

TECH TALKS

With Frontier
Customer Support

Your Topics

For Your Success

Frontier AP Automation

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Overview

- Import vendor invoice data and automatically voucher.
- Purchase Orders & Miscellaneous Invoices.

IM01 – Invoice Mapping Maintenance

```

ECS040C          INVOICE MAP SCREEN

                                     CHANGE

F  Vendor      Invoice map
  FA.V02      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
  FA.V22      XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX

IM01 Division_01 Vendor FA.V02 Mode CHG
F3=Exit F10=Menu Bar
  
```

AP30 – A/P Auto Batch Post Control

ECS040C

CONTROL TO POST AP BATCH AUTOMATICALLY

Use this screen to update data area BATCHPOST.

This is used to indicate whether AP batches created by AP Automation batch job should be automatically posted if no errors exist.

Make required changes and press ENTER.

Post AP batch automatically? N **(Y or N)**

AP30

F3=Exit

New Files

- APINP –
Populated from external system with invoice detail.

- APLOG –
Last submission records.

- APHISLOG –
Previous submissions records.

APAUTPROC – AP Automation Batch

```

APMENU01           Accounts Payable Monthly Menu

Select one of the following:

    * Monthly Reports *
200. Change APMEDT Parameter      APMEDT
     Auto Recon Period End Date
210. Preliminary Trial Balance    APJ110
220. Use Tax Report              APJ160
230. Received, not Vouchered    APJ180
240. Internal Purchasing         APJ185

    * Bank Reconciliation *
300. Check Register              APJ082
     Adds to Reconciliation
310. Monthly Reconciliation      APJ083
320. Upd Reconciliation File     APJ084
     Purges Reconciled Checks

410. AP Automation Batch        APAUTPROC
420. Invoice Mapping Maintenance IM01
     Selection or command
===> █

    * Auto Check Recon *
325. Bank Conversion to Cash     AP01
330. Recon Report Edit          APJ086CE
335. Recon Report Update        APJ086CU
340. Bank Recon Exceptions      AP89
345. Ledger Interface           GLJ800

    * Year End Job *
350. Roll of Vendor Totals      APJ390
360. Print AP 1099 Forms        AP1099
370. AP 1099 Code Maintenance   AP11

    * Reprint 1099 Forms *
400. Reprint AP 1099 Forms      AP1099

    * System Functions *
900. System Functions Menu      SYMENU
OFF. Sign Off

F3=Exit  F4=Prompt
User ECS040C  Data library ECSDTA040C
  
```

APAUTPROC – AP Automation Batch

ECS040C

CONTROL TO POST AP BATCH AUTOMATICALLY

Use this screen to update data area BATCHPOST.

This is used to indicate whether an AP batch created by AP Automation job should be automatically posted at job end if no errors exist.

Make required changes and press ENTER.

Post AP batch automatically? N **(Y or N)**

AP31

F3=Submit and exit F12=Cancel

AP Auto Validation Process

- Valid Vendor.
- No duplicate Invoice.
- No more than 333 detail line items per invoice.
- If PO invoice –
 - Find matching RMP for PO#, Receipt Quantity & Unit Price of Line item.
- If Misc invoice –
 - Valid account.
- Invoice# is not greater than 10 (Frontier 4.0 or below)
Or Invoice# 20 (Frontier 4.1 and beyond).

AP Auto Validation Process

Invoices failed:

- Invoices rejected.
- Printed on “Invoices in Error” report.
- Leave APINP records.

Invoices passed:

- Vouchers created.
- Batches created.
- APINP records are cleared.
- APLOG file is populated with last submission APINP.

Scenario# 1

PROCESSING A PO RELATED INVOICE THROUGH AP AUTOMATION

Scenario# 1 – Processing PO Invoice

Step 2 – Fully receive Purchase Order.

```

ECS040C          PURCHASE ORDER RECEIVING          7/19/22
Order R      4135 Wh 01   Placed 71922          13:58:51
Vendor FA.V02 FA PURCHASE VENDOR          Revision 00 Date
ROC N      CHICAGO          IL          Buyer
Reprint ticket _          Inspection ..... Receipt .....
Fr To      Qty  UM  Product          Note Req  Num  Date      Qty      F
-----
IUM          10.000  FA  FA.PART          N          1 71922      10.000  _
PUM          10.000  EA  Line 1.00  Comm          CLOSED  Stk      10.000
PCM WO          Wh 01  Vendor product #          Exp dt          Ins
Desc FA STOCK PART          Del to          Rtn
  
```

PU15 Order █ 4135 Item █ Receipt █ 1 Function REC
 F2=Select █ F3=Exit █ F6=Fold/unfold █ F13=WUM █ F10=Menu Bar █ F11=Ins █

Scenario# 1 – Processing PO Invoice

Step 3 – Fill out the APINP file.

