Oracle® Hospitality Suite8

User Guide for E-Invoice

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Oracle Hospitality Suite8 User Guide for E-Invoice Release 8.14.0

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Preface

Audience

Electronic Invoice (eInvoice) User Guide is intended for configuration and use of E-invoicing functionality for system administrators and support familiar with Suite8.

Customer Support

To contact Oracle Customer Support, access My Oracle Support at the following URL:

https://support.oracle.com

When contacting Customer Support, please provide the following:

- Product version and program/module name
- Functional and technical description of the problem (include business impact)
- Detailed step-by-step instructions to re-create
- Exact error message received and any associated log files
- Screen shots of each step you take

Documentation

Oracle Hospitality product documentation is available on the Oracle Help Center at http://docs.oracle.com/en/industries/hospitality/

Revision History

Date	Description of Change
March 2019	• Initial documentation
July 2019	• Updated for terminology changes

1

E-Invoicing

Introduction

Electronic Invoicing is the exchange of an electronic invoice document between a supplier and a buyer. An electronic invoice (eInvoice) is an invoice that has been issued, transmitted and received in a structured data format which allows for its automatic and electronic processing.

Legislations across many countries across the world are mandating the processing of electronic invoices complying with their respective standards and syntaxes.

For Suite 8 to be compliant to the legislation, changes are made to enable the generation of E-Invoices that are configurable to fit the syntaxes and standards which will allow us to operate with local third party suppliers.

Feature Availability

The functionality is enabled when the global setting XML **for eInvoice** under **Setup** > **Configuration** > **Global Settings** > **Billing** > **Billing3** is activated.

