



# SweBase on Cloud

Version 14.0.1.0

SweBase is an add on to Dynamics 365 Business Central,  
including adjustments to the Swedish market.

The documentation lists the changes and additions made to the  
product. The changes are presented in a modular way.

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## 1. Redovisning

### Year end Journal

Find the function: General Journal

It is widespread practice for you to see how the results are affected by different transactions or transfers without posting. With this feature you can now simulate your balance sheet and income statement.

Use the function:

Add a new Journal and name the Journal by example YEAREND

Enter the lines you like to simulate.

POSTING DATE	DOCUME. TYPE	DOCUME. NO.	ACCOUNT TYPE	ACCOUNT NO.	DESCRIPTION	3-PARTIAL	POSTING TYPE	POSTING GROUP	POSTING GROUP	AMOUNT	AMOUNT (LCY)	ACCOUNT TYPE	ACCOUNT NO.
4/9/2018	---	G00001	G/L Account	1940	Bank, BVA					20,500.00	20,500.00	G/L Account	
4/9/2018	---	G00001	G/L Account	1110	Byggnader och mark					14,401,440.00	14,401,440.00	G/L Account	

**Note!** DO NOT post the transactions

The lines that you added to the journal will be included in the following reports:

Balance Report (12048006)

Income Statement (12048007)

Account Schedule (Report 25)

If you want to print a report based on your Account Schedule, you get the transactions by entering the General Journal Name in the Journal Template Name and Journal Batch Name fields.

NAME	DESCRIPTION	DEFAULT COLUMN LAYOUT	JOURNAL TEMPLATE NAME	JOURNAL BATCH NAME
ANALYZE	---	PERIODER	REDOV	YEAREND
LCACVCL	---	PERIODER		
LCASHFLOW	---	PERIODER		
LINCEXP	---	PERIODER		
LMINTRNL	---	PERIODER		
M-INTAKT	---	M-NETANDR		
M-KASSARL	---	M-NETANDR		
M-SALDO	---	M-SALDO		
M-VIN/FÖR	---	M-NETANDR		

Field Explanation:

Fält	Funktion
Name	The Report Name
Description	Description of the report
Default Column Layout	The Column Layout you like to have during the printout
Journal Template Name	The Journal Template you are using for the "simulation" transactions.
Journal Batch Name	The Journal name

After you have running the report post or delete the lines in the General Journal.

### Post with Closing Date

In standard you will have some struggle to close the year end if some dimensions are mandatory.

You must remove the dimensions requirement temporary during the posting.








With SweBase there is no dimensions control for Closing Date.

### Translation of General Accounts

Sales and Purchase document will support translations of the General Account description with this function.

Find the function:

On the Chart of Accounts

HOME NAVIGATE REPORT		
 Ledger Entries	 Where-Used List	 Translations
Account		
 G/L Account Balance	 G/L Balance	 Chart of Accounts Overview
Balance		
 G/L Register		
General		
VIEW - CHART OF ACCOUNTS + New		
NO.	NAME	
3740	...	Fakturaavrundning
3999	Rörelsens intäkter totalt	
4000	Rörelsens kostnader	

Use the function

Use action Translate

NEW - TRANSLATIONS - 3740 - FAKTURAARVUNDNING + New

LANGUAGECODE	TEXT
ENU	...
	Rounding

Enter Language Code and the text for the description on documents.

You can also translate the local language which can be blank on the Customer/Vendor.

### Allowed posting

On the User Setup you can limit the period for posting for a certain user to better secure posting in the right period.

Find the function: User Setup

Use the function

Default the user can only post the Posting Data equal to today. For User that need to post on other dates limited by standard date limitation.

Open the User Setup Page

Enter the User and mark the field Allow Posting <> Today

Dynamics 365	Business Central	User Setup
HOME		
VIEW - USER SETUP + New		
USER ID	ALLOW POSTING <> TODAY	ALLOW POSTING FROM
NABSOLUTIONS\NABDA...	<input type="checkbox"/>	
NABSOLUTIONS\NABLA...	...	<input type="checkbox"/>

### Charge Type on G/L Account

Charge Type on the G/L Account is for tracking Rounding Amount for documents print out.

In Sweden a common way to print rounding amount is to print it in a separate field for that purpose.


Example is Invoice and Credit memo.

Find the function: Chart of Account

Edit the list and change the column Charge Type

Use the function


If this field is blank it will look like this on the printed document. And because of No VAT on the Rounding line it will be a VAT specification.



Beskrivning	Lev.datu	Antal	Enh	A-pris	Belopp
Test	01-01-26	10	Styc	100,00	1 000,00
Öresutjämning	01-01-26	1		0,50	0,50
Totalt exkl. moms SEK					1 010,50
25% Moms					252,50
Totalt SEK inkl. moms					1 263,00

If this field is set to Rounding it will look like this and no Vat speciation for the rounding amount.

Beskrivning	Lev.datu	Antal	Enh	A-pris	Belopp
Test	01-01-26	10	Styc	100,00	1 000,00
Totalt exkl. moms SEK					1 010,00
25% Moms					252,50
Öresutjämning					0,50
Totalt SEK inkl. moms					1 263,00



It is also a opportunity to use this filed for other functions.

- Rounding
- Fright
- Service Fee
- Packing Fee

Reports including in SweBase handle Rounding.  
Other options are for the future.

## Deferral

To make it better for deferral is there to improvements.

### Extend Allow Posting To

Control of the Posting it is possible to expand just for the deferral.

You will find the field for that on SweBase setup "*Extend Allow Posting To*". Example 4Y extend Allowed Posting To with 4 Years.

den andra avser en rapport som visar periodiserade transaktioner.



Report Deferral Entries.

Search report: Deferral Entries

The report is based on Deferral entries manual entries will affect incorrect on the report. Therefore, it is a function to exclude those entries.

Search for function: General Ledger Entries

The Action is *Exclude from Deferral Report*

HOME

ACTIONS

NAVIGATE

Reverse Transaction...

Incoming Document

Exclude from Deferral Report

Navigate

Posted Documents without Incoming Document

Show/Hide Power BI Reports

Functions

General

Display

VIEW - GENERAL LEDGER ENTRIES - 1460 LAGER VAROR

<input type="checkbox"/>	POSTING DATE	DOCUME... TYPE	DOCUMENT NO.	G/L ACCOUNT NO.	DESCRIPTION	SOURCE NAME
<input checked="" type="checkbox"/>	1/10/2017	...	108020	1460	Direct Cost 20000 on 01/1...	
<input checked="" type="checkbox"/>	1/9/2017	...	108019	1460	Direct Cost 30000 on 01/0...	
<input checked="" type="checkbox"/>	1/8/2017	...	108018	1460	Direct Cost 40000 on 01/0...	
<input checked="" type="checkbox"/>	1/8/2017	...	108017	1460	Direct Cost 20000 on 01/0...	
	1/8/2017		108017	1460	Direct Cost 20000 on 01/0...	
	1/1/2017		108011	1460	Direct Cost 10000 on 01/0...	
	1/1/2017		108010	1460	Direct Cost 20000 on 01/0...	

It is possible to select more than one line.

Contact in Address

It not common to have the Contact in the Address.

On SweBase setup it is possible to remove the contact from all addresses.

On SweBase Setup mark field *No Contact in Address Format*

HOME ACTIONS

Save

New

Delete

Create Demo Data

Process

EDIT - SWEBASE SETUP

SweBase Setup

General

Description from Purchase Line

☒

Price Calculating from

Bill-to Customer No.

Maximum Rounding Purchase

0.00

Salesperson Code from

Bill-to Customer No.

Extend Allow Posting To

Documents

Quote Delivery Date Layout

Date

Local Language for Documents

SVE

Order Conf. Del. Date Layout

Date

ENU Language for Documents

ENU

Packing Slip Shpm. Date Lay.

Date

Local Country Code

SE

Picking List Shpm. Date Lay.

Date

No Contact in Address Format

☒

## Default Posting Groups

To make the setup easier of the Charge of Account there is a Default setting on SweBase Setup.

In standard:

Using G/L Accounts on Document Sales and Purchases it is necessary to enter *Gen. Bus. Posting Group* and *Gen. Prod. Posting Group*. On the G/L Accents.

Usually there is the same setup for nearly for all G/L Accounts.

On the SweBase Setup you can enter *Def. Prod. Post. Group Acc.* And *Def. VAT Prod. Post. Gr Acc.*

If those are filled in and it is blank on the G/L Account this value will be used. If there is a value on the G/L Account, the value from G/L Account is used instead.

Example:

In Sweden 25% VAT is the most common value.

If the Vendor Invoice has another VAT percentage, just change to the correct VAT Posting Group on the Invoice Line.

## SweBase Setup

Fältförklaring:

Fält	Funktion
Def. Prod. Post. Group Acc.	Enter the default Product Posting Group being as standard used on documents line.
Def. VAT Prod. Post Gr. Acc.	Enter the default VAT Product Posting Group being as standard used on documents line.

## G/L Register in Navigate

To make it easier so find the G/L Register from a Document No, then G/L Register is now included in the search,

HOME		ACTIONS	
Show Related Entries	Find	Print...	Find by Document
Process		Find By	
Find by Business Contact			
Find by Item Reference			
EDIT - NAVIGATE			
DOCUMENT			
Document No.	<input type="text" value="109001"/>	Posting Date	
RELATED ENTRIES			
Posted Transfer Receipt			...
G/L Entry			
Item Ledger Entry			
Value Entry			
G/L Register			

## Print G/L Register

Print the G/L Register direct from the Page with the new SweBase Report with correct filter.

You Can easily find the Register by Navigate function.

https://naosolutions.sharepoint.com/sites/ida/Startsida.aspx				
HOME	ACTIONS	NAVIGATE	REPORT	
Detail Trial Balance	Trial Balance by Period	G/L Register		
General				
VIEW - G/L REGISTERS				
NO.	CREATION DATE	USER ID	SOURCE CODE	
831	...	4/25/2018	EUROPE\NAVSNAP	BOKLAGKOST
830	4/25/2018	EUROPE\NAVSNAP	BOKLAGKOST	
829	4/25/2018	EUROPE\NAVSNAP		

Bokföringsorder

nLRS\_BC\_12\_21229\_Dev

Verifikationsnr 40001

2018-05-23 16:36:29

Sida 1

NABLARSTE

Löpnr	Datum	Kontonr	Kontonamn	Beskrivning	Avdelning Kod	Kundgrupp Kod	Belopp
3316	18-03-04	1791	Periodisering	3-mårdens period			2 500,00
3317	18-03-04	1791	Periodisering	3-mårdens period			833,33
3318	18-03-04	1791	Periodisering	3-mårdens period			500,00
3319	18-03-04	1791	Periodisering	3-mårdens period			-166,67
3320	18-03-04	1791	Periodisering	3-mårdens period			366,00
3321	18-03-04	1791	Periodisering	3-mårdens period			-122,00
3322	18-03-04	1791	Periodisering	3-mårdens period			5 888,00
3323	18-03-04	1791	Periodisering	3-mårdens period			-1 962,67
3324	18-03-04	1940	Bank, BVA	Bank, BVA			-6 169,33

### Print G/L Account Description in English

The Reports: Document No. Report, Accounting Voucher, General Ledger, Daybook, Balance Report and Income statement You can print them with Description in English.

Translate all G/L Accounts to English for the Language with *windows Language Code= 1033 English (United States)*.

Change the client to English (United States).

## 2. Payment

### General

This module makes it effective and easy to send a file to the bank with payments to the vendors.

Bankgiro for Sweden is supported.

Pain001 (SEPA) is supported for a lot off countries, for example SE, NO, FI and DK.

Before you start using the Banking module you had to check following setups.

Innan du börjar använda LB rutinen skall du kontrollera att nedanstående inställningar är gjorda.

Important: For a new installation or upgrade, it is very important to make testing together with the Bank (Send test files).

### Merge Credit Memo with Invoice

It not possible to send Credit Memo to the bank for all New file format for example pain001.

It is only possible to send positive amount, (some domestics format support zero amount)

Because of that there is support for Merging payments in the Journal.

Merge lines together, the amount hade to be positive or zero. You can also merge Invoices together to get fewer fascial payments with the bank. That take the costs down for foreign payments.

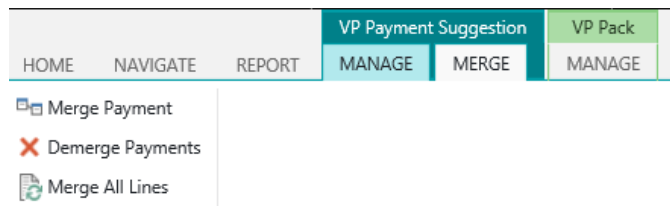
Test before using that your transactions support Merge.

### Merge in the Payment Suggestion (merging)

If there is Credit Memo in the Payment Suggestion, you must use Merge to use them with Invoices.

You can't use Merge for File Type Bankgiro.

Gör samsorteringen med dom här funktionerna.



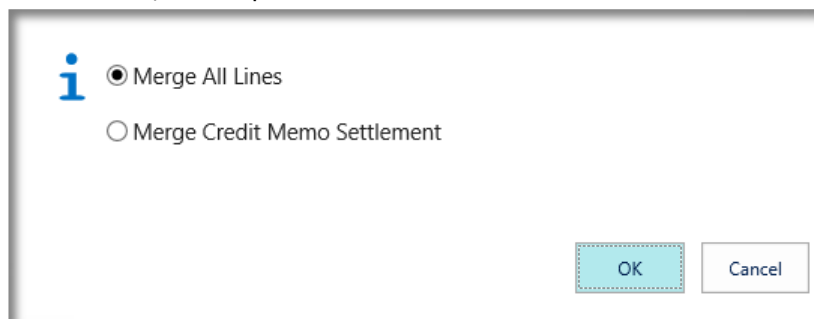
Mark lines to be Merged on click on Merge Payment.  
If you like to merge All use that Action.

Lines market with the same *Merge No.* will be Merged together in One payment to the Vendor.

You can manually enter the *Merge No.*

CODE FOR BANK OF SWEDEN	CU... ACCC	MERGING NO.
	<input checked="" type="checkbox"/>	2
	<input checked="" type="checkbox"/>	2
	<input type="checkbox"/>	

Om man vill samsortera all rader som är möjliga att samsortera, klicka på Samsortera alla rader.



