W613 - Automating EDI Processes on Acclaim

Pre-requisites: Familiarity with Daily Procedures regarding EDI and JCMs

Take your automation procedures to the next level by attending this class. You’ll learn how to incorporate JCMs into your daily EDI processes. Topics also include automating send and receive transaction sets, e-mail notification of document processes, and troubleshooting.

Chris Abato
Technical Consulting

Wednesday, 3:45 p.m.

Session Objectives

- Understand procedures involved in getting automation set up for your Acclaim EDI processes
- Learn how to schedule JCMs to run in conjunction with the sending and receiving of EDI documents
- Obtain knowledge on the EDI processes that can be automated and ones that should not
- Learn how EDI-OPS can be used to automate other daily processes
Return on Investment Opportunity

- Automating EDI will reduce the amount of time spent on daily processes giving users additional time for other activities.
- With this knowledge, users will be able to automate other JCMs that will reduce time spent running them throughout the day.
- E-mail notification through the automation will reduce the lead time in users reviewing received documents.
- Automated Document Processing will decrease the time it takes to process individual transactions.

Requirements for Automating EDI

- EDI 2000 or Trading Partner Connect
- The creation of a new AIX user to run automated processes
- Set up EDI trading partners for Automation
- JCM creation
- Suggested requirements:
  - Setup of queue printers or SpoolQ printers
  - Send-mail set up on your Acclaim RISC Box
  - E-mail Groups set up within system
  - Connection to EDI VAN or EDI trading partners through FTP processes
Automating EDI with EDI 2000 or Trading Partner Connect

- Contact your Activant salesperson for a quote on each of these packages
- New features offered with addition of these optional packages
  - Trading Partner Connect
    - F302 – The Value of Trading Partner Connect
  - EDI 2000 – Contact sales for a quote
    - EDI-Payables – for the import of invoices from vendors
    - Automated Document Maintenance
    - Sending EDI 820s or Payment Remittance to bank, vendor or both
    - Automation of EDI processes using EDI-OPS
    - Request a features list from sales for other options

Getting Started with EDI Automation

- Create a new AIX user
  - mkuser "ediops"
  - passwd "user defined"
  - .profile should not send user to “p21menu” - user must login to a $ sign
  - P21-admin could be used to set up user
    - Note: This user should not be set up to login to a "P21Menu"
  - See your system administrator or Activant Technical Support for questions regarding the setup of an AIX user
  - Map user to an “Effective” port, such as 99
    - Required for running “cronjobs”
Getting Started with EDI Automation

EDI-SETUP
- Trading Partner
- TP Information
- Additional “Document Processing Screen”
- Required information for automating EDI processes

TP Information Screen (2nd screen)

- Required information for automating EDI processes

<table>
<thead>
<tr>
<th>FIELD</th>
<th>VALUE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Printed form destination</td>
</tr>
<tr>
<td>2</td>
<td>Message notification via</td>
</tr>
<tr>
<td>3</td>
<td>Message notification group</td>
</tr>
<tr>
<td>4</td>
<td>Message text (success)</td>
</tr>
<tr>
<td>5</td>
<td>Message text (failure)</td>
</tr>
<tr>
<td>6</td>
<td>855 S Non-EDI entered order</td>
</tr>
<tr>
<td>7</td>
<td>855 post process confirming</td>
</tr>
<tr>
<td>8</td>
<td>Printed form size</td>
</tr>
<tr>
<td>9</td>
<td>Print EDI paper PO</td>
</tr>
<tr>
<td>10</td>
<td>820 Send</td>
</tr>
<tr>
<td>11</td>
<td>Sort 820 Send by Sub-Vendor</td>
</tr>
<tr>
<td>12</td>
<td>Save Invoice after 816 Build</td>
</tr>
<tr>
<td>13</td>
<td>Save Shipment after 846 Build</td>
</tr>
<tr>
<td>14</td>
<td>855 Build maintenance</td>
</tr>
</tbody>
</table>
Getting Started with EDI Automation

Fields used for automating

- Printed form destination
  - One printer option per trading partner
  - User that runs the automation will need printer defaults set up
- Message Notification via – No, P21, AIX
  - E-mail notification after document processing
    - No – No e-mail notification will be set up
    - P21 – E-mail notification through Acclaim e-mail will be set up
    - AIX – E-mail notification through AIX results in e-mail sent to personal e-mail accounts rather than Acclaim e-mail (Send-mail is required)

Required fields for automating EDI

- Message notification group
  - Required for both P21 and AIX e-mail notification
  - P21 – Message group must be set up in Acclaim “Message” module
  - Activant Acclaim Software Support or Consulting for instructions
- AIX – Message group must be set up in AIX “aliases” table
  - Activant Acclaim Technical Support or Consulting for instructions
Getting Started with EDI Automation