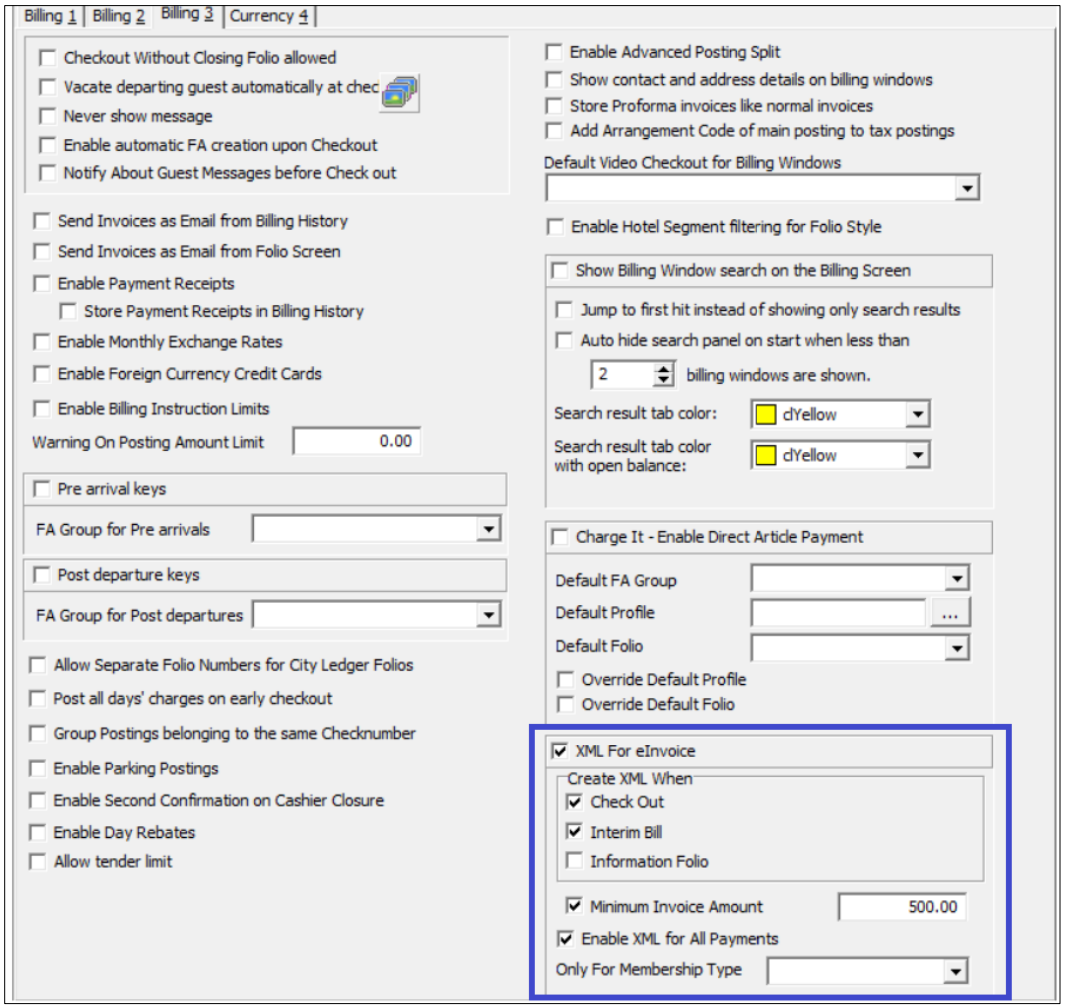
2

Configuration

eInvoice - Global Settings

New global settings are introduced to drive the requirements for generating an eInvoice xml.

Navigate to **Setup** > **Configuration** > **Global Settings** > **Billing** > **Billing3**



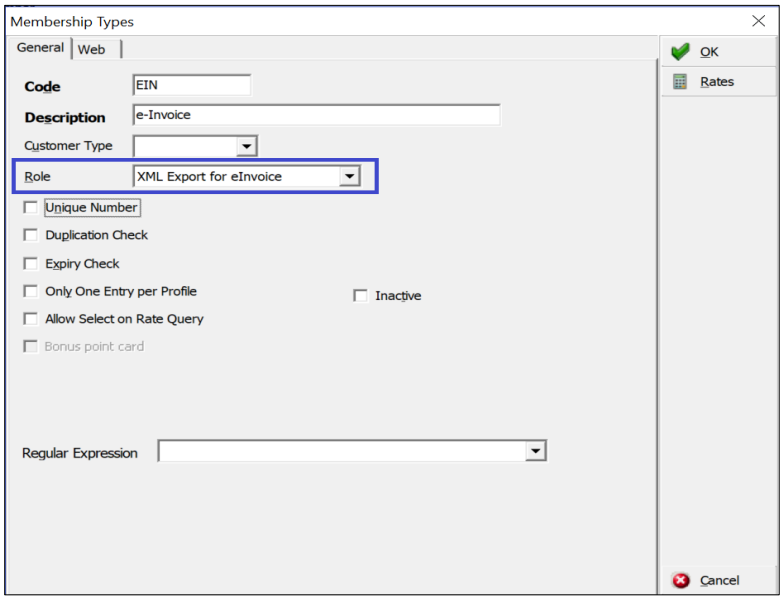
Setting	Description
XML For eInvoice	When ON, the functionality for generating an xml for eInvoice will be enabled. Other related settings defining the conditions for xml generation will be enabled.
Create XML When	Defines for which invoices, an option to export as e-invoice would be made available. **Checkout** – When ON, the Print & Export and Export options will be available in the Folio Styles window during checkout and generation of an Invoice or Credit Bill during checkout or Void of an Invoice **Interim Bill** - When ON, the Print & Export and Export options will be available in the Folio Styles window during the issue of an Interim Bill or a Credit Bill or a Deposit Folio or Advance Invoice or void of an Interim Bill. **Information Folio** - When ON, the Print & Export and Export options will be available in the Folio Styles window during the issue of an information folio or Proforma Invoice.
Minimum Invoice Amount	eInvoice XML generation can be configured such that the option to Print & Export OR Export during invoice generation will be available only if the invoice amount is greater than a minimum configured amount. Example – If Minimum Invoice Amount = 1000, the option to export the invoice will be available only for invoices that have a gross revenue greater than 1000.
Enable XML for All Payments	eInvoice XML generation can be configured such that the option to Print & Export OR Export during invoice generation will be available only if certain payment types exist on the invoice. For example eInvoice xml to be exported only for CASH. This is configured via the option 'Generate eInvoice XML' in the department codes screen for department codes with Type = CREDIT. If Enable XML for All Payments is ON, the option 'Generate eInvoice XML' in the Department Codes screen will be ON for all department codes with Type = CREDIT by default.

