V1

V1 Document Management

EDD for Sage X3

Electronic **D**ocument **D**elivery

EDM for Sage X3

Electronic **D**ocument **M**anagement

PIA for Sage X3

Purchase **I**nvoice **A**utomation

SOA for Sage X3

Sales **O**rder **A**utomation

Release Note

Updated - 24 August 2018

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Introduction

This document provides high level details of EDM for Sage X3.

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

http://support.wearev1.com/software/x3/R13

Consult the Solution Guides for a more in-depth explanation of each facet of the solution.

What's New in EDM for Sage X3?

General Enhancements

- ▶ Using the **latest DM4 V1** core software
  - ▶ **Smart Deposit**
    - ▶ A browser based image deposit interface fully integrated to the Sage X3 environment
  - ▶ **Smart Retrieve**
    - ▶ A browser based image viewer
  - ▶ **Smart Mail**
    - ▶ A browser configured email solution allowing the extraction and management of emails and their attachments
  - ▶ **Smart Retentions**
    - ▶ Gives users control over handling document deletion, both manual and automated to fulfil their GDPR obligations.

- ▶ Optimized for **PU9**, **V11** and **Sage X3**, out the box support for their ClassicPool **Syracuse SOAP** and **REST** web-service interfaces, EDM is now a hybrid system utilizing the best of both technologies.
- ▶ Continue to use **multiple Sage X3 Endpoints** simultaneously
- ▶ Additional Endpoints are **added automatically** to an existing system with no user intervention
- ▶ **Brand new setup program** and **fewer patches** means installation and implementation is easier and quicker than ever
- ▶ **Documentation overhauled** to be much easier to follow with fewer steps and now includes screenshots for the relevant sections
- ▶ Brand new HTML5 [portal](#)

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EDD - Electronic Document Distribution

EDD allows either a single or batch of documents to be distributed from a PDF created by the Sage X3 Crystal Report engine.

The distribution can either be via email, fax, print or a combination based on the needs of the business.

Since the release of R9 back in 2013, thousands of users use EDD every day, however, based on their feedback we've made some improvements:

- **Lookups are no longer required for EDD** meaning reports are processed and distributed up to 30% faster
  - Based on comparative testing against R12.1
- **Unlimited number** of **to**, **from**, **cc** and **bcc** emails can be used against a report
- Out the box support for **hosted email providers** when distributing documents
- Faxing no longer requires the modem to be on the same server as the EDD installation
- All Crystal Reports require the same generic formula, samples are provided in the documentation to simply **copy and paste**.
- Documents are processed and **distributed as a background task**, so the print parameters screen is no longer locked with an 'Operation in Progress' message until finished.
- **Printing completely overhauled** to be made easier to deploy, maintain and manage
- **If EDM is purchased** alongside EDD, **all distributed documents are archived** against their respective transaction and a complete **audit of activity** is also archived from which reports can be extracted and analysed in a choice of formats.

EDM - Electronic Document Management

The core of the solution, EDM allows the archiving and retrieval of documents in a variety of ways:

- ▶ Use **SmartDeposit** to archive any file on an ad-hoc basis to any supported transaction or attach one and link them together, all from your browser
- ▶ Use **SmartRetrieve** to view your documents from you PC, Tablet or phone, all from your browser
- ▶ Use **SmartRetentions** to manage your GDPR commitments using easy to use rules on every database
    - ▶ Seamlessly plug in **F**ull **T**ext **S**earch and use the last OCR technology to make finding personal data even more accurate
- ▶ Use EDM Import to archive any file, email or attachment either from within the Sage X3 UI or externally even as a none Sage X3 user
- ▶ Use DbScanner to scan in your paper copies and using barcode recognition to index them against the Sage X3 transaction

When purchased, EDM also has EDD embedded, but in addition to being distributed, your documents are archived.

