

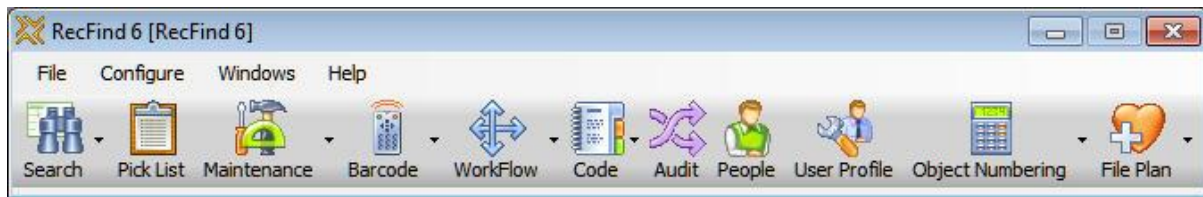


## **Managing Financial Transactions within RecFind 6**

*Most of the hard work is already done*

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## Introduction

Most of our customers see RecFind 6 as an Electronic Records and Document Management System (EDRMS) or Content Management System (CMS). They also know that it is a generic application solution able to be easily configured to run almost any other application, e.g., asset management, HR management, contract management, help desk, complaints management and correspondence management.

There are obviously limitations on what RecFind 6 can do, or more pointedly, on what you should try to do with RecFind 6. For example, trying to turn RecFind 6 into a fully fledged Enterprise Resource Planning (ERP) system like SAP is way beyond the capabilities and budget of our typical customer (and us for that matter).

Nor would I ever recommend trying to use RecFind 6 to replace a specialized accounting or inventory management or payroll system. That would be foolish; you are much better advised to stick with a system developed by experts in that field that is continually updated and supported by experts in that field.

It isn't a matter of what can be done with RecFind 6 (there are no technical limitations) it is a matter of what is appropriate for RecFind 6. The simple answer is any problem involving information management and defined processes that can be achieved in a reasonable time with reasonable resources and a reasonable budget. Leave the big, complex, specialized jobs to the specialized software solutions; you do not want the headaches of trying to develop and maintain systems of this complexity.

It may help to think of RecFind 6 as MS Access' big brother. That is, a true multi-user system and .NET application with secure client-server architecture, security system, audit trail, relational database, etc, etc; a heavy duty, professional rapid application development system. So, if you are tempted to do it in Access please do everyone a favour and do it in RecFind 6 instead. The end result will be more secure, better performing, more scalable and easier to support.

This paper is focussed on using RecFind 6 to implement particular types of financial transaction management systems. We don't intend for you to replace your accounting system, we intend for you to supplement your accounting system. A simple example of using RecFind 6 appropriately would be to use RecFind 6 to better manage the accounts payable (AP) process or accounts receivable (AR) process or the purchasing process. Our example in this paper will be on using RecFind 6 to better manage the accounts payable process.

## Why is RecFind 6 able to handle the processing of any type of financial transaction?

- RecFind 6 was designed from the ground up to be able to process multiple business applications concurrently.
- It was designed with a special tool (the DRM) so the data Model and any business process could be changed without programming.
- It was designed with a special tool (Xchange) so it could connect to virtually any data source and extract and map and transfer information to the RecFind 6 data model.
- It was designed with a fully relational database based on SQL 2005 or SQL 2008 already optimized for large scale performance and the storage and transmission (uploading/downloading) of all types of images and electronic documents.
- It was designed with a unique 'typing' functionality (configured using the DRM) that allows you to create an unlimited number of 'views' of any table. This allows you to use the one table for multiple applications and have each set of users think they have a unique application table that only has their fields, their default values, their captions, their links, their business rules, etc. This feature allows you to re-use an existing data model and existing processes and minimize development time and risk.
- We also designed a number of optional add-on tools to handle the 'special' work that may arise:
  - a) the MINI-API to allow any other application (including SharePoint) to easily integrate to RecFind 6;
  - b) the High Speed Scanning Module for high volume batch scanning (you can scan reasonable volumes using the standard RecFind 6 client or Button) and forms processing;
  - c) The RecFind 6 Button for seamless check-in and check out with all MS Office products, Domino and GroupWise;
  - d) GEM for totally automatic, rules-driven email management (Exchange, Domino and GroupWise); and
  - e) RecCapture for totally automatic, rules-driven electronic document management and shared drives management.
- It is fully integrated with MS Office.
- It was designed with a user-sensitive user-interface so it could easily be configured to the precise needs (e.g., a major subset of functions and sub functions) of any class of user.
- It was designed to support multiple languages concurrently including all Asian languages down to ensuring that full-text indexing works with all languages.
- It was designed with the very latest .NET 'smart-client' and 'web client' architecture so the clients could be easily deployed and updated via Active Directory and so that a single client would run both over the LAN and the Internet.
- It was designed around a connection manager approach such that any client could connect to any RecFind 6 database (managed by the security system) anywhere in the world.
- It was designed with a comprehensive, military-strength security system.

- It was designed with a fully configurable Audit Trail system that also includes the option to save images of added, modified and deleted records such that any record can be re-created at a later date (critical for high security applications like law enforcement).
- It was designed to include all of the functionality any business application would require including electronic document management, imaging, security, audit trail, searching, reporting, workflow, etc. Everything down to barcoding and the support of portable barcode readers is included in the standard product. There is nothing else to buy.
- Most importantly, the standard as-delivered data model includes a vast array of tables and fields and processes designed to be the foundations for new applications. These tables and fields and processes are not usually visible to normal users. They need to be activated and configured using the RecFind 6 DRM tool.