Setting	Description
Only for Membership Type	eInvoice XML generation can be configured such that the option to Print & Export OR Export during invoice generation will be available only for profiles associated with specific membership types of role = XML Export for eInvoice. If no membership type is selected, the option to export the xml for eInvoice will be available for all profiles. If specific membership types are selected, the option to export the xml for eInvoice will be available only for profiles associated to the selected membership type.

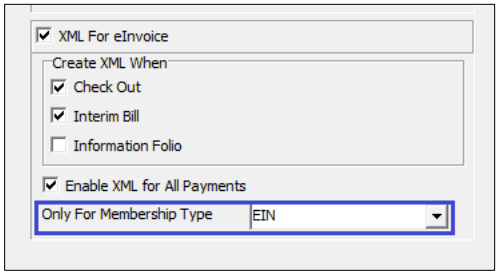
eInvoice - only for Membership Type

eInvoice XML generation can be configured such that the option to Print & Export OR Export during invoice generation will be available only for profiles associated with specific membership types. This configuration is added so that if a specific legislation mandates eInvoices to be generated only for B2G or B2B, then the identified profiles can be associated to specific membership types and eInvoices can be exported only for invoices issued to these profiles.

1. Add a Membership Type. Navigation: **Setup** > **Configuration** > **CRM** > **Membership Types**. Add a membership type with Role = XML Export for eInvoice



2. Select Only for Membership Type. Select the membership types for which the option to export the eInvoice xml must be available. Navigation: **Setup > Configuration > Global Settings > Billing > Billing3**

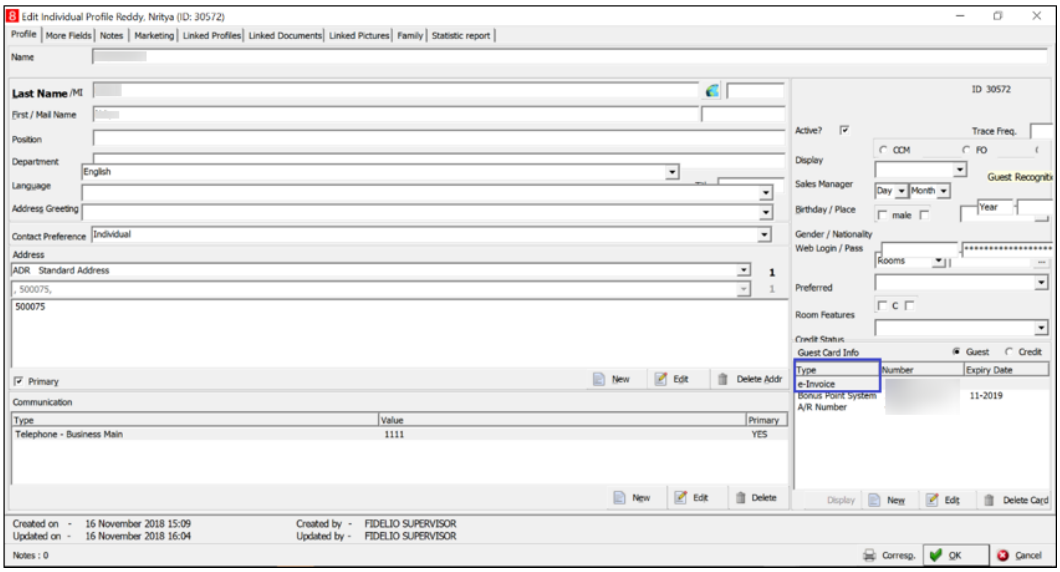


The Membership Types created in Step1 with Role as XML Export for eInvoice will be available for selection.