Display Spooled File										
File	LSTFD								Page/Line	1/1
Control									Columns	1 - 130
Find										
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3										
LSTFD	List Field Description Listing							7/19/22	14:42:33	Page
File: ECSDTA040C/APINP	Source: APINP	ECSMOD040D/QDDSSRC	File Text: PF, Input Work Link File For APAUT				ECSMOD04			
Format: RF\$IN	Type: P	Fields: 19	Length: 165	Format Text:						
Field	Length	Typ	From-	Thru	Description	Ref Field	Text File	Text Field		
INFINV	50	A	1-	50	Full Invoice #	RFTX50	APINP	INFINV		
INDIV	2	A	51-	52	/NF DV Division	IDDIV	IDPL	IDDSCD		
INPINV	10	A	53-	62	Accounts payable invoice number	IDPINV	IDPL	IDPOST		
ININVD	6, 0	S	63-	68	Invoice date from INV001	IDINVD	IDPL	IDPAY		
INVNDR	6	A	69-	74	Vendor number	IDVNDR	IDPL	IDVTDT		
INAMT\$	15, 2	P	75-	82	Gross amount of an invoice	IDAMT\$	IDPL	IDAP		
INORD#	8, 0	S	83-	90	Manufacturing order number	IDORD#	IDPL	IDPAY		
INGLAC	15	A	91-	105	General ledger account number	IDGLAC	IDPL	IDPAY		
INOQP	9, 3	P	106-	110	Order qty pum; in AP65, if you have a po, this qty	IDOQP	IDPL	IDPAY		
INUNT\$	15, 4	P	111-	118	Unit price or purchase order price	IDUNT\$	IDPL	IDVCH		
INFUNC	2	A	119-	120	Function	RFTX02	APINP	INFUNC		
INFF01	1	A	121-	121	Free field, code	IDFF01	IDPL	IDPAY		
INFF02	1	A	122-	122	Free field, code	IDFF02	IDPL	IDPAY		
INFF03	1	A	123-	123	Free field, code	IDFF03	IDPL	IDPAY		
INFF10	10	A	124-	133	Free field, character	IDFF10	IDPL	IDPAY		
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3										
INFF20	10	A	134-	143	Free field, character	IDFF20	IDPL	IDPAY		
INLIN	10	A	144-	153	Line item #	RFTX10	APINP	INLIN		
INSEQ	10	A	154-	163	Sequence	RFTX10	APINP	INSEQ		
INDSTD	2	A	164-	165	Distribution division	IDDIV	APINP	INDSTD		
Key Fields:	Field	Sequence								
	*NONE									

Scenario# 1 – Processing PO Invoice

Step 3 – Fill out the APINP file.

```

WORK WITH DATA IN A FILE                               Mode . . . . . :  CHANGE
Format . . . . . :  RF$IN                               File . . . . . :  APINP

*RECNR:                                     4
Full Inv#:  INV001ABC123456789
Div:        01                               Invoice #:
Inv dte:    72022                           Vendor#:   FA.V02
Gross amount invoice: 1000                   Mfg ord number: 4135
Account #:                                     Ord qty PUM: 10000
Unit price: 10000                             Function:
Free: -                                         Free: -
Free: -                                         Free field char:
Free field char:                               Line item#:
Sequence:                                     Dist div:

```

```

F3=Exit      F5=Refresh      F6=Select format
F9=Insert    F10=Entry       F11=Change

```

Scenario# 1 – Processing PO Invoice

Step 4 – Submit AP Auto in APMENU01 > Option 410.

ECS040C **CONTROL TO POST AP BATCH AUTOMATICALLY**

Use this screen to update data area BATCHPOST.

This is used to indicate whether an AP batch created by AP Automation job should be automatically posted at job end if no errors exist.

Make required changes and press ENTER.

Post AP batch automatically? N **(Y or N)**

AP31

F3=Submit and exit **F12=Cancel**

Scenario# 1 – Processing PO Invoice

Step 5 – Review AP Auto Reports.

```

Work with Job Spooled Files
Job:  APAUTPROCP      User:  ECS040C      Number:  038894
Type options, press Enter.
 1=Send  2=Change  3=Hold  4=Delete  5=Display  6=Release  7=Messages
 8=Attributes  9=Work with printing status

Opt  File          Device or Queue  User Data  Status  Total Pages  Current Page  Copies
-   -   -   -   -   -   -   -   -   -   -   -
-   QSYSPRT2  FRNPRT  APAUTPROC  HLD     1           1           1
-   QSYSPRT1  FRNPRT  APAUTPROC  HLD     1           1           1
-   QPJOBLOG  QEZJOBLOG  APAUTPROCP  RDY     5           1           1

Parameters for options 1, 2, 3 or command
===>
F3=Exit  F10=View 3  F11=View 2  F12=Cancel  F22=Printers  F24=More keys
    
```


Scenario# 1 – Processing PO Invoice

Step 5 – Review AP Auto Reports.

```

Display Spooled File
File . . . . . : QSYSPRT2                               Page/Line  1/1
Control . . . . . :                                     Columns   1 - 130
Find . . . . . :
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3
Program:  APAUTPROC                                FRONTIER 4.0 EC PROGRAM - V4.0 ECS040C
Batch# 8024 Status Not Posted                      Invoices Accepted Log
Div Vendor Invoice #  Inv date  Total invoice $  PO #  Lin Seq  Account #Qty invoiced  Unit price  Line tot
01 FA.V02 INV001ABC1  7/20/22  10.00  4135  001 001 FA-001  10.000  10.000  1.0000  10.0
Processed OK                                       Batch# 8024 $ 10.00 Date: 7/19/22 Time: 15:06:26
** END OF REPORT **

F3=Exit  F12=Cancel  F19=Left  F20=Right  F24=More keys
Bottom
  
```

Scenario# 1 – Processing PO Invoice

Step 5 – Review AP Auto Reports.

```

Display Spooled File
File . . . . . : QSYSVRT1                               Page/Line  1/1
Control . . . . . :                                     Columns   1 - 130
Find . . . . . :
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3
Program: APAUTPROC                                FRONTIER 4.0 EC PROGRAM - V4.0 ECS040C
Invoices in Error
Div Vendor Invoice #  Inv date  Total invoice $  PO number Line  Account # Qty invoiced  Unit price Line tot
** END OF REPORT **

```

Bottom

F3=Exit F12=Cancel F19=Left F20=Right F24=More keys

Scenario# 1 – Processing PO Invoice

Step 6 – Confirm AP Batch.