## Merge Invoices

This is for file Type pain001.

Some banks don't support Merge payment, the purpose is to reduce the cost per Invoice.

Just merge as many Invoices or Credit Memo You Like per vendor in the same Payment.

SEPA and foreign Payment support just 140 char in the message to the Vendor. The reason is limitation in the pain001 format.

Our solution is to put all references in the string with separated by Comma, if it doesn't fit in the string ends with tri dots ...

Tell its more.

Our recommendation if there is so many per Vendor is to send an E-mail with references to the payment.

### The File to Bankgiro

A description of the Setup follows.

Important: New installation and upgrade need careful Testing together with the Bank (send Files to the Bank).

VP Giro Type

Fält	Funktion
Code	Enter the Code
Description	Enter a description
Filename	Will be a sugdgestion to the filename when the file is created, it is possible to change that when the file is saved.
	Ange: %1 fro the Pack No. %2 The Code %3 Date of today Example: %1 - %2 - %3
Bank Giro No.:	Enter the Bankgiro No. for the charge.
Codeunit No:	The number of the Codeunit used for this file format Enter: 12048859 VP File BG Sweden

Vendor Bank Account

Fält	Funktion
Code	Recommend using the same code on every Vendor. Suggestion, LB or LEVBET

	Tip. Enter a Vendor Bank Account on the Default Vendor, then the Vendor Bank Account will be created for a new Vendor.
Bank Account No.	The vendors Bank Account No. it had to be 16 char logs start with the Bank Branch No. 4 Char. Than the Account No. with zeros in the beginning total 16 char. CCCCNNNNNNNNNNNNNNNN payment to Swedbank just use the first 4 numbers.
Plus Giro No.	The Vendors Plus Giro No.
Bank Giro No.	The Vendors Bank Giro No.

#### Payment order

The payment is done in this order, for the field not blank.  
*Bank Giro No, Plus Giro No., Bank Account No. and last Giro.*

#### The File pain001 (SEPA)

There is some limitation in the file format pain001.

Read more:

*Merge Credit Memo with Invoice*

*Merge Invoices*

*Aggregate on Debitor Level*

ISO 20022 is an interface for standardized financial payments the purpose is to simplify, facilitate and reduce the time for payments between countries that support ISO 20022..

[URL to a document that shows the countries.](#)

Banks provide an interface to business systems based on ISO 20022. Unfortunately, it seems that the interface will be different depending on the bank. There are different ways to interpret how to use the format for non-SEPA payments, such as Bankgiro, Plusgiro payments in Sweden.

There are support for most payment payment services through this file. How the payment is made determines the bank based on the information contained in the file and which recipient bank it is. The bank chooses the cheapest options for the customer.

Here are the settings that will be made for this file type. The file supports both domestic and foreign payments. They are sent in the same file.



Important: When installing or upgrading, the first time the file format is used or something like that, always make testing together with bank (Send test files).

The file does not support all possible scenarios that the Bank supports. For example, if you wish to make payments to another country that has not previously been tested. Check with the bank and the supplier of DYNAMICS 365 BUSINESS CENTRAL. Then do tests together. There may be a need for adjustment and possible upgrade of the payment function.

Consult your supplier concerning that.

**Domestic**                      There will be a Domestic payment when country code and currency code have the same value for payers and payees. The currency code must also be the same for both countries.

Currently there are support for the following countries:  
SE, NO, DK and FI

**Paying**                      The country of the payer is determined by the country located on the VP Giro Type. Unless specified there, it is used on SweBase Setup under Documents, *Local Country Code*.

The payer's currency code is determined by the currency code field located on the VP Giro Type. If the field is blank, it use the setup for *LCY Code* on General Ledger Setup.

**Receiver**                      The payee's country is determined by the country on *Vendor Bank Account*. If the field is blank, it use the setup for *LCY Code* on General Ledger Setup.

The payee's currency code is determined by the *Currency Code* on the *Vendor Bank Account*. If the field is blank, it use the setup for *LCY Code* on General Ledger Setup.

**SEPA**                              To get a SEPA payment, the following is required:  
IBAN and SWIFT must be entered on both *VP Giro Type* and the *Vendor Bank Account*. The currency must also be EUR for payees.

**Foreign**                      Foreign payment will be if you enter bank *Branch No. / SWIFT Code* and *Bank Account No.* For Bank Branch No, only numbers are used. It is important that it is the correct number of numbers.

How to use SWIFT / BIC or Bank Account No. is different for banks. Contact the bank and do tests.

For some banks, the following applies.

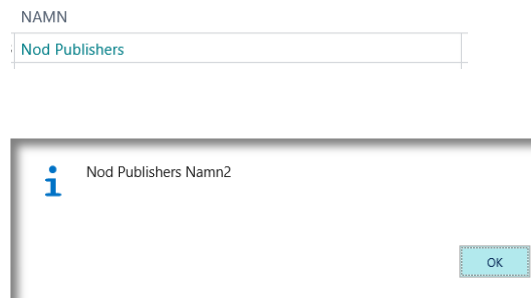
For the following Countries, Bank Branch No. will be used, and

other countries will use SWIFT:  
 US, AU, CA, CN, HK, IN, NZ, RU and ZA  
 Other banks always want SWIFT / BIC.

## Name on the Vendor

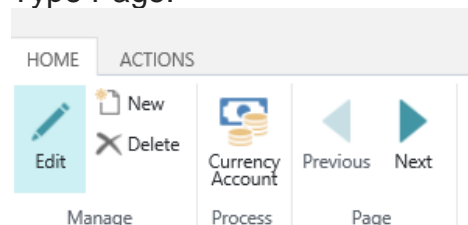
Some Vendors have very long names and the bank sometimes requires the name to be correct.  
 Use Name and Name2 together on the vendor they are 50 characters each, giving 100 characters in total. Keep in mind that a space last in Name comes with Name2. You can also add a space first in Name2.

To make sure the name is correct:  
 In *VPB Payment Suggestion* in the field name click on the Name field



## Currency Account

Currency account or valutaficka can be specified in two ways. If the same Currency Account is to be used for all payments, it is enough to enter the currency code on the VP Giro Type. If you want currency accounts for one or more currencies that differ from those listed on the VP Giro Type, Use the Action Currency Account on VP Giro Type Page.



## VP Giro Type

Fält	Funktion
Code	Enter Code
Description	Enter Description
Filename	default name for the file.

	<p>Enter:</p> <p>%1 for Pack.</p> <p>%2 for Giro Code</p> <p>%3 for Date of today</p> <p>Example:</p> <p>%1 - %2 - %3</p>
Country/Region Code	<p>Must be specified for the country from which the payment is made. If not specified, the local country code setting will be set.</p> <p>Use ISO standard for country SE, DK etc.</p>
Bank Branch No.	Enter Clearing No for the Bank Account No..
Bank Account No.	Enter Bank Account No. If IBAN is note used.
SEPA No-series for The SEPA Message	Enter number series for SEPA message. The number is used later for reference to a single payment.
IBAN	<p>Enter IBAN number for which the money will be paid.</p> <p>If both bank accounts and IBAN are specified, IBAN is used.</p>
SWIFT Code	<p>Must be specified for the bank for which the money is paid.</p> <p>Mandatory when IBAN is used.</p>
Codeunit No.	<p>Number of the Codeunit used for the file format.</p> <p>Enter:</p> <p>To SEB</p> <p>No.: 12048870 VP</p> <p>pain.001.001.03 SEB</p> <p>To DNB</p> <p>No.: 12048871</p> <p>VP pain.001.001.03 DNB</p> <p>If the bank is not in the list use General to for other banks</p> <p>No.: 12048868 VP</p> <p>pain.001.001.03</p>
Currency Code	<p>Paying currency.</p> <p>If blank, the General Leger Setup is used.</p>
SEB Sub Customer No.	<p>Used only to Codeunit SEB.</p> <p>Should be four digits, 004 or 005.</p> <p>Check with the bank what to</p>

	use. In the file there will be a 14-digits organization number with that sub-number at the end.
Bank Agreement No.	The paying (Debitor) is usually identified with an IBAN number in combination with SWFT / BIC. There are exceptions with some banks that instead use a Agreement No. Check with the bank what to use.
Registration No.	If you enter the <i>Registration No.</i> here, it will be used instead from <i>Company Information</i> .
Org ID CUST	Fältets namn hänvisar till taggen i XML filen som används på olika sätt beroende på bank. Stäm av med banken vad som gäller.  Om inget anges i det här fältet kommer organisationsnr som finns på företagsinformation att visas här.
Org ID BANK	The field name refers to the tag in the XML file, which is used differently depending on the bank. Check with the bank what is applicable.
	If it is blank Registration No. will be used for the tag in the filed instead.
Country/Region Code	Enter the Country Code for the payer (Debitor) if it differs from <i>Local Country Code</i> on <i>SweBase Setup</i>
Batch Booking	Combined amount that charges the account per account currency, etc. The support for this setting varies by bank. Check with the bank what is applicable. The tag in the XML file is BtchBookg It is just an information in the file.

#### Aggregate on Debtor Level

There are separate ways to structure the payments in the XML file. If this active, the Debitor part will be aggregated to the extent possible. This means there will be fewer Debtors in the file. Depending on the bank, it may be necessary as the bank may require you to accept each Debitor in the file, if there are many payments, it can be very time consuming. What we know right now has no other effect than the interface with the bank. Check with the bank what is applicable.

**NOTE!** It is strongly recommended to turn on this feature for the bank Nordea. Nordea interface requires the approval per debtor.

#### Vendor Bank Account

Fält	Funktion
Code	You could enter the same to all suppliers. For example. LB or LEVBET Tip. Add a Bank Account with the LB code on the default Vendor, then it will automatically be created, while enter a new vendor.
Bank Branch No.	Enter here, what the bank calls Clearing Code, such as BZ or Fedwire no. For payment to the US, called Sort-code, it will be entered with two initial slashes "//". Check with the bank how to use. It is not used together with IBAN.
Bank Account No.	enter the Vendor's account number unless IBAN is used. See the respective country what is applicable to this field.

Swedish payments:

#### **Nordea with bank account number:**

Always start with a 4-digit clearing number. Minimum length is 11 digits and maximum length is 14 digits (including clearing number).

**Nordea Private** ("personal account") the clearing code is always "3300".

**Nordea PlusGiro Accounts**, the clearing code is always "9960".

**Note:** Exception for payment to a Swedbank account. When the clearing code begins with an 8, the clearing code must be 5 digits and thus the maximum length will be 15 digits including clearing code.

Transit No.

For the bank SEB and on payment via a Corresponding bank, SWIFT / BIC is specified for that bank in the Transit No. Use the field at the Vendors Bank Account. It is uncertain how other banks handle it. Check with the bank.

Example below from a supplier in India that uses Corresponding bank:  
Here is entered CHASUS33 in Transit No.

Beneficiary Name: INDO ASIA LEISURE SERVICES LTD  
Beneficiary Address: 56, Institutional Area, Sector 44  
Gurgaon -122002, Haryana, India

USD Account No: 502000019670 "  
SWIFT code: HDFCINBBDEL  
Bank Name: HDFC BANK LTD  
Bank Address: E-13/29, 2nd Floor Harsha Bhavan, Connaught Place New Delhi 110001, India

Corresponding bank for effecting USD Payment:

Bank: JP MORGAN CHASE BANK, NEW YORK, CHIPS ABA UDI # 3S4459: A

Country/Region Code

Must be specified for the country in which the bank is located. Use ISO standard for country SE, DK etc.

All countries are not supported, we will add more if required according to your wishes. There are different requirements per country, see what applies to each country. If left blank, it will use *Local Country Code* on *SweBase Setup*

SWIFT Code

Set for the bank for which the money is due. See the respective country what is applicable to this field. Must be specified for IBAN.

IBAN:	Enter the supplier's IBAN No. If both Bank Accounts and IBAN are specified, IBAN is used.
Payment Charge Paid by	Here, you decide who or who will pay the cost of foreign payments. The debtor is the payer and the creditor is the one who gets the money in the payment order. There are three options available.  SHAR shares the same between Debtor and Creditor: Sender - Cost in Sweden  CRED creditor pays the full amount: Recipient  DEBT Debtor pays the full amount: Sender - all costs

### **Differences for countries pain001**

#### **Denmark (DK)**

Local payments can be made in many ways in Denmark. To control which type is used per provider, a prefix on the Bank Account Number is added to three characters.

+01, +04, +15, +71, +73 and +75.

The code is well known to the person who makes payments in Denmark.

Example how an account number 6543433 is specified: +046543433

Bank transfer does not specify a prefix.

Some formats require OCR, and there may also be different lengths of OCR.

The control of OCR is made when the file is created.

In order to provide an opportunity to correct errors, it is possible to edit OCR in the travel account.

#### **Sweden (SE)**

There is support for entering Bankgironr, Plussgironr or Bank accounts with Bank account number (Clearing).

Bankgiro has imposed a requirement that the OCR number be used correctly. Suppliers requiring a correct OCR number must enter it in the OCR field otherwise the payment will be rejected, OCR number must also be properly filled in. The customer must deal with which providers should have OCR or not, as well as put the information in the correct place.

There is support for netting (See section netting) for Bankgiro and Plusgiro payments. Check with the bank if they support it. It is possible to handle credit notes with structured remittance information

(OCRnr), it is activated on LB Girotype "Structured Remittance Information for SE"

#### Norge (NO)

Here, the so-called KID code is used, it is placed in the OCR field shown on the purchase invoice. If not specified, external verification code will be used instead.

For Norway, special rules apply for the cross-border payment code (in Code Bank of Sweden).

Norway requires both the code entered in the Code Bank of Sweden code field and a description of the code. The description is placed in a table that you find at the following location.

Search for *VP Cross-Border Payment Code*

Enter the code and Description.

If there is no row in the table, only the code will be included in the file.

#### Finland (FI)

There is support for OCR or External Document No as a reference. Specified OCR, it becomes a structured message otherwise an unstructured.

On the VP Giro Type, the Org ID BANK must be set.

Check with the bank what should be entered.

### Differences in banks pain001

**DNB** Use Codeunit "VP pain.001.001.03 DNB"  
Enter Subscription No. At DNB in the field Org ID CUST on VP Giro Type.  
In some agreements with DNB, using Division (Divisjon) is required, put it in the *Org ID BANK* field on the *VP Giro Type*

**Nordea** Use Codeunit "VP pain.001.001.03 Nordea"  
Enter "Signer ID" at Nordea in the Org ID CUST field and "Contract number" field in the Agreement number field with the LB girotype bank.