If specific membership types are selected, the option to export the xml for eInvoice will be available in the folio styles window only for invoices generated for profiles associated to the selected membership type

If no membership type is selected, the option to export the xml for eInvoice will be available in the folio styles window for invoices generated for all profiles.

3. Add Membership to the profile Link the membership type to the profiles so that the option to export the xml for eInvoice will be available in the folio styles window for invoices generated for profiles who are associated to the membership type that is selected in ‘only for membership type’ multi select window in global settings.

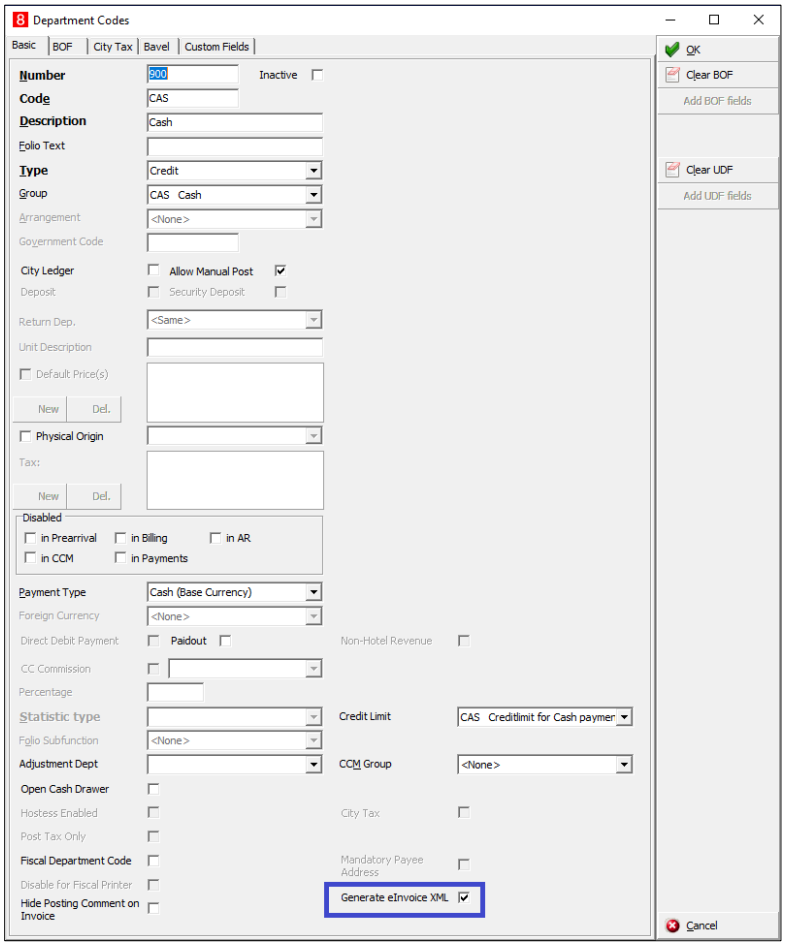


eInvoice – Payment Type

eInvoice XML generation can be configured such that the option to Print & Export OR Export during invoice or bill generation in folio styles window will be available only if certain payment types exist on the invoice.

This is configured via the option ‘Generate eInvoice XML’ in the department codes screen

Navigation: **Setup** > **Configuration** > **Cashiering** > **Department Codes**



Generate eInvoice XML checkbox is visible only for department codes of type = CREDIT.

If the global setting – Enable XML for All Payments is ON, by default the Generate eInvoice XML will be ON for all department codes of type = CREDIT.