## RecFind 6 as middleware

If you are a service provider, especially one providing hosted solutions to your customers, RecFind 6 has the functionality to significantly reduce your development time, costs, time to market and risk (Note that given its architecture, RecFind 6 is also an ideal product for the hosted environment).

The main reason for this is because RecFind 6 is a working, proven, scalable, heavy-duty, robust and fully-functioned application solution. It is used by our customers all over the world and was first installed in December 2008. It is the end result of a long and thorough software development lifecycle; it is a 100% heavy-duty, scalable, stable and professional solution.

The next most important reason is that the RecFind 6 paradigm means you always have a 'standard' product. You use the DRM to create and modify business applications but you NEVER modify the RecFind 6 core application. It is protected and secure. So, even when you are using RecFind 6 to host an accounts payable management application for your customer, you are still using the same proven, tested core application as thousands of RecFind 6 customers all over the world. We do not allow you to change the core application, and, nor do you need to.

Everything you need to do for your customer's unique application requirements can be done with the standard high level tools delivered with RecFind 6 (DRM and Xchange). This is the beauty of the RecFind 6 paradigm.

This also means your customers never have to suffer technology lock-in; stuck with a particular Windows, SQL Server or MS Office version. We are continually developing RecFind 6, adding new and improved features and certifying it against the latest releases of products like MS Office, Windows and SQL Server. We ship you service packs and updates and these can always be installed over the top of your existing RecFind 6 system no matter how many changes you have made for your clients.

We also provide all of the support and this wouldn't be the case if you had a heavily modified 'non-standard' system as your middleware instead of RecFind 6. If you think you have a problem (dare I use the term 'bug'?) you simply contact us 24/7 by phone, email or web form and we respond immediately; see contact details from our website below.

<http://www.knowledgeonecorp.com/support/contactinghelpdesk.htm>

Please note that whereas many software vendors make it difficult to contact them we make it as easy as possible and we give you multiple avenues. Simply go to our website home page and click on either the Support or Contact Us main headings to see the options.



Our support contact details aren't buried deep in our website, they are upfront on the home page. We encourage our customers to lodge support calls even to the extent of making them free if made by email or web form. We make a virtue of support; we want to hear from our customers. The thought that a customer has a problem and isn't contacting us is anathema to us.

## The Data Model

The RecFind 6 database (a relational design based on SQL Server) includes what we call eighty-percent solutions.

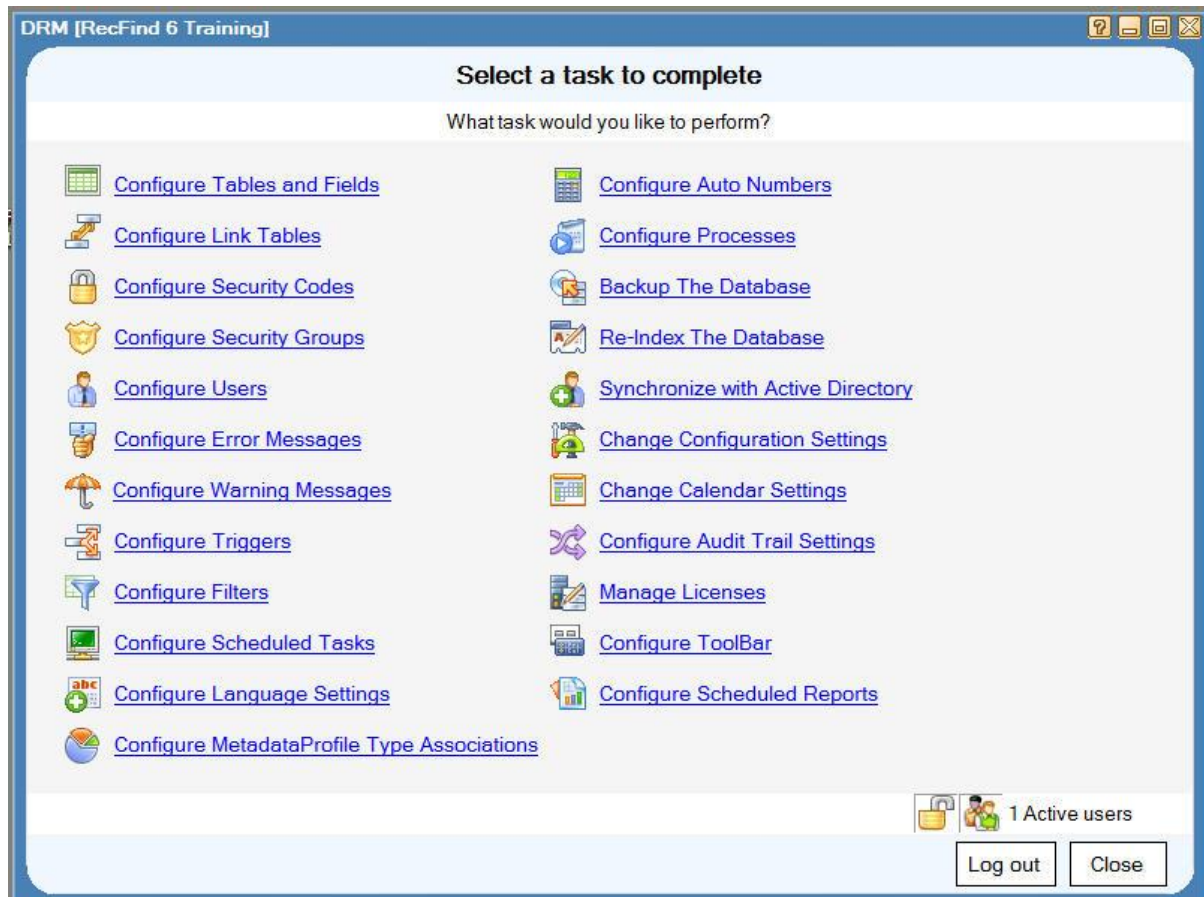
By this we mean that we expect that most of the fields and processes and links you will need for your new application will already be there but that you should expect to spend time using the DRM configuring the other twenty-percent to get a perfect match for your application needs.

