PeopleSoft®

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Global Solutions Nordic 8.9
PeopleBook

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System Setup

Before you use J.D. Edwards software, you need to set up and define certain information that the system uses during processing. You use this information to customize the system for your business needs.

Setting up Your System for Localization

You must complete the system setup tasks that are detailed in the base guides as well as additional tasks for Nordic countries.

Setting Up User Display Preferences

Some of J.D. Edwards localized software uses country-server technology to isolate country-specific features from the base software. For example, if during normal transaction processing, you record additional information about a supplier or validate a tax identification number to meet country-specific requirements, you enter the additional information using a localized program; and the tax validation is performed by a localized program instead of by the base software. The country server indicates that this localized program should be included in the process.

To take full advantage of J.D. Edwards localized solutions for your business, you must set up your user display preferences to specify the country in which you are working. The country server uses this information to determine which localized programs should be run for the specified country.

You use localization country codes to specify the country in which you are working. J.D. Edwards supplies localization country codes in user defined code table 00/LC. This table stores both two-digit and three-digit localization country codes. In addition, the Description 02 field contains the localization tier for each country. The localization tier determines the level of support that J.D. Edwards provides for that country.

You can also set up user display preferences to use other features in J.D. Edwards software. For example, you can specify how the system displays dates (such as DDMMYY, the typical European format) or specify a language to override the base language.

See Also

- *International Product Handbook* for more information about J.D. Edwards localization tier classifications and policies

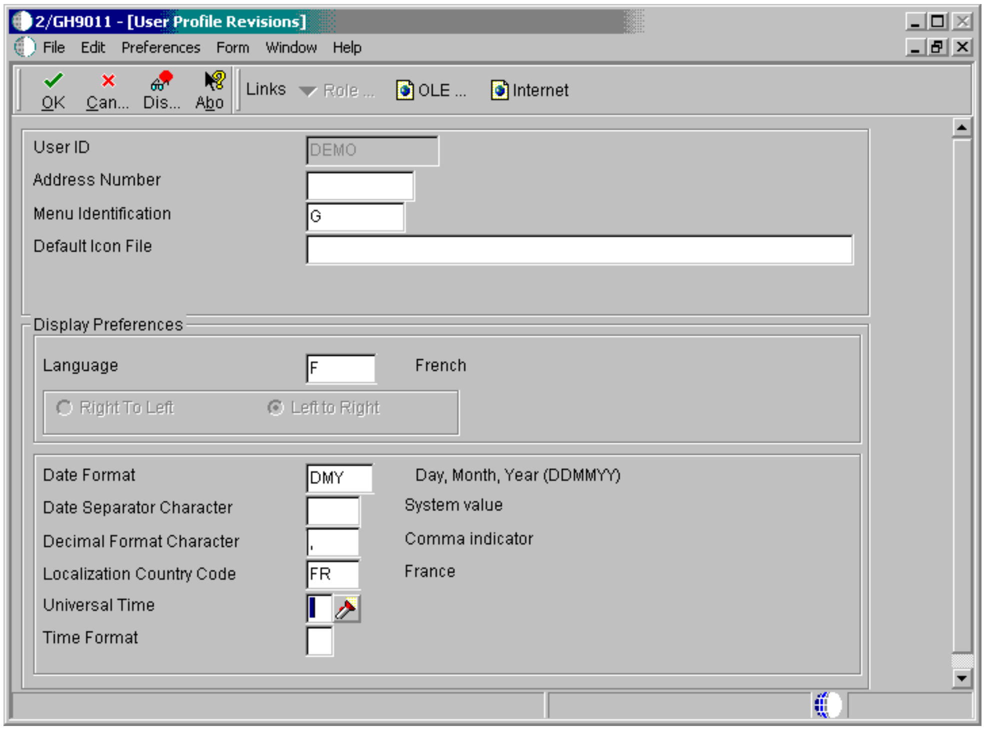
► To set up user display preferences

From the System Administration Tools menu (GH9011), choose User Profiles.

1. On Work With User / Role Profiles, click Find to locate a user profile.

   You can complete fields on the QBE line to limit your search.

2. Choose a record and click Select.



3. On User Profile Revisions, complete the following field:
   - Localization Country Code
4. Complete the following optional fields:
   - Language
   - Date Format
   - Date Separator Character
   - Decimal Format Character
5. Click OK.

See Also

- *User Profiles* in the *System Administration Guide*

Processing Options for User Profiles (P0092)

A/B Validation

Enter a '1' to enable editing on address book number against the F0101.

Setting Up User Defined Codes

From the System Administration Tools menu (GH9011), choose User Defined Codes.

Many fields throughout J.D. Edwards software accept only user defined codes. You can customize your system by setting up and using user defined codes that meet the specific needs of your business environment.

Caution

User defined codes are central to J.D. Edwards systems. You should be thoroughly familiar with user defined codes before you change them.

Validating Tax ID Numbers

A tax ID is the identification number that you use when you report information to the various tax authorities. For every transaction that can occur with a company, a customer, or a supplier, you must enter an associated tax identification number. Tax IDs are also called VAT codes, VAT registration numbers, or fiscal codes.

To export goods free of value-added tax (VAT), you must have the tax ID or VAT registration number of your customers in other EU countries, and you must send your own tax ID or VAT registration numbers to your suppliers. The length and format of these numbers vary by country.

When you create an address book record for each company, customer, or supplier, enter the tax ID number in the Tax ID field on the Address Book Revision form. To ensure that the tax ID that you enter is checked for authenticity, enter a country code from UDC table 00/CN in the Country field on the Mailing tab on the Address Book Revision form. When a country code is on the Mailing tab, the system validates tax IDs for that country.

The system only validates the tax ID if the country code that you have specified is set up and activated for validation in UDC table 70/TI.

Activating Tax ID Validation

You activate tax ID validation routines for specific countries by setting up country codes in UDC table 70/TI.

The following table shows examples of country codes:

Codes	Description 01	Description 02	Special Handling
	Default Country	US	1
AU	Austria	AU	1
AUS	Austria	AU	1
BE	Belgium	BE	1
BEL	Belgium	BE	1
DE	Germany	DE	1

Codes	Description 01	Description 02	Special Handling
DEU	Germany	DE	1

To turn on tax ID validation for a specific country code, enter 1 in the Special Handling field for that country code. To turn off tax ID validation for a specific country code, remove the 1 from the Special Handling field.

To activate tax ID validation for a country code that is not listed in UDC table 70/TI or to change the meaning of an existing country code, complete the fields as follows:

1. Enter the country code in the Codes field.
2. Enter the standard two-digit ISO code for that country in the Description 02 field.

   The two-digit ISO code is required in the Description 02 field to cross-reference the new country code with the country code that is hard-coded in the J.D. Edwards system.

   For example, if you use DE for Denmark, enter DN (the two-digit ISO code for Denmark) in the Description 02 field for the DE country code. The system then validates tax IDs that are entered with the country code DE according to Danish, not German, specifications.
3. Enter 1 in the Special Handling field.

To activate tax ID validation for the default (blank) country code, complete the fields as described above, but leave the Codes field blank.

For example, if you use a blank country code to mean Denmark, enter DN (the two-2-digit ISO code for Denmark) in the Description 02 field for the blank country code.

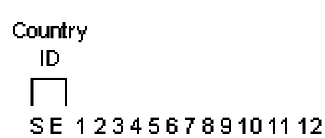
Overriding Tax ID Validation

You activate tax ID validation routines for specific countries by setting up country codes in the Tax ID Validation UDC table (70/TI). When you set the Special Handling code to 1 for a specific country, the system validates the Tax ID for that country.

For France, Italy, and Spain, you can override the tax validation routine on a single customer/supplier basis. When you override the tax validation routine for a specific customer or supplier, the system does not validate the Tax ID for the specific customer or supplier, but continues to validate the Tax ID for all other customers and suppliers in the country.

You override the tax validation routine by entering 0 (zero) in the Person/Corp field for the supplier or customer. The Person/Corp field is in the Address Book program (P01012).

Example: Tax ID or VAT Registration Number for Sweden



Example: Tax ID or VAT Registration Number for Finland

Country
ID

FI 1234567

Example: Tax ID or VAT Registration Number for Denmark

Country
ID

DN 12345674

See Also

- *Working with Address Book Records* in the *Address Book Guide*

Accounts Receivable Processes – Common

J.D. Edwards provides the country-specific processes that are documented in this section to meet accounts receivable requirements in Nordic countries.

Printing Interest Invoices

The base system uses the Invoice Print program (R03B505) to print delinquency fees. This program creates summarized information at the customer level.

To support business practice in Nordic countries, use Invoice Print Sweden – 03B (R74W0030) to print detailed information about the late paid invoices that have caused the delinquency fee.

You run Invoice Print Sweden as a complement to the Late Payment Delinquency Fees program (R03B221). The system launches the Late Payment Delinquency Fees program from the Credit Analysis Refresh program (R03B525) if you activate late payment delinquency fees in the processing options on the Fees tab for the Credit Analysis Refresh program.

Note

If you use the Late Payment Delinquency Fees program to calculate delinquency fees for both open and paid amounts, the system does not complete all of the columns in the interest invoice.

Example: Print Interest Invoices

Date:	99/10/05
Account:	22904
Page:	1

Remit To:
Financial/Distribution Company
8055 East Tufts Avenue, Suite 1331
Denver CO 80237

Document Number	Invoice Date	Customer Number
3047	05/06/15	22904

Due Date	Payment Terms
05/07/15	1/10 Net 30

Our Contact
Nils Svensson

Billing Address:
A/R Fee Customer

Customer Address:
A/R Fee Customer

Please be advised that your account has been debited or back-charged as follows:

Invoice	Item	Amount	Date	Due Date	Time Period	Number of Days	Percent	Fee
3046	001	50,292.36	05/01/01	05/02/10	05/02/11 -- 05/08/01	171	24.000000	5,654.79
3046	002	50,261.79	05/01/01	05/01/21	05/01/22 -- 05/08/01	191	24.000000	6,312.33
					Total Amount Invoiced			11,967.12
					Balance Due			11,967.12

Before You Begin

- Set up a menu selection for the Invoice Print Sweden – 03B program (R74W0030).

Processing Options for Invoice Print Sweden – 03B (R74W0030)

Print

1. Invoice Print Date

Blank = Current Date

2. Tax Amount

1 = Print tax amount

3. Currency

1 = Print invoices with currency

4. Attachments

1 = Print associated attachments

Setting Up Automatic Receipts

Before you can process automatic receipts for your customers, you must first set up information that the system uses to apply receipts to open invoices.

Defining Algorithms

You can define algorithms to determine the method that the system uses to apply receipts to a customer account. An algorithm consists of a base method, selection criteria, sequence specifications, and processing options. You can customize the data selection, sequencing, and processing options to control how an algorithm behaves during the matching process. Algorithms provide you with the flexibility to create different versions of each base method. Examples of base methods are:

- Known Invoice Match With or Without Amount
- Balance Forward Match
- Invoice Selection Match
- Combination Invoice Match

After you define algorithms, you can associate them with the appropriate customers. Before you associate the algorithms with customers, you should be familiar with the paying habits of your customers to ensure efficient and successful processing of their payments.

See Also

- *Automatic Receipts Processing* in the *Accounts Receivable Guide* for additional information about defining algorithms for automatic receipts

Defining Execution Lists

After defining algorithms, you must define execution lists. Execution lists determine the sequence in which the system applies the algorithms for a customer. After defining execution lists, you can assign a default list to multiple customers with similar paying habits, or assign a specific list to a customer who requires special payment treatment. You should be familiar with the paying habits of your customers to ensure efficient and successful processing of their payments.

See Also

- *Automatic Receipts Processing* in the *Accounts Receivable Guide* for additional information about defining execution lists for automatic receipts

Uploading Information to the Electronic Receipts Input Table

Use one of the following navigations:

From the Danish Localization menu (G74M), choose Copy Bank File to Interface File A/R.

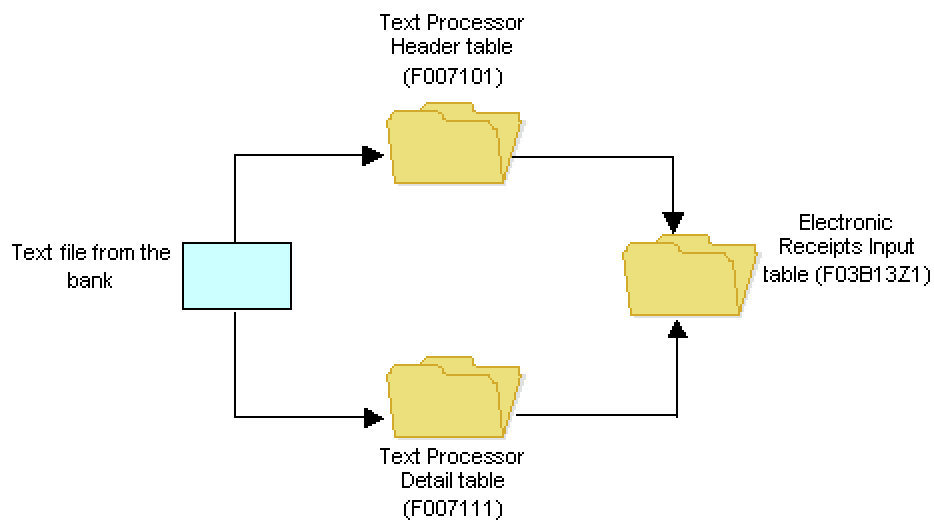
From the Norwegian Localization menu (G74O), choose Copy Bank File to Interface File A/R.

From the Swedish Localization menu (G74W), choose Copy Bank File to Interface File A/R.

You use the Copy Bank File to Interface File A/R program (R74W0010) to upload bank files that contain receipt information into the Text Processor Header table (F007101) and the Text Processor Detail Table (F007111). You use country-specific bank format programs to transfer the receipt information from tables F007101 and F007111 to the Electronic Receipts Input table (F03B13Z1). After the information is transferred to table F03B13Z1 , the information can be uploaded and matched against outstanding customer invoices.

Uploading the information in the text file processor allows data to be managed efficiently with automatic maintenance of the processing status of each tape record, including purging capability.

The following diagram illustrates the process of uploading a text file from the bank to the Electronic Receipts Input table (F03B13Z1).



1. You receive a text file containing payment information from the bank.

2. You run the Copy Bank File To Interface File A/R program (R74W0010) to load the bank information into table F007101 and table F007111 in the correct format. You then run the appropriate bank format program (R74W001, R74V001, and so on) to transfer the data from tables F007101 and F007111 to table F03B13Z1.

3. You run the standard automatic receipts matching process.

Note

Alternatively, you can run the appropriate bank format program (R74W001, R74V001, and so on), configuring the processing options on the bank format program to first upload the bank information into tables F007101 and F007111, and then transfer that data into table F03B13Z1. This process does not use the Copy Bank File to Interface File A/R program and is well-suited to small businesses in which the person who uploads the file from the bank is also the person who processes automatic receipts.

See Also

See the following sections in the *Global Solutions Nordic Guide* for information about country-specific programs for Nordic bank formats:

- *Working with Bank Formats for Automatic Receipts – Sweden*
- *Working with Bank Formats for Automatic Receipts – Norway*
- *Working with Bank Formats for Automatic Receipts – Denmark*

Processing Options for Copy Bank File to Interface File A/R (R74W0010)

Defaults Tab

1. Description

Use this processing option to specify the description of the interface file. If you are uploading a file from the Swedish BG and it is in the OCR format, enter BG OCR.

2. Format Program

Use this processing option to specify the bank format program that you are using to load the bank file. Valid values are:

R74W001
Sweden BG OCR

R74W002
Sweden PG OCR

R74W003
Sweden BG AA

R74O001
Norway OCR

R74M001
Denmark OCR

R74V001
Finland Reference Payments

3. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format: c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format: c://bankdata//bankfile.txt

If you are running this program on an AS/400 server, enter the path in the following format: bankdata/bankfile

Version Tab

1. Version of the Format Program

Use this processing option to specify the version name of the bank format program that you are using to upload the bank file.

Performing Daily Operations

After setting up the system for automatic receipts processing, you must complete the following daily tasks to successfully apply and match receipts to invoices:

Load the customer's bank tape (Nordic)	You use the Text File Processor program (P007101) to transfer receipt information from a customer's bank tape to the Electronic Receipts Input table (F03B13Z1) for processing. J.D. Edwards provides country-specific programs for Nordic bank formats.
Update records in the Receipts Register	You run a batch process that extracts receipt information from the electronic receipt record and creates records in the Receipts Header table (F03B13). You can set a processing option to automatically apply receipts to invoices after running this program.
Apply receipts to invoices	You run a batch process to automatically apply the receipts to the open invoices.
Review and revise unprocessed receipts	If necessary, you can review and revise the receipts that the system was unable to process.
Purge electronic receipts	You can purge the electronic receipts from table F03B13Z1 after processing the receipts. This batch process improves processing time by removing unnecessary records.

See Also

- *Working With Bank Formats for Automatic Receipts* in the *Global Solutions Nordic Guide* for information about loading input tables with Nordic bank payments

Working with Bank Formats for Automatic Receipts

J.D. Edwards provides Nordic bank formats for automatic receipts. This documentation explains the process for mapping information to the Electronic Receipts Input table (F03B13Z1). J.D. Edwards supports the following common Nordic bank formats for automatic receipts:

- Inbetalningsservice (OCR) Bankgirot, Sweden
- Automatisk Avprickning (LM) Bankgirot, Sweden
- Inbetalningsservice (OCR) Postgirot, Sweden
- Faelles Indbetalningskort (OCR), Denmark
- OCRGiro (OCR) Standard, Norway
- V1.0 Standard, Finland

See Also

- *Accounts Receivable Guide* for more information about bank formats

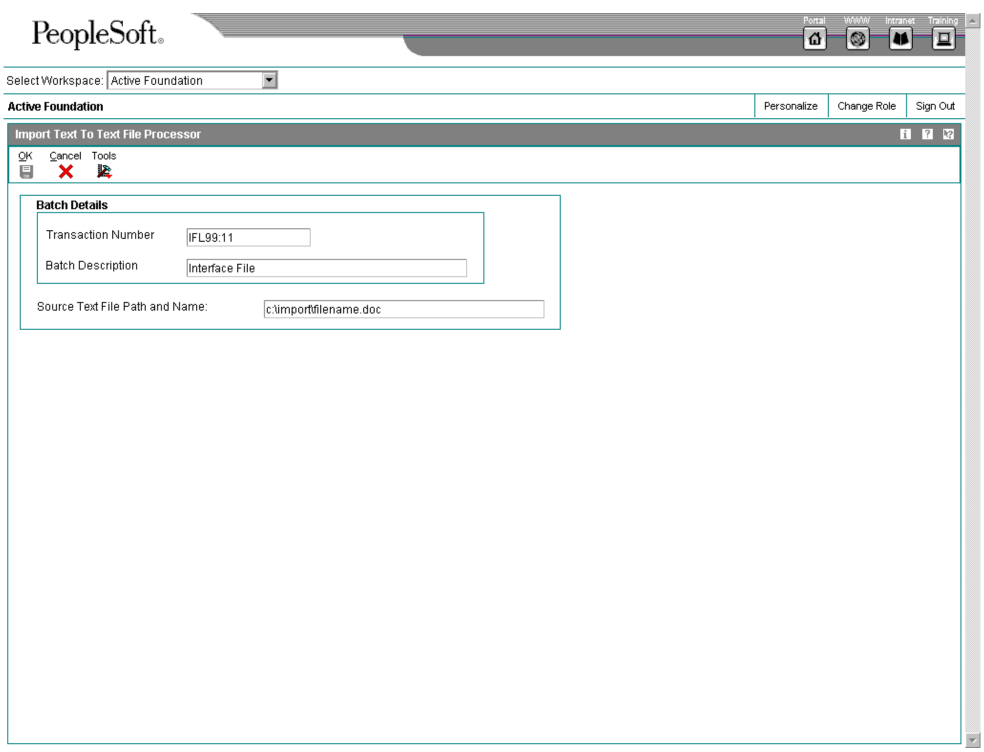
Importing Text Using the Text File Processor

You can import information from an external text file to the J.D. Edwards system. When you import a text file, the system creates a batch in the Text File Header table (F007101) and the Text File Detail table (F007111). To move the information from the Text File Header and Detail tables into other tables in the J.D. Edwards system, you must run a batch program that has been designed to retrieve data from tables F007101 and F007111.

► To import text using the Text File Processor

From the Text File Processor menu (G0071), choose Text File Processor.

1. On Work With Text Batches, choose Import Text from the Form menu.



2. On Import Text To Text File Processor, complete the following fields and click OK:

- Transaction Number
- Batch Description

3. Complete the following field and click OK:
   - Source Text File Path and Name:
4. On Work With Text Batches, click Find.

   The system displays the new batch in the detail area. A value of 5 (Unprocessed/Inbound) in the Status Flag field indicates that the batch has been imported successfully.

Printing Invoices With an Attached International Payment Instruction (IPI)

From the Statement Reminder Processing menu (G03B22), choose Invoice Print with International Payment Instruction.

You use International Payment Instructions (IPI) for cross-border invoice settlements. When you originate invoicing from the Accounts Receivable system, you can choose to print your invoices with an attached IPI form. To print invoices with attached IPI forms, you must use preformatted invoices that contain the IPI form. J.D. Edwards software processes and formats data from J.D. Edwards tables, and prints the information in the appropriate places on the IPI form.

IPIs must be printed in English, but they can also contain a second language. Some countries require that you print IPI forms with a secondary language; for some countries, the use of a secondary language is optional. The European Committee for Banking Standards publishes the requirements for IPIs. You specify the secondary language by choosing a value in the IPI - Languages and Countries UDC table (00/IL).

The IPI form contains the four sections described below:

- Ordering Customer

  The Ordering Customer section contains the name, address, and account number of your customer. The system uses the name, address, and account number (CBNK) that are associated with the invoice to which the IPI is attached. Your customer sends the IPI to the bank for processing, and the bank credits your account with the specified amount.

- Beneficiary

  The Beneficiary section contains your company name, and the bank name and account number that you specify in processing options.

- Amount to be paid

  The Amount to be paid section contains the amount and currency of the transaction, as well as a code to indicate who is responsible for paying the bank fees that are associated with the transaction. You specify the code for the bank fees in a processing option; the system uses the amount and currency from the transaction.

- Signature

The J.D. Edwards system does not print the signature.

Data Selection

When you set your data selection for the Invoice Print with International Payment Instruction program (R03B5053), you should filter out credit memos and other non-positive invoices. You can filter out these invoices by specifying that the Amount Open (AAP) is greater than zero. You should also designate in the Payment Instrument UDC table (00/PY) the code to use for invoices with attached IPIs, and then choose that payment type in your data selection.

Note

The Invoice Print with International Payment Instruction program does not write error messages to the Work Center; however, you can view error messages in the UBE log if you use UBE logging. If the Invoice Print with International Payment Instruction program encounters errors, it prints a blank invoice.

Before You Begin

- Set up the IPI – Languages and Countries UDC (00/IL). See *IPI – Languages and Countries (00/IL)* in the *Global Solutions Spain Guide* for information about setting up this UDC table.

Processing Options for Invoice Print with International Payment Instruction (R03B5053)

Defaults Tab

1. Invoice Print Date

Blank = Current date

Use this processing option to specify the date that will appear on the invoices. If you leave this processing option blank, the system uses the current date.

2. Customer Bank Account Type

Blank = D

Use this processing option to specify the type of bank account of the ordering customer. The system uses this account type code to retrieve the bank account number of the ordering customer. The code you enter must exist in the Bank Type Code UDC (00/BT) table. If you leave this processing option blank, the system uses bank type D.

3. Customer Address Format

Blank = 00

Use this processing option to specify the IPI - Address Line Sequencing code. This code determines the combination of the values for the Postal Code, City, and Country that the system includes as the second address line of the ordering customer's address on the International Payment Instruction. The code that you enter must exist in the IPI - Address Line Sequencing (00/IA) UDC table. If you leave this processing option blank, the system uses 00 (Postal Code City).

