Processing Delivery Notes in SAP

cube

Your benefits

- Full SAP integration
- Reduction of manual effort and error rate through automated extraction of delivery note contents
- Accelerated processing through proposal function for PO line items
- Convenient validation of OCR result through intuitive viewer

- Integrated supplier correspondence
- Speed and end-to-end transparency
- Automatically generated log file

xSuite Delivery Notes Cube

Effort minimization
For companies that manage their procurement processes with SAP MM, posting goods receipt is an indispensable part of the P2P process. xSuite Delivery Notes Cube helps you to automate the corresponding steps – from delivery bills processing through to goods receipt posting itself – to the furthest extent possible. This makes the solution a building block for an efficient, streamlined P2P process in SAP.

The process in detail
Receipt of paper delivery bills is still a regular scenario. So the first step is to digitize the paper document. These receipts are transferred to the document extraction system, joining the stream of the digital delivery bills entering the system by e-mail or PDF. Machine-readable formats (XML) can also be processed. These do not require the document extraction step, however, as their data can be converted and transferred directly.

In the data-extraction step that follows, various elements relevant for mapping the delivery bill with the purchase order are extracted. These include:
- purchase order number
- quantity
- unit of measure
- if applicable, the plant or article number

The data is converted and transferred to the SAP system. Based on this information, the solution matches the items in the delivery note with those in the purchase order.
The document image is displayed directly in SAP, with found values highlighted in color. Based on the image in the viewer, you confirm or correct the extracted and highlighted PO items.

Once you have verified everything and clicked „Post," goods receipt is automatically posted and the delivery note is attached to the material document via SAP ArchiveLink. Of course, you always have the alternative of entering the goods receipt information manually. Once the process is complete, a log is created and archived automatically.

xSuite
It's simple. It's digital.

01

02

01 Material document
02 Validation

xSuite's Delivery Notes solution provides you with comprehensive support from delivery note entry through to goods receipt posting to the extent possible. Indeed, if it finds all the requisite data, it can fully automate the entire workflow, enabling processing to take place entirely in the background.

More functions
The Delivery Notes Monitor provides you with a range of practical features. For example, you have the option of contacting the supplier directly from SAP by e-mail to clarify any outstanding issues. The solution provides e-mail templates for this purpose, which are automatically populated with data from your SAP system – data such as the sender from the user master data, the purchase order number from the purchase order, the e-mail address of the supplier from the supplier master data, etc. After the e-mail has been sent, it is also stored and can always be viewed as an attachment to the document.

If a duplicate or an incorrect document has been scanned by mistake, this can be corrected directly from the validation view. To do this, you can either delete the document or change the document type. It is also possible to upload attachments.

With its deep integration, Delivery Notes makes it easy to call SAP transactions from the xSuite screen. Moreover, the solution can be used in conjunction with both SAP ERP and SAP S/4HANA systems.

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