Since the release of R9 back in 2013, thousands of users use EDM every day, however, based on their feedback we've made some improvements:

- ▶ **5 additional transactional EDM tables** added as well as custom tables for emails and their attachments means **20 of the most popular standard objects** are now supported as standard.
- ▶ All EDM transactional tables have support for Smart Deposit and DbScanner and **all now allow for wildcard searches**
- ▶ **Transactional Attachment EDM table** enhanced for **all transactional objects** out the box allowing for transactions to have their own attachments linking to the source transaction
- ▶ Numerous performance enhancements making lookups faster and more efficient and remains fully web-service driven
- ▶ **EDM Import**
    - ▶ Enclosures has been deprecated to make way for the all new EDM Import facility. **Allowing any transaction to be archived**, an **attachment** to it, an **email** and it's **attachments** with little to no user intervention.
    All accessible from a click of a link on the associated screen launching the Smart Retrieve web viewer.
    In addition, **any file** added using the native Sage X3 **paperclip** is **also archived in the EDM database** so all your files are kept in the same place.
- ▶ **Document linking** now means when viewed in Smart Retrieve, transactions are linked to their attachments, purchasing documents linked to their Suppliers and Sales documents linked to their Customers.
- ▶ A new 'Image Check' Entry point activates the link to view a document only if there's one to view!

PIA - Purchase Invoice Automation

PIA allows incoming Purchase and Supplier Invoices to be created in Sage X3 with little to no manual intervention.

Using the latest **O**ptical **C**haracter **R**ecognition, documents **are identified by Endpoint**, **Supplier** and **Site** automatically, the values extracted and via web-service the transaction created.

Paper copies, PDFs and extracted email attachments all go through the same simple clean interface and exported either with a user reviewing prior to exporting, or automatically as a background task.

When created, the original document is archived in the EDM database and accessible via a link on the same screen as the Invoice itself.

- ▶ **Consolidated single DbCapture Profile** '[PIA] Express' handling Order / Receipt **3 way matching**, Direct or BP Supplier Invoices hooking in to the Sage X3 approval workflow and Account Structures
- ▶ **Site Code** and **Invoice Type** recognition is automated improving first time recognition of documents
- ▶ **Export routine overhauled** analyzing the response of Sage X3 as if done manually and reporting back the PIA user
- ▶ **PDF importing overhauled** made simpler and configured automatically as soon as a Sage X3 Endpoint is patched
- ▶ **Invoicing elements extended**, recognized and passed as part of the Invoice
- ▶ **Poll an unlimited number of pre-designated email accounts** for **incoming PDF Invoice** attachments from suppliers which are extracted and automatically processed
  - ▶ The emails are also archived along with the Invoice so can be viewed via a link in Smart Retrieve
- ▶ Numerous performance enhancements making lookups faster and more efficient and remains fully web-service driven
- ▶ New features to **automatically export documents in an OK state** saving time and purge exported documents saving disk space
- ▶ DbCapture Queue states **segregate documents** into Sage X3 Endpoints
- ▶ **Deleted documents are archived** so none PIA users can see who and why they were deleted
  - ▶ An optional email can be triggered to a department or user to inform them of this with details and the document attached
- ▶ **OnHold documents are archived** so none PIA users can see who and why they were put on hold
  - ▶ An optional email can be triggered to a department or user to inform them of this with details and the document attached
- ▶ **Utilizing ABBYY11**, data extraction is more accurately and faster than ever before
- ▶ Matching can be done by **retrieving the Order lines** or the **Receipt lines for an Order** depending on the requirements of the Customer

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SOA – Sales Order Automation

First introduced with R12.1 as a proof of concept, interest is quickly building to the benefits of not only processing incoming Purchase and Supplier Invoices, but also Sales Orders.

Using the latest **O**ptical **C**haracter **R**ecognition, documents are identified by **Endpoint**, **Customer** and **Site** automatically, the values extracted and via web-service the transaction created.

Paper copies, PDFs and extracted email attachments all go through the same simple clean interface and exported either with a user reviewing prior to exporting, or automatically as a background task.

When created, the original document is archived in the EDM database and accessible via a link on the same screen as the Order itself.