4. Beneficiary Bank Account

Blank = Use RBxxx AAI

Use this processing option to specify the beneficiary's G/L bank account number on the International Payment Instruction. The system uses this account number to locate the corresponding bank account information from the Bank Transit Master table (F0030), including the IBAN and SWIFT bank identification code. If you leave this processing option blank, the system uses the account associated with the RB AAI.

5. Beneficiary Bank Account Format

Blank = Use the International Bank Account Number (IBAN)
1 = Use the National Bank Account Number

Use this processing option to define the beneficiary's bank account format on the International Payment Instruction (IPI). Typically, you use the International Bank Account Number format, (IBAN) from the Bank Transit Master table (F0030). In some cases you can use a national account number (CBNK) from the Bank Transit Master table instead of the IBAN. Valid values are:

Blank
Use the IBAN as the bank account format.

1
Use the CBNK as the bank account format.

6. Beneficiary Bank Name

Blank = Use SWIFT Bank Identification Code (BIC)
1 = Use Bank Name

Use this processing option to define the beneficiary's bank name on the International Payment Instruction (IPI). The IPI allows you to present the bank name in one of two formats. You can either use the SWIFT Bank Identification Code (BIC), stored as SWFT in the Bank Transit Master table (F0030), or you can use the name of the bank. Valid values are:

Blank

Use the BIC code.

1

Use the bank name.

7. Details of Payment

Blank = 00

Use this processing option to specify the data that appears in the Details of Payment section on the International Payment Instrument (IPI). You choose a hard-coded value from the IPI - Details of Payment UDC table (00/IP). If you leave this processing option blank, the system uses 00. Valid values are:

00

Unstructured - DOC. The system writes the value from the DOC field in the Customer Ledger (F03B11) table to the Details of Payment section of the IPI.

01

Unstructured - DOC, DCT, & CO. The system concatenates the values in the DOC, DCT, and CO fields in the Customer Ledger table and writes the concatenated string to the Details of Payment section of the IPI.

02

Unstructured - DOC & AN8. The system concatenates the values in the DOC and AN8 fields in the Customer Ledger table and writes the concatenated string to the Details of Payment section of the IPI.

8. Charges Paid By

Blank = 0

Use this processing option to specify the entity responsible for paying the bank charges assoicated with the International Payment Instrument (IPI). The value that you enter must exist in the IPI - Charges Paid By UDC table (00/IC). If you leave this processing option blank, the system uses 0 (Ordering Customer). Valid values are:

0

Ordering Customer

1

Beneficiary

2

Shared/Both

9. IPI Form Type

Blank = 03

Use this processing option to specify the type of preformated International Payment Instrument form to use. The value that you enter must exist in the IPI - Form Types UDC table (00/IF). If you leave this processing option blank, the system uses 03 (Black - Unstructured). Valid values are:

00

Blind Colour - Structured

01

Blind Colour - Unstructured

02

Black - Structured

03

Black - Unstructured

04

Drop Out - Structured

05

Drop Out - Unstructured

1. Tax Amounts

Blank = Do not print tax amounts.
1 = Print tax amounts.

Use this processing option to specify whether tax amounts appear on the invoices. Valid values are:

Blank
Tax amounts do not appear on invoices.

1
Tax amounts appear on invoices.

2. Attachments

Blank = Do not print attachments on the invoice.
1 = Print attachments on the invoice.

Use this processing option to specify whether generic text that is associated with the invoice appears on the invoice. Valid values are:

Blank
Do not include generic text attachment.

1
Include generic text attachment.

3. Customer Bank Account Number

Blank = Do not print the customer's bank account number.
1 = Print the customer's bank account number.

Use this processing option to specify whether the customer's bank account number appears on the International Payment Instrument portion of the invoice. Valid values are:

Blank
Do not include the customer's bank account number.

1
Include the customer's bank account number.

4. Customer Name and Address

Blank = Do not print the customer's name and address.

1 = Print the customer's name and address.

Use this processing option to specify whether the name and address of the customer appears on the International Payment Instrument portion of the invoice. Valid values are:

Blank

Do not include the customer's name and address.

1

Include the customer's name and address.

5. Details of Payment

Blank = Do not print the details of payment.

1 = Print the details of payment.

Use this processing option to specify whether the system completes the payment details section on the International Payment Instrument portion of the invoice. Valid values are:

Blank

Do not complete the payment details section.

1

Complete the payment details section. The system prints in the payment details section the data that you specified in the Details of Payment processing option on the Defaults tab.

6. Charges To Be Paid By

Blank = Do not print the charges to be paid by information.

1 = Print the charges to be paid by information.

Use this processing option to specify whether the system completes the charges to be paid section on the International Payment Instrument portion of the invoice. Valid values are:

Blank

Do not complete the charges to be paid section.

1
Complete the charges to be paid section.

7. IPI Currency and Currency Amounts

Blank = Do not print the currency and related amount on the IPI.
1 = Print the currency and related amount on the IPI.

Use this processing option to specify whether the currency and amount appear on the International Payment Instrument portion of the invoice. Valid values are:

Blank
Do not print the currency and amount.

1
Print the currency and amount.

Process Tab

1. Maximum IPI Amount

Blank = 999999,99

Use this processing option to specify the maximum amount allowed for an International Payment Instrument (IPI). If the IPI is greater than this amount, the system will not generate an IPI. If you leave this field blank, the system uses 999,999.99 as the maximum IPI amount.

Accounts Receivable Processes – Sweden

J.D. Edwards provides three standard bank receipt formats for Sweden.

Working with Bank Formats for Automatic Receipts – Sweden

Use one of the following navigations:

From the Swedish Localization menu (G74W), choose Automatic Receipts Sweden BG OCR.

From the Swedish Localization menu (G74W), choose Automatic Receipts Sweden PG OCR.

From the Swedish Localization menu (G74W), choose Automatic Receipts Sweden BG AA.

These menu options access the following Swedish bank formats:

R74W001	Sweden	Bankgirot, Inbetalningsservice (OCR)	Automatic Receipts BG OCR
R74W002	Sweden	Postgirot, Inbetalningsservice (OCR)	Automatic Receipts PG OCR
R74W003	Sweden	Bankgirot, Automatisk Avprickning (LM)	Automatic Receipts BG AA

You can use the Swedish bank format programs to upload a text file containing bank-supplied receipt information to the Text Processor Header table (F007101) and Text Processor Detail Table (F007111), and then transfer the information from those tables to the Electronic Receipts Input table (F03B13Z1).

If you use the Copy Bank File to Interface file A/R - Sweden program (R74W0010) to load information from the bank file to tables F007101 and F007111, you use these bank format programs only to transfer receipt information from tables F007101 and F007111 to table F03B13Z1. You use a processing option to specify whether the bank format programs should upload information to tables F007101 and F007111 before transferring information from those tables to the F03B13Z1 table.

Processing Options for Automatic Receipts Sweden BG OCR (R74W001), Automatic Receipts Sweden PG OCR (R74W002), and Automatic Receipts Sweden BG AA (R74W003)

Note

The processing options on the Select tab do not apply to the Automatic Receipts Sweden BG AA program (R74W003).

Defaults Tab

1. Company

Use this processing option to specify the company to use to select payments. If you enter a company number, only payments for the company you enter are loaded into the Electronic Receipts Input table (F03B13Z1). Only transactions for that company are matched.

If you leave this processing option blank, transactions are matched for all companies in the environment. This option is useful if customers are paying to the wrong company in a group.

2. Document Type

Use this processing option to specify the document type for the invoices to be paid, for example, RI.

3. Payment Instrument

Use this processing option to specify the payment instrument to be applied to the payments. This processing option is optional.

4. G/L Bank Account

Use this processing option to specify the short account ID of the default G/L bank account, if the short account ID field is blank in the Electronic Receipts Input table (F03B13Z1).

A valid short account ID must exist for the system to process records. Enter the short account ID as an eight-digit number starting with zeros. For example, 00000108.

5. Bank File

Blank = Bank file is loaded

1= Bank file is not loaded

Use this processing option to specify whether the bank file has already been loaded to the Text Processor Header table (F007101) and the Text Processor Detail table (F007111). Valid values are:

Blank

The bank file has already been loaded.

1

The bank file has not been loaded.

If you enter 1, the system loads the bank file to the F007101 and F007111 tables, and then populates the Electronic Receipts Input table (F03B13Z1) with information from the F007101 and F007111 tables.

If you leave this processing option blank, the system populates the F03B13Z1 table with information already in the F007101 and F007111 tables. Leave this processing option blank only if the F007101 and F007111 tables are already loaded with payment information.

6. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this proram on an NT server, enter the path in the following format: c:\\bankdata\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format: c//bankdata//bankfile.txt

If you are running this program on an AS/400 server, enter the path in the following format: bankdata/bankfile

Process Tab

1. Interface Files (F007101 and F007111)

Blank = Do not purge files

1 = Purge files

Use this processing option to specify whether the system should purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111) after loading the information from these tables to the Electronic Receipts Input table (F03B13Z1). Valid values are:

Blank

Do not purge the text processor tables.

1

Purge the text processor tables.

Select Tab

1. Starting Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 4 in this processing option because the customer number starts at position 4.

2. End Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The bank file reference number is displayed as 00010011234.

You enter 7 in this processing option because the customer number ends at position 7.

3. Starting Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 8 in this processing option because the invoice number starts at position 8.

4. End Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 11 in this processing option because the invoice number ends at position 11.

Accounts Receivable Processes – Norway

J.D. Edwards provides one standard bank receipt format for Norway.

Working with Bank Formats for Automatic Receipts – Norway

From the Norwegian Localization menu (G74O), choose Automatic Receipts Norway.

This menu option accesses the following Norwegian bank format:

R74O001	Norway	Standard, OCRGiro (OCR)	Automatic Receipts OCR

You can use this program to upload a text file containing bank-supplied receipt information to the Text Processor Header table (F007101) and Text Processor Detail Table (F007111), and then transfer the information from those tables to the Electronic Receipts Input table (F03B13Z1).

If you use the Copy Bank File to Interface file A/R program (R74W0010) to load information from the bank file to tables F007101 and F007111, you use the Automatic Receipts Norway program only to transfer receipt information from tables F007101 and F007111 to table F03B13Z1. You use a processing option to specify whether the Automatic Receipts Norway program should upload information to tables F007101 and F007111 before transferring information from those tables to table F03B13Z1.

Processing Options for Automatic Receipts Norway (R74O001)

Defaults Tab

1. Company

Use this processing option to specify the company to use to select payments. If you enter a company number, only payments for the company you enter are loaded into the Electronic Receipts Input table (F03B13Z1). Only transactions for that company are matched.

If you leave this processing option blank, transactions are matched for all companies in the environment. This option is useful if customers are paying to the wrong company in a group.

2. Document Type

Use this processing option to specify the document type for the invoices to be paid, for example, RI.

3. Payment Instrument

Use this processing option to specify the payment instrument to applied to the payments. This processing option is optional.

4. G/L Bank Account

Use this processing option to specify the short account ID of the default G/L bank account, if the short account ID field is blank in the Electronic Receipts Input table (F03B13Z1).

A valid short account ID must exist for the system to process records. Enter the short account ID as an eight-digit number starting with zeros. For example, 00000108.

5. Bank File

Blank = Bank file is loaded

1 = Bank file is not loaded

Use this processing option to specify whether the bank file has already been loaded to the Text Processor Header table (F007101 and the Text Processor Detail table (F007111). Valid values are:

Blank

The bank file has already been loaded.

1

The bank file has not been loaded.

If you enter 1, the system loads the bank file to the F007101 and F007111 tables, and then populates the Electronic Receipts input table (F03B13Z1) with information from the F007101 and F007111 tables.

If you leave this processing option blank, the system populates the F03B13Z1 table with information already in the f007101 and F007111 tables. Leave this processing option blank only if the F007101 and F007111 tables are already loaded with payment information.

6. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format: c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format: c//bankdata//bankfile.txt

If you are running this program on an AS/400 server, enter the path in the following format: bankdata/bankfile

Process Tab

1. Interface Files (F007101 and F007111)

Blank = Do not purge files

1 = purge files

Use this processing option to specify whether the system should purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111) after loading the information from these tables to the Electronic Receipts Input table (F03B13Z1). Valid values are:

Blank

Do not purge the text processor tables.

1

Purge the text processor tables.

1. Starting Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 4 in this processing option because the customer number starts at position 4.

2. End Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The bank file reference number is displayed as 00010011234.

You enter 7 in this processing option because the customer number ends at position 7.

3. Starting Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 8 in this processing option because the invoice number starts at position 8.

4. End Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 11 in this processing option because the invoice number ends at position 11.

Accounts Receivable Processes – Denmark

J.D. Edwards provides one standard bank receipt format for Denmark.

Working with Bank Formats for Automatic Receipts - Denmark

From the Danish Localization menu (G74M), choose Automatic Receipts Denmark.

This menu option accesses the following Danish bank format:

R74M001	**Denmark**	Faelles Indbetalningskort (OCR)	Automatic Receipts OCR

You can use this program to upload a text file containing bank-supplied receipt information to the Text Processor Header table (F007101) and Text Processor Detail Table (F007111), and then transfer the information from those tables to the Electronic Receipts Input table (F03B13Z1).

If you use the Copy Bank File to Interface file A/R program (R74W0010) to load information from the bank file to tables F007101 and F007111, you use the Automatic Receipts Denmark program only to transfer receipt information from tables F007101 and F007111 to table F03B13Z1. You use a processing option to specify whether the Automatic Receipts Denmark program should upload information to tables F007101 and F007111 before transferring information from those tables to table F03B13Z1.

Processing Options for Automatic Receipts Denmark (R74M001)

Defaults Tab

1. Company

Use this processing option to specify the company to use to select payments. If you enter a company number, only payments for the company you enter are loaded into the Electronic Receipts Input table (F03B13Z1). Only transactions for that company are matched.

If you leave this processing option blank, transactions are matched for all companies in the environment. This option is useful if customers are paying to the wrong company in a group.

2. Document Type

Use this processing option to specify the document type for the invoices to be paid, for example, RI.

3. Payment Instrument

Use this processing option to specify the payment instrument to applied to the payments. This processing option is optional.

4. G/L Bank Account

Use this processing option to specify the short account ID of the default G/L bank account, if the short account ID field is blank in the Electronic Receipts Input table (F03B13Z1).

A valid short account ID must exist for the system to process records. Enter the short account ID as an eight-digit number starting with zeros. For example, 00000108.

5. Bank file

Blank = Bank File is Loaded

1 = Bank file is not loaded

Use this processing option to specify whether the bank file has already been loaded to the Text Processor Header table (F007101 and the Text Processor Detail table (F007111). Valid values are:

Blank

The bank file has already been loaded.

1

The bank file has not been loaded.

If you enter 1, the system loads the bank file to the F007101 and F007111 tables, and then populates the Electronic Receipts input table (F03B13Z1) with information from the F007101 and F007111 tables.

If you leave this processing option blank, the system populates the F03B13Z1 table with information already in the f007101 and F007111 tables. Leave this processing option blank only if the F007101 and F007111 tables are already loaded with payment information.

6. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format: c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format: c//bankdata//bankfile.txt

If you are running this program on an AS/400 server, enter the path in the following format: bankdata/bankfile

Process Tab

7. Interface Files (F007101 and F007111)

Blank = Do not purge files

1 = Purge files

Use this processing option to specify whether the system should purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111) after loading the information from these tables to the Electronic Receipts Input table (F03B13Z1). Valid values are:

Blank

Do not purge the text processor tables.

1

Purge the text processor tables.

1. Starting Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 4 in this processing option because the customer number starts at position 4.

2. End Position of Supplier Number

Use this processing option to specify the position in the reference number (OCR number) at which the customer number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The bank file reference number is displayed as 00010011234.

You enter 7 in this processing option because the customer number ends at position 7.

3. Start Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number starts. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234.

You enter 8 in this processing option because the invoice number starts at position 8.

4. End Position of Invoice Number

Use this processing option to specify the position in the reference number (OCR number) at which the invoice number ends. The reference number can be the invoice number, or the customer number and the invoice number.

Example:

The customer number is 1001.

The invoice number is 1234.

The reference number is displayed as 00010011234 You enter 11 in this processing option because the invoice number ends at position 11.

Accounts Receivable Processes – Finland

J.D. Edwards provides one standard bank receipt format for Finland and a business function that you can use to create Finnish reference numbers.

Working with Bank Formats for Automatic Receipts - Finland

You can use the Automatic Receipts Finland program (R74V001) to upload a text file containing bank-supplied receipt information to the Text Processor Header table (F007101) and Text Processor Detail table (F007111), and then transfer the information from those tables to the Electronic Receipts Input table (F03B13Z1).

If you use the Copy Bank File to Interface file A/R program (R74W0010) to load information from the bank file to tables F007101 and F007111, you use the Automatic Receipts Finland program only to transfer receipt information from tables F007101 and F007111 to table F03B13Z1. You use a processing option to specify whether the Automatic Receipts Finland program should upload information to tables F007101 and F007111 before transferring information from those tables to table F03B13Z1.

Reference Numbers

The standard reference number that is used for payments in Finland is limited to twenty characters, with one character used as a check digit. You must include one or more of the following numbers in the reference number:

- Customer number
- Invoice number
- Company number

You use the processing options on the Automatic Receipts Finland program (R74V001) to specify the format of the reference number.

The fields in the reference number are limited to the following maximum lengths:

- Customer number – 8 characters
- Invoice number – 8 characters
- Company number – 3 characters

Processing Options for Automatic Receipts Finland (R74V001)

Defaults Tab

1. Company

Use this processing option to specify the company to use to select payments. If you enter a company number, only payments for the company you enter are loaded into the Electronic Receipts Input table (F03B13Z1). Only transactions for that company are matched.

If you leave this processing option blank, transactions are matched for all companies in the environment. This option is useful if customers are paying to the wrong company in a group.

2. Document Type

Use this processing option to specify the document type for the invoices to be paid, for example, RI.

3. Payment Instrument

Use this processing option to specify the payment instrument to apply to the payments. This processing option is optional.

4. G/L Bank Account

Use this processing option to specify the short account ID of the default G/L bank account, if the short account ID field is blank in the Electronic Receipts Input table (F03B13Z1).

A valid short account ID must exist for the system to process records. Enter the short account ID as an eight-digit number starting with zeros. For example, 00000108.

6. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format:

c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format:

c//bankdata//bankfile.txt

If you are running this program on an As/400 server, enter the path in the following format:

bankdata/bankfile

7. Receipt Number

Use this processing option to specify how you want to generate receipt numbers. Valid values are:

1

Use the invoice number as the receipt number.

Blank

Use Next Numbers to generate the receipt number.

Note: If you leave this processing option blank to use Next Numbers, you must set up Next Numbers for system 74V in the Next Numbers table.

Process Tab

1. Interface Files (F007101 and F007111)

Blank = Do not purge files

1 = Purge files

Use this processing option to specify whether the system should purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111) after loading the information from these tables to the Electronic Receipts Input table (F03B13Z1). Valid values are:

Blank

Do not purge the text processor tables.

1

Purge the text processor tables.

Select Tab

1. Starting Position of Customer Number

Use this processing option to specify the position in the reference number at which the customer number starts. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 1 in this processing option because the customer number starts at position 1.

2. End Position of Customer Number

Use this processing option to specify the position in the reference number at which the customer number ends. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 8 in this processing option because the customer number ends at position 8.

3. Starting Position of Invoice Number

Use this processing option to specify the position in the reference number at which the invoice number starts. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 9 in this processing option because the invoice number starts at position 9.

4. End Position of Invoice Number

Use this processing option to specify the position in the reference number at which the invoice number ends. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 16 in this processing option because the invoice number ends at position 16.

5. Starting Position of Company Number

Use this processing option to specify the position in the reference number at which the company number starts. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 17 in this processing option because the company number starts at position 17.

6. End Position of Company Number

Use this processing option to specify the position in the reference number at which the company number ends. The reference number can be the customer number, the invoice number, and the company number.

Example:

The customer number is 1001.

The invoice number is 1234.

The company number is 100.

The reference number is displayed as 0000100100001234100.

You enter 19 in this processing option because the company number ends at position 19.

Generating Finnish Reference Numbers

J.D. Edwards provides a business function that you can use to calculate Finnish reference numbers. For example, you might launch this business function when you want to print reference numbers on the invoices that you create in the Accounts Receivable system or Sales Order system.

Note

Implementing the reference number functionality requires customization.

See Also

- *Calculation of the Finnish Reference Number* in the *Global Solutions Nordic Guide*

Accounts Payable Processes - Common

J.D. Edwards provides a variety of country-specific processes to meet Accounts Payable requirements in Nordic countries.

International Bank Account Numbers

The International Organization for Standardization (ISO) and the European Committee for Banking Standards (ECBS) developed the International Bank Account Number (IBAN) to assist companies with account identification. ISO standard 12616:1997defines the IBAN.

The IBAN is used internationally to uniquely identify the account of a customer at a participating financial institution. The IBAN allows for validation checks through the use of international 2-character country codes as established by ISO 3166. Additional validation is performed through the use of an algorithm/check-digit process. The account-administering bank is responsible for calculating the IBAN and providing it to its customers.

The IBAN format differs, depending on whether it is transmitted electronically or printed on paper. The variance is only in its presentation; the IBAN number remains the same whether in electronic or print format. The IBAN consists of the following:

Country code	A two-letter country code as specified in ISO 3166. The country code used in the IBAN is the code of the county in which the bank or branch that is servicing the IBAN resides.
Check digits	Two digits that are assigned according to an algorithm.
Basic Bank Account Number (BBAN)	An alphanumeric string of characters of up to 30 characters that includes 0-9 and A-Z in upper-case letters only. The electronic format cannot contain separators or county-specific characters. The length of the BBAN is determined by the country of origin, and includes an explicit identification code of the bank or branch servicing the account at a fixed position within the BBAN.

When transmitted electronically, the IBAN is one string of characters. When printed, the IBAN is preceded by the text string “IBAN” and is split into groups of four characters that are separated by a space. The last group might contain fewer than four characters.

The following table shows examples of IBANs:

	Belgium	**France**
Account Number	510-0075470-61	20041 01005 0500013M026 06
Electronic IBAN format	BE62510007547061	FR1420041010050500013M02606
Print IBAN format	IBAN BE62 5100 0754 7061	IBAN FR14 2004 1010 0505 0001 3M02 606

The ECBS specifies that the IBAN appear on the International Payment Instruction (IPI) form in the print format but without the term IBAN. For example, the IBAN for the Belgian account number in the above table would appear on an IPI as BE62 5100 0754 7061.

You can link the IBAN number with a bank address in the Address Book application. When you link the IBAN with a bank address, the Auto Payment process can identify the correct country for suppliers and customers who have bank accounts in multiple countries. You enter the IBAN in the Bank Accounts by Address (P0030A) and the G/L Bank Accounts (P0030G) programs in the electronic format. J.D. Edwards stores the IBAN in the electronic format in the Bank Transit Master table (F0030)

See Also

- *Setting Up Multiple Bank Accounts for Suppliers* in the *Accounts Payable Guide*
- *Setting Up Bank Account Information* in the *Accounts Payable Guide* or *Accounts Receivable Guide*

Setting Up Automatic Payments

This section describes the additional setup that is required for automatic payments in Nordic countries. You must complete these tasks in addition to the setup tasks that are described in the *Accounts Payable Guide*.

Setting Up Address Book Information for Your Company

You must set up an address book record for your own company.

Note

The search type for companies is O.

See Also

- *Creating and Revising Address Book Records* in the *Address Book Guide* for information about entering address book records

Setting Up Bank Account Information

You must set up bank account information for all bank accounts from which you make payments, whether by check or electronic funds transfer (EFT). Both the Accounts Payable and Accounts Receivable systems use bank account information to specify the originating bank account on bank tapes or bank files. You must also set up BACS (Bank Automated Clearing System) information.

Bank account information is maintained in the Bank Transit Master table (F0030).