**SEB** Use Codeunit "VP pain.001.001.03 SEB"  
Enter "Subscription Number" in the field SEB Subscription No. on LB Gear Type.  
For foreign payments, the account number must always be supplemented with SWIFT (BIC), bank account number is not used.

#### Swedbank

Use Codeunit "VP pain.001.001.03 Swedbank"  
Enter bank account 15 digits beginning with clearing number, enter



zeroes between clearing nos and account numbers if required.  
 Enter "Org ID BANK" to be 06 organization numberB001.  
 For payments in Sweden, the bank account number is required for the debit account.  
 The bank cannot handle either bank account or IBAN for Swedish payments.  
 Enter Bankgiro number on VP Giro Type for Swedish payments.  
 For foreign countries, account numbers must be entered.  
 This means that you cannot send Swedish and foreign payments in the same file to Swedbank.  
 Enter "SWIFT Code"

Handelsbanken

Use Codeunit "VP pain.001.001.03 Handelsb."

Swedbank

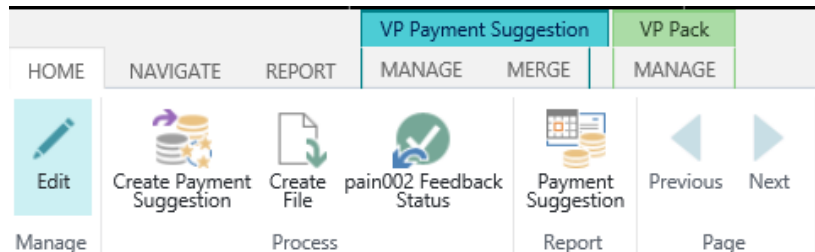
Use Codeunit "VP pain.001.001.03 Swedbank"

### Feedbck of status pain002

The pain002 file contains information about possible errors on individual payments (rejected payments).

It is an XML file that you can read directly in.

To facilitate troubleshooting, you can load the file into DYNAMICS 365 BUSINESS CENTRAL.



The incorrect payments will receive information in the following fields on the *VP Pack Entry*.

*Bank Status, Bank Status Code, and Bank Information*

### Payment

The VP routine's features for making payments are based on the Payment Suggestion. Here you generate and modify suggestions, printing of payment documents and creating payment files.

Payment suggestions are per Giro Type, which may mean that

you may need to repeat the different moments.

**Generate Payment Suggestion**


Payment files by the VP routine can be generated either through by *Create Payment Suggestion* or Manual Registration in the lines on VP Payment.


Use the function


Start by choosing the desired Giro Type in the LB Giro Type list, then use Action *Payment Suggestion*. You can also use double-click on the row.


HOME


ACTIONS


  
New

  
Edit

  
View

  
Delete

  
Payment Suggestion

  
Open in Excel

New

Manage

Process

Page

VIEW - VP GIRO TYPE + New

CODE

INRIKES

UTRIKES

*Use Action Create Payment Suggestion*

HOME


NAVIGATE


REPORT


MANAGE


MERGE


MANAGE


  
Edit


  
Create Payment Suggestion

  
Create File

  
Print/Feedback

  
Payment Suggestion

  
Previous

  
Next

Manage

Process

Report

Page

EDIT - VP PAYMENT SUGGESTION

INRIKES

Description

VP Payment Suggestion

INRIKES

TYPE	NO.	LEDGER ENTRY NO.	NAME	INVOICE/CREDIT MEMO NO.	DESCRIPTION	DUE DATE/PAYMENT DATE
Vendor	50000	3250	Nod Publishers	107200	Invoice 107200	8/4/2018
Vendor	50000	3259	Nod Publishers	107202	Invoice 107202	8/4/2018

VP Pack

ENTRY NO.	DATE	TIME
1	3/30/2018	1:50:20 PM

Enter the date for which you wish to receive create suggestions in the Last Payment Date field.

EDIT - VP CREATE PAYMENT SUGGESTIONS

Options

Last Payment Date

Find Payment Discounts

☐

Include Vendor Payments

☒

Include Customer Payments

☒

Exclude Vendors with Balances tha...

Payment Immediately

☐

Vendor Ledger Entry

Show results:

Where:

Vendor No.

is:

And:

Posting Date

is:

Cust. Ledger Entry

Show results:

Where:

Customer No.

is:

And:

Posting Date

is:

OK
Cancel

If you want to restrict which vendors and account entries to be included in the Payment Suggestion, additional filters may be specified.

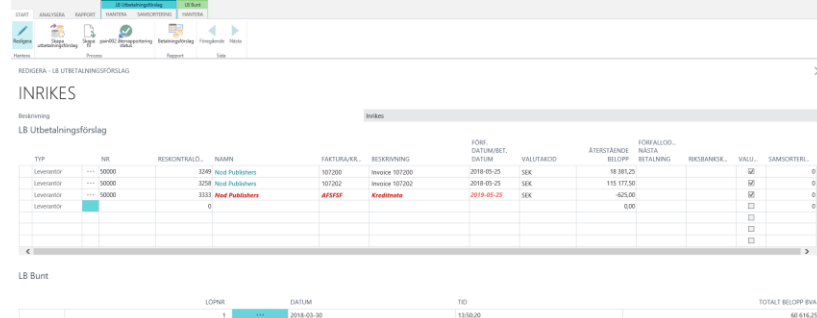
Under Options you can use cash discounts. Then the latest payment date must be specified.  
Payment will be made in advance if there is a cash discount to be used.

Exclude Vendors with balances that are:  
Have the following choices.

Crediting
Zero
Crediting & Zero

## VP Payment Suggestion

The top list page shows all invoices / credit notes that the proposal generated. If you want to pay an invoice, this is described below.



TYP	NR	REKONSTRUKT...	NAMN	FAKTURANR...	BEKRÄNNING	FORM. DATUM/BEK. DATUM	VALUTAKOD	ÅTERSKÄNDE BELÖPP	KOMVALLOD. BELÖPP	REKONSTRUKT. VALU.	SAMSKOTTEL.
Leveransordr	30000	3249	Novi Publishers	107200	Invoice 107200	2018-05-25	SEK	18 381,25			0
Leveransordr	30000	3256	Novi Publishers	107202	Invoice 107202	2018-05-25	SEK	119 177,50			0
Leveransordr	30000	3333	Novi Publishers	107202	Invoice 107202	2018-05-25	SEK	402,00			0
Leveransordr	0				Kreditnota	2018-05-25	SEK	0,00			0

Due date / payment date shown in red will occur on a "non banking day", in the field you can change the date

## Multiple bank accounts on the Vendor (Currency Accounts)

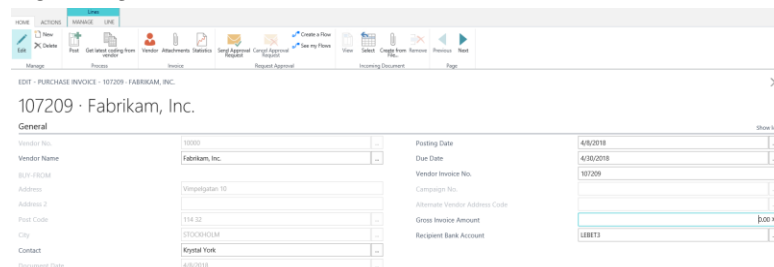
You can add multiple bank accounts to the Vendor with the same Giro Type Code, all bank accounts must have different Currency Codes.

It had to be a bank account with blank currency code, it will be used for other currencies.

When the file is created, the bank account uses the same currency code as the payment. Bank account with blank currency code is used for other currencies.

Enter the supplier's bank account manually

You can freely choose a bank account at for the Vendor during the registering of the Purchase Invoice.



107209 · Fabrikam, Inc.

General

Vendor No. 107209

Vendor Name Fabrikam, Inc.

Address 107209

City 107209

Contract 107209

Recipient Bank Account 107209

Add the *Recipient Bank Account* field to your Purchase Invoice page. Here you enter the Bank Account you want for that invoice.

You can only choose a Bank Account with a Giro Type Code blank.

Keep in mind that there must be at least one bank account with the Giro Type Code for the current VP Giro Type.

## Red days

Saturday and Sunday

NEW YEAR'S DAY

Good Friday

Easter Monday

Ascension

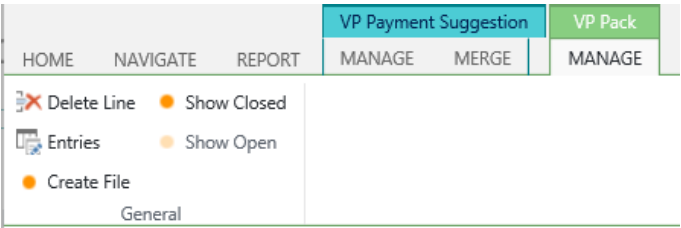
Valborg, May 1st

National Day.

Midsummer Eve  
Christmas Eve  
Christmas day  
Anniversary Christmas  
New Year's Eve

**The VP Pack disappears from the list**

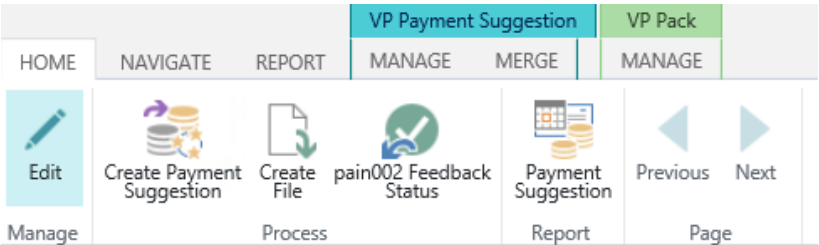
When all the invoices are closed that belong to the Pack, the Pack disappears from the list.  
If you want to see the completed Packs, click View Closed.



There is a status on the VP Pack and VP Pack Entries that shows the status of that line. If its closed by a payment or it has been deleted by the user.

**Print Payment Suggestion**

You can print out the Payment Suggestion.



#### Utbetalningsförslag

1

av 1

100%

Sök

Nästa

1

2012-09-10

16:19:23

1

Betalningsförslag

Base 7 Beta

Gruppera per Förf.datum / Bet.datum

Lev.nr	Leverantörsnamn	Fakt.nr. / Kreditfaktnr.	Förf.datum / Bet.datum	Valuta	Återstående belopp	Återstående belopp (BVA)
10000	Postmaster AB	5578	12-09-10		110,00	110,00
10000	Postmaster AB	5578	12-09-10		50,00	50,00
10000	Postmaster AB	5578	12-09-30		50,00	50,00
10000	Postmaster AB	5578	12-10-03		368 050,06	368 050,06
10000	Postmaster AB	5578	14-01-17		200,00	200,00
10000	Postmaster AB	5672	14-01-18		884 544,14	884 544,14
10000	Postmaster AB	23047	14-01-31		82 175,00	82 175,00
10000	Postmaster AB	24521	14-01-31		160 122,50	160 122,50
10000	Postmaster AB	23587	14-02-01		82 704,63	82 704,63
<b>10000</b>					<b>1 578 006,33</b>	<b>1 578 006,33</b>
20000	Fastighet Egendom Service AB	5966	14-01-31		13 820,63	13 820,63
<b>20000</b>					<b>13 820,63</b>	<b>13 820,63</b>
					<b>1 591 826,96</b>	<b>1 591 826,96</b>

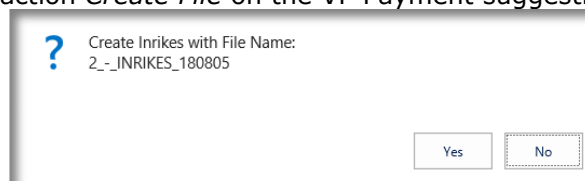
You can sort differently by clicking the plus sign above Vend. No.

- The report contains no sub-numbers at all, but only a total.
- Due Date  
The report shows a subtotal for each due date. At the bottom, the total is displayed for the entire proposal.
- Supplier  
The report shows a sub-item per supplier. A total for the entire payment proposal appears at the bottom.

Review your Payment Suggestion and make any adjustments.

#### Create the file

Use the action *Create File* on the VP Payment suggestion.



Confirm by pressing OK.

Do you want to save 2\_-\_INRIKES\_180525 from nabas009?

Save

Cancel

Save the file to the appropriate location

The file is now created and you can send it to the Bank by using the appropriate Communication Software.

Created payout files is saved on the VP Pack list

LB Bunt

	LOPNR	DATUM	TID	TOTALT BELOPP BVA
	1	2018-03-30	13:50:20	60 616,25
	2	2018-05-25	08:39:17	133 558,75

In the list you can see one or more Giro Journals. They are numbered with a serial number. You can also see when the file was created and total amount.

To see what the file contains, use the *Entris* Action on the VP Pack.

VISA - LB BUNTTRANSAKTION													
RESKONTROL	TYP	NR	NAMN	BANKKONT.	BETÄLNINGS AVSER	BETÄLNING FRÅN VALUTAKOD	BETÄLNING TILL VALUTAKOD	VA.	RIKSSBAN.	VERIFIKAL.	OP.	FORFALL.	EXTERNT VERIFIKAT
3249	Leverantör	50000	Nord Publishers	LEVBET	SEK	SEK	SEK	108200	108200	108200	108200	2018-05-25	107200
3258	Leverantör	50000	Nord Publishers	LEVBET	SEK	SEK	SEK	108202	108202	108202	108202	2018-05-25	107202

## Undo LB payment

If you, after creating your file, regret you and want to redo everything from the start again, you can do it in the VP pack window. Go to the row and delete it. The entire payment has now been reset and a new payment can be made.

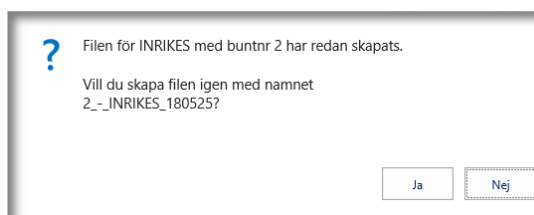
**Important!** If you delete a Pack where the file is sent to the bank, the same payment will be added again. There will be a double payment. Be careful when you regret a payment.

You can also remove individual rows from the Pack. Same is happen here, this line comes back next time a Payment Suggestion is created.