The following is a short list of some of the tables we would expect you to utilize when implementing any kind of a financial transaction management application (e.g., accounts payable, accounts receivable, purchasing, etc) within RecFind 6.

Table	DescriptionLink
Credit Card	<a href="#"><u>creditcard</u></a>
Credit Note	<a href="#"><u>Creditnote</u></a>
Credit Rating	<a href="#"><u>Creditrating</u></a>
Currency	<a href="#"><u>Currency</u></a>
Depreciation	<a href="#"><u>depreciation</u></a>
Entity	<a href="#"><u>Entity</u></a>
Industry Code	<a href="#"><u>Industrycode</u></a>
Invoice	<a href="#"><u>Invoice</u></a>
Line Item	<a href="#"><u>Lineitem</u></a>
Method of Payment	<a href="#"><u>Methodofpayment</u></a>
Product Service	<a href="#"><u>Productservice</u></a>
Purchase Order	<a href="#"><u>Purchaseorder</u></a>
Statement	<a href="#"><u>statement</u></a>
Terms of Payment	<a href="#"><u>termsofpayment</u></a>

In addition, you can easily and quickly create any new table you may require using the DRM. However, we always advise that before creating a new table or new field please check first to see if there is a suitable object already within the RecFind 6 data model. We have spent an awful lot of time designing and testing this data model to ensure it is 100% relational and efficient and it just makes good sense to always try to use the existing, proven data model.

Note that all of these existing tables have some form of business process associated with them and these can be managed using the standard features in the RecFind 6 DRM such as Links, Filters, Triggers, Scheduled Tasks and Processes; see the DRM main selections below:



**\*\*This is very important – everything you need to do to configure RecFind 6 to handle your financial application is done using the DRM. No other tool or API or interface is required.**

## Business Process Tools

### ***Within the DRM***

The main tools for configuring processes within the DRM are:

#### **Triggers**

Triggers are literally database triggers than run on the RecFind 6 database server. They are a form of 'stored procedure'.

There are two classes within RecFind 6, those that we use to 'run' RecFind 6 and those that our customers can use to 'run' applications. Those triggers exposed in the DRM are only of the latter kind.

You can only add or modify application triggers within the DRM; you cannot do it from SQL Server.

Triggers are used to perform an action based on values within a record when it is inserted, updated or deleted. They are initiated immediately a transaction is completed.

*Example Trigger below:*



Configure Triggers

Configure Triggers

+

ExternalID

BoxType (Prevent Deletion If In Use)

BoxType (Update Space Capacities)

EDOC (Prevent Deletion of Frozen Records)

EDOC (Prevent Non-Working Received Date and Calculate ReplyByDate)

Incident (Set Days Open)

LinkEDOCWorkFlow (Remove Standard Reply WorkFlow when deleting EDOC)

LinkEDOCWorkFlow (Standard Reply WorkFlow only associate with 1 MDP or EDOC)

LinkMetadataProfileWorkFlow (Remove Standard Reply WorkFlow when deleting MDP)

LinkMetadataProfileWorkFlow (Standard Reply WorkFlow only associate with 1 MDP or EDOC)

MetadataProfile (New Part Functionality)

MetadataProfile (Prevent Deletion of Frozen)

MetadataProfile (Retention Process)

Movement (Calculate Date To Return)

Movement (On Delete Assign Latest Moven

Movement (Space Management)

Movement (Update MDP Current Location)

RecordCategory (Recalculate Due Dates)

Resubmit (Prevent Request on Non-Workin

Resubmit (Update LastRequestedDate)

Resubmit (Update Satisfied Date)

RetentionCode (Recalculate Due Dates)

Sales (Set Total Value)

Space (Check Space Dimensions and Calcu

SpaceType (Prevent Deletion If In Use)

SpaceType (Update Space Capacities)

SupportIncidentsPurchased (Change the #

Task (Deletion)

Task (WorkFlow Process)

Title (Recalculate Due Dates)

VitalRecord (Recalculate Review Dates)

WorkFlow (Use Templates)

Edit Trigger

External ID:

Task (WorkFlow Process)

Security Code:

Basic

Database Name:

trTask\_InsertUpdate

Table:

Task

Action:

☒ After
 ☐ Instead Of

On Insert?

☒

On Update?

☒

On Delete?

☐

SQL:

```

DECLARE @ActualCompleteHoursTotal DECIMAL(18, 2),
@ActualCompleteCostTotal MONEY,
@ActualCompleteDate DATETIME
DECLARE @PrecedentTaskID INT,
@PrecedentTaskActualCompleteDate DATETIME,
@PrecedentTaskExternalID NVARCHAR(100)
DECLARE @WorkingDaysToComplete INT,
@ScheduleCompleteDate DATETIME, @EmailText
NVARCHAR(2000)
DECLARE @ID INT, @ExternalID NVARCHAR(100),
@WorkflowID INT, @CreatedDate DATETIME

```

## Scheduled Tasks

Scheduled Tasks are a special type of stored procedure that runs on the RecFind 6 database server.

There are two classes within RecFind 6, those that we use to 'run' RecFind 6 and those that our customers can use to 'run' applications. Those scheduled Tasks exposed in the DRM are only of the latter kind.

You can only add or modify application Scheduled Tasks within the DRM; you cannot do it from SQL Server.