Division: 01 Distribution Division: 01

Apply Invoices

Active Batch: 8024 Active Voucher: Invoice Balance: Applied Amount: Fiscal Period: 2207 View: DEFAULT

Settings

Batch Information

Batch Number: 8024 Batch Amount: 10.00 Fast Checks:

Batch Date: 07/19/2022 Batch Balance: 0.00

Voucher Header Information

Voucher Number:

Voucher #	Vendor	Invoice	Invoice date	Invoice amount	Invoice balance	Voucher date	Status
001	FA.V02	INV001ABC1	07/20/22	\$10.00	\$0.00	07/19/22	Posted

Scenario# 1 – Processing PO Invoice

Receipt record (RMP) is updated.

```

WORK WITH DATA IN A FILE                               Mode . . . . . :  CHANGE
Format . . . . . :  RF$RM                               File . . . . . :  RMP

*RECNR:          14286                                Account code:   -
Mfg ord number:  4135                                Rcpt #:         1
Rcpt #:          1                                    Maint MMDD:    719
Maint YY:       22                                    Maint MMDD:    719
Maint YY:       22                                    Buyer:         ECS040C
Hold stat:      C                                    stus flg:      C
Rcvd qty IUM:   10000                                qty insp:      _____
Qty on hand:    10000                                rei & ret:     _____
qty insp:      _____                            vch qty IUM:   10000
Skid cnt:      _____                            line itm PO:   100
Desc:          FA STOCK PART
Product number: FA.PART                               Ship wh:       01
Inv loc:      _____                            Lot #:        _____
Comment:     _____                            Exp MMDD:     _____
Exp YY:      _____                            Master po #:  _____
ext cst:     _____                            Ave cst book per: _____
delv to loc:  _____                            Century:      1

F3=Exit          F5=Refresh          F6=Select format
F9=Insert        F10=Entry           F11=Change
  
```

Scenario# 2

PO RELATED INVOICE WITH QUANTITY IN APINP NOT MATCHING
RECEIPT QUANTITY

Scenario# 2 – Quantity not matching receipt

Step 2 – Partially receive Purchase Order.

```

ECS040C                PURCHASE ORDER RECEIVING
Order R   4136 Wh 01    Placed 71922
Vendor   FA.V02 FA PURCHASE VENDOR      Revision 00 Date
ROC      N           CHICAGO             IL           Buyer
Reprint ticket _          Inspection      . . . . . Receipt . . . . .
Fr To    Qty  UM  Product                Note Req  Num  Date    Qty          F
-----
IUM      10.000 FA  FA.PART                1 71922    8.000    UND SHP  _
PUM      10.000 EA  Line 1.00  Comm _____  Stk      8.000
PCM WO   _____ Wh 01 Vendor product # _____  Ins
Desc FA STOCK PART                Del to _____  Rej
                UNDER SHIPPED                Rtn

PU15 Order 4136 Item _____ Receipt 1 Function REC
F2=Select F3=Exit F6=Fold/unfold F13=WUM F10=Menu Bar F11=Ins
  
```

Scenario# 2 – Quantity not matching receipt

Step 3 – Receive remaining quantity for Purchase Order.

```

ECS040C                PURCHASE ORDER RECEIVING
Order R   4136 Wh 01    Placed 71922
Vendor FA.V02 FA PURCHASE VENDOR      Revision 00 Date
ROC      N      CHICAGO                IL      Buyer
Reprint ticket          Inspection      . . . . . Receipt . . . . .
Fr To      Qty  UM  Product      Note Req  Num  Date      Qty      F
-----
IUM      10.000  FA  FA.PART                2 71922      2.000      2.000
PUM      10.000  EA  Line 1.00  Comm          CLOSED      Stk
PCM WO          Wh 01 Vendor product #      Exp dt      Ins
Desc FA STOCK PART      Del to          Rtn
  
```

PU15 Order 4136 Item Receipt 2 Function REC
 F2=Select F3=Exit F6=Fold/unfold F13=WUM F10=Menu Bar F11=Ins

Scenario# 2 – Quantity not matching receipt

Step 4 – Fill out the APINP file.

```

WORK WITH DATA IN A FILE                               Mode . . . . . : CHANGE
Format . . . . . : RF$IN                               File . . . . . : APINP

*RECNR:                                               5
Full Inv#:      INV002071922
Div:            01                               Invoice #:
Inv dte:        72022                             Vendor#:      FA.V02
Gross amount invoice: 1000                       Mfg ord number: 4136
Account #:      _____                          Ord qty PUM:   10000
Unit price:     _____                          Function:      _____
Free:           _____                          Free:          _____
Free:           _____                          Free field char: _____
Free field char: _____                          Line item#:    _____
Sequence:       _____                          Dist div:      _____

F3=Exit      F5=Refresh      F6=Select format
F9=Insert    F10=Entry       F11=Change
  
```

Scenario# 2 – Quantity not matching receipt

Step 5 – Submit AP Auto in APMENU01 > Option 410.