## Recreate the file

The VP Pack page allows you to export the file ones more. Place on the line you want to recreate a file for, and select the Create File button.

Since the file is already created, you will be asked if you want to recreate the file.



## Manual Vendor Payment

Enter the vendor number in the payout line line, enter the vendor account number. Here you select the invoice / invoices you want to manage, then you create a file.

REDIGERA - LB UTBETALNINGSFÖRSLAG

INRIKES

Beskrivning

Inrikes

LB Utbetalningsförslag

TYP	NR	RESKONTR.	NAMN	FAKTURA...	BESKRIVNING	FÖRF. DATUM/BE DATUM	VALUTAKOD	ÅTERSTÅEN. BELOPP
Leverantör	50000	3249	Nod Publishers	107200	Invoice 107200	2018-05-25	SEK	18 381,25
Leverantör	50000	3258	Nod Publishers	107202	Invoice 107202	2018-05-25	SEK	115 177,50

## Partly Payment

If you wish to sub pay any suppliers invoice, you can do this directly in the Payment Suggestion Journal by changing the amount before creating the file.

When you choose to pay an invoice, you must enter the date on which the remaining amount will be paid in the "Due Date Next Payment" field.

INRIKES

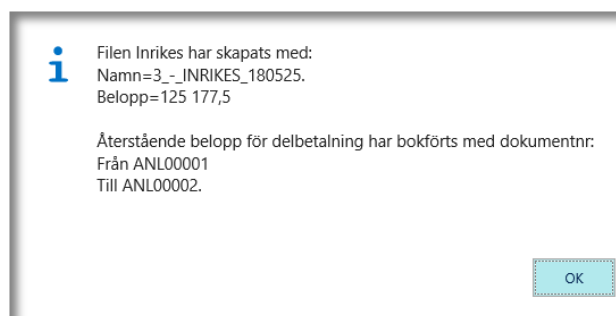
Description

Inrikes

VP Payment Suggestion

TYPE	NO.	LEDGER ENTRY NO.	NAME	INVOICE/ MEMO NO.	DESCRIPTION	DUE DATE/PAYMENT DATE	CURRENCY CODE	REMAINING AMOUNT	DUE DATE NEXT PAYMENT	CODE FOR BANK OF SWEDEN	CURL. ACCO.	MERGING NO.
Vendor	50000	3250	Nod Publishers	107200	Invoice 107200	8/4/2018	SEK	18,381.25			<input checked="" type="checkbox"/>	2
Vendor	50000	3259	Nod Publishers	107202	Invoice 107202	8/4/2018	SEK	115,177.50			<input type="checkbox"/>	

When you create the file, you will receive a message containing the Document No. created in connection with the Partly Payment.



In case of partial payment, the invoice is divided into two new invoices. An invoice with the amount to be paid and an invoice with the remaining amount. The invoice with the remaining amount will be included in the payment proposal when it is time for that payment. The Document No. of the new invoices is retrieved from the number series you have specified in the settings.

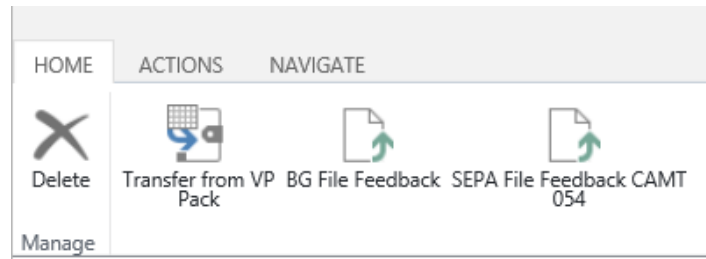
## Feedback the VP Payment

When you receive your payment specification from the bank,



you must book the invoices as paid in the system. You can choose to manually register the lines in the journal or choose to use this feature as a registration tool. There is another option that will bring you a file from the Bankgiro. This feature is shown below.

Search: Payment Journal.



Select the Action, *Transfer from VP Pack*.

EDIT - GET LEDGER ENTRIES FROM PACK

Options

LB Giro Type	<input type="text"/>	...
Due Date	<input type="text"/>	...
Method	<input type="text"/>	▼
Account Type	G/L Account	▼
Account No	<input type="text"/>	...
Currency Filter	<input type="text"/>	...
Posting Date	<input type="text"/>	...

OK Cancel

Fill in the fields as described below.

Field Description:

Fält	Funktion
Giro Typ Code	Enter which Giro type you intend to pick payments from.
Due Date	Specify The due date (payment date) as specified in your payment specification from the Bank.
Method	Here you can choose how the payment will be posted.

#### By Due Date

If you choose this option, the program suggests that the invoices are recorded as paid on their Due Date. The bank account you choose will be offset by Due Date.

#### All on the accounting date

If you choose this option, all invoices that have expired until specified will be canceled. Due date to be entered with the payment date as specified in the Book Date field.

Account Type	Enter G/L Account if you book your payment directly to a G/L Account. If you use the Bank Account module in DYNAMICS 365 BUSINESS CENTRAL, you can select Bank Account in this field.
Account No.	If you selected "Account Type" G/L Account above, enter the G/L account No. in this field. If you have selected Bank Account above, enter the Bank Account No. here.
Posting Date	Enter the date you want the payment to be posted if you have chosen the All method on the Accounting date.

If you have chosen the method By Due Date, the payment is divided by Due Date with counter transactions.

If you have chosen the method All at the Posting Date, all invoices will be entered with a single counterparty.

## Reconciliation VP Payment with file

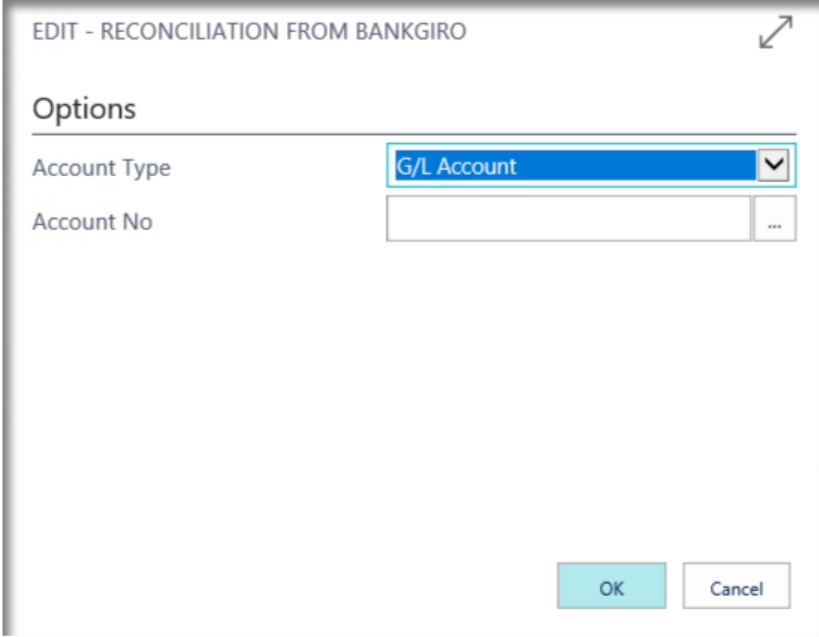
By activating the service, the bank feedback the statement for received payment by a file.

Use the Action *BG File Feedback*. When you press OK, a new dialog will appear indicating the file containing the payment information.

BGC

Reports from Bankgirot support both SEK and EUR as currency.

Reports are then made in two different files. The currency is in the file name.



The screenshot shows a dialog box titled "EDIT - RECONCILIATION FROM BANKGIRO". It has a close button in the top right corner. Below the title bar is a section labeled "Options". Under "Options", there are two fields: "Account Type" and "Account No". The "Account Type" field is a dropdown menu currently showing "G/L Account". The "Account No" field is a text box with a small "..." button to its right. At the bottom right of the dialog are two buttons: "OK" and "Cancel".

Enter the fields as described below.

Field Description:

Fält	Funktion
Account Type	Enter G/L Account if you book your payment directly to G/L Account. If you use the Bank Account module in DYNAMICS 365 BUSINESS CENTRAL, you can select Bank Account in this field.
Account No	If you selected "Account Type" G/L Account above, enter the account G/L Account number in the field. If you have selected Bank account above, enter the Bank Account number in the field.

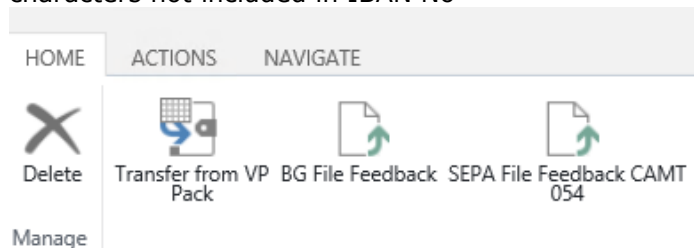
#### Reconciliation SEPA with the File CAMT 054

Setup.

On VP Giro Type there are the two fields Account Type Feedback and Account No. Feedback tells where the amount should be posted.

If you use currency accounts, accounts are entered in the same way for each currency. Support is available only for debit account specified with IBAN No.

**NOTE!** IBAN No in this list may not contain spaces or other characters not included in IBAN No



#### Payment of Customer Credit note

There is support for making payments By VP of a Customer Credit note.

The setting on the Customer is done in the same way as for a Vendor, setup a Bank Account on the Customer.

The support is currently available only for Bankgirot 12048859 "VP File BG Sweden".

Keep in mind that there is no requirement that External Document No. must be filled in on a Customer Document. However, it is important that there is

something filled in so that the Customer knows what the payment is about.

EDIT - VP CREATE PAYMENT SUGGESTIONS

**Options**

Last Payment Date

Find Payment Discounts ☐

Include Vendor Payments ☒

Include Customer Payments ☒

Exclude Vendors with Balances tha...

Payment Immediately ☐

**Vendor Ledger Entry**

Show results:

Where:  Vendor No.  is:

And:  Posting Date  is:

**Cust. Ledger Entry**

Show results:

Where:  Customer No.  is:

And:  Posting Date  is:

OK Cancel

There are two new choices *Including Vendor Payments* and *Include Customer payments*. Even if the Customer Payments is not in use, it's OK to always have both functions active.

### 3. Sales

#### **Posting Date**

In the standard application, you can choose whether the accounting date of a sales document should be empty or set to Work Date. This feature has been completed.

Find the function

1. Sales Order
2. Sales Invoice
3. Sales Return Order
4. Sales Credit note

Use the function

If the Default Posting Date is set to "No Date" on the Sales & Receivables Setup, Orders, Invoices, etc. the Posting Date will be blank for a new Document.

When the Document is Posted the Blank Posting Date will be set to Working Date

However, the standard function did not take into account the back order, the Posting Date says on the document. It is change so also the back order will have a blank Posting Date.

#### **Not of Goods**

It is common for you to mark the Sales Documents with Note o Goods. This field has therefore been added to orders, Shipment, Invoices and Credit notes.

Find the function

1. Sales Order
2. Sales Invoice
3. Sales Credit Memo

Use the function

Enter the Note of Goods that the customer wishes for his documents. The Note of Goods is printed on the SweBase Document Picking list, Shipping, Invoice and so on.

#### **Default Shipping Address**

A customer may have several different shipping addresses. Usually it is

one of the most commonly used addresses. In order to avoid manually selecting delivery address each time you register an order or invoice, you can use this feature instead.

Find the function: Customer

Use the function

In the *Sip-to Code* field on the customer card, select the shipping address you want to be the default for the customer.

For example, when registering an order, this address will be selected automatically.

**Avoid Finance Charge**

When you use the Create Finance Charge Invoices, the overdue payment transactions will appear on your Finance Charge Document. Sometimes you do not want the interest to be charged to the customer, removing the line on the Issued Charge Memos does not help. Next time a new running Create Finance Charge, the line is back. To avoid this.

Search the function: Customers

Use Action *Ledger Entries*

Use the function

Go to the entry you want to exclude for Finance Charge. Use Action *Cancel Finance Charge*.

### Control of Qty on G/L Account Lines

When using the Account Type G/L Account, for example, on an Purchase Invoice, it's important that you don't forget to enter a Qty. The Qty is more o less always equal to one on a G/L Account Line. If you forget to enter a number, the amount will never be invoiced (Zero Invoice)

Find the function

1. Sales Quote
2. Sales Order
3. Sales Return Order
4. Sales Invoice
5. Sales Credit note

Use the function

The Qty is automatically updated with 1 when using the G/L Account on the line. If the number differs from 1, you can change this manually.

### Manage price calculation

In Dynamics 365 Business Central, you can usually not choose which customer will control the price calculation. On orders or invoices in case the Customer and Bill-to Customer differ it will always be Bill-to customers Price list. Using this feature, you can control which price list to use, the Customer or the Bill-to Customers

Find the function

SweBase Setup *Price Calculation from*

Price Calculating from  
Salesperson Code from

Bill-to Customer No.
Sell-to Customer No.
Bill-to Customer No.

### Manage Sales Person

In Dynamics 365 Business Central, you usually cannot choose which customer should control the Sales Person for order and invoice in case you have a Customer and another Bill-to Customer. Using this feature, you can control which Sales Person Code to use.

Find the function

SweBase setup *Sales Person from*



Price Calculating from	Bill-to Customer No. <input type="checkbox"/>
Salesperson Code from	<div>Bill-to Customer No.</div> <div>Sell-to Customer No.</div>

### No question when changing Bill-to Vendor No.

This feature means that the confirm page you get by default when changing Bill-to Vendor No. is not active. This has curse paying the wrong Vendor.

### Text Lines and Extended Text Lines

The free text lines you add to your order are usually not linked to any Item. This has, for example, caused problems with printing from orders where partial deliveries have been made.

If you subtract the lines that are missing Qty, the text lines associated with the article are still printed.

This has been solved as follows:

Function connects free test lines and extended text lines with Item lines. The connection is automatic, but you can manually remove that link.

On the SweBase Document Shipment, Picking list and Invoice. The documents are printing only text line connected to an Item has Qty.

Search the function: Sales Order

Use the function

When you enter an order, all free extras that you register will be automatically connected to the next article a bow. The text rows a bow first Item will not be linked to any Item row.

There are two text lines in the picture.

At the top there is a row that is not connected and below is a line that is connected. If the row is connected or not, you can see in the link linked to the article row. If the field is marked with an ✓ the line is linked to the above article.