- Required fields for automating EDI
  - Message text (Success):
    - Message sent to Message group defined when documents successfully "PROCESS" from EDI-DOC
  - Message Text (Failure):
    - Message sent to message group defined when documents fail during "PROCESS" option from EDI-DOC

- Remaining options not specific to Automating EDI
  - See EDI 2000 documentation for explanation

Suggested Automated Processes

- Suggested Automated processes
  - EDI-DOC
    - Inbound document Processing
    - Outbound document Building and Preparing
    - Monthly purging of documents
    - Monthly clearing of EDI-DOC journals
  - EDI-PAYABLES
    - Generating vendor payments
  - EDI-EXP-PO
    - Updating outbound purchase orders from received PO acknowledgements
  - EDI-COM
    - Sending and receiving (Note: Modem issues could cause problems with this automation)
Automating EDI-DOC

- EDI-DOC Automation with EDI 2000 or Trading Partner Connect
  - EDI-DOC main menu changes with package
    - First option now “Automated Document Maintenance”
    - Allows users to perform multiple EDI-DOC procedures for multiple trading partners at one time

  ![EDI Document Automation Menu](image)

Automating EDI-DOC

- Automated Document Maintenance
- Create JCM to run automation of the following processes
  - Automate Build
    - Automate by trading partner
    - Automate by transaction set
  - Automate Prepare
    - Automate by trading partner
  - Automate Process
    - Automate by trading partner
Automating EDI-DOC

View Automated Document Maintenance

<table>
<thead>
<tr>
<th>AUTOMATED DOCUMENT MAINTENANCE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trading Partner ID</td>
</tr>
<tr>
<td>1 Start</td>
</tr>
<tr>
<td>2 End</td>
</tr>
<tr>
<td>16 Include</td>
</tr>
<tr>
<td>Document number</td>
</tr>
<tr>
<td>4 End</td>
</tr>
<tr>
<td>999999</td>
</tr>
<tr>
<td>Date</td>
</tr>
<tr>
<td>5 Start</td>
</tr>
<tr>
<td>6 End</td>
</tr>
<tr>
<td>22 None</td>
</tr>
<tr>
<td>Document type</td>
</tr>
<tr>
<td>7 SENT</td>
</tr>
<tr>
<td>8 PROD</td>
</tr>
<tr>
<td>9 ENDR</td>
</tr>
<tr>
<td>10 SHIP</td>
</tr>
<tr>
<td>11 RECEV</td>
</tr>
<tr>
<td>12 T-S</td>
</tr>
<tr>
<td>13 ENVOY/SEND</td>
</tr>
</tbody>
</table>

Automating EDI-DOC

Automated Document Maintenance fields

- **Trading partner**
  - Can be used to limit automation to specific trading partners
  - For total automation leave this field default during JCM creation time

- **Document Number**
  - Should not be modified for automation of files as document numbers will not be known during JCM creation time

- **Date**
  - Should not be modified for EDI-DOC automation as dates will not be known during time of JCM creation – leave default value
Automating EDI-DOC

Automated Document Maintenance fields

- **Document type**
  - **Sent** – Leave this set to N, will not have any effect on automation
  - **Proc** – Leave this set to N, will not have any effect on automation
  - **Enve** – Leave this set to N, will not have any effect on automation
  - **Send** – Leave this set to N, will not have any effect on automation
  - **Recv** – Set this to Y if you are looking to automate the “Processing of received documents”
  - **T.S.** – Set this to Y if you are looking to automate the “Prepare” option from EDI-DOC

- **Erro/Pend** – Leave this set to N, will not have any effect on automation

- **Transaction set number**
  - Will default to “All”
  - To build only specific transaction sets, change “All” to a transaction set number
  - Each "Include" option should be filled with an individual transaction should "All" not be selected
Automating EDI-DOC

Automated Document Maintenance fields

- **Function**
  - ("P"rt, "D"el, "C"hg, "N"one) – do not use this for automation
  - ("P"rocess, "N"one) – if you are looking to automate the processing of received documents, set this field to “P”
  - ("B"uild, "N"one) – if you are looking to automate the building of EDI transactions, set this option to “B”
  - ("E"nvelope, "N"one) – if you are looking to automate the preparing of EDI transactions, set this option to “E”

- **View Selection**
  - Set this option to “N” – you do not want to view, that is why you are automating

Automating EDI-DOC

- **Record JCM entries with fields specified**
  - JCM will be automated through EDI-OPS module