ECS040C **CONTROL TO POST AP BATCH AUTOMATICALLY**

Use this screen to update data area BATCHPOST.

This is used to indicate whether an AP batch created by AP Automation job should be automatically posted at job end if no errors exist.

Make required changes and press ENTER.

Post AP batch automatically? N **(Y or N)**

AP31

F3=Submit and exit **F12=Cancel**

Scenario# 2 – Quantity not matching receipt

Step 6 – Review AP Auto Reports.

```

Display Spooled File
File . . . . . : QSYSPRT2                               Page/Line  1/1
Control . . . . . :                                     Columns   1 - 130
Find . . . . . :
* . . . . 1 . . . . 2 . . . . 3 . . . . 4 . . . . 5 . . . . 6 . . . . 7 . . . . 8 . . . . 9 . . . . 0 . . . . 1 . . . . 2 . . . . 3
Program: APAUTPROC                                FRONTIER 4.0 EC PROGRAM - V4.0 ECS040C      Date: 7/19/22   Page:
Batch#      Status Not Posted                      Invoices Accepted Log                       Time: 15:58:18
Div Vendor  Invoice #   Inv date   Total invoice $   PO #   Lin Seq   Account #Qty invoiced   Unit price   Line tot
* NO INVOICES TO PROCESS *
F3=Exit  F12=Cancel  F19=Left  F20=Right  F24=More keys
Bottom
  
```

Scenario# 2 – Quantity not matching receipt

Step 6 – Review AP Auto Reports.

```

Display Spooled File
File . . . . . : QSYSPRT1
Control . . . . . :
Find . . . . . :
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3
Program: APAUTPROC FRONTIER 4.0 EC PROGRAM - V4.0 ECS040C Date: 7/19/22 Page:
Invoices in Error Time: 15:58:18
Div Vendor Invoice # Inv date Total invoice $ PD number Line Account # Qty invoiced Unit price Line tot
01 FA.V02 INV0020719 7/20/22 10.00 4136 10.000 1.0000 10.0
** END OF REPORT **
Matching receipt not found
F3=Exit F12=Cancel F19=Left F20=Right F24=More keys
Bottom
  
```

Scenario# 2 – Quantity not matching receipt

Step 7 – Correct APINP records.
 Added two records to match the two receipts.

```

WORK WITH DATA IN A FILE                               Mode . . . . : CHANGE
Format . . . . : RF$IN                               File . . . . : APINP

*RECNR:                                               6
Full Inv#:      INV002071922
Div:            01      Invoice #:
Inv dte:        72022   Vendor#:      FA.V02
Gross amount invoice: 1000   Mfg ord number: 4136
Account #:
Unit price:      10000   Ord qty PUM: 8000
Free:            -      Function:
Free:            -      Free:
Free field char: -      Free field char:
Sequence:
Dist div:       01

F3=Exit      F5=Refresh      F6=Select format
F9=Insert    F10=Entry       F11=Change
  
```

Scenario# 2 – Quantity not matching receipt

Step 7 – Correct APINP records.
 Added two records to match the two receipts.

```

WORK WITH DATA IN A FILE                               Mode . . . . . : CHANGE
Format . . . . . : RF$IN                               File . . . . . : APINP

*RECNR:                                               7
Full Inv#:      INV002071922
Div:            01                                     Invoice #:
Inv dte:        72022                                 Vendor#:      FA.V02
Gross amount invoice: 1000                            Mfg ord number: 4136
Account #:
Unit price:     10000                                 Ord qty PUM:  2000
Free:           -                                     Function:
Free:           -                                     Free:
Free field char: -                                     Free field char:
Sequence:       -                                     Line item#:
                                                         Dist div:
  
```

F3=Exit F5=Refresh F6=Select format
 F9=Insert F10=Entry F11=Change

Scenario# 2 – Quantity not matching receipt

Step 7 – Re-submit AP Auto. This time post the batch.

```
ECS040C          CONTROL TO POST AP BATCH AUTOMATICALLY          7/19/22
                                                           16:07:04

Use this screen to update data area BATCHPOST.

This is used to indicate whether an AP batch created by AP Automation
job should be automatically posted at job end if no errors exist.

Make required changes and press ENTER.

Post AP batch automatically?  Y  (Y or N)

AP31
F3=Submit and exit  F12=Cancel
```

Scenario# 2 – Quantity not matching receipt

Step 8 – Review AP Auto Report.

```

Display Spooled File
File . . . . . : QSYSPRT2                               Page/Line  1/1
Control . . . . :                               Columns   1 - 130
Find . . . . . :
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3
Program:  APAUTPROC                                FRONTIER 4.0 EC PROGRAM - V4.0 ECS040C    Date:  7/19/22  Page:
Batch#  8025  Status Posted                          Invoices Accepted Log                    Time:  16:07:53
Div  Vendor  Invoice #  Inv date  Total invoice $  PO #  Lin  Seq  Account #Qty invoiced  Unit price  Line tot
01  FA.V02  INV0020719  7/20/22  10.00          4136  001  001  FA-001  10.00  Date:  7/19/22  Time:  16:07:53
Processed OK                                         Batch#  8025 $                            2.000    1.0000    8.0
01  FA.V02  INV0020719  7/20/22  10.00          4136  001  002  FA-001  10.00  Date:  7/19/22  Time:  16:07:53
Processed OK                                         Batch#  8025 $                            2.000    1.0000    2.0
** END OF REPORT **