TYPE	CO... TO ITEM LINE	NO.	DESCRIPTION	QUANTITY
Comment	...	<input type="checkbox"/>	Ref: 1254325	
Item	...	<input type="checkbox"/>	1896-S ATEN Skrivbord	5
Comment	...	<input checked="" type="checkbox"/>	Direct Delivery	
		<input type="checkbox"/>		
		<input type="checkbox"/>		
		<input type="checkbox"/>		

Several lines can be connected to an Item. If you do not want

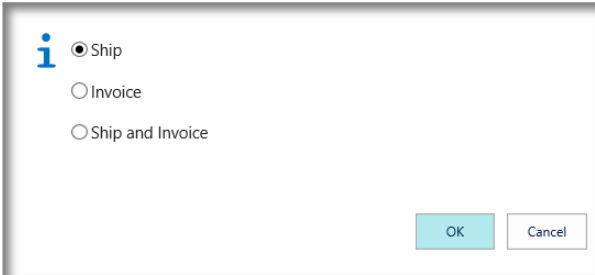
the line to be connected, simply uncheck *Connected to Item Line*.

1.

**Default Value for Post & Print**

Using Action Post or Post & Print on a Sales Order will always have the default *Shio and Invoice*.

This is changes so that Combine Shipments will have Ship as Default.



This feature is used to avoid accidentally *Ship and Invoice* on an

**Text line on an Combined Shipment Invoice**

When creating an Combine Shipment Invoice, the delivery number is added as a text line in the top of very Shipment part.

Rader

TYP	NR	KO... TILL ARTII	BESKRIVNING	LAGERSTÄL...	ANTAL	RESERVERAT ANTAL	ENHETSKOD	A-PRIS EXKL. MOMS
Kommentar	...	<input type="checkbox"/>	Utleveransnr: 10221					
Artikel	...	<input type="checkbox"/>	MÜNCHEN Kontorstol, gul		2		STYCK	1 246,00
Artikel	...	<input type="checkbox"/>	MEXICO Kontorstol, svart		3		STYCK	1 246,00
Artikel	...	<input type="checkbox"/>	ATEN Skrivbord		6		STYCK	6 562,00
		<input type="checkbox"/>						
		<input type="checkbox"/>						
		<input type="checkbox"/>						

This text has previously been unable to be translated into other languages or modified by the user himself. The text is now integrated with the Document Texts feature and can be controlled by the user. The following three lines are available to print the description in different languages.

SVE	...	COMBINED SHIP LINE 1...	<input type="checkbox"/>	Följesedel nr: \$[3]
SVE	...	COMBINED SHIP LINE 2...	<input type="checkbox"/>	-
SVE	...	COMBINED SHIP LINE 3...	<input type="checkbox"/>	-

Rows that have a minus sign as text do will not be printed. If all lines have a minus sign, the default text will be printed.

The example above prints the Shipment No on the first row. Shipment No. is field number three in the Shipment Header. You can choose freely from all fields located on the Delivery Head.

The syntax is `$(FieldNo)` to print a field in the text. You can also format the field `$(FieldNo, FormatStr)`.

Examples of FormatStr '<Year4> - <Month Text>' print '201 January', see more information about the formatting on MSDN

In addition to this, you can insert the following information:

\$ [C12] CompanyInformation, field no. 12  
 \$ [COMPANYNAME] Company Name  
 \$ [SESSIONID] Active Session  
 \$ [SERVICE INSTANCEID] Server instance name  
 \$ [TODAY] Today  
 \$ [TIME] Time now  
 \$ [BLANK] blank line

More information about how the document texts work, can be found under the Document Texts.

## BG-Max

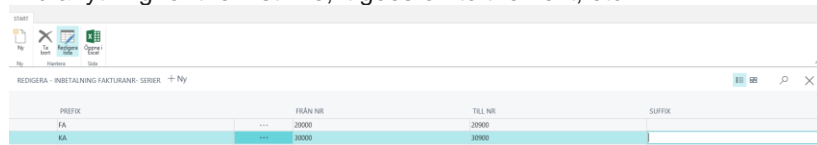
The Bankgiro (BG-Max) have a good support for match Customer Invoices.

Find the function: Cash Receipt Journal

## Receipt Invoice No Serie

The list is used to look for information on the text lines that are in the file from the bank.

Dynamics 365 Business Central begins by searching according to the settings in the first row, if there is an Invoice or Credit memo that fits, it is used to make a payment. If Dynamics 365 Business Central does not find anything for the first line, it goes on to the next, etc.



PREFIX	FROM NO	TO NO	SUFFIX
FA	2000	2000	
KA	3000	3000	

Fält	Funktion
Prefix	If the beginning of the number contains characters other than numbers, is set here. An invoice number that Dynamics 365 Business Central finds with the example above may be KA20210
From No.	The starting value of the range at which Dynamics 365 Business Central is search for an Invoice or Credit memo.
To No.	The final value of the range at Dynamics 365 Business Central is search for an Invoice or Credit memo.
Suffix	If the end of the number contains

	characters other than numbers, is set here.
--	---

## Receivable Account mapping

If there are several different currencies in the file, you can make settings to get the correct counter account for the payments.

EDIT - CASH RECEIPT ACC. MAPPING + New

FILE TYPE	FILE CURRENCY CODE	ACCOUNT TYPE	ACCOUNT NO.
BG Max	EUR	Bank Account	B010
BG Max	USD	Bank Account	B020

Fält	Funktion
Fil Type	Here you can choose BG Max. The setting is made depending on which file is used for reading.
File Currency Code	The currency code contained in the file does not have to be the same as in Dynamics 365 Business Central.
Account Type	Enter here if No should be G/L Account No or Bank Account No.
No	Enter G/L Account No or Bank Account No.

Use the function

Downloading your file from the Bank.  
Find the function: Cash Receipt Journal  
Use Action BG Max

EDIT - BG MAX

Options

Account Type: G/L Account

Account No: 140

OK Cancel

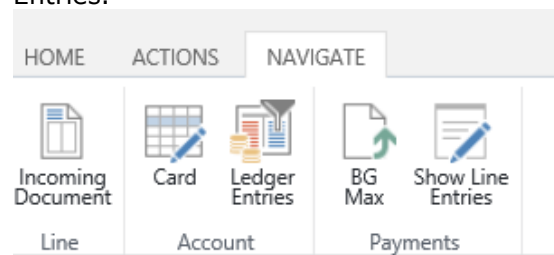
Enter the Account for the receiving Amount  
Import the file.

The journal is now filled with the Invoices matched to the file.  
Make sure the journal balances and post as usual.

## Error Handling

If any payment in the file cannot be matched to open Invoices, you will receive error messages.

In the journal the field Account No and Applies to Doc. No. will be blank and, in the Description, (Red text) field you will see an error message. To see what is in the file and use that information to adjust the line manually, use action Show Line Entries.



## Source on the General Ledger Entries

To get a better overview and traceability from accounting transactions, Source Name is now included in the list. You can also add Source Type and Source No to list.

VIEW - GENERAL LEDGER ENTRIES - 1510 KUNDER INRIKES

POSTING DATE	DOCUME... TYPE	DOCUMENT NO.	G/L ACCOUNT NO. ▼	DESCRIPTION	SOURCE NAME
4/9/2018	Payment	20000	1510	102212	Trey Research
3/31/2018	Invoice	103197	1510	Invoice 102197	Relecloud
3/27/2018	Invoice	103195	1510	Invoice 102195	Trey Research
3/24/2018	*** Payment	103192	1510	Invoice 102192	Relecloud
3/24/2018	Invoice	103192	1510	Invoice 102192	Relecloud
3/22/2018	Payment	103191	1510	Invoice 102191	Adatum Corporation
3/22/2018	Invoice	103191	1510	Invoice 102191	Adatum Corporation
3/22/2018	Payment	103190	1510	Invoice 102190	Trey Research
3/22/2018	Invoice	103190	1510	Invoice 102190	Trey Research

## Print OCR No on Sales Document

If you want Invoice and Credit memos No to be printed formatted as OCR.

A prerequisite is that the invoice number contains only numbers.

The invoice number is supplemented by two digits, one length digit and one modulus 10 digit.

Settings: SweBase Setup

Default

Default Customer No.	<input type="text"/>	...
Default Vendor No.	<input type="text"/>	...
Default Item No.	<input type="text"/>	...
Default Resource No.	<input type="text"/>	...

Invoice

Format Invoice No. as OCR	<input checked="" type="checkbox"/>
---------------------------	-------------------------------------

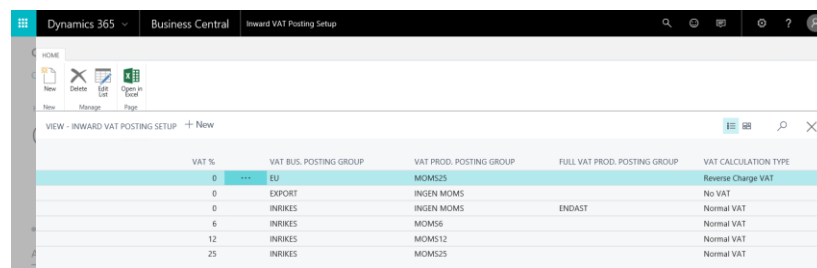
## 4. Purchase

### Inward registration

Functionality for Inward Registration of Vendor Invoices and Credit memo is developed for SweBase. This function is for an invoice or credit note which arrives at the company, it will be Inward registered. This means that G/ entries, VAT entries and Inward entries are created. When the Invoice / Credit memo is posted or deleted, the posting will be reversed. The function can only be used from Document Type Invoice and Credit memo, it does not work on Purchase Orders and Purchase Return Orders.

### Setup

In order for the VAT to be posted with the correct template, you need to set up the system. When the Inward registration is done, the VAT Posting setup from the Vendor is used and the calculated VAT rate are used to find the correct VAT Bus. Posting Group on the counter transaction. You can find this setting by searching for Inward VAT Posting Setup. Examples of how to do the setup are shown below.

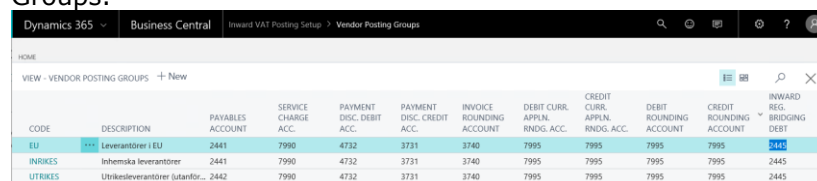


The screenshot shows the 'Inward VAT Posting Setup' table in Dynamics 365 Business Central. The table has five columns: VAT %, VAT BUS. POSTING GROUP, VAT PROD. POSTING GROUP, FULL VAT PROD. POSTING GROUP, and VAT CALCULATION TYPE. There are four data rows.

VAT %	VAT BUS. POSTING GROUP	VAT PROD. POSTING GROUP	FULL VAT PROD. POSTING GROUP	VAT CALCULATION TYPE
0	EU	MONS25		Reverse Charge VAT
0	EXPORT	INGEN MOMS		No VAT
0	INRIKES	INGEN MOMS	ENDAST	Normal VAT
6	INRIKES	MONS6		Normal VAT
12	INRIKES	MONS12		Normal VAT
25	INRIKES	MONS25		Normal VAT

If the system finds a template that matches the percentage eg 25% then the template is used. Should it be that the VAT rate registered is not found then the system will create two VAT entries, one with VAT only and one with no VAT.

You also need to set up a Balance account for the Inward Registration Bridging. This is done on the Vendor Posting Groups.



The screenshot shows the 'Vendor Posting Groups' table in Dynamics 365 Business Central. The table has columns for CODE, DESCRIPTION, PAYABLES ACCOUNT, SERVICE CHARGE ACC., PAYMENT DISC. DEBIT ACC., PAYMENT DISC. CREDIT ACC., INVOICE ROUNDING ACCOUNT, DEBIT CURR. APPLN. RNDG. ACC., CREDIT CURR. APPLN. RNDG. ACC., DEBIT ROUNDING ACCOUNT, CREDIT ROUNDING ACCOUNT, and INWARD REG. BRIDGING DEBT. There are three data rows.

CODE	DESCRIPTION	PAYABLES ACCOUNT	SERVICE CHARGE ACC.	PAYMENT DISC. DEBIT ACC.	PAYMENT DISC. CREDIT ACC.	INVOICE ROUNDING ACCOUNT	DEBIT CURR. APPLN. RNDG. ACC.	CREDIT CURR. APPLN. RNDG. ACC.	DEBIT ROUNDING ACCOUNT	CREDIT ROUNDING ACCOUNT	INWARD REG. BRIDGING DEBT
EU	Leverantörer i EU	2441	7990	4732	3731	3740	7995	7995	7995	7995	2445
INRIKES	Inhemskta leverantörer	2441	7990	4732	3731	3740	7995	7995	7995	7995	2445
UTRIKES	Utrikesleverantörer (utanför...	2442	7990	4732	3731	3740	7995	7995	7995	7995	2445

In addition to that account, you also need to set which counter account to receive the Inward Registration. Enter this G/L

Account on ne under the accounting settings in the Arrival  
Right field. suspense account.

GEN. BUS. POSTING GROUP	GEN. PROD. POSTING GROUP	PURCH. LINE DISC. ACCOUNT	PURCH. INV. DISC. ACCOUNT	PURCH. PMT. DISC. DEBIT ACC.	PURCH. PMT. DISC. CREDIT ACC.	PURCH. PREPAYMENT ACCOUNT	COGS ACCOUNT	INVENTORY ADJMT. ACCOUNT	DIRECT COST APPLIED ACCOUNT	OVERHEAD APPLIED ACCOUNT	PURCHASE VARIANCE ACCOUNT	INWARD REG. BRIDGING ACCOUNT
INRIKES	DETALJ	4070	4070				4059	4060	4060			4090
INRIKES	DIV											4090
INRIKES	INGEN MOMS	4070	4070				4059	4060	4060			4090
INRIKES	RÄMMAT											4090
INRIKES	TILLVERK											4090
INRIKES	TJÄNSTER	4070	4070				4059	4060	4060			4090

Find the function

1. Purchase Invoice
2. Purchase Credit Memo
3. Inward Registration

Use the function

The function can be used in two different ways. Firstly, you can register your arrival details on a Purchase Invoice or Credit Memo, and you can post the Document directly from there. The other way is by a journal where you can Batch Post Multiple Invoices / Credit Memo at once.

