

A/P Invoice Import Utility

Introduction

This utility is similar to the COP Sales Order Import Utility. It will allow vendor invoice information created through an external source to be imported and become New A/P Transactions in Elliott.

Traditionally, if a third party software vendor wished to update the Elliott A/P Transaction files, they would have the following difficulties:

- Developers needed to know all the relevant files when a new A/P transaction was added and make sure those files were updated correctly.
- Developers needed to know how Elliott figured out variance and create necessary variance entries by comparing with PO.
- Developers needed to understand each field's data type in Elliott to make the interface work correctly.
- Developers needed to be aware when updates with Elliott are made since new fields or files might be introduced. This posed potential support issues when the A/P module in Elliott was not functioning correctly. Is it the developer's problem or is it an Elliott problem?

The Elliott A/P Invoice Import Utility is designed to provide any third party software developer an easy method for developing an interface with the Elliott A/P Transaction files. Potentially, you can use the utility to work with an EDI interface, an e-commerce application, etc. when receiving an invoice from a vendor.

Functionality

The developer is responsible for writing to an ASCII text file for the A/P Transaction Header and Distribution Detail information in the format specified by this document. The Elliott import utility will import the data and create new A/P Transaction records. Elliott's import utility performs the following functions:

- Validates data integrity.
- Gives warnings or errors if it detects problems with the data.
- Assigns a default value if a field is left blank.
- Calculates fields like Due Date, Discount Date, Discount Amount, Distribution Amount, etc.
- Assigns a voucher number sequentially from the A/P Control File.
- Prevents duplicate invoice numbers from being entered for each vendor.
- Validates against PO.
- Updates the following files:
 - A/P Transaction File
 - A/P Transaction Distribution File
 - A/P Receiving Accrual File
 - P/O Receiving Accrual File

The Import utility provides two functions: (1) Pre-Post Edit List, and (2) Post. The Pre-Post function will check the data integrity and report any warnings or errors, as well as print out a report to show the new A/P Transactions that are to be imported. Users should run the Pre-Post and make sure the data is good before proceeding to posting.

Import File Layout

The Import file will be a fixed length ASCII file with CR/LF at the end of each record. Records can be terminated with CR/LF less than the full record length if all the fields at the end of the record are blank. Developers should not use the long file name convention, the file can be placed in any directory that the user has privileges to access and the file path and name should not exceed 50 bytes in length.

The 1st byte of each record is the record type and it can be "H" or "D". "H" stands for header record and "D" stands for the detail record (or the distribution record). If it is a header record, then from byte 2 onward it has the same layout as APTRXFIL file. If it is a detail record, then from byte 2 onward it has the same layout as APTRXDST file.

An "H" record can be followed by one "D" record, multiple "D" records or no "D" record at all:

- If only one "D" record follows the "H" record, it implies the entire invoice amount will be distributed using that single "D" record.
- If multiple "D" records follow the "H" record, it implies the invoice amount will be distributed among the multiple "D" records. Each "D" record must provide the distributed amount and fully distribute the invoice amount.
- If there is no "D" record at all, it implies the import utility must figure out the distribution account number. This can be determined if the Vendor has auto distribution turned on or by validating against the PO module if the PO number is provided.

The "D" record will be terminated by another "H" record or when it reaches the end of the file.

Almost all the fields can be left blank and the system can figure out a default value for you. However, the following fields are required:

- VEND_NO
- INV_AMT

Data Types

- The data type "char" field means alpha numeric and should be left aligned.
- The data type "numeric" fields means numeric and is a free form text format and can be placed anywhere in the space reserved. The following are examples of valid numeric data:
 - 1.25
 - -1.25
 - +1.25

- 1.25-
- 1.25+
- 1.2
- 1
- 01.25

Make sure to verify the size and decimal precision capability of each numeric field.

- The date fields are YYYYMMDD format and they are always 8 bytes.

Header Record Layout (APTRXFIL)