```

Bottom

F3=Exit F12=Cancel F19=Left F20=Right F24=More keys

Scenario# 3

PROCESSING A MISCELLANEOUS INVOICE THROUGH AP
AUTOMATION

Scenario# 3 – Processing Misc Invoice

Step 1 – Fill out the APINP file.

```

WORK WITH DATA IN A FILE                               Mode . . . . . :  CHANGE
Format . . . . . :  RF$IN                               File . . . . . :  APINP

*RECNR:                                                9
Full Inv#:      MISC001ABC12345
Div:            01                                     Invoice #:
Inv dte:        70122                                 Vendor#:      FA.V02
Gross amount invoice: 5000                            Mfg ord number:
Account #:      MISC                                 Ord qty PUM:  2000
Unit price:     250000                               Function:
Free:           -                                    Free:
Free:           -                                    Free field char:
Free field char:                               Line item#:
Sequence:     -                                     Dist div:

```

F3=Exit F5=Refresh F6=Select format
 F9=Insert F10=Entry F11=Change

Scenario# 3 – Processing Misc Invoice

Step 2 – Submit AP Auto in APMENU01 > Option 410.

```
ECS040C          CONTROL TO POST AP BATCH AUTOMATICALLY          7/19/22
                                                           16:23:11

Use this screen to update data area BATCHPOST.

This is used to indicate whether an AP batch created by AP Automation
job should be automatically posted at job end if no errors exist.

Make required changes and press ENTER.

Post AP batch automatically?  N  (Y or N)

AP31
F3=Submit and exit  F12=Cancel
```

Scenario# 3 – Processing Misc Invoice

Step 3 – Review AP Auto Report.

```

Display Spooled File
File . . . . . : QSYSPRT2                               Page/Line  1/1
Control . . . . . :                                     Columns   1 - 130
Find . . . . . :
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3
Program: APAUTPROC                                FRONTIER 4.0 EC PROGRAM - V4.0 ECS040C      Date:  7/19/22  Page:
Batch#  8027  Status Not Posted                    Invoices Accepted Log                    Time:  16:23:39
Div Vendor Invoice #  Inv date  Total invoice $  PO #  Lin Seq  Account #Qty invoiced  Unit price  Line tot
  01 FA.V02 MISC001ABC  7/01/22      50.00      0      MISC      2.000      25.0000    50.0
Processed OK                                     Batch#  8027 $  50.00  Date:  7/19/22  Time:  16:23:39
** END OF REPORT **

F3=Exit  F12=Cancel  F19=Left  F20=Right  F24=More keys
Bottom
  
```

Scenario# 4

INVOICE DETAIL NOT MATCHING TOTAL INVOICE AMOUNT

Scenario# 4 – Invoice Detail not matching Total

Step 1 – Miscellaneous Invoice in APINP.

WORK WITH DATA IN A FILE		Mode : CHANGE
Format : RF\$IN		File : APINP
*RECNR:	11	
Full Inv#:	MISC004ABC12345	
Div:	01	Invoice #:
Inv dte:	72022	Vendor#:
Gross amount invoice:	1000	Mfg ord number:
Account #:	MISC	Ord qty PUM:
Unit price:	95500	Function:
Free:	-	Free:
Free:	-	Free field char:
Free field char:		Line item#:
Sequence:		Dist div:

F3=Exit	F5=Refresh	F6=Select format
F9=Insert	F10=Entry	F11=Change

Scenario# 4 – Invoice Detail not matching Total

Step 2 – Submit AP Auto with 'Y' to post AP batch.

```
ECS040C          CONTROL TO POST AP BATCH AUTOMATICALLY          7/20/22
                                                         09:20:59

Use this screen to update data area BATCHPOST.

This is used to indicate whether an AP batch created by AP Automation
job should be automatically posted at job end if no errors exist.

Make required changes and press ENTER.

Post AP batch automatically?  Y  (Y or N)

AP31
F3=Submit and exit  F12=Cancel
```

Scenario# 4 – Invoice Detail not matching Total

Step 3 – Review AP Auto Report.

```

Display Spooled File
File . . . . . : QSYSPRT2                               Page/Line 1/1
Control . . . . . :                                     Columns 1 - 130
Find . . . . . :
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3
Program: APAUTPROC                                FRONTIER 4.0 EC PROGRAM - V4.0 ECS040C      Date: 7/20/22 Page:
Batch# 8031 Status Not Posted                    Invoices Accepted Log                    Time: 9:19:54
Div Vendor Invoice # Inv date Total invoice $ PO # Lin Seq Account #Qty invoiced Unit price Line tot
01 FA.V02 MISC004ABC 7/20/22 10.00 0 MISC 1.000 9.5500 9.5
Detail does not match invoice total amount      Batch# 8031 Date: 7/20/22 Time: 9:19:54
** END OF REPORT **

F3=Exit F12=Cancel F19=Left F20=Right F24=More keys
Bottom
  
```


Scenario# 4 – Invoice Detail not matching Total

Step 4 – Confirm AP Voucher.