Create a new Purchase Invoice or Credit memo and select Vendor. The other fields that you need to enter in order to complete your arrival registration are:

Fält	Funktion
Vendor Invoice No.	Enter the Invoice number you find on the Invoice from the Vendor.
Document date	Enter the Document Date, normally the day for registration.
Due date	Calculated automatically based on Document Date and the specified Payment Terms on the Vendor.
Amount to Pay	Enter the amount you will pay to the supplier.
Of Which VAT	Enter the amount of VAT shown on the invoice.
VAT %	The VAT rate is calculated by the system.



Dynamics 365 Business Central Purchase Invoices > 107218 · Fabrikam, Inc.

Lines

NEW - PURCHASE INVOICE - 107218 · FABRIKAM, INC.

## 107218 · Fabrikam, Inc.

General

Vendor No.	10000	Due Date	2018-08-31
Vendor Name	Fabrikam, Inc.	Vendor Invoice No.	INV675436
BUY-FROM		Purchaser Code	
Address	Vimpelgatan 10	Campaign No.	
Address 2		Alternate Vendor Address...	
Post Code	114 32	Gross Invoice Amount	11 850,00
City	STOCKHOLM	Of which VAT Amount (In...	2 000,00
Contact	Krystal York	VAT % (Inward)	20,30
Document Date	2018-08-18	Inward Registered	<input type="checkbox"/>

Post

- Post the inward document in your company books.
- Preview Posting: Review the different types of entries that will be created when you post the inward document or journal.
- Inward Reg. Entries: View inward registration entries for the purchase invoice.

Once this is done, you can preview the Posting with Action, Preview Posting. Then you will see G/L Entries transactions and VAT Entries that will be created at the time for Posting. To post your Inward Registration, use the Action Post. To view the Posted Inward Transactions, use the Action Inward Reg. Entries.

If you want to enter multiple Inward Registrations at one time, you can use the Inward Journal designed to streamline this workflow. In the Journal you will enter the same information as you do on a single Invoice / Credit Memo. The difference is that you can enter multiple documents on single liens that are posted in a batch.

Dynamics 365 Business Central Purchase Invoices > Inward Registration

EDIT - INWARD REGISTRATION

Journal Batch Name: DEFAULT

DOCUMENT TYPE	VENDOR NO.	VENDOR NAME	RESPONSIBLE	DOCUMENT DATE	DUE DATE	VENDOR INVOICE NO.	AMOUNT TO PAY	OF WHICH VAT	VAT %
Invoice	10000	Fabrikam, Inc.	AB	2018-08-18	2018-08-31	21770	1 250,00	0,00	0,00
Invoice	20000	First Up Consultants		2018-08-18	2018-08-31	87007	8 000,00	1 600,00	25,00
Invoice	40000	Wide World Importers		2018-08-18	2018-09-01	470005	147 005,00	0,00	0,00

When the due date is displayed in red, it means that you have registered a non-banking date, i.e. the invoice will not be paid on this day. When you are done with all Invoices and Credit Memos, use the Action Post Batch. After that, Invoice Documents have been Created and the Inward Registration has been Posted.

Dynamics 365

Business Central

Purchase Invoices

CRONUS SE

Finance

Cash Management

Sales

Purchasing

Approvals

Self-Service

Setup

Vendors

Incoming Documents

Item Charges

Purchase Quotes

Purchase Orders

Blanket Purchase Orders

Purchase Invoices

Purchase Credit Memos

Purchase Return Orders

Posted Purchase Invoices

Posted Purchase Credit Memos

Posted Purchase Receipts

Posted Purc

Purchase Invoices:

All

Search

+ New

Manage

Process

Invoice

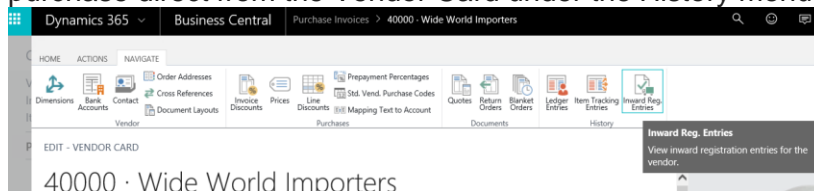
Page

Actions

Nav

NO.	BUY-FROM VENDOR NO.	BUY-FROM VENDOR NAME	LOCATION CODE	AMOUNT	GROSS INVOICE AMOUNT	OF WHICH VAT AMOUNT (INWARD)	INW REGI
107209	10000	Fabrikam, Inc.		1 405,00	0,00	0,00	No
107210	20000	First Up Consultants		11 820,00	0,00	0,00	No
107211	30000	Graphic Design Institute		27 886,00	0,00	0,00	No
107212	10000	Fabrikam, Inc.		0,00	0,00	0,00	No
107215	10000	Fabrikam, Inc.		0,00	0,00	0,00	No
107216	20000	First Up Consultants		0,00	0,00	0,00	No
107217	20000	First Up Consultants		0,00	0,00	0,00	No
107218	10000	Fabrikam, Inc.		0,00	11 850,00	2 000,00	No
107219	10000	Fabrikam, Inc.		0,00	1 250,00	0,00	Yes
107220	20000	First Up Consultants		0,00	8 000,00	1 600,00	Yes
107221	40000	Wide World Importers		0,00	147 005,00	0,00	Yes

If you want to see the status of the Inward, and see which G/L Accounts and other data are posted, you will see the Inward Entries. These can be found on the invoice and credit note purchase direct from the Vendor Card under the History menu.



When you are on an Arrival Transaction, you can press e.g. the amount of Inward and then see the Detailed Entries. These transactions have the same Entry No. as the G/L Accounting Entries. This is to facilitate a possible reconciliation between the ledger and the Inward Transaction.

In order to see the Inward postings as a whole, you can search for the Report Accounts Payable Inwards. Filter by the date you want to see the balance that date.

Ankomstregistrering reskontra						
CRONUS SE				2018-08-17 14:21:56		
Saldo per 18-08-31				Sida 1		
				NABDANERN		
Datum	Ursprung	Verifikationsnr	Förfallodatum	Belopp	Belopp (BVA)	Löpnr
<b>10000 Fabrikam, Inc.</b>						
18-08-17	Faktura 107214	108213	18-08-31	-1 250,00	-1 250,00	4
<b>Fabrikam, Inc.</b>					<b>-1 250,00</b>	
<b>20000 First Up Consultants</b>						
18-04-09	Faktura 107212	108209	18-04-30	-1 250,00	-1 250,00	1
18-04-10	Faktura 107210	108210	18-04-30	-11 850,00	-11 850,00	2
18-08-17	Faktura 107215	108214	18-08-31	-8 000,00	-8 000,00	5
<b>First Up Consultants</b>					<b>-21 100,00</b>	
<b>40000 Wide World Importers</b>						
18-08-17	Faktura 107216	108215	18-08-31	-147 005,00	-147 005,00	6
<b>Wide World Importers</b>					<b>-147 005,00</b>	
					<b>-169 355,00</b>	

## Posting Date

In the standard application, you can choose whether the accounting date of a purchase document should be empty or set to work date. This feature has been completed.

Find the function

1. Purchase Order
2. Purchase Return Order

Use the function

If in the Purchases & Payables Setup, Fields of Default Posting Date have been set to "No Date", Orders, Invoices, etc. will have blank date when creating a new Document. During the Posting the Posting Date will be set to Working Date.

If you post an Order with Backorder Qty the Posting Date will still be Blank.

## Note of Goods

It is common for you to mark the Purch Documents with Note of Goods. This field has therefore been added to orders, Shipment, Invoices and Credit memos.

Find the function: Purchase Order

## Rounding of Purchase

This feature helps you round your purchase invoices. You can choose how much rounding you will allow. The most common is a maximum of 1 krona.

## Setup

How much rounding you allow, enter the SweBase settings field Maximum Rounding Purchase. In the field you enter the amount that can be rounded up automatically.

The screenshot shows the 'EDIT - SWEBASE SETUP' window. Under the 'General' tab, there are three fields: 'Description from Purchase Line' with a checked checkbox, 'Maximum Rounding Purchase' with a value of '1.00', and 'Extend Allow Posting To' which is empty.

## Find the function

1. Purchase Order
2. Purchase Invoice
3. Purchase Credit Memo

## Use the function

When you enter your Purchase Invoice, you must enter the Supplier invoice amount including VAT in the Gross Invoice Amount field. The setup activates this function and the Gross Invoice Amount field has not to be blank.

The screenshot shows the 'EDIT - PURCHASE INVOICE - 107211 - GRAPHIC DESIGN INSTITUTE' window. The 'General' tab is active, showing fields for Vendor No. (30000), Vendor Name (Graphic Design Institute), Address (Arbachtalstrasse 6, Untere Achalm, DE-72800, Eningen), and Contact (Bryce Jasso). The 'Gross Invoice Amount' is 27,886.00. Below this is the 'Lines' section with a table of items:

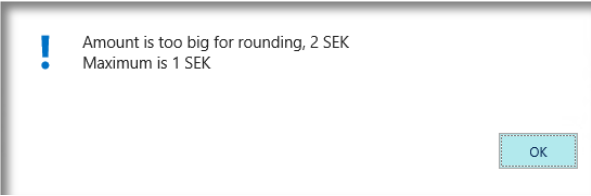
TYPE	NO.	DESCRIPTION/COMMENT	QUANTITY	UNIT OF MEASURE CODE	DIRECT UNIT COST EXCL. VAT	LINE DISCOUNT %	LINE AMOUNT EXCL. VAT	AUTO. ACC. GROUP
Item	1968-5	MEXICO Kontorsstol, svart	5	STYCK	971.00		4,855.00	
Item	1972-5	MÜNCHEN Kontorsstol, gul	9	STYCK	971.00		8,739.00	
Item	1996-5	ATLANTA Whiteboard, bas	2	STYCK	7,146.00		14,292.00	

At the bottom, summary fields show: Subtotal Excl. VAT (SEK) 27,886.00, Total Excl. VAT (SEK) 27,886.00, Inv. Discount Amount (SEK) 0.00, Total VAT (SEK) 0.00, Invoice Discount % 0, and Total Incl. VAT (SEK) 27,886.00.

The lines you enter on the Invoice are checked at the time of posting against the amount in the Gross Invoice Amount.

If the difference between the Gross Amount and the Total Incl. VAT is less than 1 SEK (setup), the difference will be booked as a rounding line.

If the deviation is greater than the amount in the settings, you will receive an error message in connection with the posting:



If you receive this message, you must adjust the invoice so that the amount on the lines corresponds to the amount stated in the invoice head.

**Use the same External Document No more than ones**

In Dynamics 365 Business Central, you can enable a check that detects if the same invoice number is used multiple times on a supplier. If the same invoice number will be used, posting with that No cannot be done. This feature allows you to exclude certain vendors where it is correct that the invoice number is reused several times.

Examples of suppliers where the feature can be used are the tax authorities that use the registration No as invoice numbers.

Setup

On the Vendor

HOME

ACTIONS

NAVIGATE

Bank Accounts

New

Manage

Process

Request Approval

New Document

EDIT - VENDOR CARD

30000 · Graphic Design Institute

General

Show more

Name

Graphic Design Institute

Registration No.

Blocked

Document Code

Balance (LCY)

43,183.00

No control of Ext. Doc. No.

☒

Inward Reg. Balance (LCY)

0.00

External Document No.

1000

Balance Due (LCY)

43,183.00

Address & Contact

Show more

ADDRESS

CONTACT

Address

Arbachtalstrasse 6

Primary Contact Code

Address 2

Unter Achalm

Contact

Bryce Jasso

Post Code

DE-72800

Phone No.

City

Eningen

Email

bryce.jasso@contoso.com

Country/Region Code

DE

Home Page

Our Account No.

Invoice >

In the field *No control of Ext. Doc.No.* you put an ☒. In the field

*External Document No.*, you can enter the Invoice No to be used on the Documents.

#### Find function

1. Purchase Order
2. Purchase Invoice

#### Use the function

When you register an invoice for this vendor, the invoice number will be suggested as the in the Supplier's invoice number field on the invoice.

Posting with the same invoice number can be made for this vendor.

#### **No Question when changing Bill-to Customer No.**

This feature means that the confirm page you get by default when changing Bill-to Customer No. is not active. This has curse paying to the wrong Vendor.

#### **How the Document No. after posting.**

If you have different number series for the Document and Posting Document, you will receive a message after the poating which shows the Document No for the Posted Invoice.

#### Find the function

1. Purchase Order
2. Purchase Invoice
3. Purchase Credit memo

#### Settings

##### Purchases & Payables Setup

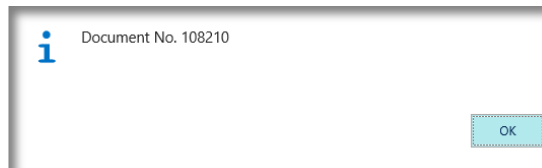
Invoice Nos.

INK-FAKT

Posted Invoice Nos.

INK-FAKT-B

If it is different number series, you will receive a message after the booklet about the number of the invoice.



## Initial Due Date on Vendor Ledger entries

The function means that you can see the Initial Due Date of a Vendor Ledger transaction. It is the Due Date at the transaction time for the posting. It is possible to change the Std. Due Date manual.

Use the function

The Due Date of a Vendors Ledger can be changed after the invoice has been posted. It can be changed both manually and through the VP.

To see the due date used at the time of booking, the Initial Due Date field has been added. The field shows the Due Date specified on the posted invoice.

EDIT - VENDOR LEDGER ENTRIES - 20000 - FIRST UP CONSULTANTS

POSTING DATE	PAYMENT REFERENCE	CREDITOR NO.	ORIGINAL AMOUNT	AMOUNT	REMAINING AMOUNT	REMAINING AMT. (LCY)	DUE DATE	INITIAL DUE DATE	PMT. DISCOUNT DATE	PMT. DISC. TOLERANC DATE
3/13/2018	***		-11,081.25	-11,081.25	-11,081.25	-11,081.25	3/31/2018	3/31/2018	3/13/2018	3/13/2018
3/10/2018	***		-9,710.00	-9,710.00	-9,710.00	-9,710.00	3/31/2018	3/31/2018	3/10/2018	3/10/2018
3/8/2018	***		-17,115.00	-17,115.00	-17,115.00	-17,115.00	3/31/2018	3/31/2018	3/8/2018	3/8/2018
2/12/2018	***		9,850.00	9,850.00	0.00	0.00	2/12/2018	2/12/2018		
2/12/2018	***		-9,850.00	-9,850.00	0.00	0.00	2/12/2018	2/12/2018		
2/10/2018	***		7,282.50	7,282.50	0.00	0.00	2/10/2018	2/10/2018		

## Extended search feature for Vendors

On the Purchase invoice in the Vendor Name, you can enter Bankgironr or Plusgironr

EDIT - PURCHASE INVOICE - 107213

107213

General

Vendor No.