When ON, if an invoice/bill contains a credit posting of the given department code, an option to print & export AND export will be available on the folio styles window.

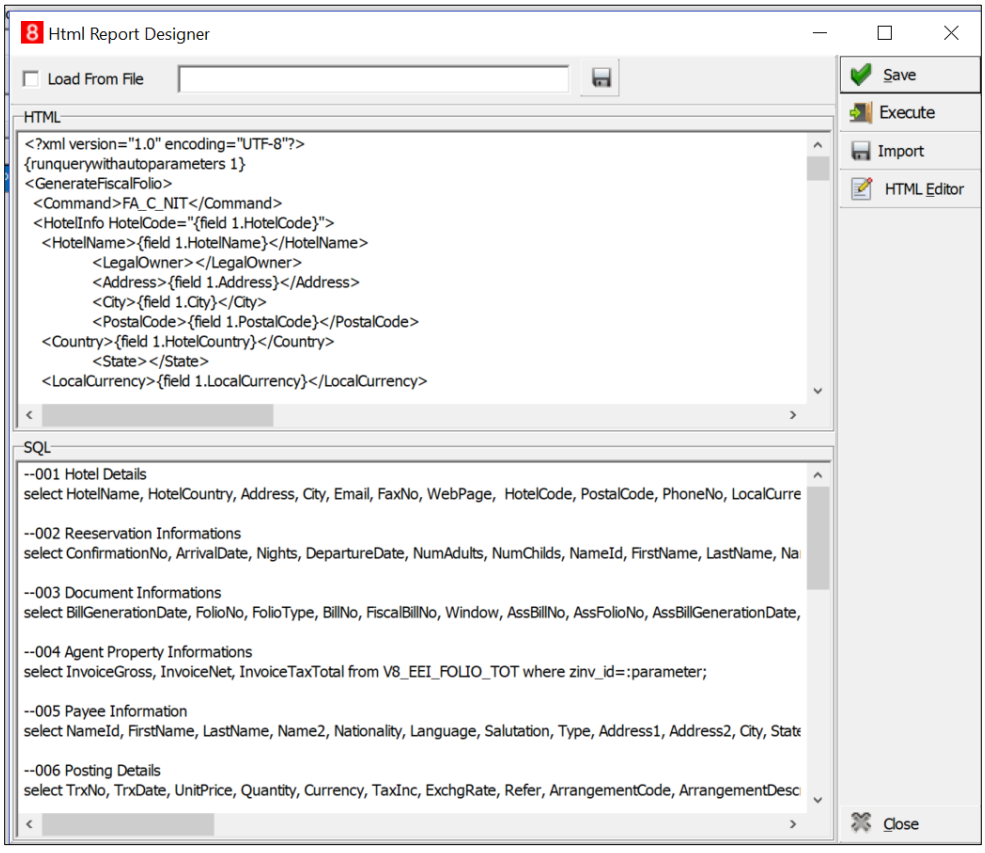
When OFF, if an invoice/bill contains a credit posting of the given department code only, an option to print & export AND export will not be available on the folio styles window.

If an invoice/bill contains multiple credit postings across department codes, if even one of them has Generate eInvoice XML ON, the option to print & export and export will be available on the folio styles window.

eInvoice - HTML/XML Report

The existing reports functionality in suite8 is leveraged to create HTML/XML report to be used for generation of eInvoice XML

1. Navigate to **Miscellaneous** > **All Reports** > **9 Miscellaneous** > **90 HTML/XML Exports**.
2. Create a new report by clicking New.
3. Click on **New Binary**. Enter **Report Name = eInvoice** and click **OK**.
4. On the **Report File**, click **Edit.**
5. On the Html Report Designer' Window, copy the HTML from eInvoice.htm file and the SQL from eInvoice.sql file located in **FIDELIO** > **HTML** folder of the suite8 client install location.