See Also

- *Entering Bank Information for Suppliers* in the *Global Solutions Nordic Guide* for information about assigning bank accounts to suppliers

▶ To set up G/L bank account information

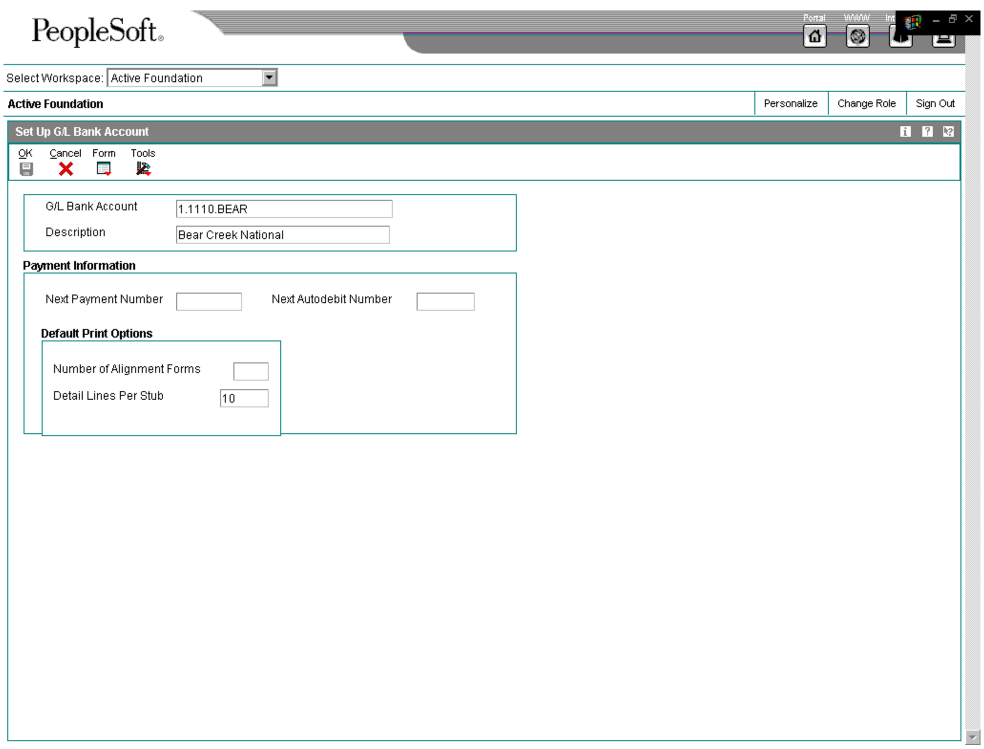
Use one of the following navigations:

From the Automatic Payment Setup menu (G04411), choose Bank Account Information.

From the Accounts Receivable Setup menu (G03B41), choose Bank Account Information.

From the Automatic Debiting menu (G03B131), choose G/L Bank Accounts

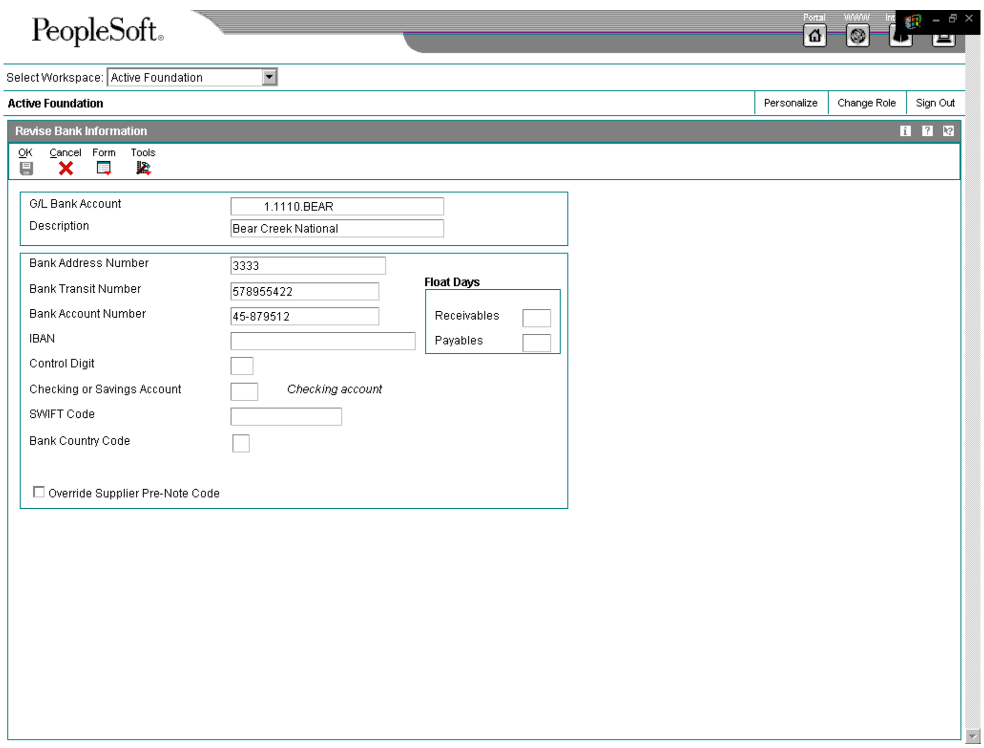
1. On Work With G/L Bank Accounts, click Find to display all bank account records.
2. To add a new bank account record, click Add.



3. On Set Up G/L Bank Account, complete the following fields:
    - G/L Bank Account

- Description

4. Complete the following optional field for Accounts Payable payment processing:
   - Next Payment Number
5. Complete the following optional field for the Accounts Receivable system:
   - Next Autodebit Number
6. To set up default print options for Accounts Payable payments, complete the following fields:
   - Number of Alignment Forms
   - Detail Lines Per Stub
7. Click OK, and then click Cancel.
8. On Work With G/L Bank Accounts, to enter additional bank account information, locate and choose your bank account, and then choose Bank Info from the Row menu.



9. On Revise Bank Information, complete the following fields:
   - Bank Address Number

     This is the bank's address book number.
   - Bank Transit Number

     You can leave this field blank.

- Bank Account Number
- Control Digit
- Checking or Savings Account
- SWIFT Code

10. To avoid the use of the pre-note code that is assigned to the supplier, verify that the following option is turned on:
    - Override Supplier Pre-Note Code

    Note
    Some payment instruments are hard-coded to produce a paper check if insufficient information is provided, regardless of whether this option is turned on.

11. Complete the following options if you use float days:
    - Receivables

      This field is used only in Accounts Receivable draft processing.
    - Payables
12. Click OK.
13. On Work With G/L Bank Accounts, if you use A/P drafts or BACS, choose BACS Info from the Row menu.
14. On Revise BACS Information, complete the following fields and click OK:
    - Bank User Number
    - Reference/Roll Number
    - Bank Reference Name
15. On Work With G/L Bank Accounts, to enter account information for CTX bank tapes used in A/P payment processing, choose X12 Info from the Form menu.
16. On Work With Bank Account X12 Information, click Add.
17. On Set Up Bank Account X12 Information, complete the following fields and click OK:
    - Authorization Info Qualifier
    - Authorization Information
    - Security Info Qualifier
    - Security Information
    - Interchange Sender ID
    - Interchange Receiver ID

- Application Sender's Code
- Application Receiver's Code

Setting the Print Sequence for Payments

Nordic payments do not use a print sequence for payments. However, the system requires that a print sequence be set up. You should use the DEMO sequence to set up Nordic payments.

Setting Up Supplier Information

You enter information for the supplier on the Supplier Master Revision form following the standard J.D. Edwards procedure.

Note

Before you assign a payment instrument to a supplier, verify that the payment instrument is set up in the A/P Payments – Default Print and Update table (F0417). The payment instrument tells how the supplier is going to be paid (for example, by Bankgiro, Postgiro, or bank payment).

See Also

- *Setting Up Payment Instruments* in the *Global Solutions Nordic Guide*

Entering Supplier Master Records

Before you enter a voucher and issue payment to a supplier, you must create a supplier master record for that supplier. The supplier master record is the central storage place for all supplier information. When you create a supplier record, you set up address book and mailing information, as well as information about how the system processes vouchers and payments for that supplier. You use the Address Book Revisions program (P01012) and the Supplier Master programs (P04012) to create a supplier record.

The information that you enter in a supplier record is stored in the following tables:

Address Book Master (F0101)	Alpha name and factor/special payee
Address Book- Who's Who (F0111)	Mailing name
Supplier Master (F0401)	Supplier information
Address Book - Contact Phone Numbers (F0115)	Telephone number
Address by Date (F0116)	Mailing address information
Bank Transit Master (F0030)	Bank account information

You need to maintain only one address book number for each supplier throughout the various systems. For example, if you use the Supplier Ledger Inquiry form to review information or if you run reports such as A/R and A/P Netting, the system uses the same address book number.

You can create a supplier record from either of the following forms:

- Work With Addresses
- Work With Supplier Master

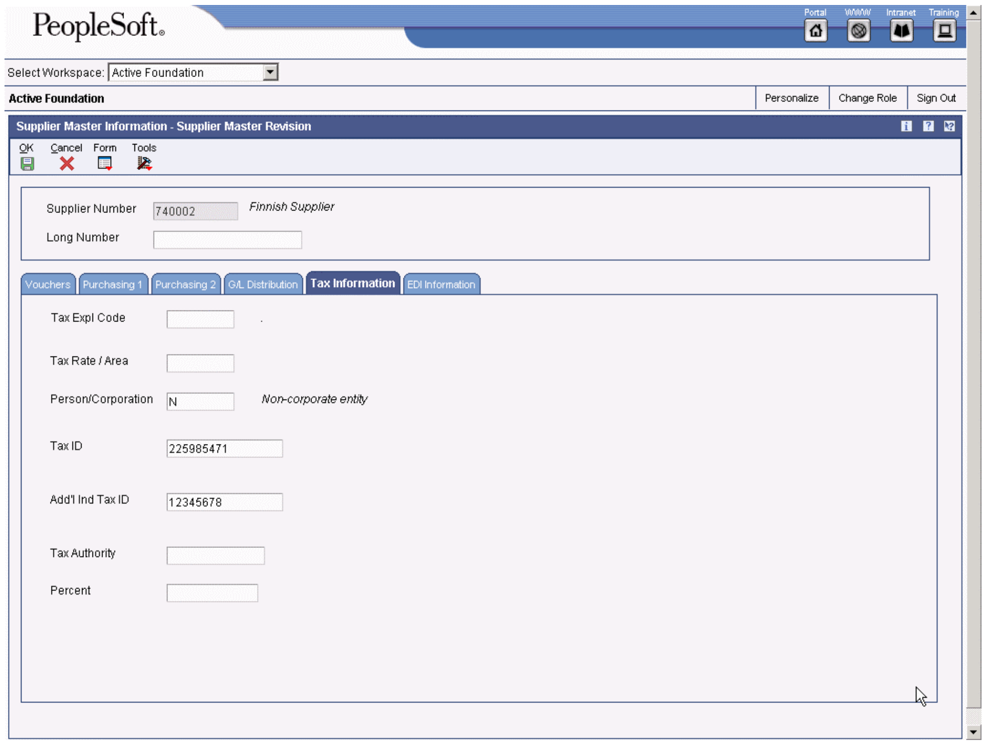
Note

The Supplier Master program contains a processing option that allows you to specify a version of the Address Book Revisions program to use when creating supplier master records using the Supplier Master program. Be sure the version that you specify in the Supplier Master processing option is the same as the versions of the Address Book program that you use to enter new address book information.

Considerations for Finnish Suppliers

When you enter Finnish suppliers, use the Add'l Ind Tax ID field on the Supplier Master Revision form to enter the payee business code. This code is required only for domestic payments in Finland.

The following graphic shows an example of a business code:



See Also

- *Address Book Maintenance* in the *Address Book Guide* for more information about entering supplier information

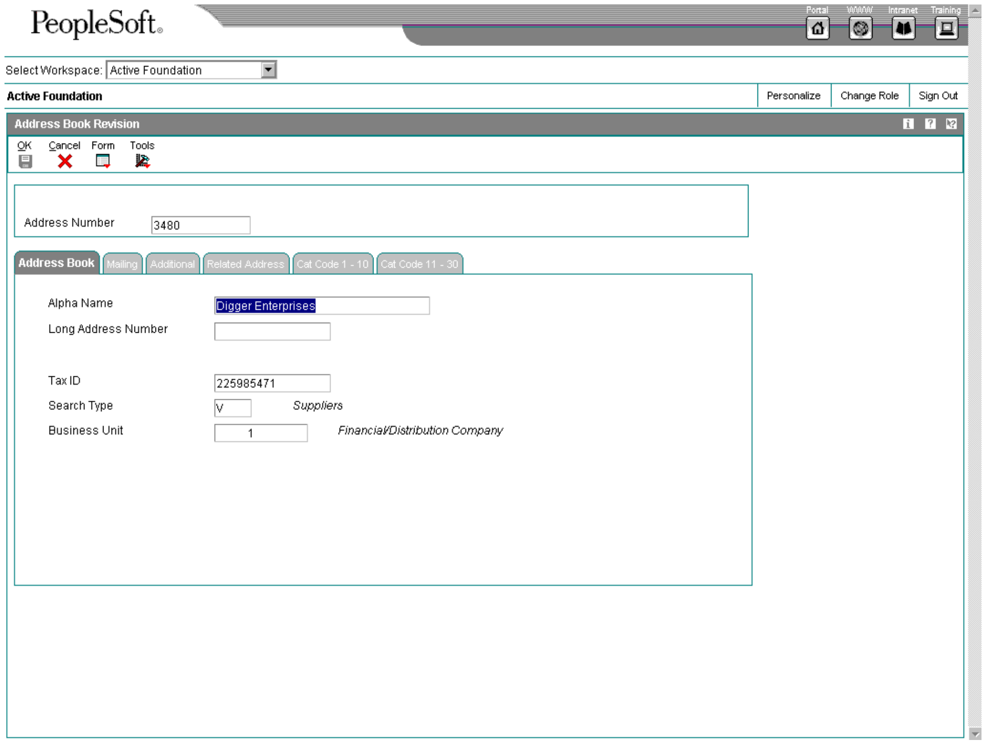
▶ To enter supplier address and mailing information

When you create a new supplier record, you first enter address book information that identifies the supplier, such as the mailing name and address. The system uses this identification information as default information when you enter vouchers and payments. You can access the Address Book Revisions program (P01012) from the Supplier Master Information program (P04012).

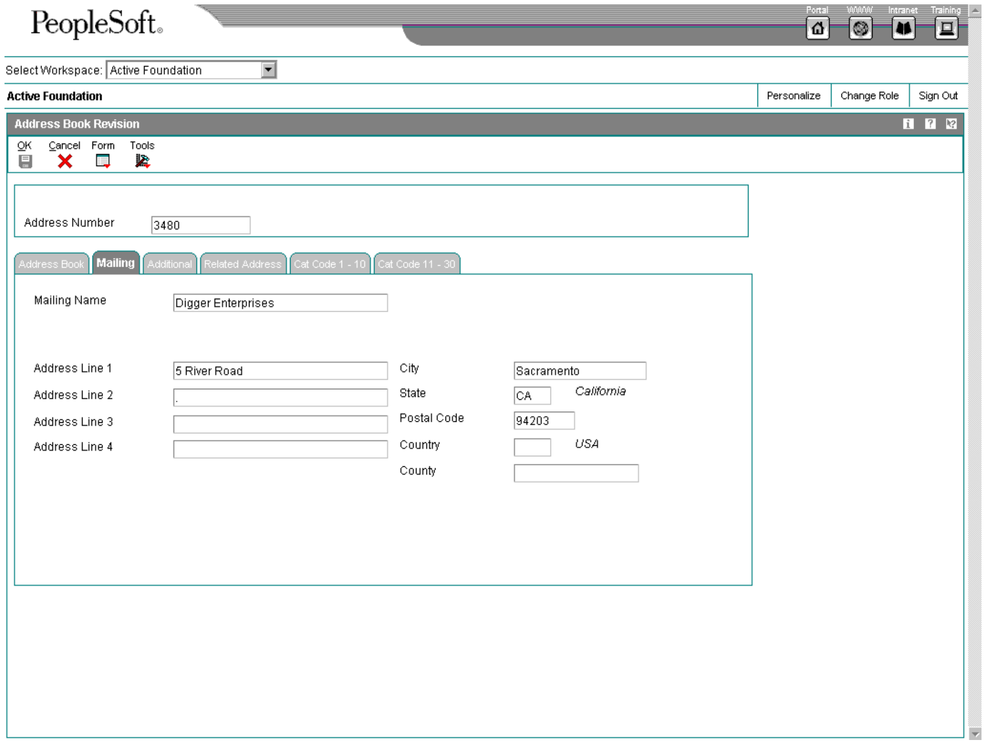
From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.

1. On Work With Supplier Master, click Add.
2. Enter a supplier number and click OK.

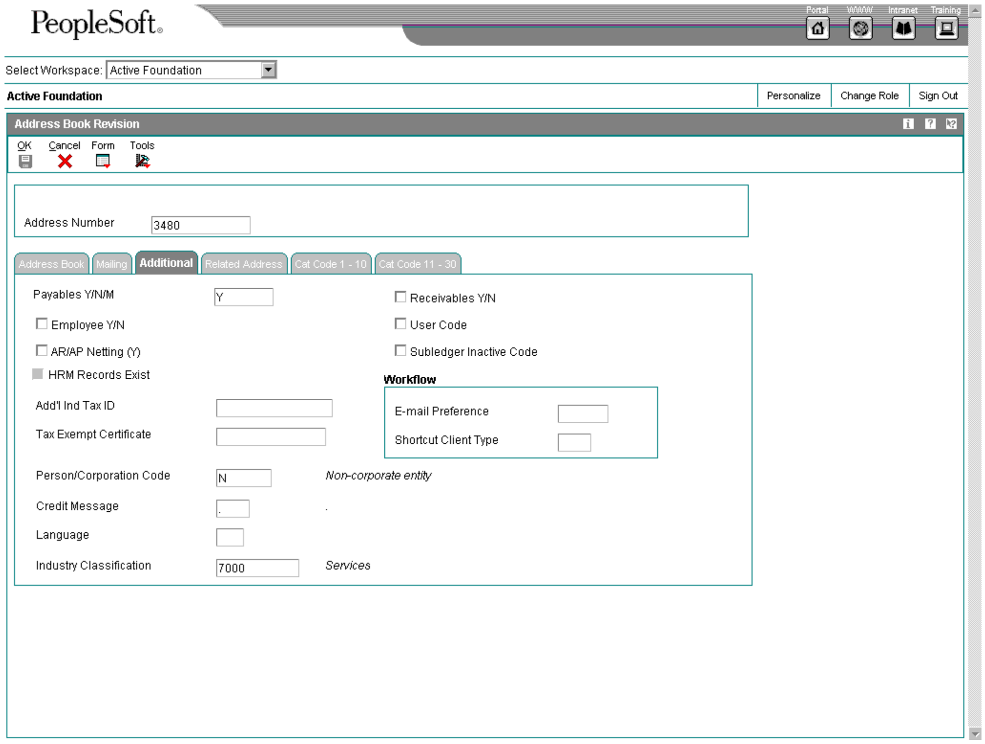
   If there is already an address book record for the supplier, the Supplier Master Revision appears. Go to the task To enter supplier master information.



3. On Address Book Revision, on the Address Book tab, complete the following fields to identify the supplier:
   - Alpha Name
   - Search Type
4. Complete the following optional fields:
   - Address Number
   - Long Address Number
   - Tax ID
   - Business Unit



5. Click the Mailing tab and complete the following fields to enter mailing information:
   - Mailing Name
   - Address Line 1
   - Address Line 2
   - Address Line 3
   - Address Line 4
   - City
   - State
   - Postal Code
   - Country
   - County



6. On the Additional tab, complete the following field:
    - Payables Y/N/M

      If you have entered all necessary information, proceed to Step 9.
7. Click any of the following options, if necessary:
    - Receivables Y/N
    - Employee Y/N
    - User Code
    - AR/AP Netting (Y)
    - Subledger Inactive Code
8. Complete the following optional fields:
    - Person/Corporation Code
    - Tax Exempt Certificate
    - Add'l Ind Tax ID
    - Credit Message
    - E-mail Preference

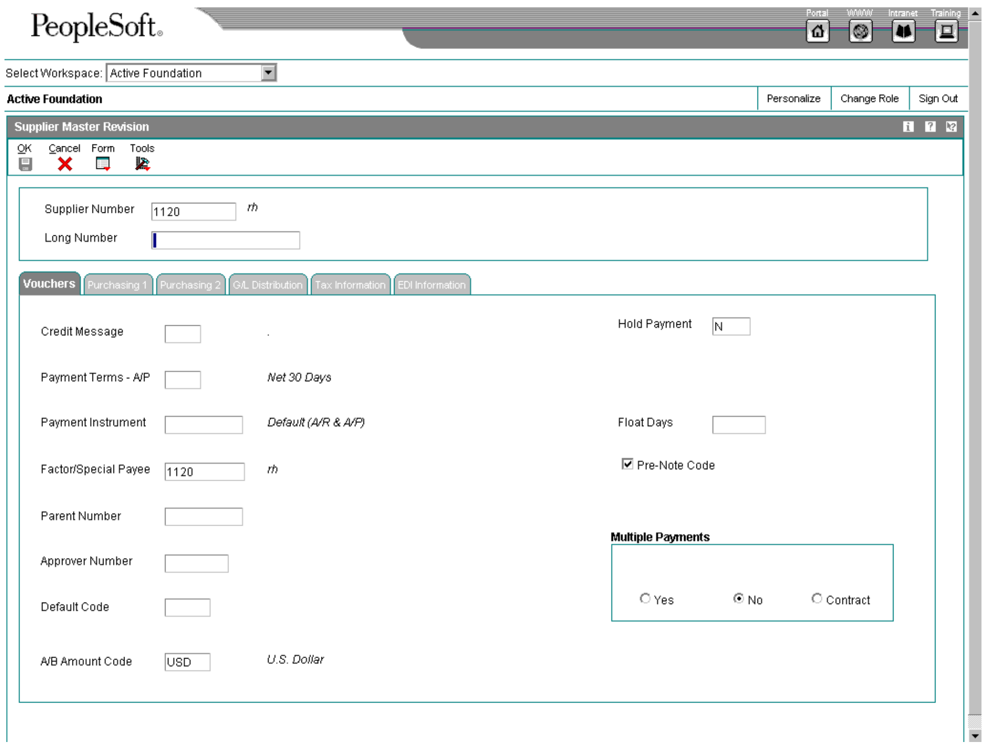
- Language
- Industry Classification

9. Click OK to save the address book record.

▶ To enter supplier master information

After you enter address book information for a new supplier, you enter supplier master information. The system uses this as default information when you enter vouchers.

From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.



1. On Work With Supplier Master, to locate the address book record, complete one of the following fields and click Find:
   - Alpha Name
   - Address Number
2. Choose the record and click Select.
3. On Supplier Master Revision, click the Vouchers tab and complete the following optional fields:
   - Credit Message
   - Payment Terms - A/P
   - Payment Instrument

- Factor/Special Payee
- Parent Number

  The parent/child relationship that is created by entering a value in this field is used for reporting purposes only in the Accounts Payable system. Voucher and payment processing do not use the parent number field or a parent/child relationship.

- Approver Number
- Hold Payment

  The Hold Payment code applies only to the supplier on a voucher. The hold payment code does not apply when the supplier is a payee on a different supplier's account.

- Float Days

4. If applicable, turn on the following option:
   - Pre-Note Code
5. Turn on one of the following multiple payments options:
   - Yes
   - No
   - Contract
6. Click the G/L Distribution tab and complete the following optional fields:
   - G/L Offset
   - Model JE Doc Type/No/Co
   - Default Expense Account
7. Click the Tax Information tab and complete the following fields to enter tax information:
   - Tax Expl Code
   - Tax Rate / Area
8. To enter 1099 information, complete the following fields:
   - Person/Corporation
   - Tax ID
   - Add'l Ind Tax ID
9. To enter withholding information, complete the following fields.
   - Tax Authority
   - Percent

10. If you need to enter 1099 information, choose A/B Revision from the form menu.

    The Address Book Revision form appears. Complete the steps to enter information for 1099 reporting.

