

Kofax AP Agility

1.3.0

Release Notes



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Overview

The Kofax AP Agility Smart Process Application (SPA), built on Kofax TotalAgility provides the best practices processes in accounts payable that can be built by Professional Services and Partners alike. It automates the accounts payable processes very efficiently and processes the invoices accurately having the right resources to handle the right data at the right time.

This Smart Process Application incorporates a set of predefined TotalAgility and Insight components. You can use this Application for demonstrations, however you must configure it as part of Professional Services customer engagement.

Implementation Notes

To ensure successful implementation, be sure to review the information in this section. If you are not integrating AP Agility with Microsoft Dynamics AX, you can ignore this section or use it, along with the AP Agility Administrator's Guide as a guideline for custom integrations with other ERP systems.

Demo Scripts and Configuration Guide

For demo scripts and configuration details, see the **KofaxAPAgilityAdminGuide_EN.pdf** available in the release zip file.

Posting to AX: Summary of Flow from AP to AX

This section summarizes the flow of information from AP to AX.

Prior to posting, a formal letter is created for the purchase order lines that creates the invoice based on the passed-in Invoice ID, PO ID, and Date. When a batch of line items is passed into the AP X++ workflow process, the existence of each line item within AX's PO lines repository is verified prior to posting its *Received Now* quantity.

The processing of a line item consists of posting its *ReceivedNow* quantity into an Invoiced quantity for the respective line item (the *ReceivedNow*, *Invoiced*, *Received & Delivery Remainder* respectively, will be updated).

The status of the Purchase Order changes from Open Order to Invoiced when all the line item quantities are fulfilled.

PO Posting

When a PO with line items is created in AX, the following scenarios result in a successful post of the PO Invoice:

- Single Line Invoice to Single Line PO
- Single Line Invoice to Single Line PO (partial quantity posted)

- Multi Line Invoice to Multi Line PO, where the PO and Invoice have the same number of lines
- Multi Line Invoice to Multi Line PO (partial quantity posted), where the PO and Invoice have the same number of lines
- Multi Line Invoice to Multi Line PO, where PO has more lines than the Invoice

Non PO Posting

When an invoice is posted to AX in the following scenarios, AX responds with a confirmation of a successful post:

- Single line NON-PO Invoice
- Multi Line NON-PO Invoice

Unsuccessful Posting

When an invoice with an invalid company code or Invent Trans ID is posted, AX09/AX12 confirms the unsuccessful post.

Primary Values Posted - AX2009 PO

Invoice Header:

- Company Code
- Invoice ID
- Invoice Date
- PO Number

Invoice Line Detail:

- Invent Trans ID
- Line Total
- Quantity Ordered
- Unit Price

Primary Values Posted - AX2012 PO

Invoice Header:

- Company Code
- Description
- ID
- Invoice Date
- PO Number

Invoice Line Detail:

- Invent Trans ID
- Line Total
- Quantity Ordered
- Unit Price

Primary Values Posted - AX2009 NON PO

Invoice Header:

- Company Code
- Approved By
- Company
- Currency Code
- Name
- TransDate
- VendorID

Invoice Line Detail:

- Amount
- Dimension1
- Dimension2
- Dimension3
- Dimension4
- LedgerAccountNumber

Primary Values Posted - AX2012 NON PO***Invoice Header:***

- Company Code
- Approved By
- Company
- Currency Code
- Name
- TransDate
- VendorID

Invoice Line Detail:

- Amount
- Dimension1
- Dimension2
- Dimension3
- Dimension4
- LedgerAccountNumber

Product Environment and Installation Instructions

For product environment and installation details, see **KofaxAPAgilityAdminGuide_EN.pdf** available in the **KofaxTotalAgilityAPAgility** zip files.

Upgrading

AP Agility is a framework that is extended by customer requirements; hence there is no upgrade path from previous versions.

You can integrate all the features of previous releases into existing installations with Professional Services engagements.

Key Features

The Accounts Payable processes manage the life cycle of an invoice document:

- Capture
- Validation
- Approval
- Post Approval
- Post Payment Review
- ERP Integration

Check Request Templates

You can now create a template from a check request you set up to move through the invoice process without going through extraction.

Recurring Invoices

You can now create Recurring Invoices using check request templates to schedule processing during a specified time frame.

Payment Terms

Payment terms are now extracted to an invoice based on payments terms stored in the PO header and Suppliers tables. If no payment terms are identified by the system, the Capture project attempts to extract payment terms from the invoice.

Recurring Matching

Automatic receipt matching is now preformed at extraction for PO invoices. They are matched based on the PO Number, Delivery Note, and Bill of Lading.

Validation

The following functionality is added on the validation form:

- **Payment Terms:** Select new payment terms from a valid list extracted from ERP systems.
- **Manual Receipt Matching:** Search for receipts and updated lines extracted from ERP systems.

New Features

The new features in Kofax AP Agility include the following:

Adding and Viewing Related Documents

You can now upload reference documents supporting a primary invoice. A folder associated with the invoice is created to hold documents related to your invoice that do not require classification or extraction.

Email Notification of Activities

You can now configure the schedule to send email notifications to the responsible parties when they have work to complete.

Global Approval Hierarchy

You can now define an approval hierarchy identical to the current implementation that is not specific to a business unit. You can use this hierarchy for invoices defined for a BU with no defined approval hierarchy.

Business Unit Group Naming

Resource groups associated with a specific business unit will now include the name of the business unit to clarify the usage and configuration of the resource group.

Automated Receipt Matching

Automatic receipt matching is now preformed for a configurable part of time where the automated or manual match of an invoice to a receipt was not possible during initial capture and validation.

Resolved Issues

Return to Supplier Email not Mandatory

When using the AP Agility Functional Walkthrough, Return to Supplier section, the following error occurs and the associated job suspends. The following message appears.

Receipt must be specified. (347128)

Known Issues

PO Number and Article Code for Non-PO

'PO Number' and 'Article Code' may show on Validation Review for Non-PO items. Dynamically hide PO Number and Article Code for NON-PO items. (310610)

Generate Check Requests

In the Generate Check Requests window, users are not forced to enter at least one line. (324834)

GL Coding Templates

When applying a new GL Coding Template to a Non-PO invoice, lines may be incorrectly marked as invalid. (322211)

Additional Documents

When uploading multiple documents and document descriptions in Process Task > Validation > Additional Documents, some of the document descriptions may not appear. (365384)

