



Exchequer Integration

EDM for Exchequer Release 1.5
OCR for Exchequer Release 1.5

Release Notes

Date Updated: 24/03/2017

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Introduction

This document describes the contents of the Exchequer EDM and Exchequer OCR R1.5 Release, including enhancements since the previous release, supported document types and known deficiencies.

Features of Release 1.5

General

- Optimized for V1's latest DM4 Document Management release featuring all online SmartDeposit and SmartRetrieve capabilities via the SmartPortal.

EDM

- The ability to Print a Barcode from within an Exchequer Screen to facilitate scanning
- The ability to archive supported documents via DbScanner
- The ability to archive legacy / existing documents from Exchequer using the standard Exchequer Reporting functionality and the V1 Archive Printer driver
- The ability to archive images using the SmartDeposit client:
 - Includes all common image formats
 - Emails with and without their attachments
- Ability to archive header level Job Costing data associated with the supported Exchequer Document Type
- Ability to archive header level Analysis Code data associated with the supported Exchequer Document Type
- Ability to archive the User Defined Fields 1-4 data associated with the supported Exchequer Document type

OCR

- The ability to scan inbound NONPOP Purchase invoices (PIN) which when processed are automatically created in the Exchequer interface
- The ability to scan inbound POP Purchase invoices (PIN) which when processed convert Purchase Order (POR) or Purchase Delivery Note (PDN) transactions to PINs
- The ability to scan inbound POP Purchase invoices (PIN) which when processed update the hold status of existing PIN transactions
- The ability to poll an email address for electronic Invoice attachments and when found, automatically import them in to the OCR system for processing
- When creating / converting the transaction, the image is archived against the transaction along with any annotations entered during processing
- 12 standard 'On Hold' reasons providing a high level workflow for documents (see supporting documentation for more details)
- Queue management automatically purges exported documents, promotes those Future dated back to the queue and automatically exports documents in an OK state in 60 seconds

Viewing Documents

- The ability to view archived documents from within the Exchequer via a drilldown button on a Client or within Exchequer LIVE for the supported Exchequer Document Types giving full compatibility with Terminal Services and most other popular platforms
- The ability to view archived documents from outside Exchequer using SmartRetrieve

Infrastructure

- The same number of companies Exchequer can be used for EDM / OCR, there is no longer any limit on the maximum number that be used simultaneously

Supporting Information

Supported Exchequer Document Types

The features in this release are only available for the supported Exchequer document types indicated below:

EDM

Purchase Transactions

Document Type	Exchequer Code
Purchase Order	POR
Purchase Invoice	PIN
Purchase Quotes	PQU
Purchase Delivery Notes	PDN
Purchase Journal Invoice	PJI
Purchase Journal Credit	PJC
Purchase Credit Record	PCR

Sales Transactions

Document Type	Exchequer Code
Sales Order	SOR
Sales Invoice	SIN
Sales Quotes	SQU
Sales Delivery Notes	SDN
Sales Receipt	SRC
Sales Journal Invoice	SJI
Sales Journal Credit	SJC

Nominal Transactions

Document Type	Exchequer Code
Nominal Journal	NOM

Job Costing

Document Type	Exchequer Code
Timesheet	TSH

OCR

Purchase Transactions

Document Type	Exchequer Code
Purchase Invoice	PIN
Purchase Order	POR
Purchase Delivery Notes	PDN

Core Server Component Versions

Component	Version
DbLogin	4.0 Build 000.000
DbArchive	4.0 Build 000.000
DbForm	2.50 Build 001.005

Component	Version
Configuration Wizard (Connector)	Build 1.5
Definition Files	1.5

Core Client Component Versions

Component	Version
DbLogin Admin Client	4.0.0.0
DbScanner	4.0.0.0
DbDeposit Client	4.0.0.0
BLOB Type Manager	4.0.0.0

Enhancements

Exchequer EDM

- The structure of the tables has been enhanced meaning there is no longer any limit on the number of companies. Instead of <COMPANY>PTRANS for instance, the table is just PTRANS and every table has a new field 'Exchequer Company'. This has a drop down listing all the companies accessible *for the user* logged in.
- Lookups are done directly to the Exchequer database giving a considerable increase in performance.

Exchequer OCR

- Lookups are done directly to the Exchequer database giving a considerable increase in performance.
- For NONPOP Invoices, Alt Ref remains available at the header level for processing.
- For NONPOP Invoices, 4 User Defined Fields remain available at the header level for processing.
- For NONPOP Invoices, A Job Code and Analysis code can be defined at line level *if activated in Exchequer*.
- For POP Invoices, when searching for POR's / PDN's to be invoiced, drop down list now include date and amount for easier recognition.
- For POP Invoices, when searching for POR / PDN / PIN transactions, a short reference can be used, e.g. POR000123 can be found by entering POR123.
- For NONPOP Invoices, a Document currency field is now available at the header level for processing. Defaulting to the Suppliers own currency, it can be overridden via dropdown. The Daily rate is based on company system setup.
- The VAT is calculated based on the actual rate for the identified supplier in Exchequer. Warnings are produced if there is a discrepancy and recommended actions given at the time of processing.
- For NONPOP Invoices, P/L *and* Balance GL Codes are returned to the grid
- For NONPOP and POP Invoices
 - Supplier email now added as a header field which is looked up / extracted for use with workflow
 - Annotation field now added as a header field added and if populated, propagates to the archived image
 - PDF Pickup routine re-written to automatically create the company sub-directories
 - 12 OnHold Reasons giving a range of workflow capability (details in the OnHold reasons Crib Sheet)
 - Numerous performance enhancements making throughput faster more efficient
 - Search Type field added and plain English search options added to make identifying a supplier without a VAT number easier and faster

Known Deficiencies

Exchequer EDM

- Only the User defined fields 1,2,3 & 4 for the Alt Reference are returned per transaction for query.
- Documents scanned in with multiple revisions are not linked by revision, only by document.

Exchequer OCR

NONPOP Purchase Invoices

- Credit Notes (PCR) are not supported.
- If the Credit checking option is set in system setup to warn if a supplier is 'on stop', this setting is not adhered to for the OCR process allowing a PIN to still be created.
- Discounts for a given supplier are not reflected in the uploaded PIN.
- Rounding differences in VAT totals may not be reflected in the uploaded PIN. You may need to manually adjust these in Exchequer.

POP Purchase Invoices

- Credit Notes (PCR) are not supported.
- Lines can be deleted from the DbCapture grid however this will not delete lines from the Exchequer transaction. Any changes should be made in Exchequer, although as a professional services exercise this behavior can be modified.
- Only header level Job Code, Analysis code and User defined fields 1-4 are archived. Line level equivalents are not.