11. If you need to enter bank account information, complete the steps to assign bank accounts to suppliers
12. If you do not need to enter 1099 information or bank account information, click OK.

Entering Bank Information for Suppliers

After you enter supplier address book information and supplier master information, you can assign bank accounts to suppliers. Businesses that use bank tape processing to transmit payments electronically must assign bank accounts to their suppliers. The system uses this information to identify the supplier's bank account when you pay vouchers by electronic funds transfer.

Considerations for Bank Transit Numbers

For suppliers in Germany, Great Britain, the United States, and Canada, enter the bank transit number using an asterisk and the two-letter code followed by the numeric code; for example, enter *BL12345. For other foreign suppliers, enter the code without an asterisk.

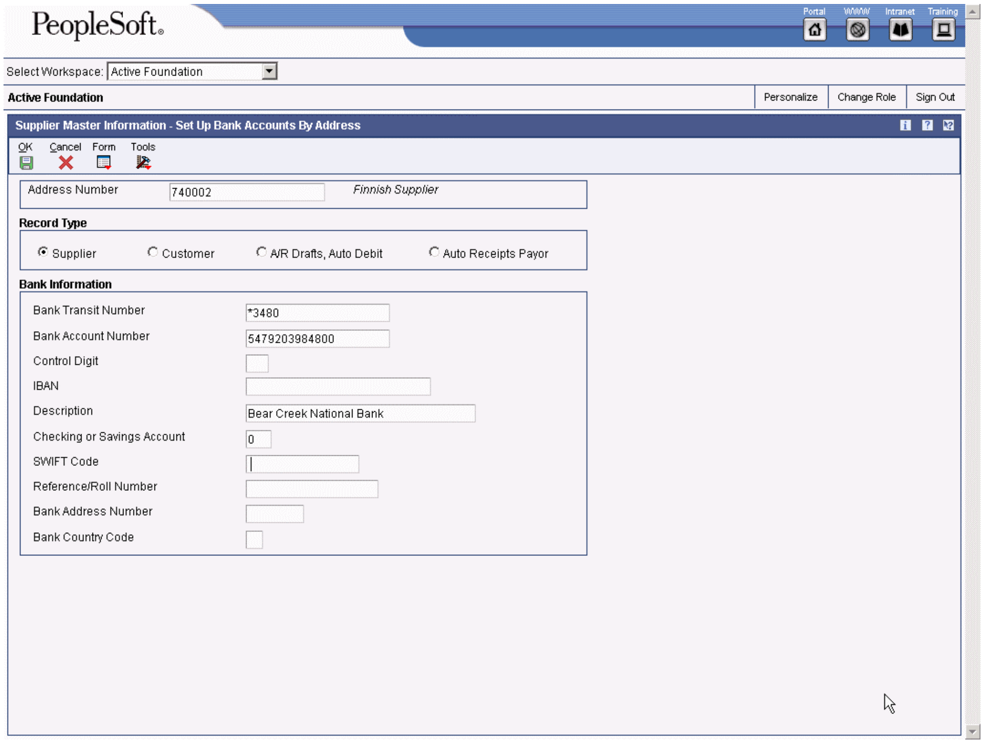
For domestic suppliers with Bankgiro or Postgiro accounts, enter an asterisk. For domestic suppliers whom you want to pay directly to a bank account, enter the bank transit number (clearingnummer) for the bank.

The routing or transit number is normally a part of the bank account number. Sometimes the number cannot be distinguished from the bank account number. If so, use the *address number* for the supplier, and include an asterisk before the figures. Enter the full account number (including the bank transit number) in the Bank Account Number field.

Example: Bank Transit Number

Bank Transit Number: *3480

Bank Account Number: 5479203984800



Suppliers Bank Information by Country

The following table lists the required bank information for suppliers in different countries:

Payment To Country	Bank Transit Number	Account Number	Control Digit	SWIFT Code
Germany	*BL + code	Account Number	BL	Required
Great Britain	*SC + code	Account Number	SC	Required
USA	*FW + code	Account Number	FW	Required
Canada	*CC + code	Account Number	CC	Required
Other foreign suppliers	Code	Account Number	Blank	
Domestic suppliers Bank Finland	Machine Account Number	Account Number	Blank	
Domestic suppliers Bankgiro/Postgiro	*	Bankgiro or Postgiro Number	Blank	
Domestic suppliers Bank Account - Sweden	Code	Account Number	Blank	

Note

All numbers must be entered consecutively without spaces. Avoid blanks or symbols such as dashes or dots.

Considerations for Machine Account Numbers – Finland

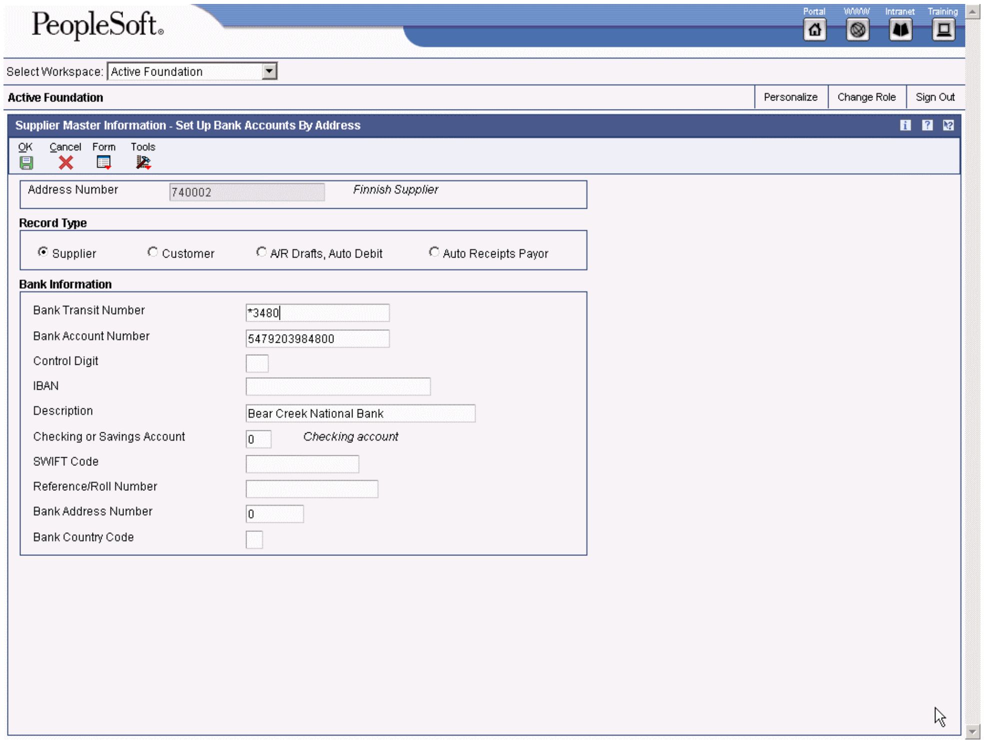
For domestic payments in Finland, a special relationship exists between the account number and the bank transit number. The last digit of the bank account number is a check-digit for the account number. If the account number is entered correctly, the program creates a “machine account number” in the Bank Transit Number field.

This special modification for domestic payments in Finland is invoked when both the user’s country code in User Preferences and the supplier’s country code in the Supplier Master is Finland.

► To assign bank accounts to suppliers

From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.

1. On Work With Supplier Master, locate the supplier and choose Select.
2. On Supplier Master Revision, do one of the following:
    - If a processing option is set to automatically display the Work with Bank Accounts by Address form, click OK.
    - Choose Bank Account from the Row menu.
3. On Work With Bank Accounts by Address, click Add.



4. On Set Up Bank Accounts By Address, complete the following fields:
   - Address Number
   - Bank Transit Number
   - Bank Account Number
   - Checking or Savings Account
5. Click one of the following Record Type options:
   - Supplier
   - Customer
   - A/R Drafts, Auto Debit
   - Auto Receipts Payor
6. Complete the following optional fields:
   - Control Digit
   - Description
   - SWIFT Code
   - Reference/Roll Number

7. Click OK, and then click Close.

See Also

- *Assigning Multiple Bank Accounts to Suppliers* in the *Accounts Payable Guide* for information about assigning more than one bank account to a supplier

Considerations for Fields on the Set Up Bank Accounts by Address Form

The following table provides Nordic-specific information about the fields on the Set Up Bank Accounts by Address form:

See Also

- *Suppliers Bank Information by Country* in the *Global Solutions Nordic Guide*

Processing Options for Supplier Master Information (P04012)

Entry Tab

This processing option specifies whether to display, hide, or disable the Tax ID field.

---

1. Tax ID

Blank = Display this field

1 = Hide this field

2 = Disable this field

Use this processing option to specify whether to display the Tax ID field when you add a supplier record. You can specify whether to disable this field. When you disable a field, the system displays it as gray and the user cannot enter data in it. Valid values are:

Blank

Display this field.

1

Hide this field.

2

Disable this field.

Defaults Tab

These processing options specify the default search types and currency codes for the Supplier Master Information form.

---

1. Search Type

Use this processing option to specify the default value that is used in the Search Type field on the Work with Supplier Master form. Use the Visual Assist for a list of valid search types. If you leave this processing option blank, the system uses V (Suppliers) as the default value.

2. Amount Currency Code

Use this processing option to specify the default currency code for the A/B Amount Code field. If you leave this processing option blank and the A/B Amount Code field on the Supplier Master Revision form is blank, the system uses the currency code of the company assigned to the Business Unit field on the Address Book Revision form.

The A/B Amount Code field appears on the Supplier Master Revision form only if multicurrency is activated in the General Accounting Constants program.

Version Tab

These processing options specify the version of the Supplier Master Business Function and the Address Book that you want to use when entering supplier master information.

---

1. Supplier Master MBF (P0100043) Version

Blank = Version ZJDE0001

Use this processing option to specify the version for the Supplier Master MBF (Master Business Function). If you leave this processing option blank, the system uses the default version ZJDE0001.

2. Address Book (P01012) Version

Blank = Version ZJDE0001

Use this processing option to specify the version of the Address Book program (P01012) the system will use. If you leave this processing option blank, the system uses the default version, ZJDE0001.

Processing Options for Supplier Master MBF – PO (P0100043)

Outbound Tab

Use these processing options to determine the transaction type and transaction image that will be used for outbound processing.

1. Transaction Type

Use this processing option to enter the transaction type when using the interoperability feature. If you leave this field blank, the system will not perform outbound interoperability processing. Use the Visual Assist to locate Transaction Type codes.

2. Change Transaction Image

Blank = Write the " after image "
1 = Write the " before" and " after image"

Use this processing option to indicate whether you want the system to write a Before Image for a change transaction. The Before Image is the record before the change. The After Image is the record after the change. Valid values are:

Blank Write the After image.

1 Write the Before and After image.

Setting Up a Bank Account Cross-Reference

For foreign payments, you must set up a cross-reference between the bank address in the Address Book Master table (F0101) and the bank account number in the Bank Transit Master table (F0030). The bank transit number is a key that links the bank address to the address number of the bank account. This cross-reference is used to print the name and address of the bank on the payment.

► **To set up a bank account cross-reference**

From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.

1. On Work With Supplier Master, complete any fields that are necessary to narrow your search, and then click Find.
2. Choose a supplier record in the detail area and click Select.
3. On Supplier Master Revision, choose Bank Accounts from the Form menu.
4. On Work With Bank Accounts by Address, choose Bank Transit from the Form menu.

5. On Work With Bank Transit Addresses, click Add.
6. On Set Up Bank Transit Address, complete the following fields and click OK:
   - Bank Transit

     Enter the bank transit number in this field. The number is the same one that you entered in the Set Up Bank Accounts by Address form. If the number contains an asterisk, the asterisk is a part of the number and is also entered. If the bank has not been set up in the address book, use the Address Book program (P01012) to set up the bank. The default search type in the Address Book for banks is V (vendors).
   - Address Number

Working With Additional Bank Information for Foreign Suppliers

Foreign payments made by Nordic companies require additional bank information. If you use a foreign payment format, you must enter this additional bank information for each foreign supplier.

You can use the Automatic Payment Groups program (P04571) to override the additional bank information for a specific payment, if necessary.

Before You Begin

- ❑ Create an address book record for each bank, ensuring that both the name of the bank and the name of the local office are entered in the Alpha Name field. See *Creating and Revising Address Book Records* in the *Address Book Guide*.
- ❑ Set up your user preferences with one of the following country preference codes:
  - SE (Sweden)
  - NO (Norway)
  - DK (Denmark)
  - FI (Finland)

  See *Setting Up User Display Preferences* in the *Global Solutions Nordic Guide*.

► To enter additional bank information for foreign suppliers

From the Swedish Localization menu (G74W), choose Swedish Supplier Inf. Foreign Payments.

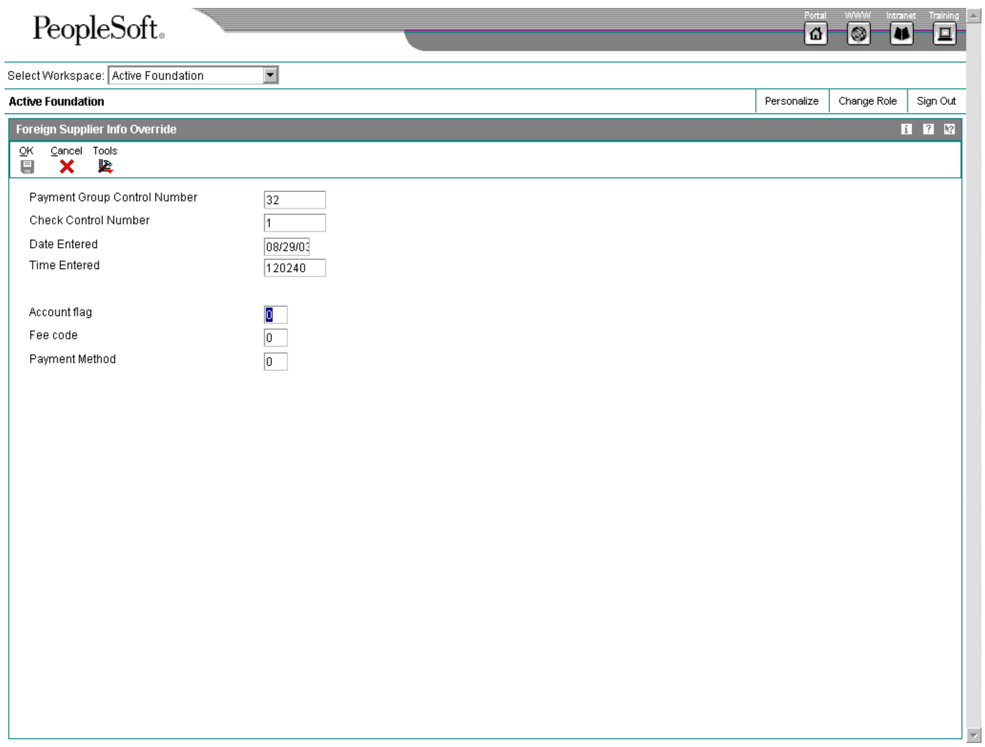
1. On Work With Supplier Info. Foreign, click Add.
2. On Revise Supplier Info. Foreign, complete the following fields and click OK:
   - Address Number
   - Account flag
   - Fee code
   - Payment Method

The system populates the Supplier Number field with a system-generated number that the bank uses to identify the supplier. This number is not the same as the supplier's address book number.

► To override additional bank information

From the Automatic Payment Processing menu (G0413), choose Work with Payment Groups.

1. On Work With Payment Groups, click Find.
2. Choose the payment group for which you want to override additional bank information, and then choose Payments from the Row menu.
3. On Work With Payment Group – Write Status, choose a payment in the detail area, and then choose Regional Info from the Row menu.



4. On Foreign Supplier Info Override, complete the following fields and click OK:
   - Account flag
   - Fee code
   - Payment Method

Working with Payment Instruments

You can specify various output formats for automatic payments by assigning the programs that generate the formats to user-defined payment instruments. Payment formats can be printed or electronic; and can include checks, magnetic tapes, and drafts. You must set up a payment instrument for each payment format that you use.

The programs that you assign to your payment instruments determine the formats for payments and any additional output that the system generates when you process payment groups. The additional output components can include one or more of the following:

- Payment registers

  A printed list of payments.

- Attachments

  A printed report that contains the detail information which does not fit on a payment stub.

- Debit statements

  A printed list of debit balances. This printed list is debit balances that indicates that you have overpaid a supplier. It shows net amounts that are either a credit or that zero out on a voucher.

To assign formats to payment instruments, you specify a format generation program for each component of a payment instrument. For example, you could assign the Auto Payment Detail program (P04573), which is for standard attachments, to the attachments component of your payment instrument for drafts. Then, when you generate drafts, the system accesses this program to produce the appropriate type of attachment.

You can also define the specific uses for a payment instrument by assigning a specific bank account to the instrument. For example, you can set up two types of payment instruments for drafts with each type of instrument drawn on a different bank account.

Payment Instrument Codes

You set up payment instrument codes in UDC 00/PY, and then use the Set Up Payment Instrument Defaults form to associate payment instruments with each payment instrument code.

Note

You can use any digit or letter as a payment instrument code except for the letters B, C, D, G, and M. These letters are hard-coded for use in the Bank Type Code field and might cause problems if you use them for payment instruments.

You designate a payment instrument code using the Supplier Master Information program (P04012). When you create payment groups, the system creates a different payment control group for each payment instrument.

If you assign a bank account to a payment instrument, the system uses the payment instrument default, or the combination of the payment instrument and the bank account, to produce payments in a specific default format.

Working with Nordic Payment Formats

Assign the following programs to payment instruments for the Nordic countries:

Payment Formats	Specify the following programs to generate payment formats for the Nordic countries: • P04572SE1 for Bankgiro – Domestic • P04572SE2 for Bankgiro - Foreign • P04572SE3 for Postgiro - Domestic • P04572DK1 for DDB - Domestic • P04572DK2 for DDB - Foreign • P04572DK5 for Girobank - Domestic • P04572NO1 for Norway Standard - Domestic • P04572NO2 for Norway Standard - Foreign • P04572FI1 for Finland Domestic – LM02 • P04572FI2 for Finland Standard – Foreign • P04572FI3 for Finland Domestic – LM03
Register Format	P04576 for Payment Register – Standard
Attachment Format	P04573 for Print Attachments – Standard
Debit Statement Format	Select the same program as the Write program (payment format).

Note

Do not confuse the P04572xx object name with the R04572xx object name. You enter the P04572xx version on the Set Up Payment Instrument Defaults form. The P04572xx version launches the R04572xx version when you process payments. For example, P04572SE1 launches the R04572SE1 program. If you want to make any changes to these programs, access them from the Batch Versions program (P98305), entering R instead of P in the first position of the name of the payment format program.

Before You Begin

- ❑ Set up a code in user defined codes table 00/PY for each payment instrument that you use.
- ❑ Set up your payment programs in user defined codes table 04/PP.

Setting Up Payment Instruments

Payment instruments can be checks, tapes, drafts, BACS (Bank Automated Clearing System), and so on. You must define the payment instruments that your business uses. Clients outside the U.S. must set up payment instruments that are country specific for their automatic payments. You control the format of each payment instrument by choosing programs and versions of the programs that produce each component of a payment. These components include the following:

- Payment. This is the printed copy or tape table for the payment.
- Payment register. This is the printed list of payments.
- Attachment. This is a printed report that contains the detail information that does not fit on a payment stub.
- Debit statement. This is a printed list of debit balances that indicates that you have overpaid a supplier. It shows net amounts that are either a credit or that zero out a voucher.

The Payment Instrument Defaults program (P0417) includes all of the default programs associated with each component. The default program information is stored in the A/P Payments - Default Print and Update table (F0417).

You assign a program number to each component of a payment instrument. For example, you might assign program P04573 (for print standard attachments) to the attachments component of a payment instrument. The system accesses this program and produces the appropriate type of attachment.

You are not limited to using the preassigned programs for each payment instrument. For example, if the default of blank for your company is to print a check that is in a Canadian format, you can change the payment print program from the Auto Payments Write/Reset program (P04572) to the Print Automatic Payments - Check - Canada report (R04572C).

You are able to narrow your selections for each component even further by selecting a version of each program that will write the components. The advantage of this is that you can use different processing options or data selection in the versions, based on your needs.

A debit statement is another type of payment instrument and is used to notify suppliers when you have overpaid them. By assigning a program to the debit statement component, you can print a separate debit statement form with a payment. A debit statement is automatically generated if debit memos and open vouchers for a supplier net to zero. The system assigns a debit statement number as the payment number for the payment record, clears the open amounts of all records, and changes the pay status to paid.

You can limit the use of a payment instrument by assigning it a specific bank account. For example, you can set up two types of payment instruments for drafts with each type drawn on a different bank account.

See Also

- ❑ *Working with Payment Groups* in the *Accounts Payable Guide* for more information about the payment process

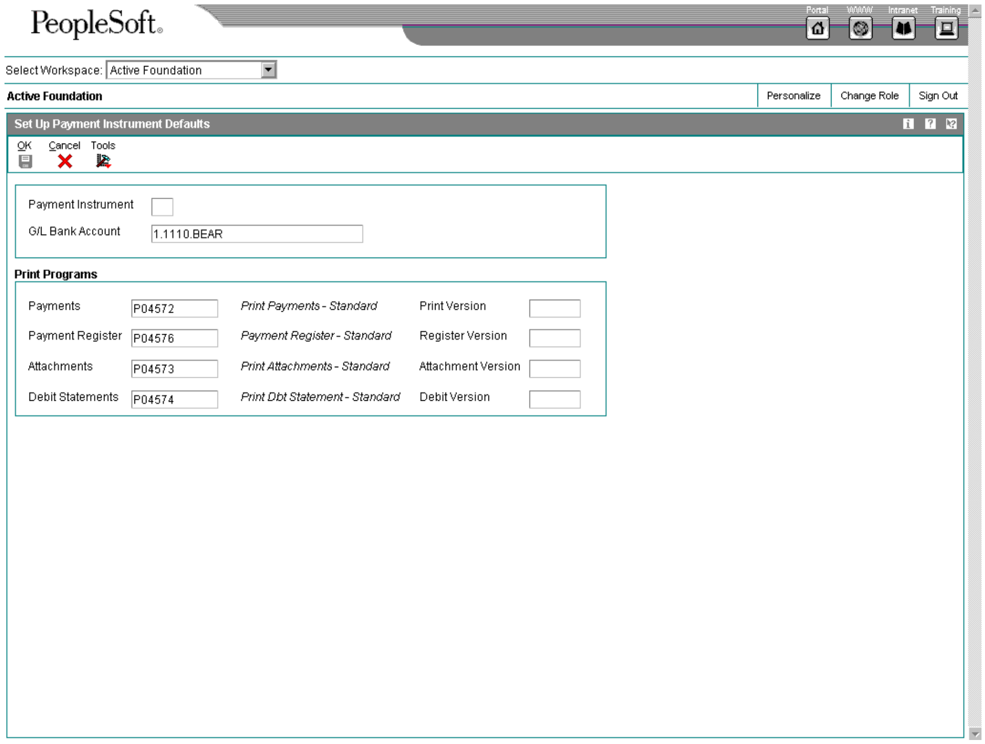
Before You Begin

- ❑ Determine what payment instruments you use.
- ❑ Set up additional codes in UDC 00/PY for payment instruments, if necessary.

► To assign programs to a payment instrument

From the Automatic Payment Setup menu (G04411), choose Payment Instrument Defaults.

1. On Work With Payment Instrument Defaults, click Find to display payment instruments.
2. Choose the payment instrument and click Select.