- **Automating EDI monthly Purge and clearing DOC journals**
  - Record JCM of processes
    - Q-Mode required for both processes to run – be sure to include in JCM
    - Suggested that 1.5 months of EDI information be retained on the system, run JCM accordingly with dates (larger EDI users may keep less)
    - For additional information on purging and clearing the document journals, contact EDI Support or Activant Consulting
Automating EDI-PAYABLES

Should be done only if using the “Auto TPCx and EDI Payables” option from the Payables User Options menu

- Payables
- User Options
- Company Options
- Menu to follow

Automating EDI-PAYABLES

Payables/ User Options/ Company Options menu

Payable Company Options

<table>
<thead>
<tr>
<th>Company Name: PROPHET 21, INC. [COMP]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payable Group Processing: Yes</td>
</tr>
<tr>
<td>Direct Bill: Yes</td>
</tr>
<tr>
<td>Unique Entry ID: No</td>
</tr>
<tr>
<td>Entry ID: 1</td>
</tr>
<tr>
<td>Check Reconciliation: Yes</td>
</tr>
<tr>
<td>Check Stub Detail Report: Yes</td>
</tr>
<tr>
<td>Company Header On Check: Yes</td>
</tr>
<tr>
<td>Check On Check: Yes</td>
</tr>
<tr>
<td>Check Format: C</td>
</tr>
<tr>
<td>Memo on Check: Yes</td>
</tr>
<tr>
<td>Address 3 on check: Yes</td>
</tr>
<tr>
<td>Country on check: No</td>
</tr>
<tr>
<td>Auto TPCx &amp; EDI Payables: No</td>
</tr>
<tr>
<td>TPCx &amp; EDI Account Direction: Yes</td>
</tr>
</tbody>
</table>

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## Automating EDI-PAYABLES

- “Auto TPCx and EDI Payables” result in all invoices being entered, regardless of receipt status
  - Contact Activant Consulting or EDI/Trading Partner Connect Support for documentation and/or resulting status

- Record JCM of EDI-Payables generation
  - To prevent JCM failure due to no invoice to generate, stagger JCM run times with scheduler
  - JCM must be set up to repeat if more than one vendor is sending invoices
    - Contact Activant Consulting or Software Support for help on creating JCMs if not familiar with repeating JCMs

## Automating EDI-EXP-PO

- EDI-EXP-PO
  - Used to update POs sent to vendors after the receipt of an 855 (purchase order acknowledgment) through EDI

- JCM can be created to go to EDI-EXP-PO then select to “Update”
  - Individual vendor codes must be entered to update all sent EDI purchase orders
  - JCM must be set to repeat itself with different vendor codes
Scheduling JCM Processes to Run

- EDI-OPS – New module with EDI 2000 / Trading Partner Connect
  - Used to schedule EDI processes
  - Schedule – Used to schedule events
  - Calendar – Used to define days that scheduled events will run
  - Print Schedule – Will list out all schedules created
  - Print Calendar – Will list out all calendars created

Using EDI-OPS

- Create “calendars” prior to creating Scheduled events

<table>
<thead>
<tr>
<th>ID</th>
<th>DESC</th>
<th>TREE</th>
<th>INCLUDE DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Daily</td>
<td>*</td>
</tr>
<tr>
<td>1</td>
<td>Sunday</td>
<td>*</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Monday</td>
<td>A</td>
<td>2</td>
</tr>
<tr>
<td>3</td>
<td>Tuesday</td>
<td>*</td>
<td>3</td>
</tr>
<tr>
<td>4</td>
<td>Wednesday</td>
<td>*</td>
<td>4</td>
</tr>
<tr>
<td>5</td>
<td>Thursday</td>
<td>A</td>
<td>5</td>
</tr>
<tr>
<td>6</td>
<td>Friday</td>
<td>*</td>
<td>6</td>
</tr>
<tr>
<td>7</td>
<td>Saturday</td>
<td></td>
<td>7</td>
</tr>
</tbody>
</table>

Legend:
- "S"ave
- "D"ay
- "M"onth
- "W"eek
- "N"ext month
- "P"rev month
- "C"lose
EDI-OPS “Calendar” Setup

- Calendar Maintenance
  - ID – User defined
    - Suggested to enter values that relate to the calendar being set up (i.e. daily, monthly, yearly)
  - DESC – User defined
    - Describe the calendar that you are setting up
  - Type
    - O – Once – This will run a script once a year
    - D – Daily – This option gives the user the option to pick a day of the week to run scripts
    - M – Monthly – This option gives the user the option to pick days of the month for scripts to run

- Include days
  - What is listed is determined by the “Type” that was entered
  - Year, Months, Days
Using EDI-OPS

“Schedule” option will allow users to schedule the JCMs created using the “calendar” options set up.

