SAP Note 2696897) in the [SAP eDocument product page](#) including:
  - Installation Guide for SAP eDocument (framework) – attached to [SAP Note 2684734](#)
  - SAP Notes for country-specific features. Check the eDocument Overview note for a country or process, SAP Note 2001016.
- Sap Invoice management Integration notes 2777052, 2765690 and 2771424 (Release end of June 2019).

# Thank you!

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