Division: 01 Distribution Division: 01

Apply Invoices

Active Batch: 8031 Active Voucher: 001 Invoice Balance: Applied Amount: Fiscal Period: 2207 View: DEFAULT

Settings

Batch Information

Batch Number: 8031 Batch Amount: 0.00 Fast Checks:
 Batch Date: 07/20/2022 Batch Balance: 0.00

[New] [Open] [Save] [Post] [Cancel] [Exit] [Check Void]

Voucher Header Information

Voucher Number: 001 PO Number: Invoice Date: 07/20/2022 Check Number: 0
 Vendor: FA.V02 Invoice Number: MISC004ABC Invoice Due Date: 07/20/2022 Check Description:
 Vendor Name: FA PURCHASE VENDOR Vendor State: IL Discount Due Date: Check Destination:
 Vendor Address: 02 VEND ADD Vendor Zip: 60002 Invoice Amount: 10.00 Check Stock: A
 Vendor City: CHICAGO Discount Percent: 0.00 Applied Amount: 9.55 Separate Checks:
 Tax Number: Discount Amount: 0.00 Invoice Balance: 0.45 Manual Check:
 Tax Eligibility: Non Discount: 0.00 Approve Duplicate Invoice:
 Late Discount:

[New] [Open] [Save] [Amend] [Reverse PO] [Post] [Unpost] [Move] [Refresh PO] [Cancel]

[Apply Data] [Voucher Post] [Adjust Voucher] ALLOCATION SET... [Apply Allocation Set]

Del	Account number	Quantity	PUM	Unit price	Product	Vendor Product	Tax	Extended
<input type="checkbox"/>	MISC	1.000	EA	9.5500				9.55

Scenario# 4 – Invoice Detail not matching Total

Same Results with PO related Invoice.

```

ECS040C PURCHASE ORDER ENTRY/MAINTENANCE MIX 7/20/22
Order Type Wh Confirms call with Date Confirm Printed Sts 09:29:08
4140 P 01 72022 N Appv Y
Placed 72022 Revision Revised Drop ship information
Vendor FA.V02 FA PURCHASE VENDOR
Buyer Div 01 Tax ROC N
Attention: EDI N
Fob
Ship via
Terms Attn:
Fax # PO Y

```

Product	Ordered qty	PUM	Due dt	Price Per	Description	Wh	F
FA.PART	10.000	EA	72022	1.0000	PO LINE CLOSED	01	

```

PU13 Wh Vendor Order 4140 Type P Line Mode MIX
F3=Exit F6=Alt Scr F7=License F9=Add F10=Menu Bar F11=Delete F17=Totals

```

Scenario# 4 – Invoice Detail not matching Total

Have APINP record with Gross Amount > Invoice Detail Amount.

```

WORK WITH DATA IN A FILE                               Mode . . . . . : CHANGE
Format . . . . . : RF$IN                               File . . . . . : APINP

*RECNBR:                                               24
Full Inv#:      IINV004ABC12345
Div:            01                               Invoice #:
Inv dte:       72022                             Vendor#:      FA.V02
Gross amount invoice: 1200                       Mfg ord number: 4140
Account #:     _____                          Ord qty PUM:   10000
Unit price:    _____                          Function:      _____
Free:         _____                          Free:         _____
Free:         _____                          Free field char: _____
Free field char: _____                       Line item#:   _____
Sequence:     _____                          Dist div:     _____

F3=Exit      F5=Refresh      F6=Select format
F9=Insert    F10=Entry       F11=Change
  
```

Scenario# 4 – Invoice Detail not matching Total

Submit AP Auto with 'Y' and review report.

```

Display Spooled File
File . . . . . : QSYSPRT2                               Page/Line  1/1
Control . . . . . :                                     Columns   1 - 130
Find . . . . . :
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3
Program:  APAUITPROC                                FRONTIER 4.0 EC PROGRAM - V4.0 ECS040C   Date:  7/20/22   Page:
Batch#  8043  Status Not Posted                    Invoices Accepted Log                   Time:  12:16:35
Div Vendor Invoice #  Inv date  Total invoice $  PO #  Lin Seq      Account #Qty invoiced  Unit price  Line tot
01 FA.V02 INV004ABC1  7/20/22      12.00      4140  001  001 FA-001                10.000      1.0000      10.0
Detail does not match invoice total amount      Batch#  8043                        Date:  7/20/22   Time:  12:16:35
** END OF REPORT **

F3=Exit  F12=Cancel  F19=Left  F20=Right  F24=More keys
Bottom
  
```

Scenario# 5

PROCESSING SUPPLY PO INVOICE THROUGH AP AUTOMATION

Scenario# 5 – Supply Item

Step 1 – Create Purchase Order in Frontier.

```

ECS040C PURCHASE ORDER ENTRY/MAINTENANCE MIX 7/19/22
Order P 4139 Vendor FA PURCHASE VENDOR Prt code N 16:36:43
UM
Line Product Rev Ordered P/I Due/prom Price / Std cst Per F
1.00 10.000 EA 70222 1.0000
Sup# PAPER 10.000 EA 70222 Wh 01
Acct# MISC Error
From WO Seq Del cd Proj# PCM WO
From req # Loc
Contract Over shp % Under shp % Update actual cost R
Comm code Ins req
Update lead time N
Sup# Wh
Acct# Error
From WO Seq Del cd Proj# PCM WO
From req # Line Partial/Comp Loc
Contract Over shp % Under shp % Update actual cost
Comm code Ins req
Update lead time
PU13 Wh 01 Vendor Order 4139 Type P Line Mode MIX
F2=Return Header F3=Exit F7=License F9=Add F10=Menu Bar F11=Delete F17=Totals
  
