



V1
Document
Management

Invoice Automation for Microsoft Dynamics NAV

Release Notes

09th August 2018

Document Introduction

This document provides high level details of Invoice Automation for Microsoft NAV by V1.

For more detail, please consult the supporting documentation:

Invoice Automation for Microsoft NAV - Solution Guide

You are encouraged to bookmark the Portal which is regularly updated with information about the release:

<http://support.wearev1.com/software/NAV/>

What's in this Release?

General

- ▶ Taking advantage of V1's latest DM4.5 core release:
 - ▶ V1 SmartDeposit
 - ▶ Online browser based interface allowing the AdHoc deposit of documents indexed against a Dynamics NAV transaction or attachment.
V1 SmartDeposit can be accessed either as a non-NAV user (externally via the V1 SmartPortal) or directly within NAV using a dedicated V1 Document Management ribbon
 - ▶ V1 SmartRetrieve
 - ▶ Online browser based interface allowing the retrieval of archived documents. Searches can be saved per user per document
V1 SmartRetrieve can be accessed either as a non-NAV user (externally via the V1 Smart Portal) or directly within NAV using a dedicated V1 Document Management ribbon
 - ▶ Documents are linked so viewing a document means you can quickly see what documents it relates to and for which Vendor or Customer.
 - ▶ V1 SmartMail
 - ▶ Our latest technology enables an unlimited number of mailboxes to be configured to receive for archiving or their attachments extracted for OCR and import into the DbCapture system, then on to the NAV database.
 - ▶ V1 SmartRetentions
 - ▶ Fulfilling your GDPR obligations, our retention module allows the controlled removal of documents that may contain personal data using specific rules per document type.
 - ▶ In conjunction with V1 SmartRetrieve, **Full Text Search** can be added to give even more accuracy with finding your data.

EDM - Electronic Document Management & Distribution

- ▶ **Archive** any inbound document type as a paper copy using **barcode recognition**, via **PDF** using a background task or any **native attachment**.
 - ▶ Print a barcode directly from the specially created **V1 Document Management ribbon**. When affixed to your paper copy, **scan it in** and is instantly **indexed** against the transaction.
 - ▶ Have a PDF you want to attach to a transaction and no access to V1 or NAV? Simply copy it to the pre-configured '**EDM Import**' directory and within 30 seconds it is instantly indexed against the transaction.
 - ▶ Using NAV's **native attachment capability**? All these attachments are **automatically archived to the same EDM database** as any other meaning all your documents are in one place.

- ▶ **View your documents** using our **dedicated web-viewer** either from within the NAV Page or as an external user in your **browser, phone or tablet**.
 - ▶ Having archived a document, click to view either the transaction, attachments to it as emails or documents.

- ▶ **Distribute any transactional document via email** either singularly or in bulk with minimal changes to your custom layouts.
All documents are **also archived** and a report of activity emailed automatically to a department of your choice.

DbCapture using Optical Character Recognition

- ▶ Out the box profile allowing for the **Coding of NONPOP Purchase Invoices** (those without an Order / Receipt) which are then **created** via web-service directly into the **Dynamics NAV database Invoice register**.
- ▶ Out the box profile allowing for the **matching of POP Purchase Invoices** (those with an Order that has been either fully or partially receipted) allowing for **multiple orders** against a single Invoice. It is then automatically created via web-service directly into the Dynamics NAV database.
- ▶ **PDF importing** configured automatically as soon as a Microsoft NAV Company is added. Simply copy a PDF to the automatically created directories and in seconds it is imported in to DbCapture with no further user intervention.
- ▶ **Poll an unlimited number** of pre-designated **email boxes for incoming PDF Invoice attachments from suppliers** which are extracted and automatically processed.
- ▶ **Real-time database lookups** directly into the Dynamics NAV database mean no delays in finding your data.
- ▶ The creation of Invoices is **fully web-service** driven using NAV's own soap interface.
- ▶ New set of **standard On Hold codes** means documents can go through departmental approval, documents can be moved to other profiles and **issues quickly dealt with**.
- ▶ **Automatically export documents in an OK state** saving time and **purge exported documents saving disk space**.
- ▶ **Future dated** documents on hold are automatically moved back to be checked.

Compatibility

Microsoft NAV 2016

Microsoft NAV 2017

V1 DM4.5 only

Out of Scope\Limitations

The following areas are out of scope for the standard integration, however with analysis of the requirement can be considered as a V1 Professional Services Engagement:

- ▶ DbAuthorise is not included in the standard in favor of the native Dynamics NAV approval system
- ▶ Processing Credit notes in DbCapture
- ▶ Single sign on is not supported