<table>
<thead>
<tr>
<th>Seq</th>
<th>Time</th>
<th>Pre-JCM</th>
<th>EDI-COM</th>
<th>Dialing Code</th>
<th>Post-JCM</th>
<th>Error Report</th>
<th>Message Group</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>05:00</td>
<td>TBUILD</td>
<td>SRR-RECV</td>
<td></td>
<td></td>
<td>Y</td>
<td>EDI</td>
</tr>
<tr>
<td>2</td>
<td>10:00</td>
<td>EDIPROC</td>
<td>SRR 85</td>
<td></td>
<td></td>
<td>Y</td>
<td>EDI</td>
</tr>
</tbody>
</table>

Seq#: “A”dd Seq  “M”odify Desc  “U”date Seq  “C”hange Calendar

Using EDI-OPS

Schedule Maintenance

- ID – user defined – name of the schedule you are setting up
- DESC – user defined – description of schedule being set up
- Calendar – name of “calendar” set up
  - Will tell system which days to run the scheduled event
  - Must be set up prior to selection in Schedule Maintenance
- Calendar Desc – will be automatically entered from the Calendar Description from Calendar Maintenance
- Sequence – system-generated number
- Time – time of day that schedule will run
Using EDI-OPS

Schedule Maintenance

◆ Pre-JCM – name of JCM that will run prior to the “Send/Recv” of a modem

◆ EDI-Com Dialing Code – must be a valid EDI-Directory from EDI-COM
  ✦ Will be used to tell the system to dial out to EDI network
  ✦ Note: Modems are not the most reliable; could lock up
  ✦ Suggested to begin FTP connections with VANs to remove modem from setup equation

◆ Post-JCM – JCM that will run following the dialing script selected for EDI-COM

◆ Error Report – optional use of e-mailed error report

Schedule Maintenance

◆ Message Group – required if “Message report” is set to Y
  ✦ Message group can be through Acclaim e-mail or AIX send-mail
  ✦ Message Group name entered must be set up prior to entry
Additional Resources

- EDI Technical Consulting
- EDI 2000 documentation on Customer Web Site
- Contact Activant Professional Services Sales

Suggested Action Plan

- Determine the EDI processes done that can be automated with a JCM
- Determine the times that these EDI processes should run throughout the day, week, month, or year
- Discussion on other JCMs that could be automated to remove human intervention
Summary

- Understand procedures involved in getting automation set up for your Acclaim EDI processes
- Learn how to schedule JCMs to run in conjunction with the sending and receiving of EDI documents
- Obtain knowledge on the EDI processes that can be automated and ones that should not
- Learn how EDI-OPS can be used to automate other daily processes

Thank You for Attending

- W613 – Automating EDI Processes on Acclaim
- Chris Abato
- Please submit the Session Feedback Form
  - To receive NASBA credits, please be sure to complete the Session Feedback Form and sign the class roster in the back of the room
Session Feedback Form
Summit 2007 – Las Vegas, NV

Please take a moment to evaluate this session and offer feedback. Activant uses your input to understand your needs and to determine future Summit sessions.

Session Name: ___________________________  Session Number: ______

Presenter’s Name: ___________________________

<table>
<thead>
<tr>
<th>How important is this topic to your job/company?</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
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</thead>
<tbody>
<tr>
<td>Not Important</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Important</td>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Please rate the educational value you received from this session.</th>
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<th>2</th>
<th>3</th>
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</thead>
<tbody>
<tr>
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<td></td>
</tr>
<tr>
<td>High Value</td>
<td></td>
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</tr>
</tbody>
</table>

1. What software are you currently using? ___________________________

2. How long have you personally used this software? ___________________________

3. Describe the effectiveness of your instructor. ___________________________

4. What is your overall evaluation of this session? ___________________________

5. What could have been done to improve this session? ___________________________

6. What sessions would you like to see presented at future conferences? ___________________________

7. What issues will be critical to your business in the next 12-24 months? ___________________________

☐ Check here if you would like CPE credits.

To receive credits, be sure to sign your name at the bottom of this form and sign the roster in the session room.

Answering the following questions is OPTIONAL (but required for CPE Credits).

Did this session meet your expectations, based on the description/objectives in the registration materials?  Yes  No

Were the pre-requisite requirements stated in the course description appropriate?  Yes  No

Did the session materials contribute to achieving the learning objectives?  Yes  No

Did the equipment (screen, microphone, projector, etc.) in the room enhance the instruction?  Yes  No

Was the time allotted for the session appropriate for the topic?  Yes  No

Name: __________________________________________

Company: ______________________________________ E-mail: __________________________