Scheduled Tasks are used to perform a timed action (e.g., every second, every minute, every hour, every day, every week, at end of financial year, etc, etc). They are managed as a RecFind 6 service on the SQL Database server.

*Example Scheduled Task below:*

The screenshot shows the 'Configure Scheduled Tasks' window. On the left is a list of tasks, with 'Depreciation Method Calculate' selected. The main area is titled 'Edit Scheduled Task' and contains the following fields:

- ExternalID: Depreciation Method Calculate
- Security Code: Basic
- Active?: ☒
- Begin Date: Monday, 30 May 2005
- End Date: Friday, 16 April 2010
- Time Due: 12:00:00 AM
- Period: Day
- Returns Mail List?: ☐
- Stored Procedure: SPTask\_DepreciationMethod\_Calculate
- SQL: 

```
DECLARE
    DepreciationCursor CURSOR FOR
    SELECT
        ID,
        OriginalCost,
        DatePurchase,
        DateSold,
        DepreciationMethod,
        EstimatedLife,
        ExternalID
```

**Any data manipulation required for any application can be performed by either a Trigger or a Scheduled Task. There are no exceptions!**

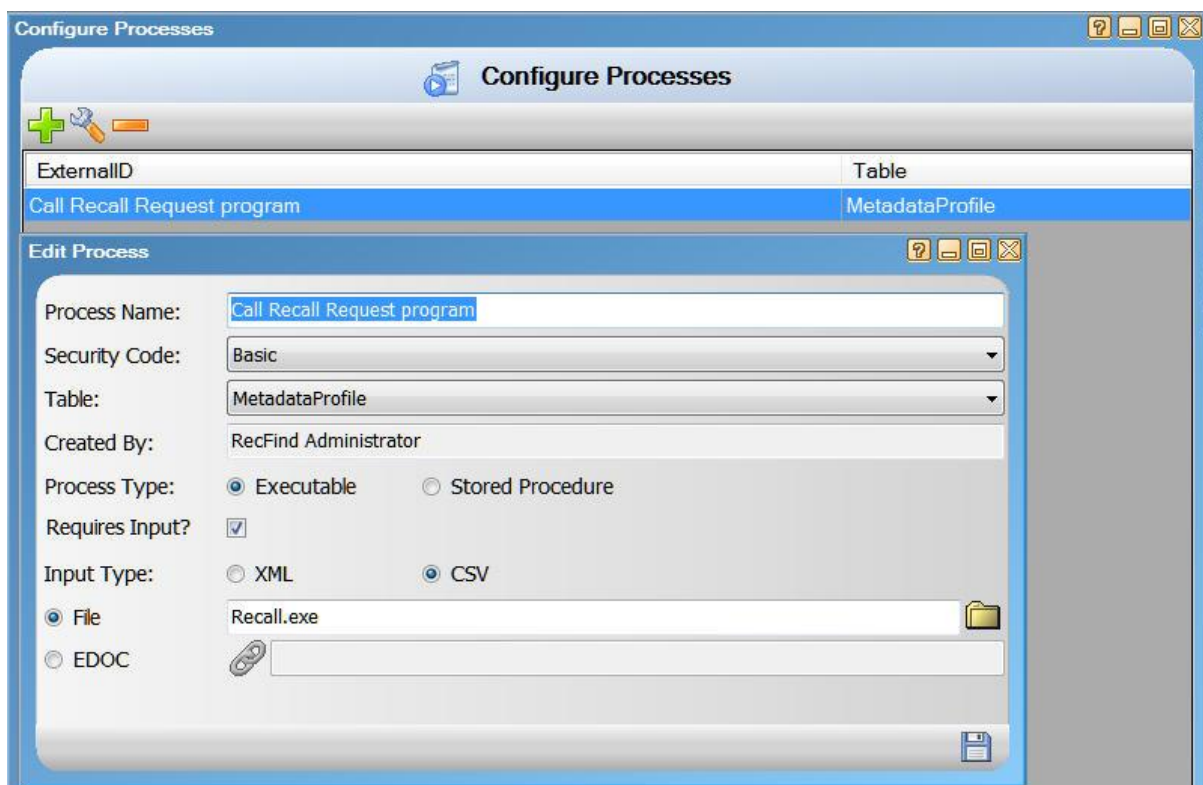
## Processes

The RecFind 6 Process function allows you to easily integrate to any 'external' program or process.

It makes it easy to add a new Process button to any RecFind 6 screen and then execute a third party application from within RecFind 6. You can also choose to pass across the data already selected in the RecFind 6 screen in either XML or CSV format.

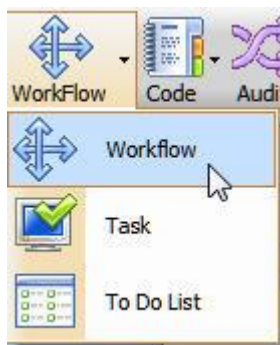
A common use of this feature by RecFind 6 customers is to integrate to third party colour file label printing programs. The customer first designs the labels in the third party program and specifies the format of the input file. You then simply search in RecFind 6 for the appropriate records to have labels printed for and then click the process button to export the data to the third party application and 'launch it'.

*Example of Process below:*



## Within the RecFind 6 Client

The main business process tool within the RecFind 6 client is the Workflow function.



It supports templates, tasks, email enablement (e.g., of assigned, due and overdue asks), precedents, process flow control, concurrent tasks, stop/pause logic, etc. It can also be easily extended using the DRM with either Triggers or Scheduled Tasks.