6. Click **Save** and **Close**.

7. On the **Report Edit** > **Report File** tab, add a new parameter by clicking **New** and entering the below fields and click **OK.**
8. Name = TRIGGER_PARAM
9. Caption = Invoice ID
10. Data type = Integer

eInvoice – Database Views

The following database views have been added. They are utilized in the .qry file used for configuring the HTML/XML report.

V8_EEI_FOLIO_CFG

V8_EEI_FOLIO_RES

V8_EEI_FOLIO_DOC

V8_EEI_FOLIO_TOT

V8_EEI_FOLIO_PAY

V8_EEI_FOLIO_REV

V8_EEI_FOLIO_ARR

V8_EEI_FOLIO_MT1

V8_EEI_FOLIO_MT2

V8_EEI_FOLIO_ACT

V8_EEI_FOLIO_DIS_DEPCODE

V8_EEI_FOLIO_POS_TAX_DET

V8_EEI_FOLIO_POS_TAX_SUM

V8_EEI_FOLIO_RBD

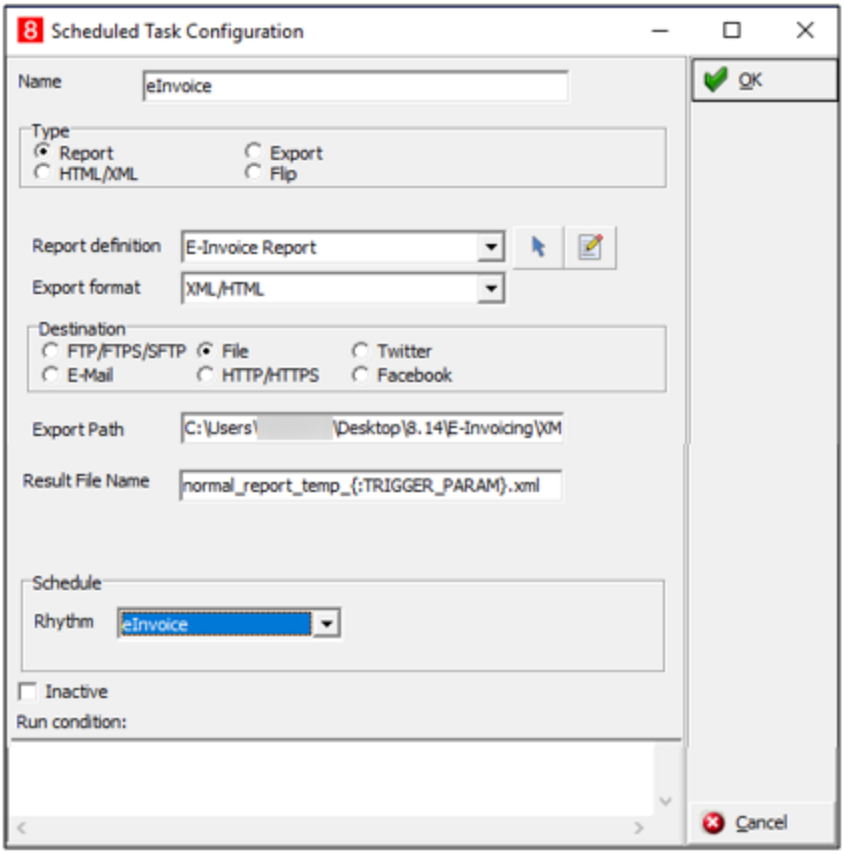
V8_EEI_FOLIO_RDD

V8_EEI_FOLIO_ART

eInvoice - Scheduled Task

The Scheduled Task configuration screen is used to configure the report to be used, Export Destination, Export Path and the file name of the xml einvoice.