3. On Set Up Payment Instrument Defaults, enter a program number in the following fields:
   - Payments
   - Payment Register
   - Attachments
   - Debit Statements
4. Enter a version number in any of the following optional fields for the corresponding print program:
   - Print Version
   - Register Version
   - Attachment Version
   - Debit Version
5. Click OK.

► To revise processing options for payment instrument formats

Some of the programs associated with a payment instrument have processing options that further define the format of each component of a payment instrument. Review and, if necessary, revise these processing options before using each program.

The payment instrument formats use the Rxxxx convention (where xxxx equals the program number), whereas the program format used in the payment instrument defaults is Pxxxx. For example, to access the format for P04572, the standard print payment format, you enter R04572 in the Batch Application field, and click Find.

From the System Administration Tools menu (GH9011), choose Batch Versions.

1. On Work With Batch Versions - Available Versions, enter the program number in the following field and click Find:
   - Batch Application
2. Choose the version.
3. From the Row menu, choose Processing Options.
4. Revise the processing options, as necessary.

► To assign a payment instrument to a supplier

When you print payments, the system uses the payment instrument assigned to the voucher. Typically, you set up the most commonly used payment instrument as the default, so you do not have to define a payment instrument for each supplier. The system uses the payment instrument assigned to the supplier, unless you override it when you enter a voucher.

From the Supplier & Voucher Entry menu (G0411), choose Supplier Master Information.

1. On Work With Supplier Master, locate and choose the supplier.
2. Click Select.
3. On Supplier Master Revision, click the Vouchers tab and complete the following field:
   - Payment Instrument
4. You can also select the following optional box:
   - Pre-Note Code
5. Click OK.

To assign or change a payment instrument associated with vouchers entered previously, use Speed Status Change.

Entering Vouchers

You must enter foreign payment information for the Central Bank during standard voucher entry. For Finnish domestic payments, you must also enter a reference number.

See Also

- *Entering Vouchers* in the *Accounts Payable Guide*

Entering Foreign Payment Information for the Central Bank

The Central Bank requires that an identification code be included on foreign payments. The Central Bank issues a list of valid identification codes for foreign payments. You enter the appropriate identification code in the Remark field during voucher entry. If you do not enter an identification code, the system assigns one of the following values when you create the automatic payment file:

Sweden	%101
Denmark	%0006
Norway	%14
Finland	%999

You can change this default value by using the processing options for the various Write programs (for example, P04572SE2).

Before You Begin

- ❑ You should be familiar with the steps for entering vouchers. See *Entering Standard Vouchers* or *Entering Speed Vouchers* in the *Accounts Payable Guide* for information about entering vouchers.

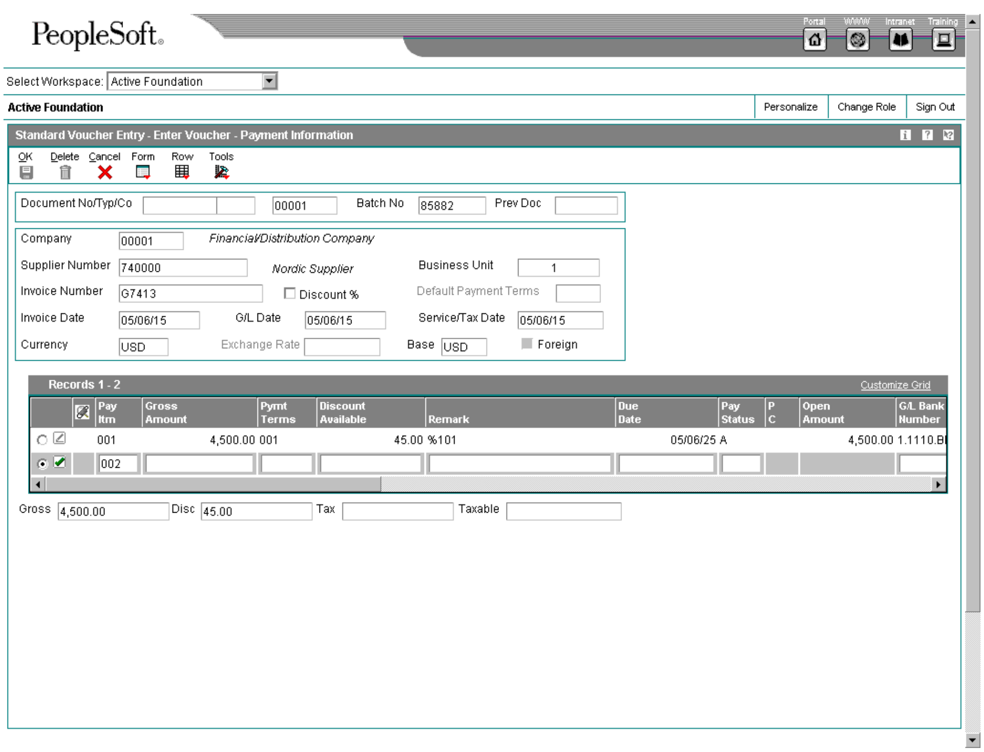
▶ To enter foreign payment information for the Central Bank

Use one of the following navigations:

From the Supplier & Voucher Entry menu (G0411), choose Speed Voucher Entry.

From the Supplier & Voucher Entry menu (G0411), choose Standard Voucher Entry.

1. Enter a standard voucher or a speed voucher.



2. On Enter Voucher – Payment Information, enter a percent sign (%) followed by the foreign payment information code (Riskankskod) from the codes list, including an explanation for Denmark and Norway in the following field:
   - Remark
3. When you have finished entering voucher information, click OK.

Entering Reference Numbers for Finnish Domestic Payments

In Finland, vouchers are identified by a reference number. For domestic payments in Finland, you enter the reference number in the Remark field during voucher entry.

Before You Begin

- ❑ You should be familiar with the steps for entering vouchers. See *Entering Standard Vouchers* or *Entering Speed Vouchers* in the *Accounts Payable Guide* for information about entering vouchers.

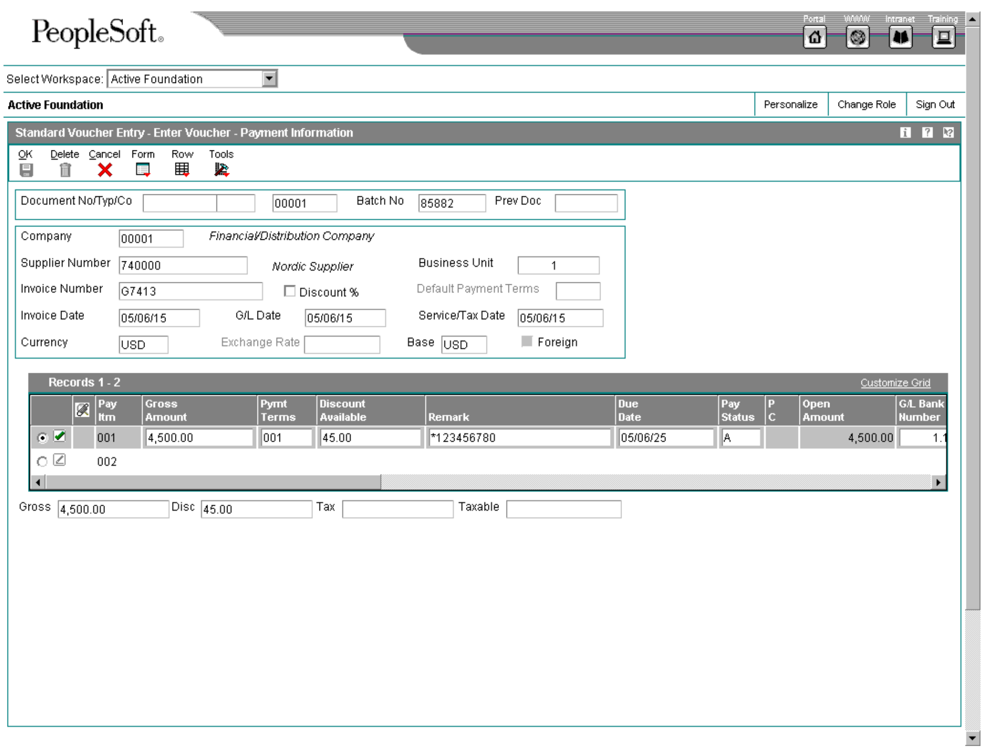
► To enter reference numbers for Finnish domestic payments

Use one of the following navigations:

From the Supplier & Voucher Entry menu (G0411), choose Speed Voucher Entry.

From the Supplier & Voucher Entry menu (G0411), choose Standard Voucher Entry.

1. Enter a standard voucher or a speed voucher.



2. On Enter Voucher – Payment Information, complete the following field with an asterisk (*) followed by the reference number:
   - Remark
3. When you have finished entering voucher information, click OK.

Preparing Vouchers and Credit Notes for Automatic Payments

Businesses in Nordic Countries use a credit note, if one exists, for payments before using the company's bank account. If you use due date processing in automatic payments, which is common in Nordic countries, the base system requires you to manually match the due dates for a credit note and a voucher. In this localization, J.D. Edwards can automatically match the due dates of credit notes and vouchers.

If a supplier offers payment terms with a discount, the system sets the payment date to the discount due date. If the discount due date has passed, you might want to change the due date to the net due date. In the base system, the change to net due date has to be done manually. This localization allows you to automatically change the due date.

Revising Due Dates for Credit Notes

Use the Enhanced Due Date Processing Sweden program (R74W0020) to automatically change the due date of a credit note to the due date of a matching voucher. The program creates a report that specifies the new due date for the credit note. The program can be run in proof or final mode.

You can run Enhanced Due Date Processing Sweden from the Create Payment Control Groups program (R04570), or you can run it as a stand-alone program. J.D. Edwards recommends that you first submit this program as a stand-alone program in proof mode. Use processing options to specify whether the program runs as a stand-alone program or is launched from the Create Payment Control Groups program.

To run this program as a stand-alone program, you need to set up a menu selection for the Enhanced Due Date Processing Sweden program.

Caution

The Enhanced Due Date Processing Sweden program retrieves pay items from the Accounts Payable Ledger table (F0411). If a voucher contains both negative and positive pay items, this program might change the due date for a negative pay item that is a part of a voucher; if it does so, the action results in the negative and positive amounts on the same voucher having different due dates.

Sequence for Enhanced Due Date Processing

The program matches credit notes to vouchers in the following sequence:

- Payment ID
- G/L Bank Account
- Business Unit (only if the Process by Business Unit processing option is set to 1)

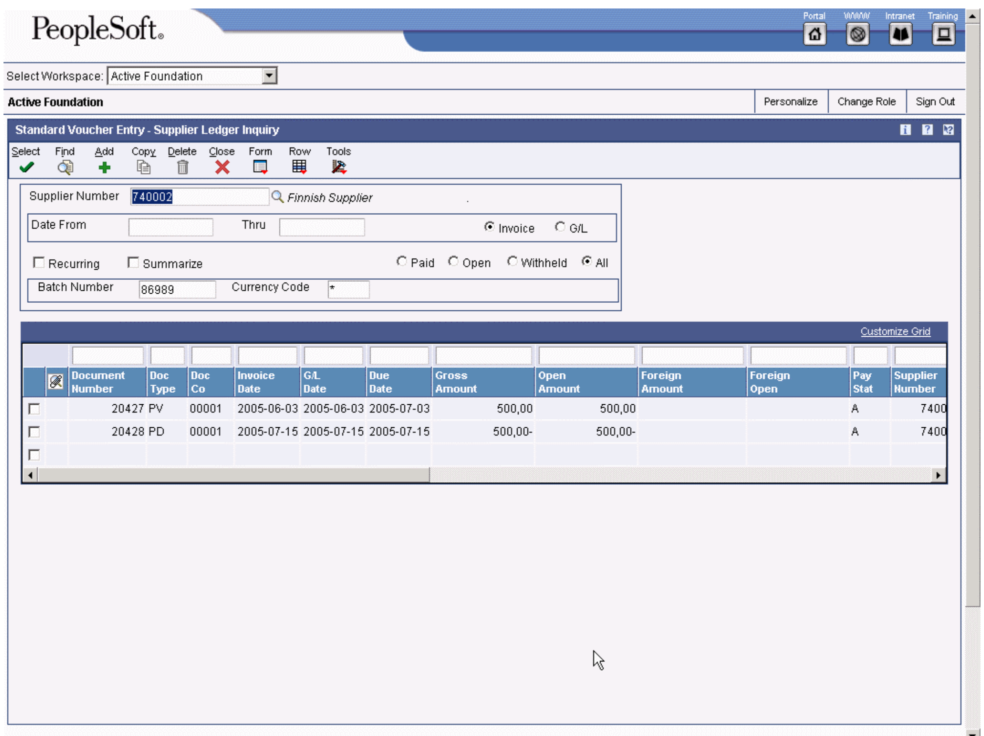
- Currency
- Payee Address Number (only if the Process by Payee processing option is set to 1)
- Company
- Address Number
- Due Date

Example: Credit Note Equal to Voucher Amount

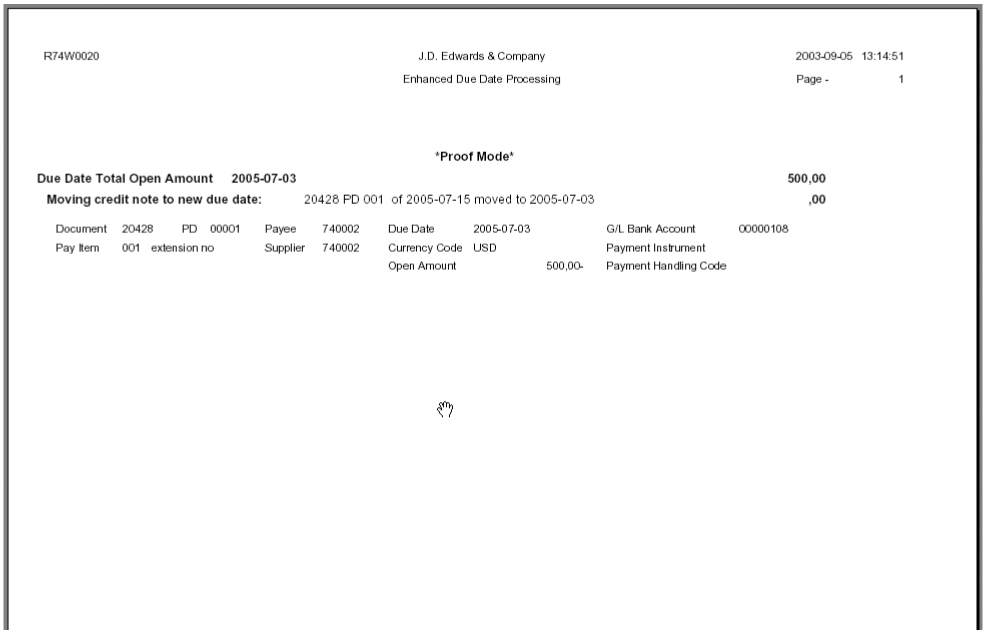
In this example, a supplier has a credit note for the amount of –500 with a due date of 2001-07-15 and a voucher for the amount of 500 with a due date of 2001-07-30.

If you use due date processing without changing the due date, the voucher is paid in full; and the credit is not used because the due dates for the credit note and the voucher are different.

The following form shows the voucher and the credit note with different due dates:



When you run the Enhanced Due Date Processing Sweden program (R74W0020) in proof mode, the system produces a report that shows that the due date of the credit note can be changed to match the due date of the voucher.



R74W0020 J.D. Edwards & Company 2003-09-05 13:14:51

Enhanced Due Date Processing Page - 1

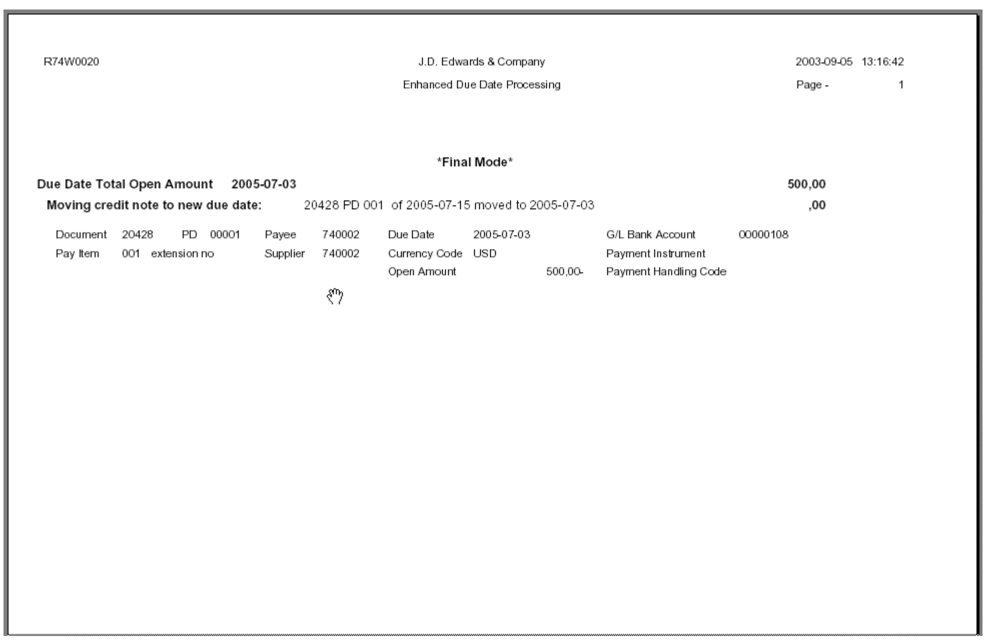
Proof Mode

Due Date Total Open Amount 2005-07-03 **500,00**

Moving credit note to new due date: 20428 PD 001 of 2005-07-15 moved to 2005-07-03 **,00**

Document	20428	PD	00001	Payee	740002	Due Date	2005-07-03		G/L Bank Account	00000108
Pay Item	001	extension no		Supplier	740002	Currency Code	USD		Payment Instrument	
						Open Amount		500,00-	Payment Handling Code	

When you run the Enhanced Due Date Processing Sweden program in final mode, the system changes the due date of the credit note to 2001-07-30. Because the due dates of the credit note and the voucher are now the same, the system reduces the payment amount by the amount of the credit note in the next automatic payment to the supplier.



R74W0020 J.D. Edwards & Company 2003-09-05 13:16:42

Enhanced Due Date Processing Page - 1

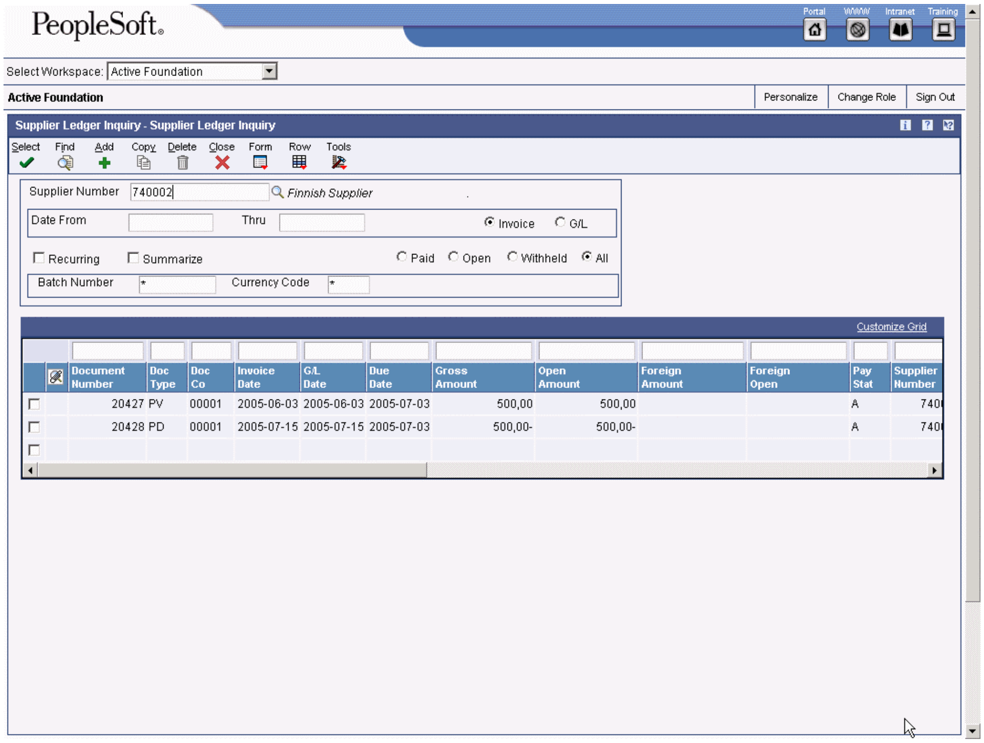
Final Mode

Due Date Total Open Amount 2005-07-03 **500,00**

Moving credit note to new due date: 20428 PD 001 of 2005-07-15 moved to 2005-07-03 **,00**

Document	20428	PD	00001	Payee	740002	Due Date	2005-07-03		G/L Bank Account	00000108
Pay Item	001	extension no		Supplier	740002	Currency Code	USD		Payment Instrument	
						Open Amount		500,00-	Payment Handling Code	

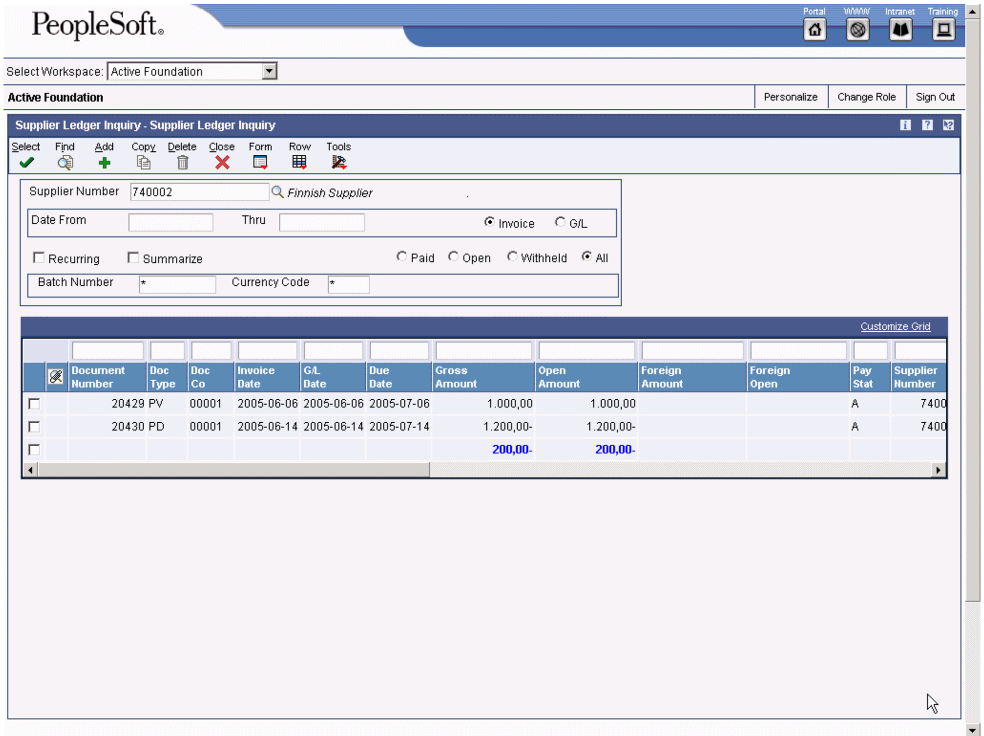
The Supplier Ledger Inquiry form now displays the voucher and credit note with matching due dates:



Example: Credit Note in Excess of Voucher Amount

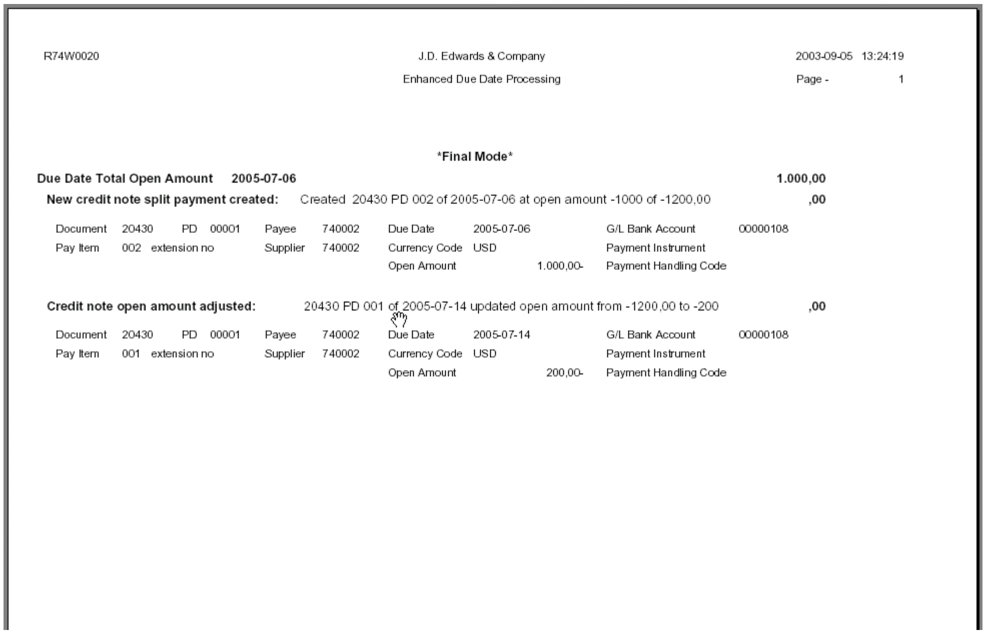
In this example, a supplier has a credit note for the amount of –1200 with a due date of 2005-07-14 and a voucher for the amount of 1000 with a due date of 2005-07-06. The amount of the credit exceeds that which is needed to pay the voucher.