There isn't any workflow process you will be unable to implement using the integrated workflow function of RecFind 6. See the six task contract approval workflow example below:

A screenshot of the RecFind 6 Client Workflow form. The form is titled 'New workflow to process changes for Acme contract April 2010'. It contains various fields for workflow configuration, including 'Type' (Standard), 'TemplateWorkflow' (Contract Approval Process - template 01), 'WorkingDaysToComplete' (10), 'Description' (This workflow process is to be to manage the approval of any new or modified contract with any of our suppliers of legal services), 'CreatedDate' (16 Apr 2010 11:27:37 AM), 'CreatorPerson' (RecFind Administrator), 'ScheduleCompleteDate' (30 Apr 2010), 'ActualCompleteDate' (empty), 'BudgetCompleteHours' (60.00), 'BudgetCompleteCost' (18000.0000), 'ActualCompleteHours' (0.00), 'ActualCompleteCost' (0.0000), 'Status' (Open), 'Entity' (Acme & Coyote Manufacturing Corp), 'Person' (John Smith), and 'Tasks' (6 related record(s)). The 'Tasks' section is expanded, showing a table of six tasks.

ExternalID	CreatorPerson	ScheduleCor	ActualCompl	WorkflowID
Contract Approval Task 01 - Read and study new o...	RecFind Administrator	20 Apr 2...		New workflow to proce...
Contract Approval Task 02 - Draft any changes req...	RecFind Administrator			New workflow to proce...
Contract Approval Task 03 - Approve or reject cha...	RecFind Administrator			New workflow to proce...
Contract Approval Task 04 - Return to other party ...	RecFind Administrator			New workflow to proce...
Contract Approval Task 05 - Review response from...	RecFind Administrator			New workflow to proce...
Contract Approval Task 06 - Finalize , sign and retu...	RecFind Administrator			New workflow to proce...



## Example – Accounts Payable (AP) processing

### Overview

Accounts Payable, as the name implies, is all about your company approving invoices for payment. Typically, when your organization needs goods and services it asks for quotations from several vendors, selects one vendor and then issues purchase orders.

The purchase order contains all the details of the goods you require, usually one per 'line item'.

When the vendor receives your purchase order it seeks to fulfil it by supplying the goods you have 'ordered' within your purchase order. It usually ships the goods together with a delivery docket. The delivery docket should contain the details of the goods shipped using the same references as the purchase order.

The vendor will also ship, post or email an invoice asking for payment. The invoice should also refer to your original purchase order.

When the goods arrive at your loading dock your staff will ensure that they are as described within the delivery docket and then will usually issue a receipt (confirming delivery) which the driver will return to the vendor as 'proof of delivery'. A copy of the receipt should also be forwarded to the accounts department.

When the invoice hits the accounts department they need to ensure that it is valid and can be paid. To do this they need to ensure that the goods were ordered, were delivered, are exactly what was ordered, are in good condition and are priced as stated in the purchase order. They also refer to the terms and conditions of the purchase order to determine when the invoice should be paid (e.g., 7 days from receipt, 14 days from receipt, etc) and what discounts apply (e.g., early payment of 2.5%).

For our example of using RecFind 6 to manage the accounts payable process, we first need to determine who does what. That is, what work is done by the accounting software and what work is done by RecFind 6? The following table shows our assumptions for this example:

Process	What?	Comments
Issue purchase order	Customer's Accounts package	Printed and mailed to vendor
Issue goods inwards receipt	Customer's Accounts package/other internal system	Printed and given to delivery driver
Issue invoice	Vendor's invoicing system	Printed and mailed to customer
Issue delivery docket	Vendor's invoicing system	Printed and given to delivery driver with goods
Capture purchase order	RecFind 6, run by customer	<sup>1</sup> Either by integrating with the accounts package using Xchange or by scanning and/or data entry
Capture delivery docket	RecFind 6	<sup>2</sup> Scanning and/or data entry
Capture invoice	RecFind 6	<sup>2</sup> Scanning and/or data entry
Match delivery docket to PO	RecFind 6	<sup>3</sup> RF6 automated or manual

		process
Match invoice to PO	RecFind 6	<sup>3</sup> RF6 automated or manual process
Produce required reports	RecFind 6	RF6 Reporting module
Inquiries	RecFind 6	RF6 Search or Reporting modules

The above is an example of just one scenario. For example, it assumes that we are dealing with paper invoices. In another scenario the vendor may deliver invoices electronically, either as TIFF or PDF files attached to an email. This will change the way we capture information (i.e., we would use the RecFind 6 Button or RecCapture or RecScan or GEM to capture the PDFs) but the checking and validation processes remain the same.

<sup>1</sup> Ideally, we would integrate to the accounting package and extract the data we need for the RecFind 6 tables (i.e., to populate the RecFind 6 purchase orders). The two most common ways to do this would be to have the accounting package 'export' the details of new purchase orders (e.g., in XML or CSV format) that we would pick up using RecFind 6 Xchange or we would connect directly to the accounting package database with Xchange and extract the information we need. If integration wasn't possible we could either scan the PO and extract data with forms processing or, as a last resort, a clerk could enter the data manually into the RecFind 6 PO record.

<sup>2</sup> When capturing information from a system where we do not have the opportunity to integrate, we either capture an electronic document or we scan paper and/or do data entry. Because we may have hundreds or thousands of different formats of invoices and delivery dockets coming into our organization it is highly unlikely we will be able to collect data via forms processing. That is, there will be no 'standard' forms we can define and lock down for zoning and forms processing (scan the paper as a TIFF image, OCR the TIFF image to expose text and then process the text from pre-defined 'zones' on the form).