Navigation: Setup > **Configuration** > **Miscellaneous** > **Scheduled Tasks**



Field	Description
Type	For eInvoice export, we have 2 options: • Report: When this option is used, the user can specify any html/xml report configured in Suite8 to be used for the export. The report configured as explained in section html/xml report in this document can be selected. • A customized report can also be created and chosen during the scheduled task configuration.
Report definition	Choose the report to be used for the xml eInvoice generation. If **Type = Report**, any report configured in Suite8 can be selected in report definition. eInvoice.htm is provided with a sample .htm and .qry for an eInvoice. A report can be configured using this sample file (refer to eInvoice report configuration section). Changes can be made to this report to add or delete fields to be exported in the eInvoice xml to meet different compliance standards.

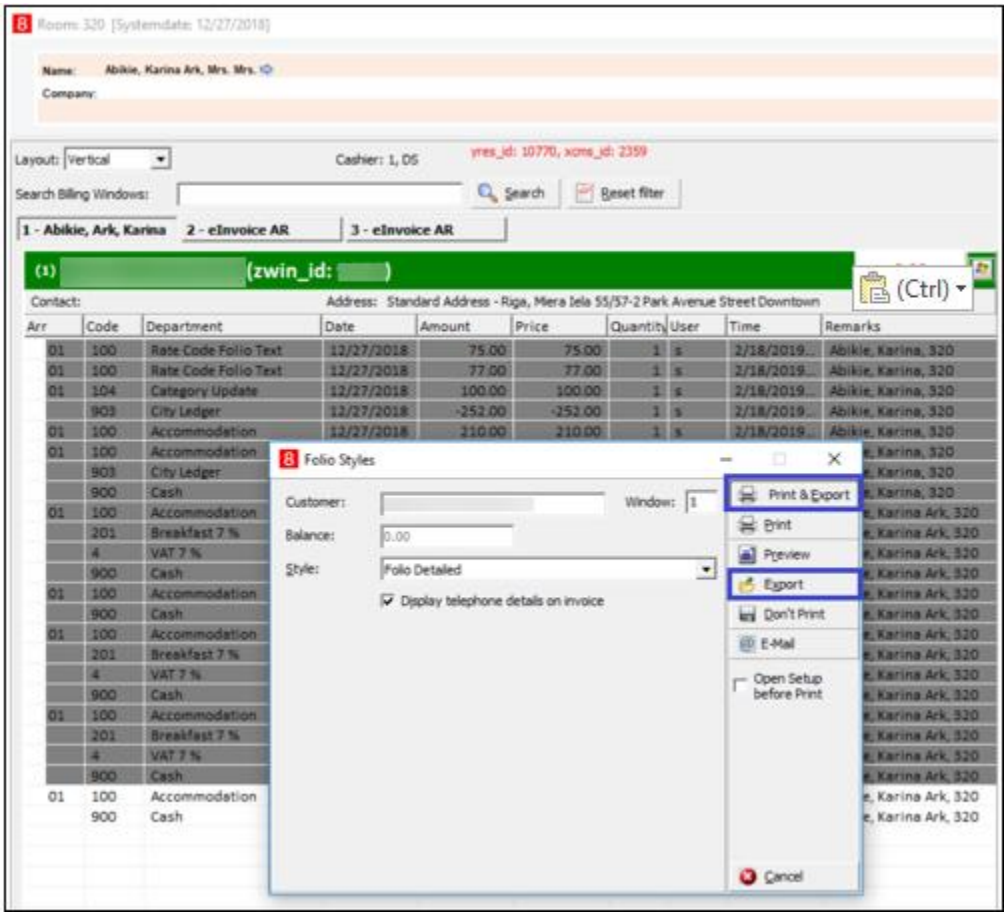
Field	Description
Export Format	Export Format = XML/HTML must be chosen
Destination	eInvoice XML generated can be configured to be saved or shared via the following options: • FTP/FTPS/SFTP – Saved to a folder on a different machine • File – Saved to a folder on the client machine • HTTP/HTTPS – Posted to a POST URL
Result File Name	The eInvoice XML file name nomenclature can be defined here. Example - eInvoice_{:TRIGGER_PARAM}_{hoteldate}.xml Here the parameter TRIGGER_PARAM will have the ZINV_ID of the invoice/Bill
Rhythm	Rhythm must be set to 'eInvoice' for using the configurations done in the given scheduled tasks configuration screen to export the eInvoice XMLs.