Vendor Name

BUY-FROM

Address

Address 2

Post Code

City

Contact

Document Date

NO. NAME CITY PHONE NO.

(There is nothing to show in this view)

+ New  [Select from full list](#)

Gross Invoice Amount

If you enter the number as a correct bank or plus giro with dashes, a search will be made in the bank or the plus giro column at the Vendor Bank Account.

It provides the opportunity to find the right supplier and bank account even if you have more bank accounts for the supplier.

### Control of Qty on G/L Account Lines

When using the Account Type G/L Account, for example, on an Purchase Invoice, it's important that you don't forget to enter a Qty. The Qty is more or less always equal to one on a G/L Account Line. If you forget to enter a number, the amount will never be invoiced (Zero Invoice)

### Sök funktionen

1. Purchase Quote
2. Purchase Order
3. Purchase Invoice
4. Purchase Return Order
5. Purchase Credit Memo

### Use the function

The Qty is automatically updated with 1 when using the G/L Account on the line. If the number differs from 1, you can change this manually.

### Source on the General Ledger Entries

To get a better overview and traceability from accounting transactions, Source Name is now included in the list. You can also add Source Type and Source No to list.

VIEW - GENERAL LEDGER ENTRIES - 1510 KUNDER INRIKES

POSTING DATE	DOCUME... TYPE	DOCUMENT NO.	G/L ACCOUNT NO. ▼	DESCRIPTION	SOURCE NAME
4/9/2018	Payment	20000	1510	102212	Trey Research
3/31/2018	Invoice	103197	1510	Invoice 102197	Relecloud
3/27/2018	Invoice	103195	1510	Invoice 102195	Trey Research
3/24/2018	Payment	103192	1510	Invoice 102192	Relecloud
3/24/2018	Invoice	103192	1510	Invoice 102192	Relecloud
3/22/2018	Payment	103191	1510	Invoice 102191	Adatum Corporation
3/22/2018	Invoice	103191	1510	Invoice 102191	Adatum Corporation
3/22/2018	Payment	103190	1510	Invoice 102190	Trey Research
3/22/2018	Invoice	103190	1510	Invoice 102190	Trey Research

### Descriptions follow to G/L Entries

The description on the purchase line follows to the G/L entries. If you do not have this function active, all purchase lines will be merged into one G/L Transaction, in this case you lose the Descriptions on the Document Lines.



SweBase Setup.

EDIT - SWEBASE SETUP

SweBase Setup

General

Description from Purchase Line	<input checked="" type="checkbox"/>
Maximum Rounding Purchase	<input type="text" value="1.00"/>
Extend Allow Posting To	<input type="text"/>

## 5. Inventory

### Default values on the Item Journal

To facilitate the registration of entries in an Item Journal, we have expanded the Item Journal Batch with the *Location Code* and *Gen. Bus. Posting Group*.

Find the function

1. Item Journal
2. Phys. Inventory Journals

Setup

On the Item Journal Batch, you can enter *Location Code* and *Gen. Posting Group*.

ITEM JOURNAL BATCHES + New 🔍 ↗

NAME	DESCRIPTION	NO. SERIES	POSTING NO. SERIES	REASON CODE	LOCATION CODE	GEN. BUS. POSTING GROUP
DEFAULT	... Default Journal			<input type="text"/>	HUVUD	INRIKES

In the example we have chosen HUVUD and INRIKES as the values.

Use the function

When you use a Journal with this setting, all lines will be set with those values.

## 6. Resources

### **Translate**

If you use resources in the Sales and Purchasing modules as well as print documents in different languages, this feature can provide translation of your resources the same way you translate your Items into other languages.

Find the function: Resources

Use the function

Use Action Translate on the Resources

## 7. Charge of the SweBase App

LicenseProvider manages the billing of all apps from SmartApps 4D365. All SmartApps can be found and managed in the "SmartApps overview" page, both installed and uninstalled.

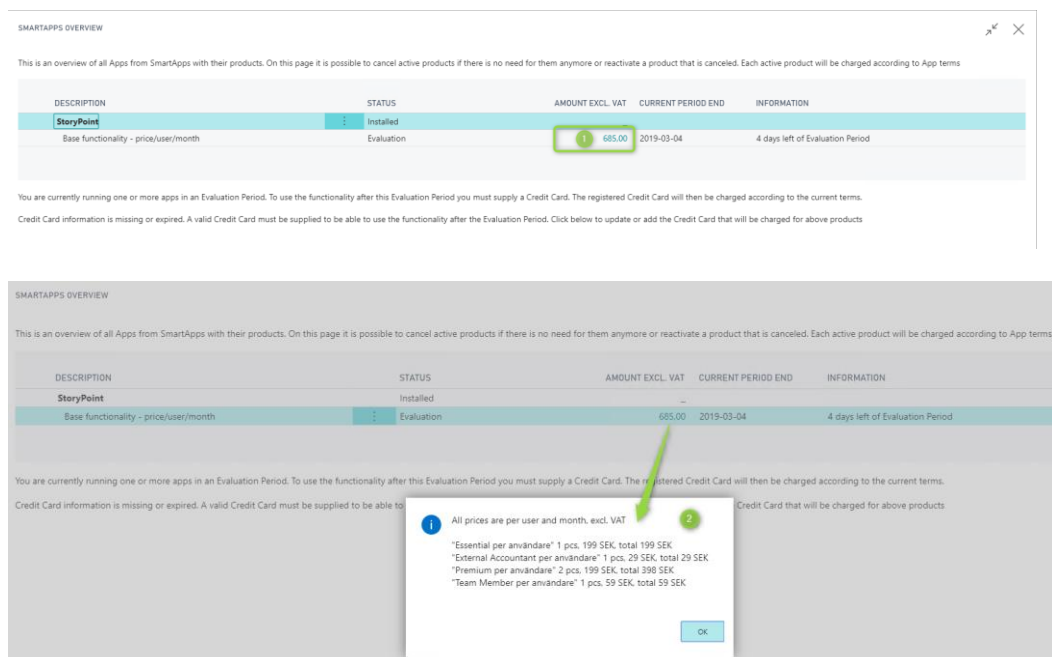
### Register payment information

There are two ways to find the registration view for the billing information. Either click on "Manage subscriptions and payments" link in the notification text (1) which is displayed when you install an App from SmartApps or search (Alt + Q) for "SmartApps overview" (2)



### Select App

An overview and status of all apps are displayed. By clicking on the amount (1), a specification is shown of the total amount (2).



The following features are located at the bottom of the page

SMARTAPPS OVERVIEW

This is an overview of all Apps from SmartApps with their products. On this page it is possible to cancel active products if there is no need for them anymore or reactivate a product that is canceled. Each active product will be charged according to App terms

DESCRIPTION	STATUS	AMOUNT EXCL. VAT	CURRENT PERIOD END	INFORMATION
<b>StoryPoint</b>	Installed	—	2019-03-04	
Base functionality - price/user/month	Evaluation	685.00	2019-03-04	4 days left of Evaluation Period

You are currently running one or more apps in an Evaluation Period. To use the functionality after this Evaluation Period you must supply a Credit Card. The registered Credit Card will then be charged according to the current terms.  
Credit Card information is missing or expired. A valid Credit Card must be supplied to be able to use the functionality after the Evaluation Period. Click below to update or add the Credit Card that will be charged for above products

1 Update
2 Activate Selected
3 Cancel Selected
4 Add/Update Credit Card

## Update

When selecting Update (1) all information for all lines is updated from our service provider Stripe. It can be used if there is a problem to Activate or Cancel a line.

## Activate selected

If a subscription has been canceled earlier, reactivation can be done by selecting Activate selected (2).

## Cancel selected

When selecting Cancel Selected (3), the subscription is canceled, and the registered credit card will no longer be charged for the App selected. The app will be able to run until the end of the period.

## Add/Update Credit card

When selecting Add/Update Credit Card (4) a guide will be displayed where various tasks are to be registered when adding or updating a credit card

## Registering Process

### Step 1

When selecting Add/Update Credit Card the first page asks for the e-mail address to be used to receive the receipt for the billed amount.

LICENSE PROVIDER

STEP 1 OF 4

Enter the e-mail address to be used for sending the receipt of purchased products. Suggested address is retrieved from the company information.

E-mail Address

John.Doe@email.com

Confirm E-Mail Address

John.Doe@email.com

Back

Next

Finish

## Step 2

Register credit card number, validity date and CVC code. The CVC code is located on the back of the credit card.

LICENSE PROVIDER

STEP 2 OF 4

This card will be charged.

CREDIT CARD DETAILS

Please enter Credit Card details below. They will be safely stored with our payment provider Stripe. No credit card information will be stored in Business Central.

VISA

4242 4242 4242 4242

04 / 24

424

Back

Next

Finish

If a credit card has already been registered, the following image is displayed. Here is the opportunity to register another card or extend the period of validity.

LICENSE PROVIDER

STEP 2 OF 4

This card will be charged.

EXISTING CREDIT CARD

Visa \*\*\*\* \* 4242 Exp: 4/2024

CREDIT CARD DETAILS

Please enter Credit Card details below. They will be safely stored with our payment provider Stripe. No credit card information will be stored in Business Central.

Card number
 

MM / YY CVC

Back

Next

Finish

### Step 3

When this is ready press "Next" and a new page will be displayed with address information. These will be written on the receipt. VAT registration number is mandatory. Possibly there are pre-filled data retrieved from the company information in the system, if they are incorrect, adjust them.

LICENSE PROVIDER

STEP 3 OF 4

Check the business information below, the information is retrieved from the company information, correct it if it is wrong. The information will be displayed on the receipt.

VAT Registration No. ....

SE77777777701

Name .....

CRONUS SE

Address .....

Ringvägen 5

Address 2 .....

Postal Code .....

415 06

City .....

GÖTEBORG

Country .....

SE

Phone .....

Back

Next

Finish

## Step 4

Pressing "Next" shows an overview of the Apps that are selected and a price summary of the current charge. If, for example, the price for the App is based on the total number of users, the amount charged will automatically be adjusted in the event that a new user is added.

Pressing on the amount shows a specification of how the total amount is calculated. Press "Exit" to confirm the purchase.

LICENSE PROVIDER

STEP 4 OF 4

Check and confirm the purchase. By pressing the menu button "Finish" below, a confirmation of purchase and acceptance of the license terms is done. If there is no need for the product anymore, remember to inactivate the product before you uninstall it. Search for the page SmartApps overview to do this.

Check and Confirm

Selected Products

DESCRIPTION	AMOUNT EXCL. VAT
<b>StoryPoint</b>	—
Base functionality - price/user/month	685,00
Total ..... 685,00	

Back

Next

Finish

## Contact SmartApps

By searching (Alt + Q) after Contact SmartApps, our contact details are displayed.

TELL ME WHAT YOU WANT TO DO

contact smart

Go to Pages and Tasks

Show all (23)

> Contact SmartApps

Administration



# Contact SmartApps

---

## Contact information

---

E-mail .....	<a href="mailto:support@smartappsford365.com">support@smartappsford365.com</a>
Support Home Page ....	<a href="https://www.smartappsford365.com">https://www.smartappsford365.com</a>

## 8. General

### Permissions

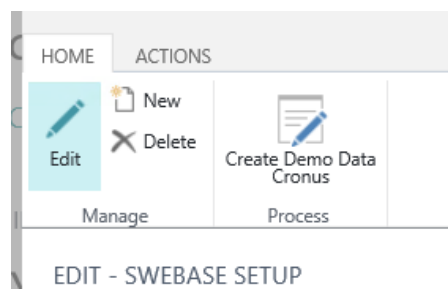
When the SweBase is installed, three permission groups are Created

BAS-BASE	Base al users
INK-LB	Banking

### Demo data

On the SweBase Setup you can create Demo data in a Cronus Company

Use the Action Create Demo Data Cronus



### Document tests

To control the language of headings and texts on the documents, this function is used.

The function is included in the sales and purchase documents included in SweBase. Document texts can also be used in other documents by adapting them.

### Setup

#### Local Language

SweBase Settings for *Local Language for Documents* is used to encode blank Language Code on Customers and Vendors. SVE is recommended for Swedish. ENU Language for Documents is recommended with ENU as Code.

On the Customer and the Vendor, you can leave the Language Code blank for your domestic Customers and Vendors.

#### Language

Translation can be made in any language and in any number of

languages.  
Find the function: Document Translation.

Use the function

**Translate**

Before you can translate your documents, you must have printed or previewed the document once. In connection with the printout, a table is generated containing all the headings and texts that appear in the different documents.

**NOTE!** If the text is missing or if you have a new language, there will be no text on the document. The text must first be translated. Minus indicate not translated (-).

The Company-specific column is ticked for the text to be used only in the logged-in company. You can add different texts in all the companies.