The most common approach would be to scan the document as a TIFF or PDF and then have an operator enter the data manually into the RecFind 6 record (i.e., the RecFind 6 facsimile of the invoice or delivery docket). We would then 'attach' the scanned image to that same record so we have an image of the paper document to view as well as the required data in fields.

<sup>3</sup> Matching can either be done manually by an operator visually comparing the information in the document (delivery docket or invoice) to the data in the RF6 PO record or we can automate the process.

In order to automate the process we would write a Trigger that would execute as soon as the delivery docket or invoice data was added to the RecFind 6 database and 'linked' to the correct purchase order. We would compare values in fields (usually per line item), update the PO record to reflect deliveries and produce an exception report which we could also automatically email to the accounts department and purchasing department.

## **Automate if possible**

There is an old saying in the IT industry, "Anything is possible, it is just a matter of time and money."

People like IT systems if they make their life easier by automating tedious manual processes. People don't like IT systems that perpetuate tedious manual processes.

For your accounts payable management system to be a success it should automate as much as possible. RecFind 6 provides all the tools required to allow you to automate any process including the matching and comparison of invoices to purchase orders.

We strongly recommend that you take advantage of the tools we provide to automate as much as possible. If you aren't sure just how to do it please contact us and we will be happy to provide advice and guidance. Please just email [support@k1corp.com](mailto:support@k1corp.com) and ask your questions.

## **Using RecFind to respond to inquiries**

The staff in the accounts department would be able to access RecFind 6 online and check on the status of any PO or vendor's invoice. They would use this online access to respond to inquiries from vendors wanting to know when they will be paid and from managers within the organization wanting to know what is happening with their order.

## **Using RecFind 6 to produce standard reports**

We could also run a RF6 scheduled report (each day, each week, each month) to report on the status of all 'open' purchase orders and invoices. This could be automatically emailed to the responsible people in both the purchasing and accounting departments.

## **Using RecFind 6 to advise when invoices can be paid**

Depending upon whether the organization allows partial payment of invoices or withholds payments until all goods on the invoice have been delivered and accepted, we can configure a Scheduled task to review all invoices daily (say at midnight) and then email the accounts department advising which invoices are cleared for payment.

Depending upon the degree of integration possible with the accounting system, we could also update the invoice records in the accounting system.

## **What do we have to do in RecFind 6?**

For the above to work we need to:

- Configure a number of tables in RecFind 6. Those tables are to hold the details of invoices, purchase orders and delivery dockets. The base '80%' tables already exist in the RecFind 6 database.
- Configure some Triggers;
- Configure some Scheduled Tasks;
- Configure some Saved Reports; and
- Configure some Saved Searches.

All of the above is done using just a single high level tool, the RecFind 6 DRM together with the standard RecFind 6 client.

## Summary

RecFind 6 and its associated tools (e.g., the DRM and Xchange) deliver a completely new paradigm for rapid application development.

As such, RecFind 6 is the perfect fully-functioned, ultimately scalable, ultimately configurable middle-ware product or multiple application solution.

The RecFind 6 solution is object-oriented and moves completely away from the old, unreliable, difficult to use, difficult to maintain and very expensive to maintain API (Application Program Interface) model of yesteryear.

True, it requires a new mindset from our customers and partners but those that have embraced it now cannot imagine doing business any other way.

No other product makes it so easy to create and manage new applications. No other Product does it so easily and no other product does it for so low a cost (basically, your time).

## ***Standard Product***

This point is very, very important to our customers and partners. The new RecFind 6 paradigm means that no matter what changes you make you still have a standard product able to receive standards updates from K1Corp.

For example, there isn't one of our customers around the world that hasn't made changes to RecFind 6 using the DRM. Every single installed copy of RecFind 6 is different. But, because of the magic of the DRM, the core of the RecFind 6 application is still stock standard and every time we ship an update or new release it can be installed over the top using our standard tools.

This is the real beauty of the RecFind 6 paradigm. The customer can personalize the product to its unique needs but never have to worry about maintenance, updates, technology lock-in or special high cost maintenance agreements.

The net effect is that K1Corp continues to develop RecFind 6 and add new and improved features and certify it against the latest releases of products like Windows and Office and SQL Server protecting your investment in the process. All you have to worry about is your applications needs; we take care of everything else.

[Frank McKenna CEO](#)



## Data Model Diagrams

CreditCard				
Caption	Name	Data Type	Essential	Locked
CreditCard	ExternalID	NVarChar	Yes	No
Type	TypeID	Int	Yes	No
LowerLimit\$	LowerLimitAmount	Money	No	No
UpperLimit\$	UpperLimitAmount	Money	No	No
Instructions	Instructions	NVarChar	No	No
SecurityCode	SecurityID	Int	Yes	No

[Return](#)

CreditNote				
Caption	Name	Data Type	Essential	Locked
ExternalID	ExternalID	NVarChar	Yes	No
Type	TypeID	Int	Yes	No
Date	CreateDate	DateTime	No	No
Number	CreditNoteNumber	Char	No	No
Amount	CreditNoteAmount	Money	No	No
Comments	Comments	NVarChar	No	No
SecurityCode	SecurityID	Int	Yes	No

[Return](#)

CreditRating				
Caption	Name	Data Type	Essential	Locked
CreditRating	ExternalID	NVarChar	Yes	No
Type	TypeID	Int	Yes	No
SourceOfRating	SourceOfRatingEntityID	Int	No	No
Limit\$	LimitAmount	Money	No	No
LimitDays	LimitDaysCredit	Int	No	No
Instructions	Instructions	NVarChar	No	No
SecurityCode	SecurityID	Int	Yes	No

[Return](#)