The following form shows the voucher and credit note with different amounts and different due dates:



When you run Enhanced Due Date Processing Sweden (R74W0020) in final mode, the system uses part of the credit note to pay the voucher. The system creates a new pay item for the remaining part of the credit note. The matching pay item has the same due date as that of the voucher. The remaining amount on the credit note has an unchanged due date.

The system generates the following report, which shows the new due date of the credit note and the newly created pay item.



R74W0020 J.D. Edwards & Company 2003-09-05 13:24:19
Enhanced Due Date Processing Page - 1

Final Mode

Due Date Total Open Amount 2005-07-06 **1.000,00**

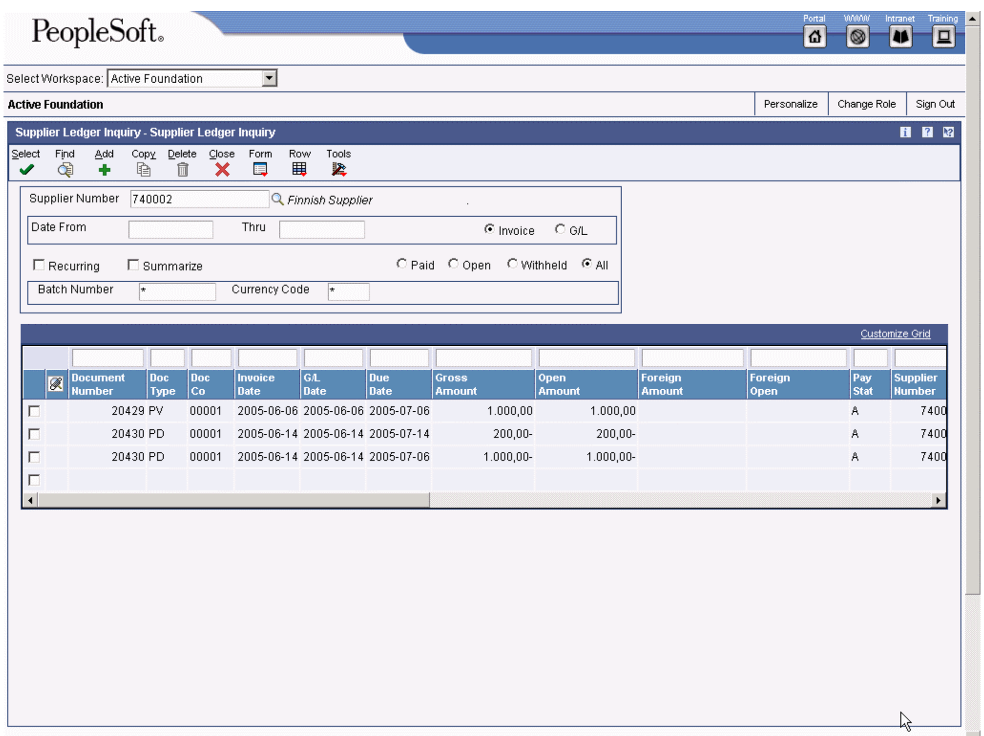
New credit note split payment created: Created 20430 PD 002 of 2005-07-06 at open amount -1000 of -1200,00 **,00**

Document 20430 PD 00001 Payee 740002 Due Date 2005-07-06 G/L Bank Account 00000108
Pay Item 002 extension no Supplier 740002 Currency Code USD Payment Instrument
Open Amount 1.000,00- Payment Handling Code

Credit note open amount adjusted: 20430 PD 001 of 2005-07-14 updated open amount from -1200,00 to -200 **,00**

Document 20430 PD 00001 Payee 740002 Due Date 2005-07-14 G/L Bank Account 00000108
Pay Item 001 extension no Supplier 740002 Currency Code USD Payment Instrument
Open Amount 200,00- Payment Handling Code

The Supplier Ledger Inquiry form now displays the new pay item that offsets the voucher:



Document Number	Doc Type	Doc Co	Invoice Date	G/L Date	Due Date	Gross Amount	Open Amount	Foreign Amount	Foreign Open	Pay Stat	Supplier Number
20429	PV	00001	2005-06-06	2005-06-06	2005-07-06	1.000,00	1.000,00			A	7400
20430	PD	00001	2005-06-14	2005-06-14	2005-07-14	200,00-	200,00-			A	7400
20430	PD	00001	2005-06-14	2005-06-14	2005-07-06	1.000,00-	1.000,00-			A	7400

Processing Options for Enhanced Due Date Processing Sweden (R74W0020)

Select Tab

1. Pay Thru Date

Use this processing option to specify the due date through which you want to process credit notes. All credit notes with due dates up to and including the date that you enter are processed. For example, if you want to process a group consisting of credit notes with due dates through March 15, 2005, enter 03/15/05. Enter the date in this processing option, or leave the processing option blank to select credit notes using the Displacement Days processing option.

Note: if you leave the Pay Through Date field blank and the Displacement Days processing option as zero, the system date is used as the Pay Through Date.

2. Displacement Days

Use this processing option to specify the number of days from today's date through which you want to process credit notes. For example, if today's date is March 10 and you specify three displacement days, the system processes vouchers with due dates through March 13. Enter the number of days in this processing option, or leave this processing option blank and use the Pay Through Date processing option to select credit notes.

Note: If you leave the Displacement Days processing option as zero and leave the Pay Through Date processing option blank, the system date is used as the Pay Through Date.

3. Discount Cutoff Date

Use this processing option to enter the final date for which you allow discounts. Pay items with a due date prior to the date that you enter are not eligible for discounts, so the system sets the discount amounts of these pay items to zero. If you leave this processing option blank, the program takes all discounts currently available for the selected pay items.

Process Tab

1. Company

Use this processing option to specify whether to create separate payments based on the company. Valid values are:

Blank
Do not create separate payments based on company.

1

Create separate payments based on company.

2. Due Date

Use this processing option to specify whether to create payments separately, based on due date. If you leave this processing option blank, the Enhanced Due Date Processing program will not run. Valid values are:

Blank

Do not create payments separately, based on due date.

1

Create payments separately, based on due date.

3. Payee

Use this processing option to specify whether to create payments separately based on payee, regardless of the supplier. Valid values are:

Blank

Do not create payments separately based on payee.

1

Create payments separately based on payee.

For example, the following table illustrates one possible voucher, supplier, and payee combination:

Voucher 1, Supplier 1001, Payee 1001

Voucher 2, Supplier 1001, Payee 1002

Voucher 3, Supplier 1001, Payee 1002

Voucher 4, Supplier 1002, Payee 1002

Voucher 5, Supplier 1003, Payee 1001

If you leave the Payee processing option blank in the Create Payment Control Groups program, the system generates four payments, based on the payee and then on the supplier:

Payee 1001: Supplier 1001, Voucher 1

Payee 1001: Supplier 1003, Voucher 5

Payee 1002: Supplier 1001, Vouchers 2 and 4

Payee 1002: Supplier 1002, Voucher 4

If you set the Payee processing option to 1, you have two payments based only on the payee:

Payee 1001: Supplier 1001, Voucher 1, and Supplier 1003, Voucher 5

Payee 1002: Supplier 1001, Vouchers 2 and 3, and Supplier 1002, Voucher 4

4. Business Unit

Use this processing option to specify whether to create payments separately based on business unit. Valid values are:

Blank
Do not create payments separately based on business unit.

1
Create payments separately based on business unit.

5. Inline Execution from within R04570

Blank = No

1 = Yes

Use this processing option to run the Enhanced Due Date Processing Sweden program (R74W0020) from the Create Payment Control Groups program (R04570) prior to generating payments. Running the Enhanced Due Date Processing Sweden program from the Create Payment Groups program produces the best match of debit and credit documents. However, running this program online may slow down processing. If you rarely use the enhanced due date processing feature, you might want to run this program standalone. Valid values are:

Blank

Do not run the Enhanced Due Date Processing Sweden program from the Create Payment Control Groups program.

1

Run the Enhanced Due Date Processing Sweden program from the Create Payment Control Groups program.

6. Stand-Alone Execution from Menu Item

Blank = No

1 = Yes

Use this processing option to run the Enhanced Due Date Processing Sweden program (R74W0020) standalone from a menu item. Running the Enhanced Due Date Processing Sweden program standalone allows you to reorganize credit invoices to produce best matching against debit documents at any time. Valid values are:

Blank

Do not allow the Enhanced Due Date Processing Sweden program to run standalone.

1

Run the Enahnced Due Date Processing Sweden program standalone.

7. Mode

Blank = Proof

1 = Final

Use this processing option to specify whether to run the report in proof or final mode. If you choose proof mode, the system generates a report of possible changes, but no changes are made in the database. If you choose final mode, the system generates a report and updates the invoices specified on the report. Valid values are:

Blank

Run the report in proof mode.

1

Run the report in final mode.

Defaults Tab

---

1. Payment Amount

Blank = Minimum payment amount will be zero

Use this processing option to specify the smallest possible value of a payment. Specify an amount to avoid creating zero amounts when matching vouchers and credit notes.

What You Should Know About Processing Options for Enhanced Due Date Processing Sweden (R74W0020)

If you set the processing options to run the Enhanced Due Date Processing Sweden program (R74W0020) from the Create Payment Control Groups program (R04570), the processing options on the Select tab and the first four processing options on the Process tab use the values of the corresponding processing options from the Create Payment Control Groups program.

If you set the processing options to run the Enhanced Due Date Processing Sweden program as a stand-alone version, you need to review all of the processing options.

Revising Due Dates for Discounted Vouchers

Use the Enhanced Due Date Processing – Discounts Sweden program (R74W0021) to automatically change the payment date of a voucher from the discount due date to the net due date if the discount due date has passed. The program creates a report that lists the new due date. The program can be run in proof or final mode.

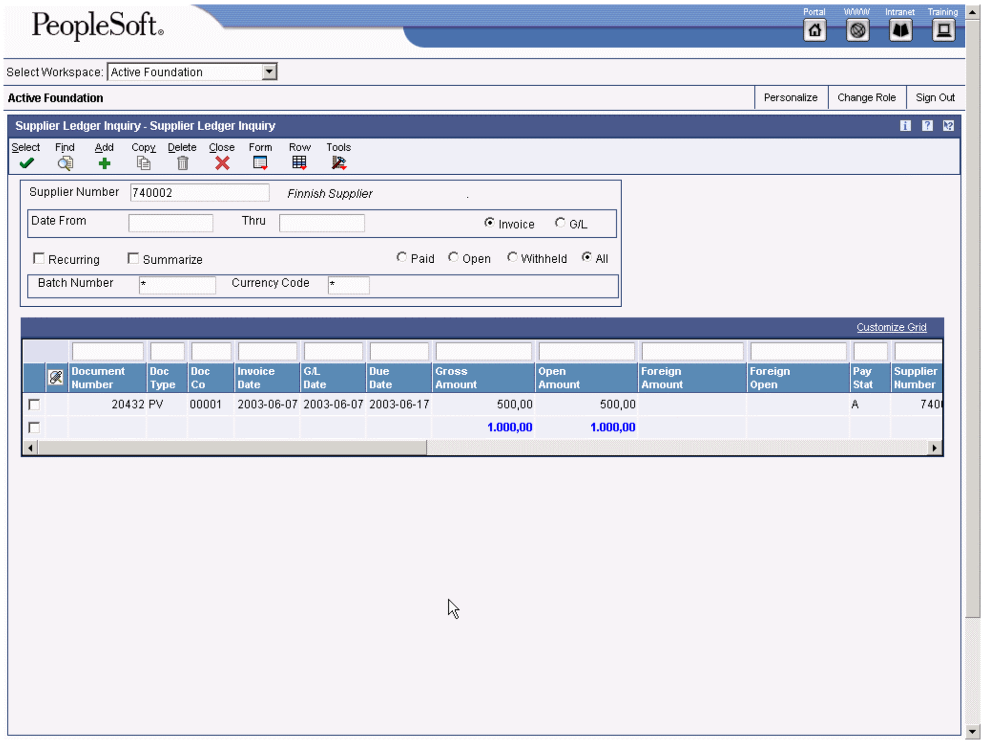
You can run the Enhanced Due Date Processing – Discounts Sweden program from the Create Payment Control Group program (R04570), or you can run it as a stand-alone version. J.D. Edwards recommends that you first submit this program as a stand-alone version in proof mode. Use processing options for this program to control whether the program runs as a stand-alone version or runs from the Create Payment Control Group program.

To run this program as a stand-alone version, you need to set up a menu selection for the Enhanced Due Date Processing – Discounts Sweden program.

Example: Discount Due Date Has Passed

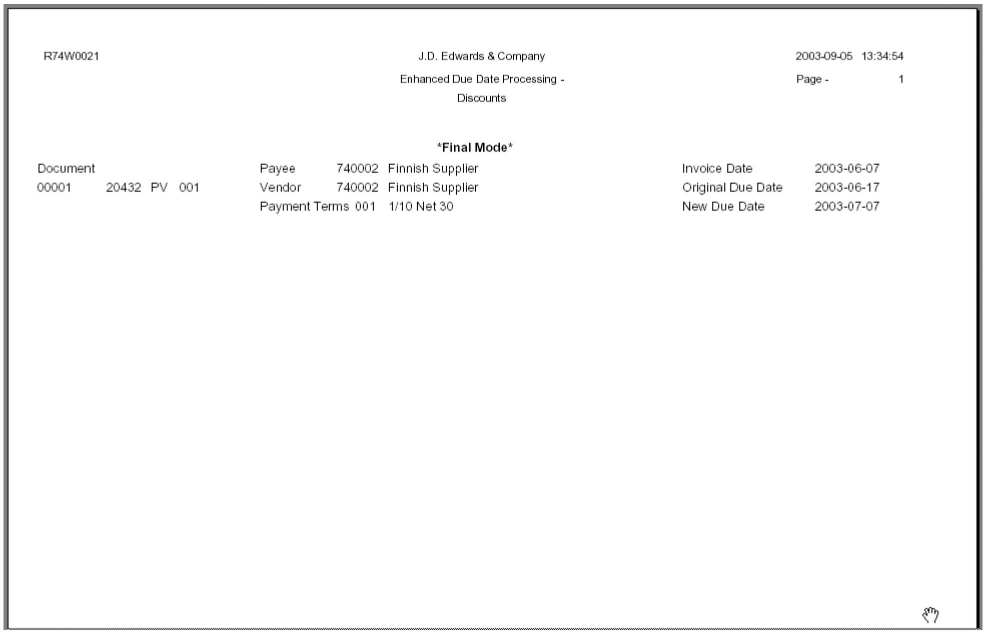
In this example, a supplier has a voucher with payment terms that offer a discount if paid within ten days of the invoice date. The invoice date is 2003-03-07; thus, the due date is 2003-03-17.

The following form shows the invoice date and due date for the voucher:



When you run Enhanced Due Date Processing – Discounts Sweden (R74W0021) in final mode after the discount due date has passed, the system changes the due date of the voucher from the discount due date to the net due date, which is 2003-04-06 — 30 days after the invoice date.

The following report shows that the due date of the voucher has been changed:



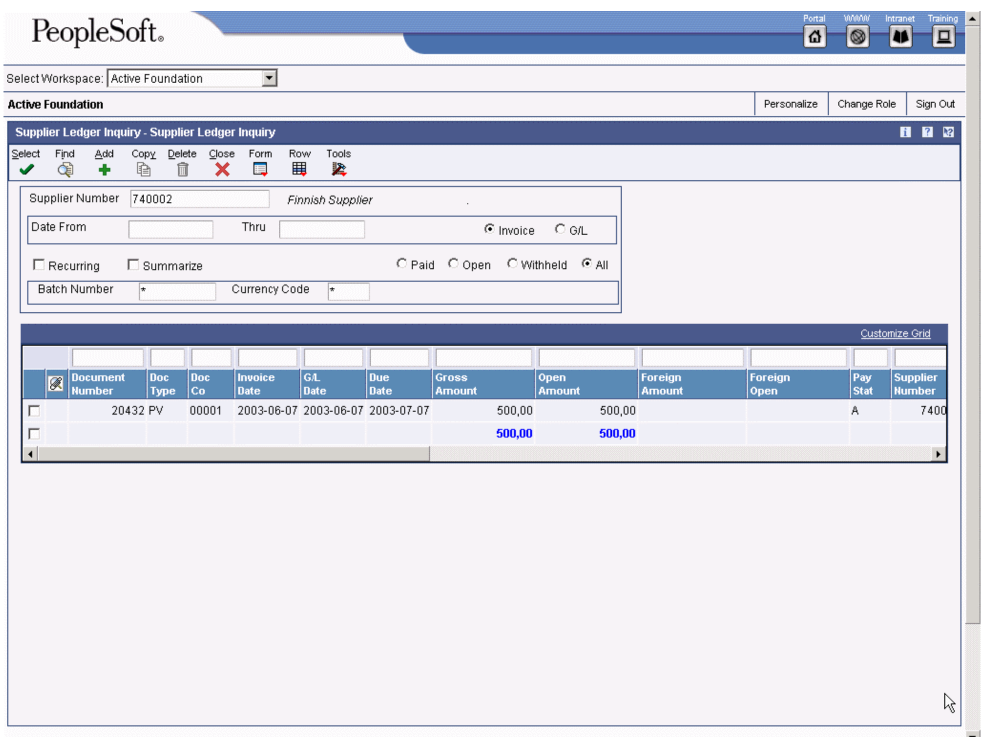
R74W0021 J.D. Edwards & Company 2003-09-05 13:34:54

Enhanced Due Date Processing - Discounts Page - 1

Final Mode

Document		Payee	740002 Finnish Supplier	Invoice Date	2003-06-07
00001	20432 PV 001	Vendor	740002 Finnish Supplier	Original Due Date	2003-06-17
		Payment Terms	001 1/10 Net 30	New Due Date	2003-07-07

The Supplier Ledger Inquiry form now displays the new due date:



Document Number	Doc Type	Doc Co	Invoice Date	G/L Date	Due Date	Gross Amount	Open Amount	Foreign Amount	Foreign Open	Pay Stat	Supplier Number
20432	PV	00001	2003-06-07	2003-06-07	2003-07-07	500,00	500,00			A	7400
						500,00	500,00				

Processing Options for Enhanced Due Date Processing – Discounts Sweden (R74W0021)

Process Tab

1. Inline Execution from within R04570

Blank = No

1 = Yes

Use this processing option to run the Enhanced Due Date Processing - Discounts Sweden program (R74W0021) from the Create Payment Control Groups program (R04570) prior to generating payments. Running this program online can slow down processing. If you rarely use the enhanced due date processing - discounts feature, you might want to run this program standalone. Valid values are:

Blank

Do not run the Enhanced Due Date Processing - Discounts Sweden program from the Create Payment Control Groups program.

1

Run the Enhanced Due Date Processing - Discounts Sweden program from the Create Payment Control Groups program.

2. Stand-Alone Execution from Menu Item

Blank = No

1 = Yes

Use this processing option to run the Enhanced Due Date Processing - Discounts Sweden program (R74W0021) standalone from a menu item. Valid values are:

Blank

Do not allow the Enhanced Due Date Processing - Discounts Sweden program to run standalone.

1

Run the Enhanced Due Date Processing - Discounts Sweden program standalone.

3. Mode

Blank = Proof

1 = Final

Use this processing option to specify whether to run the report in proof or final mode. If you choose proof mode, the system generates a report of possible changesbut makes no changes in the database. If you choose final mode, the system generates a report and updates the invoices specified on the report. Valid values are:

Blank

Run the report in proof mode.

1

Run the report in final mode.

Processing Automatic Payments

This section includes an overview of the entire automatic payments process. Processing automatic payments for the Nordic countries differs from the standard J.D. Edwards process in that the Nordic localizations include a different form for updating payments. This form allows you to update payments from different payment control groups.

Calculating Withholding Taxes

The Calculate Withholding program (R04580) deducts withholding tax from payments to suppliers. This step is optional in the automatic payment process.

See Also

- *Supplier Withholding Taxes* in the *Accounts Payable Guide* for information about withholding taxes

Printing the Cash Requirements Report

The Cash Requirements Report (P04431) prints all open vouchers in the Accounts Payable Ledger table (F0411) with a total for each supplier. You can use this report to find the total amount that is necessary to pay open vouchers and decide which vouchers you want to approve for payment. This step is optional in the automatic payment process.

See Also

- *Determining Cash Requirements* in the *Accounts Payable Guide* for more information about the Cash Requirements Report

Approving Vouchers for Payment

The Speed Status Change program (P0411S) lets you approve or hold voucher pay items. You can use a variety of options to choose open vouchers and change their pay status to A (approved) or H (hold). You can also use this program to change the due date, G/L Bank account, payment instrument, and approver address. If your invoices have a pay status of hold, approving vouchers for payment is a required step in the payment process.

See Also

- *Releasing Vouchers* in the *Accounts Payable Guide* for more information about the Speed Status Change program

Creating Payment Control Groups

Before you can generate automatic payments, you must create groups of payments called payment control groups. Vouchers with the same bank account and payment instrument become part of the same payment control group. You use the payment control groups when you review and write payments. Creating payment control groups is a required step in the automatic payment process.

See Also

- *Working With Payment Groups* in the *Accounts Payable Guide*

Considerations for Creating Payment Control Groups

You should be aware of the following considerations when you create payment control groups:

- If any vouchers are missing from a payment control group, you can use the Speed Status Change program (P0411S) or the A/P Standard Voucher Entry program (P0411) to change the pay status of those vouchers, and then re-run the Create Payment Control Groups program (R04570).
- After the pay status of a voucher has been changed to # (Check being Written), you cannot make changes to the vouchers until the payment process has been completed or until the voucher has been removed from the payment control group.
- Generally, you run the Create Payment Control Groups program once for each payment run. The program typically creates more than one payment control group. If you need to include additional vouchers in a payment control group, you can remove the entire payment control group and re-run this program. After you update the payment control groups to the Accounts Payable Ledger table (F0411), you can no longer work with the payment control groups.

Printing the Payment Analysis Report

After you create payment control groups, you can print the Payment Analysis Report (R04578). This report shows all payments in all of the payment control groups so that you can see whether payments are ready to be written or ready to be updated to the Accounts Payable tables. This report allows you to identify payments that you want to remove from a payment control group before you write payments. Printing the Payment Analysis Report is an optional step in the automatic payment process.