```

Scenario# 5 – Supply Item

Step 2 – Fully receive the Purchase Order.

```

ECS040C PURCHASE ORDER RECEIVING 7/19/22
Order R 4139 Wh 01 Placed 71922 16:37:52
Vendor FA.V02 FA PURCHASE VENDOR Revision 00 Date
ROC N CHICAGO IL Buyer
Reprint ticket Inspection ..... Receipt .....
Fr To Qty UM Product Note Req Num Date Qty F
-----
IUM 10.000 EA Line 1.00 Comm 1 71922 10.000 Stk 10.000
PUM 10.000 EA Lot Loc Exp dt CLOSED Ins
PCM WO Wh 01 Vendor product # Rej
Desc PAPER Del to Rtn
  
```

PU15 Order 4139 Item Receipt 1 Function REC
 F2=Select F3=Exit F6=Fold/unfold F13=WUM F10=Menu Bar F11=Ins

Scenario# 5 – Supply Item

Step 3 – Fill out the APINP record.

```

WORK WITH DATA IN A FILE                               Mode . . . . : CHANGE
Format . . . . : RF$IN_____                          File . . . . : APINP

*RECNR:                               10
Full Inv#: SUPPLYP012345
Div: 01                               Invoice #: _____
Inv dte: 71022                         Vendor#: FA.V02
Gross amount invoice: _____ 1000   Mfg ord number: 4139
Account #: _____                  Ord qty PUM: 10000
Unit price: _____ 10000          Function: _____
Free: -                                Free: -
Free: -                                Free field char: _____
Free field char: _____            Line item#: _____
Sequence: _____                  Dist div: _____

F3=Exit      F5=Refresh      F6=Select format
F9=Insert    F10=Entry       F11=Change
  
```


Scenario# 5 – Supply Item

Step 3 – Submit AP Auto with 'Y' to post batch and review report.

```

Display Spooled File
File . . . . . : QSYSPRT2                               Page/Line 1/1
Control . . . . . :                                     Columns 1 - 130
Find . . . . . :
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3
Program: APAUTPROC                                FRONTIER 4.0 EC PROGRAM - V4.0 ECS040C      Date: 7/19/22 Page:
Batch# 8028 Status Posted                          Invoices Accepted Log                      Time: 16:42:23
Div Vendor Invoice # Inv date Total invoice $ PO # Lin Seq Account #Qty invoiced Unit price Line tot
01 FA.V02 SUPPLYPO12 7/10/22 10.00 4139 001 001 MISC 10.000 1.0000 10.0
Processed OK                                     Batch# 8028 $ 10.00 Date: 7/19/22 Time: 16:42:23
** END OF REPORT **

F3=Exit F12=Cancel F19=Left F20=Right F24=More keys
Bottom
  
```

Scenario# 6

INTERDIVISIONAL BATCH

Scenario# 6 – Interdivisional Batch

Step 1 – Fill out APINP record.

WORK WITH DATA IN A FILE		Mode :	CHANGE
Format :		File :	APINP
*RECNBR:	15		
Full Inv#:	MISC006ABC123		
Div:	02	Invoice #:	
Inv dte:	72022	Vendor#:	FA.V22
Gross amount invoice:	1000	Mfg ord number:	
Account #:	MISC	Ord qty PUM:	10000
Unit price:	10000	Function:	
Free:	-	Free:	-
Free:	-	Free field char:	
Free field char:		Line item#:	
Sequence:		Dist div:	01

F3=Exit	F5=Refresh	F6=Select format
F9=Insert	F10=Entry	F11=Change

Scenario# 6 – Interdivisional Batch

Step 2 – Submit AP Auto with ‘N’.

```

Display Spooled File
File . . . . . : QSYSVRT2                               Page/Line  1/1
Control . . . . . :                                     Columns   1 - 130
Find . . . . . :
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3
Program: APAUTPROC                                FRONTIER 4.0 EC PROGRAM - V4.0 ECS040C           Date: 7/20/22   Page:
Batch# 8034 Status Not Posted                    Invoices Accepted Log                          Time: 9:50:34
Div Vendor Invoice #  Inv date  Total invoice $  PO #  Lin Seq  Account #Qty invoiced  Unit price  Line tot
 02 FA.V22 MISC006ABC  7/20/22      10.00          0          MISC          10.000      1.0000      10.0
Processed OK                                     Batch# 8034 $ 10.00 Date: 7/20/22 Time: 9:50:34
** END OF REPORT **

F3=Exit  F12=Cancel  F19=Left  F20=Right  F24=More keys
Bottom
  
```

Scenario# 6 – Interdivisional Batch

Step 3 – Verify AP Voucher.