Currency				
Caption	Name	Data Type	Essential	Locked
CurrencyName	ExternalID	NVarChar	Yes	No
Type	TypeID	Int	Yes	No
Symbol	Symbol	NVarChar	Yes	No
BaseCurrency	BaseCurrencyID	Int	No	No
ConversionFactor	ConversionFactor	SmallMoney	No	No
SecurityCode	SecurityID	Int	Yes	No

[Return](#)

Depreciation <span>Visible Only</span>				
Caption	Name	Data Type	Essential	Locked
ExternalID	ExternalID	NVarChar	Yes	No
Type	TypeID	Int	Yes	No
MetadataProfile	MetadataProfileID	Int	Yes	No
DatePurchase	DatePurchase	Date Time	Yes	No
DateSold	DateSold	Date Time	Yes	No
Currency	CurrencyID	Int	No	No
CurrentValue	CurrentValue	Money	No	No
ReplacementCost	ReplacementCost	Money	No	No
SalvageValue	SalvageValue	Money	No	No
CommissioningDate	CommissioningDate	Date Time	No	No
Invoice	InvoiceID	Int	No	No
OrderPurchase	OrderPurchaseID	Int	No	No
AssetSupplierEntity	AssetSupplierEntityID	Int	No	No
FinanceSupplierEntity	FinanceSupplierEntityID	Int	No	No
ContractMetadataProfile	ContractMetadataProfileID	Int	No	No
EstimatedLife	EstimatedLife	Int	Yes	No
PrivateUsagePercent	Percentage	Decimal	No	No
ActualSellingPrice	ActualSellingPrice	Money	No	No
AccountingClass	AccountingClass	NVarChar	No	No
DepreciationMethod	DepreciationMethod	NVarChar	Yes	No
DaysHeld	DaysHeld	Int	Yes	No
BaseValue	BaseValue	Money	Yes	No
CurrentPeriodDepreciation	CurrentPeriodDepreciation	Money	Yes	No
TotalDepreciation	TotalDepreciation	Money	Yes	No
OriginalCost	OriginalCost	Money	Yes	No
DateLastCalculated	DateLastCalculated	Date Time	Yes	No
Security Code	SecurityID	Int	Yes	No

[Return](#)

Entity		Type: [Default]	Visible Only		
Caption	Name	Data Type	Essential	Locked	
Name	ExternalID	NVarChar	Yes	No	
Type	TypeID	Int	Yes	No	
Customer/Supplier#	EntityNumber	NVarChar	No	No	
Credit Ratings Assigned	LinkEntityCreditRating.EntityID				
ManagerID	ManagerID	Int	No	No	
Credit Ratings Owned	CreditRating.SourceOfRatingEntityID				
DepartmentDivisions	DepartmentDivision.EntityID				
Locations	Location.EntityID				
Movements	Movement.NewEntityID				
Spaces	Space.EntityID				
Purchases	Purchase.SupplierEntityID				
Sales	Sales.BuyerEntityID				
Statements	Statement.EntityID				
FullName	FullName	NVarChar	No	No	
WebSite	HomePageWWWID	Int	No	No	
Notes	Notes.EntityID				
Description	Description	NVarChar	No	No	
Employees	Person.EntityID				
ProductDetails	ProductDetail.EntityID				
ProductServices	LinkEntityProductService.EntityID				
SupportAgreements	SupportAgreement.EntityID				
SupportIncidentsPurchased	SupportIncidentsPurchased.EntityID				
Activities	Activity.EntityID				
Incidents	Incident.CustomerEntityID				
Escalations	Escalation.EntityID				
IndustryCodes	LinkEntityIndustryCode.EntityID				
Prospect#	ProspectNumber	NVarChar	No	No	
CustomerSupplierSinceDate	CustomerSupplierSinceDate	DateTime	No	No	
#ofEmployees	NumberEmployees	Int	No	No	
Turnover\$	Turnover	Money	No	No	
Currency	CurrencyID	Int	No	No	
Subsidiaryof	SubsidiaryOfEntityID	Int	No	No	
SubsidiaryEntities	Entity.SubsidiaryOfEntityID				
AccountManager	AccountManagerPersonID	Int	No	No	
Barcode#	Barcode	NVarChar	Yes	No	
Invoices	Invoice.CreditorDebtorEntityID				
Records	MetadataProfile.OwnerEntityID				
WorkFlows	WorkFlow.EntityID				
SecurityCode	SecurityID	Int	Yes	No	

[Return](#)

IndustryCode		Visible Only			
Caption	Name	Data Type	Essential	Locked	
ExternalID	ExternalID	NVarChar	Yes	No	
Type	TypeID	Int	Yes	No	
Description	Description	NVarChar	No	No	
Security Code	SecurityID	Int	Yes	No	

[Return](#)