See Also

- *Printing the Payment Analysis Report* in the *Accounts Payable Guide* for more information about the Payment Analysis Report

Working with Payment Control Groups

After you have created payment control groups (and printed the Payment Analysis Report), you then review and write payments. You can use the Automatic Payment Groups program (P04571) to write some or all of the payments. You can also use this program to remove vouchers from a payment group, change the payment value date, decrease the amount of a discount, and split a voucher pay item. Writing payments is a required step in the automatic payment process.

After you write payments, you can re-run the Payment Analysis Report so that you can identify payments that you want to remove.

Note

When you remove a payment, you must reset all other payments and create a new bankfile.

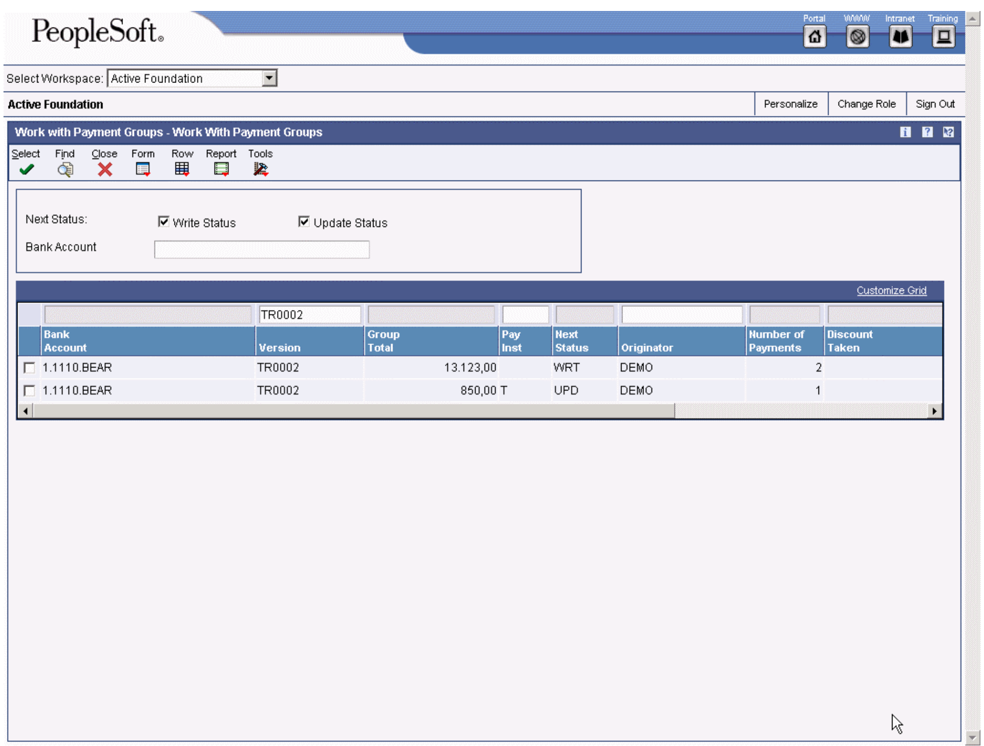
When you write payments with the Automatic Payment Groups program, the system assigns a payment number and creates the payment, creating a bankfile for payment printing. The system updates the workfiles with payment information, but it does not yet change the payment status. At this point you can still reverse the process.

You can also:

- Change payment and voucher information.
- Change payment group control information.
- Remove vouchers, payments, and payment control groups.
- Reset payment processing.

Work With Payment Groups Form

The Work With Payment Groups form is the first in a group of forms. From this form, you can access other forms to work with individual payments and payment control groups.

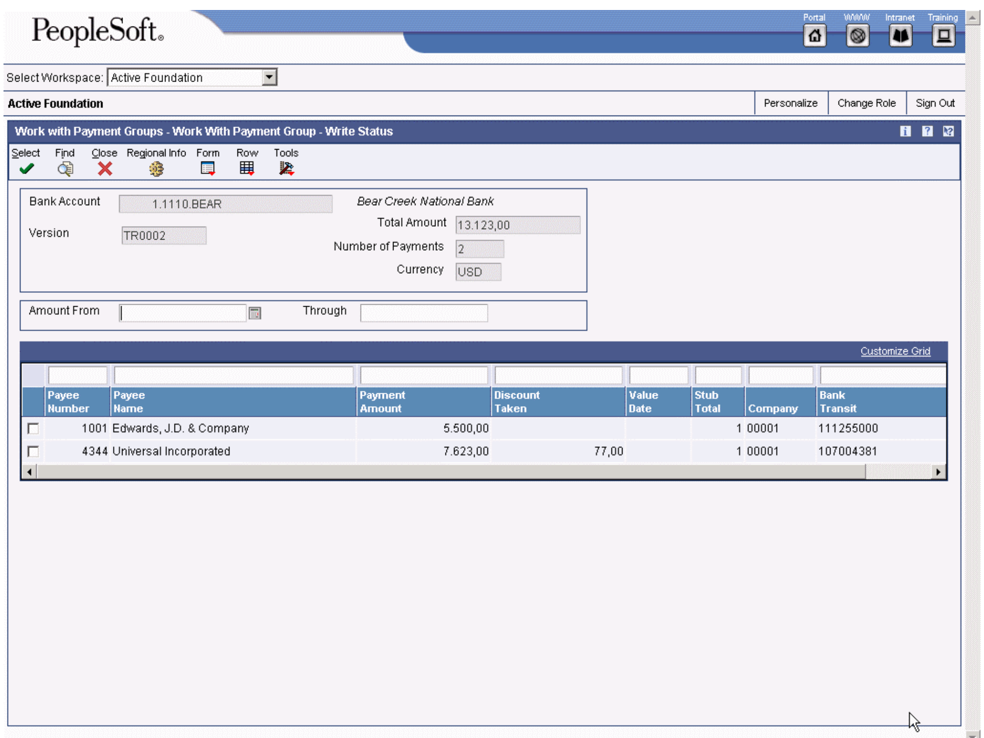


Use this form to review and work with payment control groups as a whole. Individual payment control groups might have a "next status" of WRT (write, which means that they are ready to be written) or UPD (update, which means that they are ready to be updated to the A/P tables).

From this form, you can:

- Review information about a payment control group.
- Write all payments within a payment control group.
- Update the Accounts Payable Ledger table (F0411) and payment files.
- Change payment group control information, such as where and in what format the payments prints.
- Remove a payment control group and reset the pay status of the vouchers back to A (approved).
- Reset payment processing, changing the next status of a group from UPD (Update) back to WRT (Write).

Work With Payment Group – Write Status Form



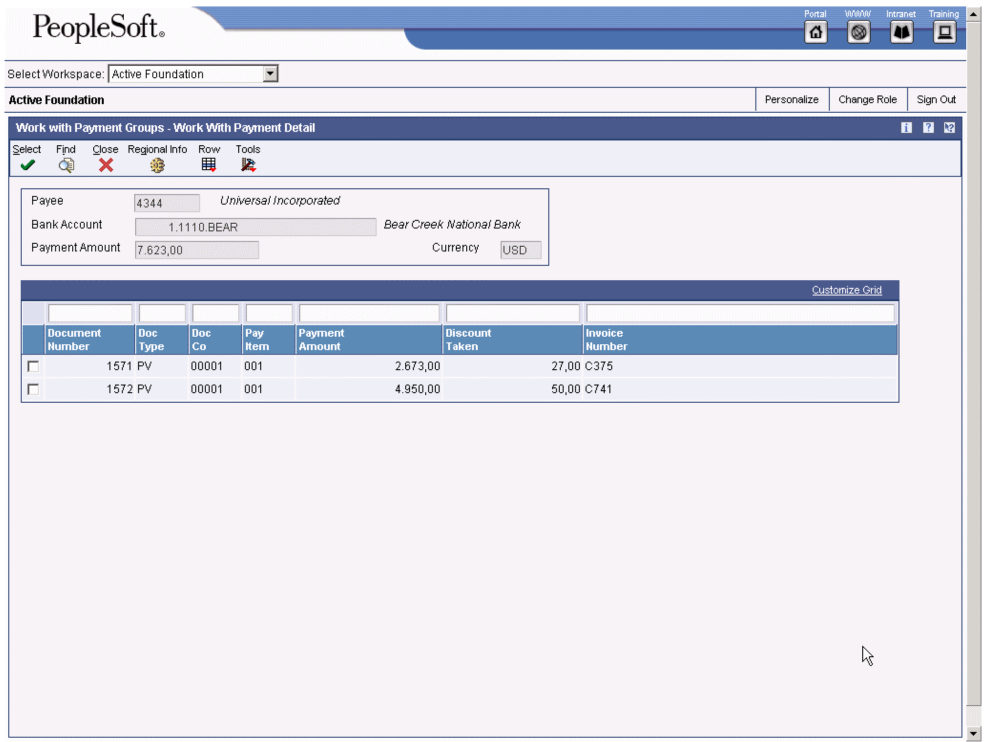
Use this form to work with payments that have a next status of WRT (write).

WRT is the initial status of a payment control group after it has been created by the Create Payment Groups program. The payments in this group are ready to be written. From this form, you can:

- Review payment information.
- Write individual payments within a payment control group.

- Change certain payment information.
- Change payment group control information.
- Remove a payment from the payment control group.
- Access the Review Voucher Detail form.
- Override additional bank information at the payment level.

Work With Payment Detail Form



Use this form to review and work with the voucher pay items that are associated with one unprocessed payment. From this form, you can:

- Review voucher information.
- Change certain voucher information.
- Remove a voucher from a payment.

See Also

- ❑ *Working with Payment Groups* in the *Accounts Payable Guide* for more information about the Work with Payment Groups program

Writing Payments

You can write payments for all payment control groups, for individual payment control groups, or for individual payments. Writing payments includes printing payments or drafts, or creating bank tape files for electronic funds transfer.

When you write payments, the system sets the next status of these payments to UPD (update). These entries will no longer appear on the Review Payment Group - Write form.

Bank File Report

When you write payments for Nordic countries, the system produces the A/P Bank File Report - Nordic Countries (R0474N1). This report lists every voucher in the payment group or groups that have been written. To access this report, view submitted jobs.

See Also

- *Writing Payments* in the *Accounts Payable Guide* for more information about writing payments

Before You Begin

- Review the processing options for Work With Payment Groups (P04571). These processing options determine how payments and payment control groups are processed.
- Review the Payment Group Edit Report, which is generated by the Create Payment Control Groups program (R04570), to ensure that all payments are correct.

Processing Options for A/P Bank File Report - Nordic Countries (R0474N1)

Default

1 Exchange rate will be based on the payment's G/L date unless you ....

specify an effective date

or enter '1' to use the voucher's rate

2. Summary record for Finland

Enter a '1' to print a summary record for Finland with information about number of payments.

Copying the Bank Tape File to Tape

Note

The features described here are currently deactivated. A small customization is required within the J.D. Edwards software to activate this functionality.

If you create tape files using the Automatic Payment Groups program (P04571), you must copy those files to tape, diskette, or a file before you can send the information to a financial institution.

Use the Copy Bank Tape File to Tape form to review, copy, and delete tape files. You can also use this form to recopy a bank file to tape if, for example, your financial institution loses the original tape or file. From this form, you can:

- Review tape file status and detail.
- Copy a tape file to tape or diskette.
- Delete a tape file.

The system does not automatically delete records in the bank file after you copy the file to tape. Use the Copy Bank Tape File to Tape form to delete a record after you verify that your bank has received the bank tape.

Information in tape files is written in a standard bank tape format. Instead of copying a tape file to tape or diskette, you can upload a tape file to a financial institution via modem.

See Also

- *Copying Payments to Tape* in the *Accounts Receivable Guide* for more information about creating tape files

Considerations for Copying a Bank Tape File to Tape

The file members in the Copy Bank Tape to File form are created when you write payments. You find the Member ID in the detail area. Use the Member ID in the detail area as a key to the Bank File Report in which you find the invoices in the Bank Type File. The files that you send to the bank might contain one or several payment groups, depending on how many groups you have included when writing payments.

The Date Updated field indicates when the payment group or groups were written. The Date Copied field indicates when the file was copied.

If you want to copy several file members, select every member for copy, and choose the Replace option for the first one and the Add option for the others.

Considerations for Recopying a Bank File

If you need to transmit a new file to the bank, you can make a new copy in the Copy Bank Tape File to Tape form. The Date Copied field is updated with the system date when you create the new bank file.

Before You Begin

- Verify that the write program for your payment instrument is set up to use the correct format. See *Setting Up Payment Instruments* in the *Global Solutions Nordic Guide* for more information about using payment formats.
- Use the Automatic Payment Groups program (P04571) to create the file that you want to copy.
- View the tape file (optional). To do this review, you can use the Universal Table Browser. See *Viewing the Data in Tables* in the *Development Tools Guide* for more information about the Universal Table Browser.

Updating Payments

After you write payments, you must update the Accounts Payable ledger. When you update payments to the Accounts Payable ledger, the system changes the pay status of the original (underlying) voucher from # (payment in-process) to P (paid). It also updates the following accounts payable ledger tables:

- Accounts Payable Ledger (F0411)
- Accounts Payable - Matching Document (F0413)
- Accounts Payable Matching Document Detail (F0414)

Beginning with release B73.3, you can update payments using a Nordic-specific process. If you are using an earlier release, you can use the base programs Automatic Payment Groups (P04571) and Auto Payments - Update Status (P04572U).

The Nordic Work with Payments program (P0474N5) gives you the ability to change the G/L date for single or multiple payments, and to update payments from different payment control groups.

See Also

- ❑ *Updating the Accounts Payable Ledger* in the *Accounts Payable Guide* for information about updating payments and for instructions on using the base programs

Changing the G/L Date

You can change the G/L date for a single payment or for multiple payments before you update payments.

► To change the G/L date

Use one of the following navigations:

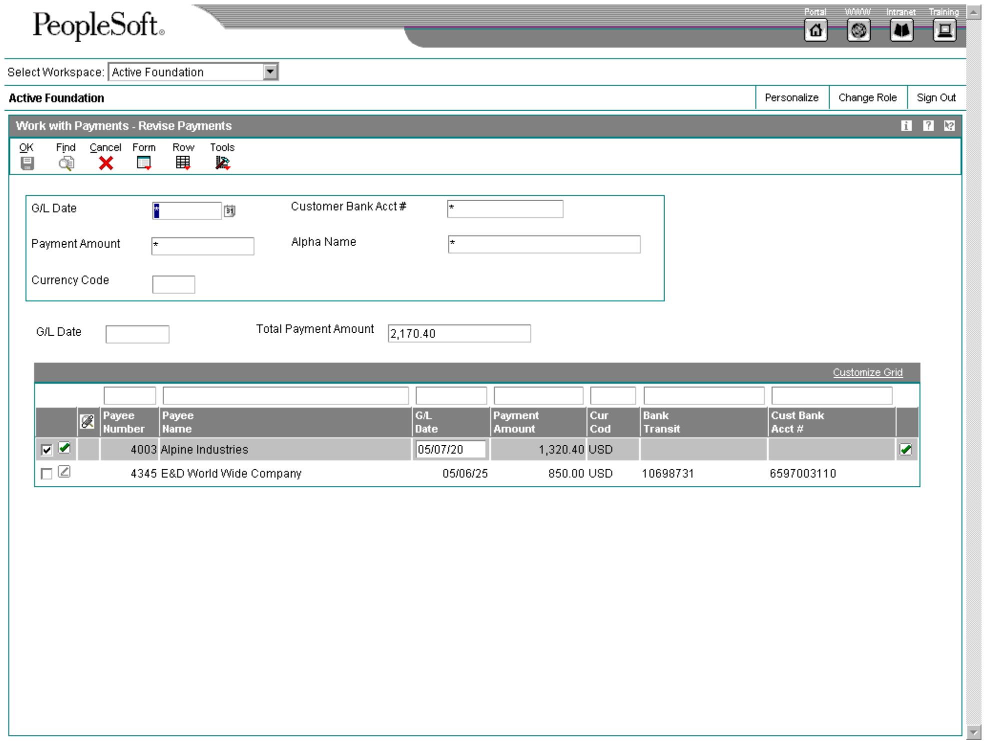
From the Danish Localization menu (G74M), choose Work with Payments.

From the Norwegian Localization menu (G74O), choose Work with Payments.

From the Finnish Localization menu (G74V), choose Work with Payments.

From the Swedish Localization menu (G74W), choose Work with Payments.

1. On Revise Payments, complete any necessary fields in the header area to narrow your search and click Find.



2. To change the G/L date for a single payment, enter the new date in the following field in the detail area and click OK:
   - G/L Date
3. To change the G/L Date for multiple payments, load the detail area using a query for those payments that you want to change.

   For example, you can base the search criteria on payee number or currency code.
4. Choose the payments for which you want to change the payment G/L date.
5. Enter the new G/L date in the second G/L Date field in the header area.
6. Choose Load Date from the Row menu, and then click OK.

   The date change is not saved until you click OK.

Updating Payments from Different Payment Control Groups

You can update payments from different payment control groups. For example, you might want to update all payments for a single payee number.

► To update payments from different payment control groups

Use one of the following navigations:

From the Danish Localization menu (G74M), choose Work with Payments.

From the Norwegian Localization menu (G74O), choose Work with Payments.

From the Finnish Localization menu (G74V), choose Work with Payments.

From the Swedish Localization menu (G74W), choose Work with Payments.

1. On Revise Payments, complete any of the fields in the QBE line to locate the payments that you want to update, and then click Find.

   For example, to update all payments for a single payee number, complete the Payee Number field in the QBE line.

2. Choose the payments that you want to update, and then choose Update from the Row menu.

Processing Options for Work with Payments (P0474N5)

Update

1. Enter a version number for the register program, or leve blank to use version ZJDE0001.

2. Enter '1' to post void payments to G/L.

3. Enter '1' to automatically submit the A/P payment post program after payments have been updated.

Reviewing and Approving Payments

You use the Batches program (P0011) to review and approve entries for posting. You can do this process only if you have not set the processing options for Automatic Payment Groups (P04571) or Work with Payments (P0474N5) to automatically post payments to the Accounts Payable ledger.

See Also

- *Reviewing and Approving Automatic Payments* in the *Accounts Payable Guide* for more information about the Automatic Payment Review program

Posting Payments to the General Ledger

After a payment has been updated to the Accounts Payable ledger tables, it can be posted to the general ledger. The system creates journal entries that debit the accounts payable trade accounts and credit the payables bank account. Posting payments to the general ledger is a required step in the automatic payment process.

See Also

- *Posting Automatic Payments* in the *Accounts Payable Guide* for more information about posting payments to the general ledger

Voiding Payments

Use the A/P Manual Payments program (P0413M) to void a posted or unposted payment, and some or all of its associated vouchers.

See Also

- *Voiding Automatic Payments and Vouchers* in the *Accounts Payable Guide* for more information about the Void Payment Entry program

Accounts Payable Processes – Sweden

J.D. Edwards provides country-specific programs for Sweden that work in conjunction with the standard accounts payable programs.

Entering Enterprise Information for Sweden

To transmit bank files, you must enter additional information for the financial institution for security and identification reasons. For example, you can seal the bank file before transmitting it to Postgirot/Bankgirot.

The information that is required depends on the financial institution that you use for electronic payments. You receive the required information, such as the seal (sigill) and customer number, from your bank.

► To enter enterprise information for Sweden

From the Swedish Localization menu (G74W), choose Swedish Enterprise Information for BG/PG.

1. On Work With Enterprise Info., click Add.
2. On Revise Enterprise Info., complete the following fields and click OK:
   - Bank Account Number
   - Seal Date
   - Seal (Y/N)

     If you are transmitting from a PC, enter No in the Seal (Y/N) field. In this situation, the seal (sigill) is entered in the PC communications program.
   - Seal Key
   - Client Number

     Client number is used for Swedish Postgiro.

Working with Swedish Payment Formats

J.D. Edwards provides the following payment format programs for Sweden:

- Create A/P Bank Tape – Sweden BG–Domestic (R04572SE1)
- Create A/P Bank Tape – Sweden BG – Foreign (R04572SE2)
- Create A/P Bank Tape – Sweden PG – Domestic (R04572SE3)

These programs correspond to the programs that you assign to payment instruments.

Note

To access the processing options for these programs, use the Batch Versions program (P98305).

If you enter “1” for the first processing option on the Payment Date tab to use the due date as the payment date and G/L date, you must also set the Create Payment Control Groups program (R04570) to process payments by due date. You do this by setting the Due Date processing option on the Process By tab of the Create Payment Groups program to “1”.

See Also

- *Setting Up Payment Instruments* in the *Global Solutions Nordic Guide* for information about setting up these payment format programs

Processing Options for Create A/P Bank Tape - Sweden BG-Domestic (R04572SE1)

Tape

1 Device Name

2 Tape Density

3 Label Name

4 Block Size

5 New Volume

Tape (more)

6 New Owner ID

7 File Name

Payment Date

8 Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9 Enter a '1'to allow warnings for Due Date.

NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

Swedish Chars

10 Enter the last char in the Swedish alphabet

Processing Options for Create A/P Bank Tape - Sweden BG - Foreign (R04572SE2)

Tape

1 Device Name

2 Tape Density

3 Label Name

4 Block Size

5 New Volume

Tape (more)

6 New Owner ID

7 File Name

Paymet Date

8 Enter '1' to use the Due date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9 Enter a '1' to allow warnings for Due Date.

Note: This Processing Option is ignored if NOT Due Date as payment Date and G/L Date is used.

Payment Cat.

10 Enter the default Payment Category Code for the Central Bank of Sweden.

What You Should Know About Processing Options for Create A/P Bank Tape - Sweden BG - Foreign (R04572SE2)

You can determine the payment category code for the Central Bank at the following levels:

4. You can accept the default value for each country that is hard-coded in the print program (for example, Sweden = %101).
5. You can use the processing option on the Payment Cat. Tab to override the default value from the program. The value that you enter becomes the new default value.
6. When you enter a voucher, you can override the default value from the program and the processing option. Use the Remark field to enter the Central Bank code.

Processing Options for Create A/P Bank Tape - Sweden PG - Domestic (R04572SE3)

Tape

1. Device Name

2. Tape Density

3. Label Name

4. Block Size

5. New Volume

Tape (more)

6. New Owner ID

7. File Name

Payment Date

8. Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank the date entered during the write process will be used as Payment Date and G/L Date.

9. Enter a '1' to allow warnings for Due Date. NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

Accounts Payable Processes – Norway

J.D. Edwards provides country-specific programs for Norway that work in conjunction with the standard accounts payable programs.

Entering Enterprise Information for Norway

To transmit bank files, you must enter additional information about the financial institution for security and identification reasons. For example, you can seal the bank file before transmitting it to Postgirot/Bankgirot.

The information that is required depends on the financial institution that you use for electronic payments. You receive the required information, such as the seal (sigill) and customer number, from your bank.

► To enter enterprise information for Norway

From the Norwegian Localization menu (G74O), choose Enterprise Information for DNB-Domestic.

1. On Work With Enterprise Info - Norway DNB, click Add.
2. On Revise Enterprise Info. - Norway DNB, complete the following fields and click OK:
   - Enterprise Number
   - Division
   - Password 1

     Norwegian banks require a password.
   - Operator No
   - Proc. Count Date
   - Date Proc. Count
   - Proc. Counter

Working with Norwegian Payment Formats

J.D. Edwards provides the following payment format programs for Norway:

- Create A/P Bank Tape – Norway DNB – Domestic (R04572NO1)
- Create A/P Bank Tape – Norway DNB – Foreign (R04572NO2)

These programs correspond to the programs that you assign to payment instruments.

See Also

- *Setting Up Payment Instruments* in the *Global Solutions Nordic Guide* for information about setting up these payment format programs

Processing Options for Create A/P Bank Tape - Norway DNB - Domestic (R04572NO1)

Tape

1. Device Name

2. Tape Density

3. Label Name

4. Block Size

5. New Volume

Tape (more)

6. New Owner ID

7. File Name

Payment Date

8. Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9. Enter a '1' to allow warnings for Due Date. NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

BankFormat

10. Enter '1' Den Norske Bank '2' KreditKassen

What You Should Know About Processing Options for Create A/P Bank Tape - Norway DNB - Domestic (R04572NO1)

Although Norway has a standard for writing bank payments, differences in formatting exist between banks. On the Bank Format tab, use processing option 10 to choose format DNB or KreditKassen.