- ▶ Enhancements to the out the box profile allowing for the creation of Sales Orders
    - ▶ Based on a previous order from the customer
    - ▶ Matching on a quote or multiple quotes
    - ▶ Manually build your grid items quicker than in the Sage X3 interface
- ▶ **Site Code** and **Sales Type** are more automated improving first time recognition of documents
- ▶ **Export routine overhauled** analyzing the response of Sage X3 as if done manually and reporting back the SOA user
- ▶ **PDF importing overhauled** to made simpler and configured automatically as soon as a Sage X3 Endpoint is patched
- ▶ **Invoicing elements extended**, recognized and passed as part of the Invoice
- ▶ **Poll an unlimited number of pre-designated email accounts** for **incoming PDF Invoice** attachments from suppliers which are extracted and automatically processed
    - ▶ The emails are also archived along with the Invoice so can be viewed via a link in Smart Retrieve
- ▶ Numerous performance enhancements making lookups faster and more efficient and remains fully web-service driven
- ▶ New features to **automatically export documents in an OK state** saving time and purge exported documents saving disk space
- ▶ DbCapture Queue states **segregate documents** into Sage X3 Endpoints
- ▶ **Deleted documents are archived** so none SOA users can see who and why they were deleted
    - ▶ An optional email can be triggered to a department or user to inform them of this with details and the document attached
- ▶ **OnHold documents are archived** so none SOA users can see who and why they were put on hold
    - ▶ An optional email can be triggered to a department or user to inform them of this with details and the document attached
- ▶ **Utilizing ABBYY11**, data extraction is more accurately and faster than ever before

FAQ's and Compatibility

The release may raise some questions, many of which are answered below.

- EDM for Sage X3 is designed *specifically* for **new installs** against Sage X3, PU9, V11 and V12.

  Although upgrades are of course possible, we would always recommend these are done as part of a professional services engagement.

  It is not compatible with previous versions of Sage X3.

- **Q:** What if I've already downloaded R12.1 but haven't yet installed it?
- **A:** You are advised to download and install EDM for Sage X3.
  The same licenses you already have can be used with EDM for Sage X3, although there are extra licenses required for the SmartSuite.

  Contact your V1 or Sage account manager for more information.

- **Q:** What if I'm on an older release such as R9 or R10.1?
- **A:** Releases of EDM prior to R12.1 are now in maintenance.
  Following the detailed instructions on the Portal, trained partners and customers can migrate their system to EDM for Sage X3, although V1 would recommend a project to help manage the transition.

- **Q:** Can I use EDM for Sage X3 in conjunction with Sage X3 V6.5, V7 or PU8?
- **A:** To keep our commitment to using the latest technology and because there is a reliance on Syracuse, it is not possible to install against any version of Sage X3 before PU9.

  You are advised to contact Sage to discuss an update to at least PU9 to update to EDM for Sage X3.

- **Q:** I'm using EDM for Sage X3 by V1 R12.1 alongside V6.5 of Sage X3, am I still supported?
- **A:** Support for R12.1 will continue as normal, there are no plans to stop this and hotfixes and bug fixes will still be released, although no new capability will be added to R12.1 so as to focus on EDM for Sage X3.

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Known Limitations

The following limitations are present in this release which may be addressed in future roadmap advancements.

This list is not exhaustive and as such there may be other factors regarding the implementation.

Please review this list against the [Platform Requirements](#) document.

If there is any ambiguity on this, please refer to your V1 or Sage account manager.

- An installation of SmartRetentions with FTS, PIA or SOA on an AWS (**A**mazon **W**eb **S**ervices) Cloud platform is not currently permitted due to ABBYY11 licensing restrictions.

- It is not possible to directly update from previous releases directly (using thesetup program for instance) because of technology differences present in this release.

  A project is advised to supervise the processes of backup / un-installation / new installation and restoration of data.

- The setup program is only available on Windows.

- The Client components are only available on Windows.

- PIA only supports NONPOP / Direct Credit notes based on the site code.

  POP Credit notes (those based on Invoices with one or more orders / receipts) are not currently supported.

  Users are advised to create all Credits Notes as NONPOP and where lines are required, import them manually once the document has been created in Sage.