Invoice				
Visible Only				
Caption	Name	Data Type	Essential	Locked
ExternalID	ExternalID	NVarChar	Yes	No
Type	TypeID	Int	Yes	No
DateofInvoice	InvoiceDate	DateTime	No	No
Invoice#	InvoiceNumber	NVarChar	No	No
Reference#	ReferenceNumber	NVarChar	No	No
Account#	AccountNumber	NVarChar	No	No
PurchaseOrder#	PurchaseOrderNumber	NVarChar	No	No
VendorOrder#	VendorOrderNumber	NVarChar	No	No
VendorCompany#	VendorCompanyNumber	NVarChar	No	No
Buyer'sCompany#	BuyerCompanyNumber	NVarChar	No	No
SalesTax#	SalesTaxNumber	NVarChar	No	No
SalesTaxRate	SalesTaxRate	SmallMoney	No	No
VendorsBankAccount#	VendorsBankAccountNumber	NVarChar	No	No
SalesPerson	SalesPersonID	Int	No	No
CreditorDebtorOrganization	CreditorDebtorEntityID	Int	No	No
MainContact	MainContactPersonID	Int	No	No
Phone	Phone	NVarChar	No	No
Fax	Fax	NVarChar	No	No
EmailAddress	Email	NVarChar	No	No
TermsofPayment	TermsOfPaymentID	Int	No	No
MethodofPayment	MethodOfPaymentID	Int	No	No
PreviousBalance	PreviousBalance	Money	No	No
PaymentReceived	PaymentRecieved	Money	No	No
CurrentBalance	CurrentBalance	Money	No	No
Freight	Freight	Money	No	No
NetofTaxTotal	InvoiceNetOfTaxTotal	Money	No	No
TotalTax	InvoiceTaxTotal	Money	No	No
Total	InvoiceTotal	Money	No	No
OriginalInvoice	OriginalInvoiceMetadataProfileID	Int	No	No
LinItems	LinkInvoiceLinItem.InvoiceID			
ProductServices	LinkInvoiceProductService.InvoiceID			
SecurityCode	SecurityID	Int	Yes	No

#### Return

LinItem				
Visible Only				
Caption	Name	Data Type	Essential	Locked
ExternalID	ExternalID	NVarChar	Yes	No
Type	TypeID	Int	Yes	No
Invoice	InvoiceID	Int	No	No
PurchaseOrder	PurchaseID	Int	No	No
ItemNumber	ItemNumber	SmallInt	No	No
ItemCode Text	ItemCodeText	NVarChar	No	No
Product/Service	ProductServiceID	Int	No	No
ItemDescription Text	ItemDescriptionText	NVarChar	No	No
Qty	ItemQty	Int	No	No
TaxPercentage	ItemTaxPercentage	Decimal	No	No
TaxAmount	ItemTaxAmount	Money	No	No
DiscountPercentage	ItemDiscountPercentage	Decimal	No	No
DiscountAmount	ItemDiscountAmount	Money	No	No
Total	ItemTotal	Money	No	No
SecurityCode	SecurityID	Int	Yes	No

[Return](#)

MethodOfPayment				
<input checked="" type="checkbox"/> Visible Only				
Caption	Name	DataType	Essential	Locked
ExternalID	ExternalID	NVarChar	Yes	No
Type	TypeID	Int	Yes	No
Description	Description	NVarChar	No	No
SecurityCode	SecurityID	Int	Yes	No

[Return](#)

ProductService				
<input checked="" type="checkbox"/> Visible Only				
Caption	Name	DataType	Essential	Locked
Name	ExternalID	NVarChar	Yes	No
Type	TypeID	Int	Yes	No
Code	Code	NVarChar	No	No
Price	UnitPrice	Money	No	No
Currency	CurrencyID	Int	No	No
WarrantyPeriod	WarrantyPeriod	Int	No	No
WarrantyUnits	WarrantyUnits	Int	No	No
Description	Description	NVarChar	No	No
Units	Units	Int	No	No
SecurityCode	SecurityID	Int	Yes	No

[Return](#)

Purchase				
<input checked="" type="checkbox"/> Visible Only				
Caption	Name	DataType	Essential	Locked
ExternalID	ExternalID	NVarChar	Yes	No
Type	TypeID	Int	Yes	No
PONumber	PurchaseOrderNumber	NVarChar	No	No
Supplier	SupplierEntityID	Int	No	No
SupplierMainContact	SupplierMainContactPersonID	Int	No	No
SupplierSalesPerson	SupplierSalesPersonPersonID	Int	No	No
PODate	PurchaseOrderDate	DateTime	No	No
OrderValue	OrderValue	Money	No	No
Comments	Comments	NVarChar	No	No
DateAllDelivered	AllDeliveredDate	DateTime	No	No
DateAllInstalled	AllInstalledDate	DateTime	No	No
DateAllAccepted	AllAcceptedDate	DateTime	No	No
PaymentDate	PaymentDate	DateTime	No	No
* LinelItems	LinkItem.PurchaseID			
* CreditNotes	LinkPurchaseCreditNote.PurchaseID			
* Invoices	LinkPurchaseInvoice.PurchaseID			
* ProductServices	LinkPurchaseProductService.Purch...			
SecurityCode	SecurityID	Int	Yes	No

[Return](#)

Statement					Visible Only			
Caption	Name	DataType	Essential	Locked				
ExternalID	ExternalID	NVarChar	Yes	No				
Type	TypeID	Int	Yes	No				
StatementNumber	StatementNumber	NVarChar	No	No				
StatementDate	StatementDate	DateTime	No	No				
DateReceived	RecievedDate	DateTime	No	No				
BeginPeriodDate	BeginningPeriodDate	DateTime	No	No				
EndPeriodDate	EndingPeriodDate	DateTime	No	No				
Organization	EntityID	Int	No	No				
AmountCurrent	AmountCurrent	Money	No	No				
Amount30Days	Amount30Days	Money	No	No				
Amount60Days	Amount60Days	Money	No	No				
Amount90Days	Amount90Days	Money	No	No				
Amount120Days	Amount1200Days	Money	No	No				
Amount120Days+	Amount120DaysPlus	Money	No	No				
OriginalDocument	MetadataProfileID	Int	No	No				
SecurityCode	SecurityID	Int	Yes	No				

[Return](#)

TermsOfPayment					Visible Only			
Caption	Name	DataType	Essential	Locked				
Term	ExternalID	NVarChar	Yes	No				
Type	TypeID	Int	Yes	No				
Description	Description	NVarChar	No	No				
SecurityCode	SecurityID	Int	Yes	No				

[Return](#)