

Add cXML Communication

Administrator ~

Grab & Go covering how to add cXML document transmissions for your suppliers.

The Vroozi system can recognize and define multiple inbound and outbound cXML transmissions from a

single supplier, enabling the editing or adding of supplier communication types in the supplier's cXML transmission records.

Inbound (from the supplier)

- 1. Invoice/Memo
- 2. PO
 - Acknowledgement
- 3. PO Confirmation/Dispute
- 4. Advanced Shipping Notice

Outbound (to the Supplier)

POs

PART 1: ADD OR EDIT A CXML

TRANSMISSION TYPE

Click 'View' to edit or view credentials for the listed supplier.

- 1. Supplier: Non-editable field
- 2. Document Type: Select type of document being edited or added.

Edit cXML Supplier Settings Outgoing cXML Document Incoming cXML Documen Supplier * Document Type * Invoice / Memo Submission Url https://soci-signin.vroozi.com/gateway/api/cxml/invoices/5155cacbe4b 0b0805fad7bde?verifyCode=79739853&uniqueSupplierId=985626444 Select Credentials * Default Credentials From domain NetworkId

All other required details should be obtained and confirmed from the supplier. Sample cXML

transmissions templates may be requested by the supplier. Downloadable copies are available from the *cXML* Setup view.

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Download cXML Invoice Sample	Download cXML Memo Sample	Download cXML PO Acknowledgement Sample	

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Payment Terms Categories	cXML Setup						
Units of Measure Currencies	Supplier cXML Configurations						
Suppliers Buyer Data	Q. Type at least 2 characters to search for a supplier cRML Settings						
🗁 Documents 🔷 🔨	Supplier ID	Company Name	eXML Credentials	Last Updated Date	Actions		
Types and Numbers	AMAZ001	AMAZON WEB SERVICES, INC.	View	05/25/2020	Ê		
Settings	SUPPLIERID	MSC Direct	View	05/25/2020	Û		
eXML Setup	Maggi	Magnus	View	05/25/2020	Û		
Custom Fields	247T001	Office Supply Inc	View	05/25/2020	Ê		
Ownership Change	PH-800	Pizza Hut CXML	View	05/25/2020	8		
🔤 Accounts Payable 🗸	1001	Sam API Supplier 1001	View	05/25/2020	0		
Sumfer Portal	DefaultVendor-S8312	Supplier-8312	View	05/25/2020	Û		
	ahmed.habib724	ahmed.habib724	View	05/25/2020	窗		
A Reports	1-8 of 8						
🚠 Document Flow							
Approve Requests	Add cXML Settings						
Approve Expenses	Download cXML Invoice Sample	Download cXML Memo Sample	Download cXML PO Acknowledgement Sample				



PART 2: ENABLE TRANSMISSIONS ON THE SUPPLIER RECORD

Navigate to the 'Basic Info' tab in the Supplier's record.

PO Enablement:

The 'Output Method' must be set to 'cXML'.

While it is not required, we recommend entering an email address in the 'Send PO Alerts' field. This ensures a supplier contact/alias receives an email notification each time a cXML transmission is sent from

time a CXML transmission is sent from the Vroozi system.

Additional Transmissions:

- **1.** PO Acknowledgement
- **2.** PO Confirmation/Dispute
- 3. Advanced Shipping Notice
- 4. Invoice/Memo

Depending on the transmission type added, select the appropriate corresponding toggle .

Edit Suppli	er			
BASIC INFO	BUSINESS INFO CONTRA	CT INFO INSURANCE INFO	O SUPPLIER PORTAL	CHANGE HIST
Accepts	Accepts PO Change Request Off Send PO Alerts		Output Method	
Of			cXML	
Send PO			Send PO Attachments to Supplier	
Email ad	Email addresses		_	
1 Supplier	Supplier Provides PO Acknowledgement		Allow cXML PO Confirmation 2	
Off	0	Off		
Do not Ir	nclude Tax Amount	Allow cXML I	nvoice 4	
Off	F	Off		
Use Part	ID as Identifier for Line Item	Advance Ship	oping Notice	
Off		Off		

For example, if you entered the transmission credentials for cXML Confirm/Dispute in Part 1, toggle on 'Allow cXML PO Confirmation'. By default this and all transmission toggles will be set to *Off*.