Processing Options for Create A/P Bank Tape - Norway DNB - Foreign (R04572NO2)

Tape

1. Device Name

2. Tape Density

3. Label Name

4. Block Size

5.New Volume

Tape(more)

6. New Owner ID

7. File Name

Payment Date

8. Enter a'1' to use yhe Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9. Enter a '1' to allow warnings for Due Date. NOTE: This Processing Options is ignored if NOT Due Date as Payment Date and G/L Date is used.

Bank Format

10. Enter '1' Den Norske Bank. '2'   KreditKassen

---

11 Enter the default Payment Category Code for the Central Bank of Norway.

12. Enter the description of goods.

What You Should Know About Processing Options for Create A/P Bank Tape - Norway DNB - Foreign (R04572NO2)

Although Norway has a standard for writing bank payments, small differences in formatting exist between banks. On the Bank Format tab, use processing option 10 to choose format DNB or KreditKassen.

You can determine the payment category code for the Central Bank at the following levels:

1. You can accept the default value, which is hard-coded in the print program, for each country (for example, Norway = %14).
2. You can use processing option 11 on the Payment Cat. tab to override the default value from the program. The value that you enter becomes the new default value.
3. When you enter a voucher, you can override the default value from the program and the processing option. Use the Remark field to enter the Central Bank code.

Accounts Payable Processes – Denmark

J.D. Edwards provides country-specific programs for Denmark that work in conjunction with the standard accounts payable programs.

Working with Danish Payment Formats

J.D. Edwards provides the following payment format programs for Denmark:

- Create A/P Bank Tape - Denmark DDB – Domestic (R04572DK1)
- Create A/P Bank Tape - Denmark DDB Foreign (R04572DK2)
- Create A/P Bank Tape - Denmark GiroBank (R04572DK5)

These programs correspond to the programs that you assign to payment instruments.

See Also

- *Setting Up Payment Instruments* in the *Global Solutions Nordic Guide*

Processing Options for Create A/P Bank Tape - Denmark DDB - Domestic (R04572DK1)

Tape

1 Device Name

2 Tape Density

3 Label Name

4 Block Size

5 New Volume

More Tape

6 New Owner ID

7 File Name

Payment Date

8 Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9 Enter a '1'to allow warnings for Due Date.

NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

Text

10 For this format it is not possible to explicit specify all vouchers that are included in a payment. The format allows you for each payment to include 39 text records. These text records are used to specify vouchers and external attachments for a payment.

Enter '1' if no external attachments should be included in the Bank File, only supplier invoice number and invoice amount will be included in the Bank File.

Enter '2' if external attachments should be included if the payment consist of one voucher. If the payment consist of more then one voucher no external attachments will be included in the Bank file, only supplier invoice number and invoice amount will be included in the Bank File.

Enter '3' if external attachments should be included for all vouchers in the payment. When the 41 text records are consumed a list will be printed listing all vouchers and the external attachments.

NOTE: If this processing option is left blank the default value will be '1'.

What You Should Know About Processing Options for Create A/P Bank Tape - Denmark DDB - Domestic (R04572DK1)

The processing option on the Text tab is for future use.

Processing Options for Create A/P Bank Tape - Denmark DDB Foreign (R04572DK2)

Tape

1 Device Name

2 Tape Density

3 Label Name

4 Block Size

5 New Volume

More Tape

6 New Owner ID

7 File Name

Payment Date

8 Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9 Enter a '1'to allow warnings for Due Date.

NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

Payment Cat.

10 Enter the default Payment Category Code for the Central Bank of Sweden.

11Enter the type of goods the payment concerns.

What You Should Know About Processing Options Create A/P Bank Tape - Denmark DDB Foreign (R04572DK2)

You can determine the payment category code for the Central Bank at the following levels:

4. You can accept the default value, which is hard-coded in the print program, for each country (for example, Denmark = %0006).
5. You can use processing option 10 on the Payment Cat. tab to override the default value from the program. The value that you enter becomes the new default value.
6. When you enter a voucher, you can override the default value from the program and the processing option. Use the Remark field to enter the Central Bank code.

Processing Options for Create A/P Bank Tape - Denmark GiroBank (R04572DK5)

Tape

Device Name

Tape Density

Label Name

Block Size

New Volume

More Tape

New Owner ID

File Name

Payment Date

8 Enter a '1' to use the Due Date as Payment Date and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date.

9 Enter a '1'to allow warnings for Due Date.

NOTE: This Processing Option is ignored if NOT Due Date as Payment Date and G/L Date is used.

Text

For this format it is not possible to explicit specify all vouchers that are included in a payment. The format allows you for each payment to include 41 text records. These text records are used to specify vouchers and external attachments for a payment.

Enter '1' if no external attachments should be included in the Bank File, only supplier invoice number and invoice amount will be included in the Bank File.

Enter '2' if external attachments should be included if the payment consist of one voucher. If the payment consist of more then one voucher no external attachments will be included in the Bank file, only supplier invoice number and invoice amount will be included in the Bank File.

Enter '3' if external attachments should be included for all vouchers in the payment. When the 41 text records are consumed a list will be printed listing all vouchers and the external attachments.

NOTE: If this processing option is left blank the default value will be '1'.

What You Should Know About Processing Options Create A/P Bank Tape - Denmark GiroBank (R04572DK5)

The processing option on the Text tab is for future use.

Accounts Payable – Finland

J.D. Edwards provides country-specific programs for Finland that work in conjunction with the standard accounts payable programs.

Working with Finnish Payment Formats

J.D. Edwards provides the following payment format programs for Finland:

- Create A/P Bank Tape - Finland-Domestic (R04572FI1)
- Create A/P Bank Tape - Finland Foreign (R04572FI2)
- Create A/P Bank Tape - Finland-Domestic LM03 (R04572FI3)

These programs correspond to the programs that you assign to payment instruments.

See Also

- *Setting Up Payment Instruments* in the *Global Solutions Nordic Guide* for information about setting up payment formats

Processing Options for Create A/P Bank Tape - Finland-Domestic (R04572FI1)

Tape

Device Name

Tape Density

Label Name

Block Size

New Volume

Tape (more)

New Owner ID

File Name

Payment date

8. Enter a 1 to use the Due Date as Payment day and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date

9. Enter a 1 to allow warnings for Due Date.

NOTE: This processing option is ignored if not Due Date as Payment Day and G/L Date is used.

Processing Options for Create A/P Bank Tape - Finland Foreign (R04572FI2)

Tape

1 Device Name

2 Tape Density

3 Label Name

4 Block Size

5 New Volume

More Tape

6 New Owner ID

7 File Name

Payment Date

8 Enter a '1' to use Due Date as

Payment Date and G/L Date. If left

blank, the date entered during the write

process will be used as Payment Date

and G/L Date.

9 Enter a '1' to allow warnings for Due Date.

NOTE: This Processing Option is ignord if NOT Due Date as Payment Date and G/L Date is used

Payment Cat.

10 Enter the default Payment Category Code for the Central Bank of Finland.

11 Enter the type of goods the payment concerns.

Service charge

12 Enter the service charge code.

J= Foreign bank's service chages are deducted from the payment.

T= Remitter also pays the foreign bank's service charges.

What You Should Know About Processing Options for Create A/P Bank Tape - Finland Foreign (R04572FI2)

You can determine the payment category code for the Central Bank at the following levels:

1. You can accept the default value, which is hard-coded in the print program, for each country (for example, Finland = %999).
2. You can use processing option 10 on the Payment Cat. tab to override the default value from the program. The value that you enter becomes the new default value.
3. When you enter a voucher, you can override the default value from the program and the processing option. Use the Remark field to enter the Central Bank code.

On the Service charge tab, processing option 12 is used in Finland to determine who pays the service charges for the payment.

Processing Options for Create A/P Bank Tape - Finland-Domestic LM03 (R04572FI3)

Tape

Device Name

Tape Density

Label Name

Block Size

New Volume

Tape (more)

New Owner ID

File Name

Payment date

8. Enter a 1 to use the Due Date as Payment day and G/L Date. If left blank, the date entered during the write process will be used as Payment Date and G/L Date

9. Enter a 1 to allow warnings for Due Date.

NOTE: This processing option is ignored if not Due Date as Payment Day and G/L Date is used.

General Accounting Processes – Finland

Finnish banks can support their corporate customers with electronic account statements. Electronic account statements are obtained from the bank's information system. Customers receive the statements using a bank transfer program that is separate from the J.D. Edwards system. The bank transfer program allows a user to add account information to transactions, such as bank charges, that are created in the banking system.

J.D. Edwards provides the ability to upload transactions from the electronic account statement to the general ledger.

Uploading Journal Entries to the Server

Access the Automatic Debit Statements input Finland program (R74V002) using Batch Versions (P98305).

You can use the Automatic Debit Statements input Finland program to upload the electronic account statement, which you receive from the bank, to the Text Processor Header table (F007101) and Text Processor Detail Table (F007111), and to transfer journal entries from these tables to the Journal Entry Transactions - Batch File table (F0911Z1).

Alternatively, you can use the Copy Bank File to Interface file A/R - Sweden program (R74W0010) to load the electronic account statement to tables F007101 and F007111, and then use the Automatic Debit Statements input Finland program only to transfer journal entries from tables F007101 and F007111 to table F0911Z1.

You use a processing option to specify whether the Automatic Debit Statements input Finland program should upload data to tables F007101 and F007111 before transferring journal entries from those tables to the Electronic Receipts Input table (F03B13Z1).

Uploading the information into the text file processing system allows data to be managed with automatic maintenance of the processing status of each tape record, including purging capability.

When you upload these journal entries into the General Accounting system, they are stored in batch tables. You can review and revise the transactions prior to processing them.

Note

All transactions in the bank file are uploaded to one document in the General Accounting system. Therefore, the bank file should contain only transactions with the same currency. However, if the bank file contains transactions for different companies, the system creates a journal entry for each company.

Bank File Format

The following table describes the format of the bank file:

Description	Length	Position
Transaction type	2	1–2
Document number	8	3–10

Description	Length	Position
G/L date	6	11–16
Business unit	11	17–27
Object account	6	28–33
Subsidiary	8	34–41
Subledger	8	42–49
Account type	1	50–50
Not in use	7	51–57
Not in use	2	58–59
Name alpha explanation	30	60–89
Debit/credit	1	90–90
Amount	14	91–104
Currency code	3	105–108
Currency amount	14	109–122
Not in use	14	123–136
Company number	4	137–140
Not in use	11	141–151

Processing Options for Automatic Debit Statements input Finland (R74V002)

Defaults

1. Company

Use this processing option to specify the company to use to select payments. If you enter a company number, only payments for the company you enter are loaded into the Electronic Receipts Input table (F03B13Z1). Only transactions for that company are matched.

If you leave this processing option blank, transactions are matched for all companies in the environment. This option is useful if customers are paying to the wrong company in a group.

2. Document Type, if left blank 'JE' is used.

Use this processing option to specify the document type for the invoices to be paid, for example, RI.

3. Enter the Subledger Type to use, if left blank 'X' is used.

Use this processing option to enter the subledger type that the system uses for the transactions. If you use subledgers, you must complete this processing option.

4. Path to the Bank File

Use this processing option to specify the location of the bank file.

If you are running this program on an NT server, enter the path in the following format:

c:\\bankdata\\bankfile.txt

If you are running this program on a UNIX server, enter the path in the following format:

c//bankdata//bankfile.txt

If you are running this program on an As/400 server, enter the path in the following format:

bankdata/bankfile

5. Bank File

Blank = Bank file is loaded.

'1' = Bank file is NOT loaded.

Use this processing option to specify whether the bank file has already been loaded to the Text Processor Header table (F007101) and the Text Processor Detail table (F007111). Valid values are:

Blank

The bank file has already been loaded.

1

The bank file has not been loaded.

If you enter 1, the system loads the bank file to the F007101 and F007111 tables, and then populates the Electronic Receipts input table (F03B13Z1) with information from the F007101 and F007111 tables.

If you leave this processing option blank, the system populates the F03B13Z1 table with information already in the F007101 and F007111 tables. Leave this processing option blank only payment information has already been loaded to the F007101 and F007111 tables.

Process

1. Interface Files (F007101 and F007111)

Blank = Do not purge files

1 = Purge files

Use this processing option to specify whether the system should purge the Text Processor Header table (F007101) and the Text Processor Detail table (F007111) after loading the information from these tables to the Electronic Receipts Input table (F03B13Z1). Valid values are:

Blank

Do not purge the text processor tables.

1

Purge the text processor tables.

Revising Batch Journal Entries

After you review journal entries that you transferred to the General Accounting system from an external source, you might need to make additions or corrections to the journal entries before you process them in final mode. Use the Journal Entry Revisions program (P0911Z1) to revise batch journal entries.

When you revise batch journal entries, the system updates information in the Journal Entry Transactions - Batch File table (F0911Z1).

Related Tasks for Revising Batch Journal Entries

Adding Batch Journal Entries	You need to add journal entries to an existing batch only when you experience difficulty transferring them from an external system. In this case, J.D. Edwards recommends that you manually add a journal entry for the batch using the Journal Entry Revisions program (P0911Z1). Compare the manual transaction to the transferred transaction to detect and correct any discrepancies. When adding batch journal entries, you do not need to enter a document number. The system automatically assigns this number when you process them. This procedure prevents duplicate numbers in the general ledger. The system uses next numbers to assign numbers during final processing of batch journal entries. J.D. Edwards recommends that you use next numbers so that the system does not create duplicate transactions. You can, however, manually assign transaction numbers to facilitate the transition between the two systems.
Deleting processed batch journal entries	To delete processed transactions from the temporary batch table, you must purge them. You can set the processing option on the Processing tab to purge processed batch transactions that were transmitted successfully through the journal entry batch processor.
Revising, deleting, or voiding processed batch journal entries	You cannot use the Journal Entry Revisions program to change, delete, or void journal entries that the system has processed in final mode or journal entries for a different accounting period. You must use the Journal Entry program (P0911) to perform any of these tasks.

See Also

- *Entering Journal Entries* in the *General Accounting Guide* for more information about how to enter a basic journal entry

- *Purging Processed Batch Journal Entries* in the *General Accounting Guide* for more information about how to purge processed journal entries

Processing Options for Journal Entry Revisions (P0911Z1)

Entry Type Tab

This processing option specifies whether the journal entries that this program entered are store and forward journal entries.

---

1. Entry Type

Blank = Store and Forward

1= Non Store and Forward

Use this processing option to have Store and Forward transactions write control records to the F0041Z1 table. A blank will cause transaction control records to be written and a value of 1 will not write control records.

Valid values are:

Blank

Create store and forward records

1

Do not create store and forward records

Processing Batch Journal Entries

From the Batch Journal Entry Processing menu (G09311), choose Journal Entries Batch Processor.

After your custom program loads the transaction information into the Journal Entry Transaction - Batch File table (F0911Z1), run the Journal Entries Batch Processor program (R09110Z). Running this program processes the information in the F0911Z1 table and loads it into the Account Ledger table (F0911).

Any additional information that is necessary for a completed transaction is loaded from other sources or calculated from existing information. For example, the system uses the following sources:

- The document number originates from the Next Numbers program (P0002).
- The Journal Entry MBF Processing Options (P0900049) provide the default document type.
- The fiscal year and period are calculated from the G/L date and Companies program (P0010).
- The company number from the Account Ledger table (F0911) is assigned based on the business unit from the first line of the account distribution.

You can run the Journal Entries Batch Processor program in either proof or final mode.

In proof mode, the system does the following:

- Verifies the data and identifies errors. These errors are written to a workflow message in the Employee Work Center program (P012501). Processing in proof mode does not affect your ledgers.
- Allows you to correct errors from the workflow messages before you process them in final mode.

In final mode, the system does the following:

- Creates journal entries in the Account Ledger table (F0911).
- Assigns document and batch numbers if you leave them blank in the Journal Entry Transactions - Batch File table (F0911Z1).
- Supplies information for the fields that you leave blank.
- Produces a report that shows the number of correct and incorrect transactions. Specific errors are written to a workflow message in the Work Center program.
- Purges journal entries that have been processed (if you set the appropriate processing option).

Errors in Processing

If any errors occur during processing, they appear on the edit report. You can correct the errors and reprocess the batch. If one or more transactions in the batch are in error, the batch does not process. After the batch has been successfully processed, the system updates the value in the VNEDSP field from 0 to 1. These records remain in the Journal Entry Transactions - Batch File table (F0911Z1) until they are purged. Alternatively, you can set up a processing option to purge this table automatically.

The following tips might help you to reduce the number of error messages or identify and resolve them when they occur:

- Initially process a small number of records in a batch. Most errors that occur on one record also occur on all records. Correct the errors on the smaller number of records and then follow the same sequence of steps when you process a larger number of records in a batch.
- Remember that only errors prevent a batch from processing. Warning messages alert you to nonstandard events but do not prevent processing. You can turn off warning messages with the processing options on the Messages tab.

- Remember that you might not need to run the batch in proof mode because you have the option to review and delete the transactions before you post them. Also, any error prevents the batch from processing.
- Review error messages to help you identify the cause and the resolution of errors.

Note
See *Messages and Queues* in the *Foundation Guide* for more information about workflow messages.

- If errors exist that you cannot resolve, enter a transaction manually using the Store & Forward Journal Entry - Revision program (P0911Z1) and process it successfully. Then compare the F0911Z1 transaction that you converted to the F0911Z1 transaction that you entered through the Journal Entry Revisions program (P0911Z1). Comparing the differences assists you in locating discrepancies and resolving the errors.

Processing Options for Journal Entries Batch Processor (R09110Z)

Version Tab

These processing options specify the version of the Journal Entry Master Business Function (P0900049) and the General Ledger Post Report program (R09801) that the system uses. If you specify a version of the General Ledger Post Report program, the version must exist on the server.

1. Journal Entry Version

Blank = ZJDE0001

Enter a version of journal entry processing (P0900049) to execute.

Use this processing option to specify a version of Journal Entry MBF Processing Options (P0900049). If you leave this processing option blank, the standard version will be run.

2. Post Version

Blank = Post not submitted

Enter a version of the post program (R09801) to execute.

Use this processing option to specify a version of the General Ledger Post Report program (R09801) to use to automatically post to the Account Balances table (F0902). If you leave this processing option blank, the post will not be submitted.

Process Tab

These processing options specify whether the Journal Entries Batch Processor program runs in proof or final mode, whether the system processes out-of-balance transactions, and whether the system automatically purges processed transactions.

1. Process Mode

Blank = Proof Mode

1 = Final Mode

Use this processing option to specify whether to process the batch in proof or final mode. Valid values are:

1

Process the batch in final mode. Files will be updated.

Blank

Process the batch in proof mode. Files will not be updated.

2. Out of Balance

Blank = Will not allow out of balance transactions to process

1 = Allow out of balance transactions to process

Use this processing option to specify whether to allow G/L transactions that are out of balance to process. (Amounts do not net to zero.) Valid values are:

1

Allow G/L transactions that are out of balance to be processed.

Blank

Do not allow transactions that are out of balance tol be processed.

3. Purge

Blank = No purge

1 = Purge

Use this processing option to specify whether to automatically purge processed transactions from the batch file. Valid values are:

1

Processed transactions will automatically be purged from the batch file.

Blank

Processed transactions will only be flagged as processed and will not be purged from the batch file.

Messages Tab

These processing options specify whether the system suppresses warning messages and the user ID to which the system sends electronic messages.

1. Warning Message

Blank = Warning message in work center

1 = No warning message in work center

Use this processing option to specify whether to suppress the creation of warning messages in the work center. Valid values are:

1

Suppress warning messages.

Blank

Do not suppress warning messages.

2. Electronic Message

Enter a valid User ID

Use this processing option to specify a user to receive electronic messages. If you leave this processing option blank, the user who entered the transactions receives the message in the work center. Valid values are:

User ID

The user specified receives the messages.

Blank

The user who entered the transactions receives the messages.

Edits Tab

These processing options specify whether the system creates all batches with a status of approved or uses the status that appears in the general accounting constants.

1. Batch Approval

Blank = General Accounting Constants Default

1 = Approved

Use this processing option to have the status on all batches created set to a status of approved. If you leave this processing option blank, the system sets batch status according to the general accounting constants. Valid values are:

1

The status on all batches created will be set to a status of approved.

Blank

The batch status will be set according to the general accounting constants.

Calculation of the Finnish Reference Number

In Finland, companies use reference numbers to identify the invoices send to customers. The customers then include the reference numbers on their payments, which allows the payments to be transferred to the invoicing company's bank account that is reserved for payments with a reference number.

Invoicing companies can formulate their own reference numbers. The reference number must include one or more of the following numbers:

- Company number
- Invoice number
- Customer number

You do not need to include all three numbers, but you must include at least one of these numbers in the reference number. J.D. Edwards recommends that you use the invoice number.

Note

For periodically recurring payments, such as rents, the item number should not form part of the reference number.

A short reference number reduces the risk of entry errors. However, a reference number should not be shorter than four digits (three digits plus the check digit). The maximum length for a reference number is 20 digits (19 digits plus the check digit).

Check Digits

The last digit of the reference number is always a check digit. The check digit provides a means of validating the reference number to prevent erroneous data from being entered.

The check digit is calculated in the following manner:

4. Each digit in the basic reference number (for example, the invoice number) to be verified is multiplied by the weights 7, 3, and 1 from right to left. That is, the right-most digit is multiplied by 7, the next digit to the left is multiplied by 3, the next digit to the left is multiplied by 1, the next digit to the left is multiplied by 7, and so on until the first digit has been multiplied.
5. The results of the multiplications are added together.
6. The sum is rounded up to the nearest ten, and then the sum is subtracted from the rounded number.

The resulting difference is the check digit, which becomes the last digit of the reference number. If the resulting difference is 10, the check digit is 0.

Example: Calculation of the Check Digit

The following example illustrates the calculation of a check digit:

Reference number (invoice number)	4	5	3	2	1	2	3	4
Weights from right to left	3	7	1	3	7	1	3	7
Multiply each digit of the reference number by the corresponding weight.	12	35	3	6	7	2	9	28
Add the resulting numbers.	12 + 35 + 3 + 6 + 7 + 2 + 9 + 28 = 102							
Round up the sum to the nearest 10.	110							
Subtract the sum from the rounded number.	-102							
The difference is the check digit.	8							

Check digit	8
Full reference number	4 5 3 2 1 2 3 4 8

Reference Number Business Function

J.D. Edwards provides the following business function that calculates Finnish reference numbers, including the check digit:

Object Name N74V0001

Description Generate Reference Number Finland

Object Type Minor business rule

Location Client/Server

Language NER

This business function is not attached to any J.D. Edwards program. To use this business function, you must add a call to the business function from the program with which you want the reference number to be calculated.

Data Structure

The following table specifies the data structure of the Generate Reference Number Finland business function:

Name	Description	Req/Opt	I/O/Both
szCompany	Company	Opt	Input
mnAddressNumber	Customer number	Opt	Input
MnDocVoucherInvoiceE	Invoice number	Opt	Input
xzReferenseNumber	Reference number	Req	Output
mnLengthCompanyNumber	Length of company number (1–3 characters)	Opt	Input
mnLengthAddressNumber	Length of customer number (1–8 characters)	Opt	Input
mnLengthInvoiceNumber	Length of Invoice Number (1–8 characters)	Opt	Input
szErrorMessage	Error text	Req	Output
DocumentPosInRefNumber	Position of company number in the reference number	Opt	Input
AddressPosInRefNumber	Position of customer number in the reference number	Opt	Input
InvoicePosInRefNumber	Position of the invoice number in the reference number	Opt	Input

Note

Although the following items are optional, the reference number must include at least one of these items:

- Company
- Customer number
- Invoice number