Unless Company-specific is banned, the text of all companies in the database applies

To make the translation  
Find the function: Document Translate

HOME

Delete

Edit

Open in Excel

Manage

Page

EDIT - DOCUMENT TRANSLATION

General

Language Code Filter

Code Filter

Not Translated Lines

Sort Order

Create New Language

Language Code

LANGUAGECODE	CODE	COMPANY SPECIFIC	TEXT	TRANSLATED
ENU	ACC. INTEREST AMOUNT	<input type="checkbox"/>	Acc. Interest Amount	<input checked="" type="checkbox"/>
ENU	ADDITIONAL FEE FIN. CHARGE	<input type="checkbox"/>	Additional Fee Fin. Charge	<input checked="" type="checkbox"/>
ENU	ADDITIONAL FEE REMINDER	<input type="checkbox"/>	Additional Fee Reminder	<input checked="" type="checkbox"/>
ENU	ADDRESS	<input type="checkbox"/>	Address	<input checked="" type="checkbox"/>
ENU	AMOUNT	<input type="checkbox"/>	Amount	<input checked="" type="checkbox"/>
ENU	AMOUNT EXCL. VAT	<input type="checkbox"/>	Amount Excl. VAT	<input checked="" type="checkbox"/>
ENU	AMOUNT INCL. VAT	<input type="checkbox"/>	Amount Incl. VAT	<input checked="" type="checkbox"/>
ENU	AMOUNT PAID	<input type="checkbox"/>	Amount Paid	<input checked="" type="checkbox"/>
ENU	APPLIED TO	<input type="checkbox"/>	Applied to	<input checked="" type="checkbox"/>
ENU	BANK GIRO	<input type="checkbox"/>	Bank Giro	<input checked="" type="checkbox"/>
ENU	BANK NAME	<input type="checkbox"/>	Bank Name	<input checked="" type="checkbox"/>
ENU	BILL-TO ADDRESS	<input type="checkbox"/>	Bill-to Address	<input checked="" type="checkbox"/>
ENU	BLANKET ORDER	<input type="checkbox"/>	Blanket Order	<input checked="" type="checkbox"/>
ENU	BLANKET PURCHASE ORDER	<input type="checkbox"/>	Blanket Purchase Order	<input checked="" type="checkbox"/>
ENU	BUY-FROM ADDRESS	<input type="checkbox"/>	Buy-from Address	<input checked="" type="checkbox"/>
ENU	BUY-FROM CONTACT	<input type="checkbox"/>	Buy-from Contact	<input checked="" type="checkbox"/>
ENU	CN NO.	<input type="checkbox"/>	CN No.	<input checked="" type="checkbox"/>
ENU	COMBINED SHIP LINE 1...	<input type="checkbox"/>	-	<input checked="" type="checkbox"/>
ENU	COMBINED SHIP LINE 2...	<input type="checkbox"/>	-	<input checked="" type="checkbox"/>
ENU	COMBINED SHIP LINE 3...	<input type="checkbox"/>	-	<input checked="" type="checkbox"/>

Here you will find all the different languages and texts.

In the header you can put filters on languages by selecting the desired language in the Language Code Filter field if you only want to see one language at a time. You can also filter the code you want to translate in the Code Filter field.

There is also the option to select the Not translated lines field. If the field is marked, only the fields that are missing value in

the Name field are displayed.

Sort order can be set to Language Code or Code.

In the lower part of the window there are lines where translation takes place. In the first column, the language code is entered. In the second field is the field code. In the third field, enter the text you want to print on the documents.

Some texts are also corrected in Swedish. There are text lines that appear on the documents (eg the invoice). Total %1 ... on invoice where %1 is currency code and %2 is expiration date. There are also comment rows on the documents, such as Invoice Line1 ... o s v.

If a new language code is posted afterwards, new lines appear for that language when the document is printed or previewed. Remember to translate the new language code.

If you want to avoid writing a text, such as comments, enter a minus sign (-) in the Text field. In the example below, the text for Quote Line1 and Quote Line2 will not be print, no comments will be written for Quotations.

### **Add a new Language**

If you want to add a new language code and generate lines for this language, enter the language code in the Create new language field.

## **Page Header and Lines**

You can change what is printed in the header and the lines on the documents.

The addresses can be written in diverse ways, the location and if it is printed. You can choose between "None, General, Billing, Delivered" and where they should be printed right or left in the header. The address is taken from the tab on the page with the same name.


It is also possible to decide freely what is printed from the document header.

There are 13 places to print see the selected places below.

Field 1 to Field 3 is at the top.

The rest of the fields are divided into 5 rows with two columns.

The rows can be changed accordingly.



**Faktura**

Fält 1	Fält 2	Fält 3	Sida
10302289	10000	10000	1

Leveransadress  
Vänster adress

Fakturaadress  
Höger adress

Rad 1, Kolumn 1	2014-08-27	Rad 1, Kolumn 2	
Rad 2, Kolumn 1	2014-09-27	Rad 2, Kolumn 2	
Rad 3, Kolumn 1	30 dagar netto, 8 dagar -2%	Rad 3, Kolumn 2	
Rad 4, Kolumn 1	Fritt från säljarens fabrik/lager	Rad 4, Kolumn 2	789456278001
Rad 5, Kolumn 1	Andreas Berglund	Rad 5, Kolumn 2	14-08-27

Nr	Beskrivning	Leveransdatum	Antal Enhet	A-pris	Belopp
----	-------------	---------------	-------------	--------	--------

## Find the function: Page Header setup

START

Ny Redigera Visa Ta bort Öppna i Excel

Ny

VISA - INSTALLNING SIDHUVUD + Ny

RAPPORT-ID	RAPPORTNAMN	DOKUMENTKOD	ANSVARSENHET	ANPASSAD RAPPORTLAYOUTKOD
12047973	PEB Sales Invoice			
12047975	PEB Sales Order			
12047976	PEB Sales Credit Memo			

Enter the report to the list and choose what should be printed. If the report is not included in the list, the addresses will be printed in a standard manner as we know before.

START

Ny Redigera Visa Ta bort Öppna i Excel

Ny

VISA - INSTALLNING SIDHUVUD + Ny

12047973

Allmänt

Rapport-ID: 12047973  
Rapportnamn: PEB Sales Invoice  
Dokumentkod:   
Ansvarsenhet:   
Anpassad rapportlayoutkod:   
Komprimera:   
Skriv alltid ut adressen till vänster:   
Decimaltecken:   
Tusentalsangängsare:   
Datumformat:

Dokumentreferenser

Ledtext fält 1: INVOICE NO. 3 Undertyck fält 1:   
Ledtext fält 2: CUSTOMER NO. 2 Undertyck fält 2:   
Ledtext fält 3: ORDER NO. 44 Undertyck fält 3:

Adresser

Adress till vänster: Allmänt Adress till höger: Fakturering   
Indrag av vänstra adressen: Indrag av högra adressen:

Huvud

LEDTEXT: INVOICE, DUE DAT, PAYMEN, SHIPMEN, SALESPEL   
DATA: 99, 24, 23, 27, 43   
UNDERTYCK BLA.:   
FORMAT: Long

Rader

LEDTEXT: NO., DESCRIPTION, SHIPMENT DATE, QUANTITY   
DATA: 6, 11, DATA[1], 15   
FORMAT:   
PLACERING: Default, Default, Default, Right

Fält

Funktion

Document Code	Is designed to create free headers for print headers. Enter a code in the related table, the code can be placed on the Customer / Supplier
Responsibility Center	Can create a headline for a Customer / Vendor Responsibility Center
Custom Report Layout Code	Import and use different Report Layouts. <b>important:</b> It is not possible to change the RDLC layout in the Web client.
Compress	If the oppress bar is too bent, it may be blank places. Check for Compress, so all fields are moved so that there are no blank places.
Print Always Address at Left	If the address on the left is identical to the address on the right, the address to the left is not printed. Check the box to disable the function.
Indentation Address Left	Move the address to the left number of characters to the right.
Indentation Address Right	Move the address to the right number of characters to the right.
Comma Character	Enter decimal digits for all decimal fields in the document. If you specify the format on a field, it applies.
1000 Character	Enter a thousand separator for all decimal fields in the document. If you specify the format of the field, it applies.
Date Format	Enter date format for all date fields in the document. <a href="#">On MSDN, you can read more about the formatting.</a>
Addresser	Enter whether and where the addresses should be placed on the document.
Lines	Specify what should be in the respective column, link text, data, format and location.

## Page Footer

The footer printed on different documents quotation, order confirmation, invoice, credit note, etc. can be adjusted. The footer can be controlled based on information on the customer or supplier. What can be used is: Currency, Country, Language and Supplier Customer No..

If not, the page footer is written in two versions, one for Swedish customers and one for foreign customers.

In order to handle default values that are blank or are specified with a value. For example, language code can be entered as blank or SVE, both are for Swedish. The same applies to countries and currencies. The BVA Code, Local Language, and Local Country settings are available at: SweBase Settings and Documents.

Setup

Find the function: Page Footer

START

Ny

Redigera

Visa

Utskrift

Öppna i Excel

Ny

Harbiter

Sida

VISA - SIDFOT LISTA + Ny

TYP	NR	NAMN	VALUTAKOD	LANDS-/REGIO...	SPRÅKKOD	RAPPORTNAMN
---	---	Blank				PEB Sales Shipment

NY - INSTALLNING SIDFOT

0

Allmänt

Type

NR

Valutakod

Lands-/regionkod

Språkkod

Rapport-ID

Rapportnamn

Ansvarsenhet

0

Information

CONTROL12048013

KOLUMN 1

KOLUMN 2

KOLUMN 3

KOLUMN 4

KOLUMN 5

Enter the filter fields that you want to use for the footer. In the Type field, enter, for example, Customer and in the No. field, enter the customer number. If all other fields are left empty, the footer applies only to the registered customer. Do you choose to specify more, for example? Currency code, when selecting footer, the system will also filter based on the currency code of the document. This also applies to country / region, language, Document Code, Responsibility Unit, and Report ID. Selecting Report ID will be a definite footer for that particular print.

Responsibility unit comes from Customer / Supplier.

Document code is a free term that can be placed on a customer / supplier.

If you do not register any filter bar at all, this page footer will apply to all documents.

In SweBase there is a default set that is used if you have not created your own footer. These default settings allow you to

copy to the new footer by pressing

Suggest a change menu button Download default settings.



☒ Värde

☐ Fältreferens

OK

Avbryt

Select Value or field reference

Then adjust the fields that you want to deviate.

If you have chosen value, look like this

INF - INSTALLNING SIDENOT

Kund · 0

Allmänt

Type

Kund

☑

Spårkod

Nr

Rapport-ID

Valutakod

Rapportnamn

Lands /regionkod

Anmärkehet

Information

KOLUMN 1	KOLUMN 2	KOLUMN 3	KOLUMN 4	KOLUMN 5
Adress	Besöksadress	Telefon	Godkänd för F-skatt	Pluggen
CHRONUS SE	CHRONUS SE	0666-466-6666	Organisationsnr	Banlegro 991-2346
Ringsgögen 5	Ringsgögen 5	Faxnr	556815891	
Box 105	Box 105	0666-466-6660	Hemområde	
415 06 GÖTEBORGS	415 06 GÖTEBORGS		SE777777777777	
			Styrelsesäte	

If you have chosen field preference, look like this

KOLUMN 1	KOLUMN 2	KOLUMN 3	KOLUMN 4	KOLUMN 5
Adress	Besöksadress	Telefon	Godkänd för F-skatt	Pluggen
\$[22]	\$[222]	\$[71]	Organisationsnr	Banlegro \$[1200]
\$[4]	\$[24]	Faxnr	\$[20]	Banlegro \$[11]
\$[5]	\$[25]	\$[10]	Hemområde	
\$[30] \$[8]	\$[32] \$[28]		\$[19]	
			Styrelsesäte \$[1201]	

Field reference means that the value is taken from the table when the report is printed.

The field reference syntax is \$ [FiledNo], FiledNo is the field number in table 79 corporate information.

Country / region code and Country / region code is not printed without the description in the related country / region table.

If you want to print the code for the country instead, the syntax is \$ [FiledNo, Code]

The fields shown in red italic style are fields in which there any property in the field has changed. Pressing the button with the three points (AssistEdit) gives you a new page where you specify the properties that will apply to the field.



There are two functions to copy the footer.  
 Copy from a footer in the same company.  
 Copy the footer to all companies.

## Preview the Invoice

On the sales invoice there is a menu item Print Draft Billing that prints a preview of the invoice and is called Draft invoice. It has its own design that does not match the correct invoice.

There is a function for printing an invoice document that is a proper preview of the invoice.

The function creates a temporary invoice with invoice ##### which is then printed with the invoice document you have chosen.

To enable the feature: select report 12047981 Preview invoice in Report Selection, Sales and Draft Invoice.

Important to note is that for a short while there is a booklet invoice with No: ##### with the name Preview. It is deleted at the same time as it is printed.

There is a small risk that the invoice with No: ##### and referred to as Preview can be printed by a print job. To avoid it, Printout is set to 1. If you have a print management customization, it should be handled with an Event contained in Report 12047981 Previewing the invoice.

Check with your software vendor that it is OK.

## Default Customer , Vendor, Item, Resource, Job

To avoid entering the same basic information on all newly registered customers, articles and so forth, there is now the

possibility of setting standards for these.

The example addresses the customer, but the function is the same for the other registries.

## Setup

### Customer

Set up a customer to use as a template when registering new customers. At the grocery store you provide the information that is always the same for all customers and to be copied. Examples of such fields may be Payment Terms, Customer Booklet, and Payment Reminder Code.

Block the customer.

### Setup

#### SweBase Setup

The screenshot shows the 'SweBase Setup' window with a 'General' tab selected. It contains a 'Default' section with several fields and their values:

Default	
Default Customer No.	MALL
Default Vendor No.	
Default Item No.	
Default Resource No.	
Default Job No.	
Def. Prod. Post. Group Acc.	DETALJ
Def. VAT Prod. Post. Gr. Acc.	MOMS25

Below the 'Default' section, there is an 'Invoice' section with a checkbox labeled 'Format Invoice No. as OCR'.

## Sök funktionen

1. Vendor
2. Customer
3. Item
4. Jog
5. Resource

## Use the function

Once you have done your settings, the feature will be activated each time you add a new customer to the customer register. The information provided on the template is copied to the new customer, thus facilitating the registration process.

## 9. Reports

### New Reports & Document

12047964	Periodiseringar
12047973	Försäljningsfaktura
12047974	Följesedel
12047975	Orderbekräftelse
12047976	Kreditnota
12047977	Inköpsorder
12047978	Påminnelse
12047979	Räntefaktura
12047980	Offert
12047984	Verifikationslista
12047998	Bokföringsorder
12047999	Huvudbok
12048001	Kundreskontra
12048003	Leverantörsreskontra
12048006	Balansrapport
12048007	Resultatrapport
12048008	Grundbok
12047993	Förs.avropsorder
12047994	Ink.avropsreturorder
12047995	Förs.returorder
12047996	Ink.returorder
12047997	Ink.retur utleverans
12048009	Levererat/inlevererat - ej fakturerat
12048010	Proformafaktura
12048013	Serviceoffert
12048014	Serviceorder
12048015	Servicefaktura
12048016	Servicekreditnota