3

Features

eInvoice XML Export

Based on the configuration done, the cashier can print & export OR only export invoices or bills real time during checkout or generation of a bill from the folio styles window.



Two additional action buttons – **Print & Export** and **Export** to export the xml for eInvoice will be available in the folio styles window during the generation of an invoice/bill if the following conditions are met

1. **Global Setting** – 'XML for eInvoice' is ON
2. **Global Setting** - Create XML When is ON for the type of invoice/bill
3. If the Invoice Amount is greater than the Minimum Invoice Amount global setting

4. At least one payment department code with ‘Generate eInvoice XML’ = ON exists on the Invoice/Bill

5. If Global Setting – ‘Only for Membership Type’ is configured for a specific membership type, the profile associated to the Invoice/Bill must be linked to the configured membership type.

6. **Print & Export** – On clicking, the invoice/bill is printed as well as exported

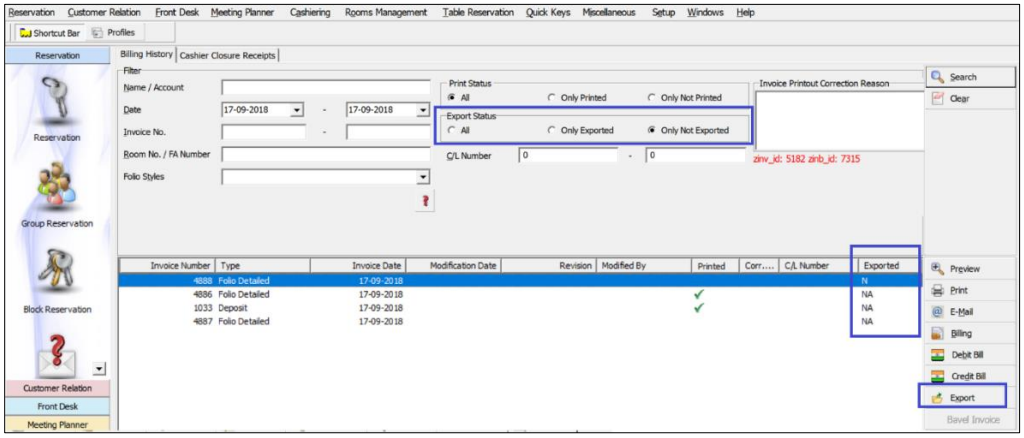
   Export – If you click Export, the invoice/bill is not printed but only exported.

   The XMl file is exported to the path configured in the Scheduled Task created with rhythm = eInvoice.

eInvoice - View and Re Export

There might be instances where the export of the eInvoice xml might fail. In such scenarios, the cashier after fixing issues can view and re-export the exports from the Billing History screen.

Navigate to **Cashiering > Cashier Functions > Billing History**



Export Status – In search criteria of the billing history screen, export status has been added. The user can search for invoices/bills based on their export status.

All:This shows all invoices irrespective of their export status

Only Exported*:* This shows invoices/Bills that have been successfully exported.

Only Not Exported: This shows invoices/Bills that were configured to be exported but where the export has failed.

Exported – A column ‘Exported’ has been added to the search results to view the status of the given invoice/Bill.

An invoice can have the following export statuses:

NA: The invoice/Bill was not configured to be exported. That is the export status is NA.

Y: The invoice/Bill was configured to be exported and the same has been successfully exported.

N: The invoice/Bill was configured to be exported but the export failed. There must be re-exported.

Export – A user can select the invoices/Bills and re-export them by clicking the Export button.