Division: 02 Distribution Division: 02

Apply Invoices

Active Batch: 8034 Active Voucher: Invoice Balance: Applied Amount: Fiscal Period: 2207 View: DEFAULT

Settings

Batch Information

Batch Number: 8034 Batch Amount: 10.00 Fast Checks:

Batch Date: 07/20/2022 Batch Balance: 0.00

Voucher Header Information

Voucher Number:

Voucher #	Vendor	Invoice	Invoice date	Invoice amount	Invoice balance	Voucher date	Status
001	FA.V22	MISC006A...	07/20/22	\$10.00	\$0.00	07/20/22	Posted

Scenario# 6 – Interdivisional Batch

Unposted voucher to verify invoice detail.

Active Batch: 8034 Active Voucher: 001 Invoice Balance: Applied Amount: Fiscal Period: 2207 View: DEFAULT

Settings

Batch Information

Batch Number: 8034 Batch Amount: 10.00 Fast Checks:

Batch Date: 07/20/2022 Batch Balance: 10.00

Voucher Header Information

Del	Account number	Quantity	PUM	Unit price	Product	Vendor Product	Tax	Extended			
<input type="checkbox"/>	MISC	10.000	EA	1.0000				10.00			
	Description	Per	PO Quantity	Standard Cost	Tax Eligibility	Freight	Receipt	PO Number	PO Line	STD/PO Unit Var	STD/PO Extended Var
	THIS IS ANYTHING1					0.00	0				
	Complete Code	WO / CP#	Division	Warehouse	Sequence #	BOL Number	Import Cost Desc	PO/INV Unit Var	PO/INV Extended Var	STD/INV Unit Var	STD/INV Extended Var
		0.000	01		0.00						

Scenario# 6 – Interdivisional PO

Step 1 – Create Purchase Order in Div 02 and fully receive it.

```

ECS040C PURCHASE ORDER ENTRY/MAINTENANCE MIX 7/20/22
Order Type Wh Confirms call with Date Confirm Printed Sts 09:42:45
 4141 P 21 72022 N Appv Y
Placed 72022 Revision Revised Drop ship information
Vendor MGVEND MIKE CHANGE
Buyer Div 02 Tax ROC N
Attention: EDI N
Fob
Ship via
Terms Attn: PO N
Fax #
Product Ordered qty PUM Due dt Price Per Description Wh F
MRG.BUY 10.000 EA 72022 1.0000 PO LINE CLOSED 21
F3=Exit F6=Alt Scr F7=License F9=Add F10=Menu Bar F11=Delete F17=Totals
PU13 Wh Vendor Order 4141 Type P Line Mode MIX
  
```

Scenario# 6 – Interdivisional PO

Step 2 – Fill out APINP file.

```

WORK WITH DATA IN A FILE                               Mode . . . . . : CHANGE
Format . . . . . : RF$IN                               File . . . . . : APINP

*RECNBR:                                               19
Full Inv#: POINT001ABC123
Div: 01 Invoice #:
Inv dte: 71522 Vendor#: MGVEND
Gross amount invoice: 1000 Mfg ord number: 4141
Account #: Ord qty PUM: 10000
Unit price: 10000 Function:
Free: - Free:
Free: - Free field char:
Free field char: Line item#:
Sequence: Dist div: 02

F3=Exit      F5=Refresh      F6=Select format
F9=Insert    F10=Entry       F11=Change
  
```


Scenario# 6 – Interdivisional PO

Step 3 – Submit AP Auto and review report.

```

Display Spooled File
File . . . . . : QSYSPRT2
Control . . . . . :
Find . . . . . :
Page/Line 1/1
Columns 1 - 130
*...+...1...+...2...+...3...+...4...+...5...+...6...+...7...+...8...+...9...+...0...+...1...+...2...+...3
Program: APAUTPROC FRONTIER 4.0 EC PROGRAM - V4.0 ECS040C Date: 7/20/22 Page:
Batch# 8041 Status Not Posted Invoices Accepted Log Time: 10:31:12
Div Vendor Invoice # Inv date Total invoice $ PO # Lin Seq Account #Qty invoiced Unit price Line tot
01 MGVEND POINT001AB 7/15/22 10.00 4141 001 001 MISC 10.000 1.0000 10.0
PO lines division doesn't match voucher, detail li Batch# 8041 Date: 7/20/22 Time: 10:31:12
** END OF REPORT **

F3=Exit F12=Cancel F19=Left F20=Right F24=More keys Bottom
  
```

Scenario# 6 – Interdivisional PO

Step 4 – Verify AP Batch and Voucher.

Division: 01 Distribution Division: 02

Apply Invoices

Active Batch: 8041 Active Voucher: 001 Invoice Balance: Applied Amount: Fiscal Period: 2207 View: DEFAULT

Settings

- Batch Information
- Voucher Header Information

Apply Data Voucher Post Adjust Voucher UTIL Apply Allocation Set

Del	Account number	Quantity	PUM	Unit price	Product	Vendor Product	Tax	Extended		
<input type="checkbox"/>	MISC	10.000	EA	1.0000	MRG.BUY			10.00		
Description	Per	PO Quantity	Standard Cost	Tax Eligibility	Freight	Receipt	PO Number	PO Line	STD/PO Unit Var	STD/PO Extended Var
BUY ITEM		10.000	10.0000	M	0.00	1	4141	1.0	9.0000	90.00
Complete Code	WO / CP#	Division	Warehouse	Sequence #	BOL Number	Import Cost Desc	PO/INV Unit Var	PO/INV Extended Var	STD/INV Unit Var	STD/INV Extended Var
C	0.000	02	21	0.00					9.0000	90.00

Thank you

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