| Column name | Comment | Data Type | Size | Position | Dec |
|--------------------|------------------------------|------------------|-------------|-----------------|------------|
| RECORD_TYPE | Always "H" | Char | 1 | 1 | |
| VCHR_NO | Typically Blank | Numeric | 6 | 2 | 0 |
| VEND_NO_ALT | Typically Blank | Char | 6 | 8 | |
| INV_NO_ALT | Typically Blank | Char | 8 | 14 | |
| VCHR_DATE | | Date | 8 | 22 | |
| TRX_TYPE | Typically "V" | Char | 1 | 30 | |
| VEND_NO | Required | Char | 6 | 31 | |
| PO_NO | | Char | 10 | 37 | |
| INV_DATE | | Date | 8 | 47 | |
| INV_NO | | Char | 8 | 55 | |
| INV_APPLY_TO | Typically Blank | Char | 8 | 63 | |
| INV_AMT | Required | Numeric | 10 | 71 | 2 |
| NON_DSC_AMT | | Numeric | 10 | 81 | 2 |
| MISC_AMT | | Numeric | 10 | 91 | 2 |
| TAX_AMT | | Numeric | 10 | 101 | 2 |
| FREGIHT_AMT | | Numeric | 10 | 111 | 2 |
| DSC_MISC_FLG | | Char | 1 | 121 | |
| DSC_TAX_FLG | | Char | 1 | 122 | |
| DSC_FRT_FLG | | Char | 1 | 123 | |
| DUE_DAYS | | Numeric | 3 | 124 | 0 |
| DUE_DATE | | Date | 8 | 127 | |
| DSC_DAYS | | Numeric | 3 | 135 | 0 |
| DSC_DATE | | Date | 8 | 138 | |
| DSC_PCT | | Numeric | 8 | 146 | 3 |
| DSC_AMT | | Numeric | 10 | 154 | 2 |
| VCHR_REF | | Char | 30 | 164 | |
| MAIN_AP_ACCT_NO | | Char | 8 | 194 | |
| SUB_AP_ACCT_NO | | Char | 8 | 202 | |
| DP_AP_ACCT_NO | | Char | 8 | 210 | |
| CHK_NO | For "P" repaid trx type only | Numeric | 6 | 218 | 0 |
| CHK_DATE | For "P" repaid trx type only | Date | 8 | 224 | |

| | | | | | |
|-------------------|-------------|---------|----|-----|---|
| MAIN_CASH_ACCT_NO | | Char | 8 | 232 | |
| SUB_CASH_ACCT_NO | | Char | 8 | 240 | |
| DP_CASH_ACCT_NO | | Char | 8 | 248 | |
| GST_AMT | Canada Only | Numeric | 10 | 256 | 2 |
| DSC_GST_FLG | Canada Only | Char | 1 | 266 | |
| REMIT_TO | | Char | 6 | 267 | |
| FILLER_001 | Reserved | Char | 33 | 273 | |

Detail Record Layout (APTRXDST)

| Column Name | Comment | Data Type | Size | Position | Dec |
|-------------------|-----------------|-----------|------|----------|-----|
| RECORD_TYPE | Always "D" | Char | 1 | 1 | |
| VCHR_NO | Typically Blank | Numeric | 6 | 2 | 0 |
| SEQ_NO | Typically Blank | Numeric | 3 | 8 | 0 |
| MAIN_ACCT_NO | | Char | 8 | 11 | |
| SUB_ACCT_NO | | Char | 8 | 19 | |
| DP_ACCT_NO | | Char | 8 | 27 | |
| DIST_AMT | | Numeric | 10 | 35 | 2 |
| PO_NO | Typically Blank | Char | 10 | 45 | |
| PO_LINE_NO | | Numeric | 3 | 55 | 0 |
| ITEM_NO | | Char | 15 | 58 | |
| ITEM_INV_QTY | | Numeric | 13 | 73 | 3 |
| ITEM_UOM | | Char | 2 | 86 | |
| JOB_NO | | Char | 6 | 88 | |
| VAR_FLAG | Typically Blank | Char | 1 | 94 | |
| OLD_ACT_COST | Typically Blank | Numeric | 11 | 95 | 4 |
| MAIN_ASST_ACCT_NO | Typically Blank | Char | 8 | 106 | |
| SUB_ASST_ACCT_NO | Typically Blank | Char | 8 | 114 | |
| DP_ASST_ACCT_NO | Typically Blank | Char | 8 | 122 | |
| RECV_DATE | Typically Blank | Date | 8 | 130 | |
| RECV_DOC_NO | Typically Blank | Numeric | 6 | 138 | 0 |

An Example of Interface File

The Interface file is a fixed length ASCII line sequential file. The position of each field is very important. Elliott will allow a CR/LF to terminate a record prematurely as long as the remaining data in the record can be left blank. The following example shows there are two distributions for the first H record, one distribution for the second H record and no distribution for the last H record. When there is no distribution, it is assumed the vendor has auto distribution configured.

```

1234567890123456789012345678901234567890123456789012345678901234567890123456789012345678901234567890
H          00010012345600      2003100612345678      0002500.00+
D      000012340000010000000000      1300.00+      CPU      000000010.00+
D      000012340000010000000000      1200.00+      CLOCK      10
H          000200      200310101123456      100.00+
D      00005050000000000000000000      100.00+
H          000300      20031007111222      50.25

```