

Add cXML Communication

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.

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

Administrator ~		VRO	<mark>)</mark> Zi°		
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 supplie	r cXML Settings			
🗁 Documents 🛛 🔿	Supplier ID	Company Name	eXML Credentials ①	Last Updated Date	Actions
Types and Numbers	AMAZ001	AMAZON WEB SERVICES, INC.	View	05/25/2020	Û
Settings	SUPPLIERID	MSC Direct	View	06/25/2020	Û
oXML Setup Custom Fields	Maggi	Magnus	View	06/25/2020	Ê
Custom Helds Custom Labels	247T001	Office Supply Inc	View	05/25/2020	Ê
Ownership Change	PH-800	Pizza Hut CIML	View	05/25/2020	Û
🔄 Accounts Payable 🗸 🗸	1001	Sam API Supplier 1001	View	06/25/2020	1
🐘 Supplier Portal 🗸 🗸	DefaultVendor-S8312	Supplier-8312	View	05/25/2020	Ê
	ahmed.habib724	ahmed.habib724	View	05/25/2020	Ê
Reports	1-8 of 8				
A Document Flow					
Approve Requests	Add cXML Settings				
C Approve Expenses	Download cXML Invoice Sample	Download cXML Memo Sample	Download cXML PD 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 .

BASIC INFO	BUSINESS INFO CONTRACT IN	IFO INSURANCE INFO SUPPLIER P	ORTAL CHANGE HIS
Accepts	PO Change Request	Output Method	
Off		cXML	~
Send PO	Alerts	Send PO Attachments to Supplie	er
Email ad	dresses	Off	
1 Supplier	Provides PO Acknowledgement	 Allow cXML PO Confirmation 	2 0
1 Supplier	-		0
Off	-	Allow cXML PO Confirmation	2 0 0
Off	clude Tax Amount	Allow cXML PO Confirmation Off	
Do not In	clude Tax Amount	Allow cXML PO Confirmation Off Allow cXML Invoice	

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*.