April 11, 2025

Vroozi May 2025
Release Preview

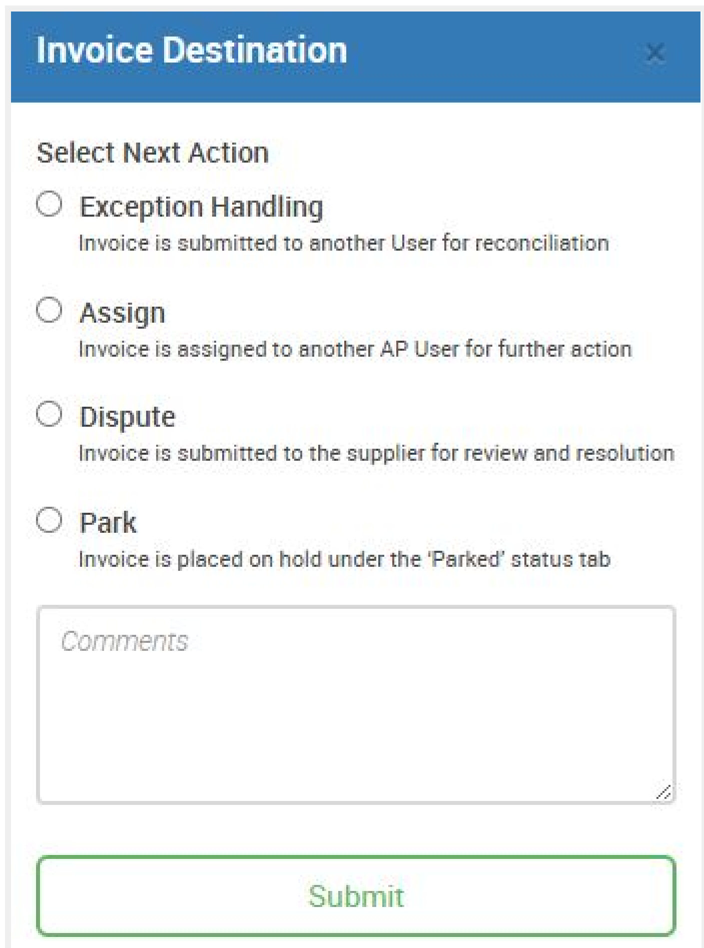
Table of Contents:

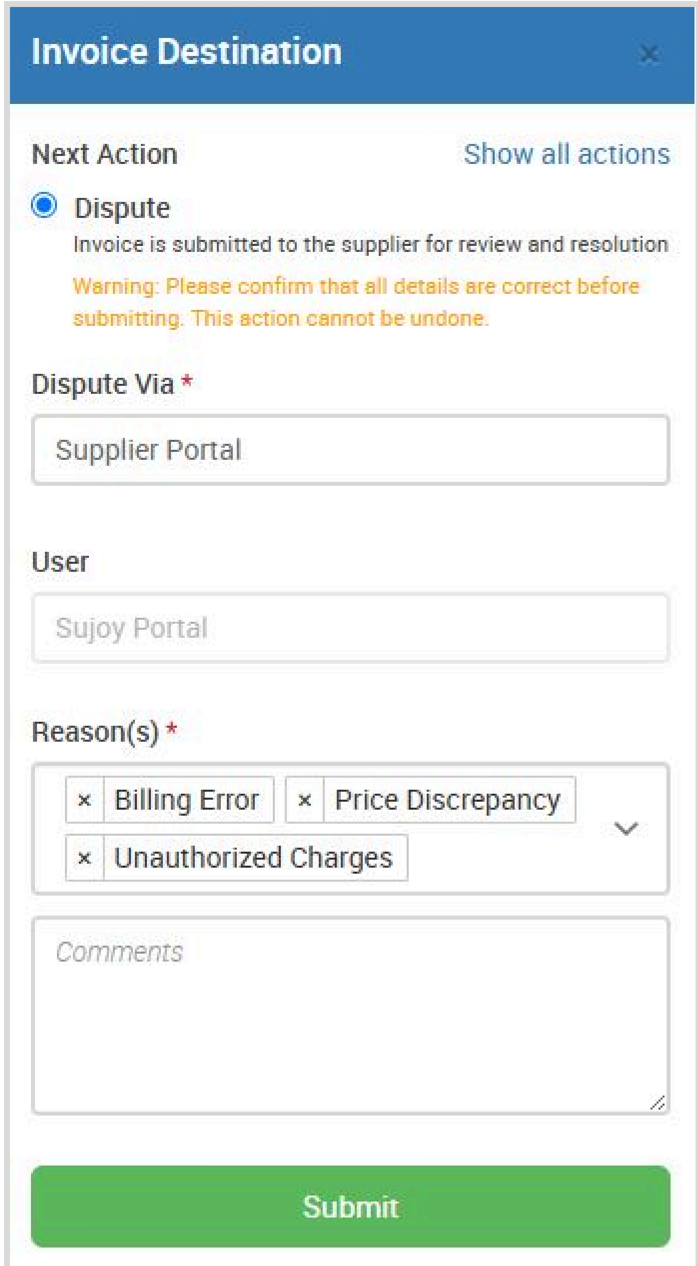
Please see the descriptions below for the Vroozi SpendTech™ module enhancements coming May 9, 2025*. The Vroozi early release preview offers descriptions of enhancements, application fixes, new features and new modules when applicable. To ensure your continued success, release notes with the features that will be deployed into production will be provided closer to the release date. Early access for review and testing will be available in Vroozi customer test environments (System Name: SOCI or PERF) on April 11, 2025.

Vroozi Invoice

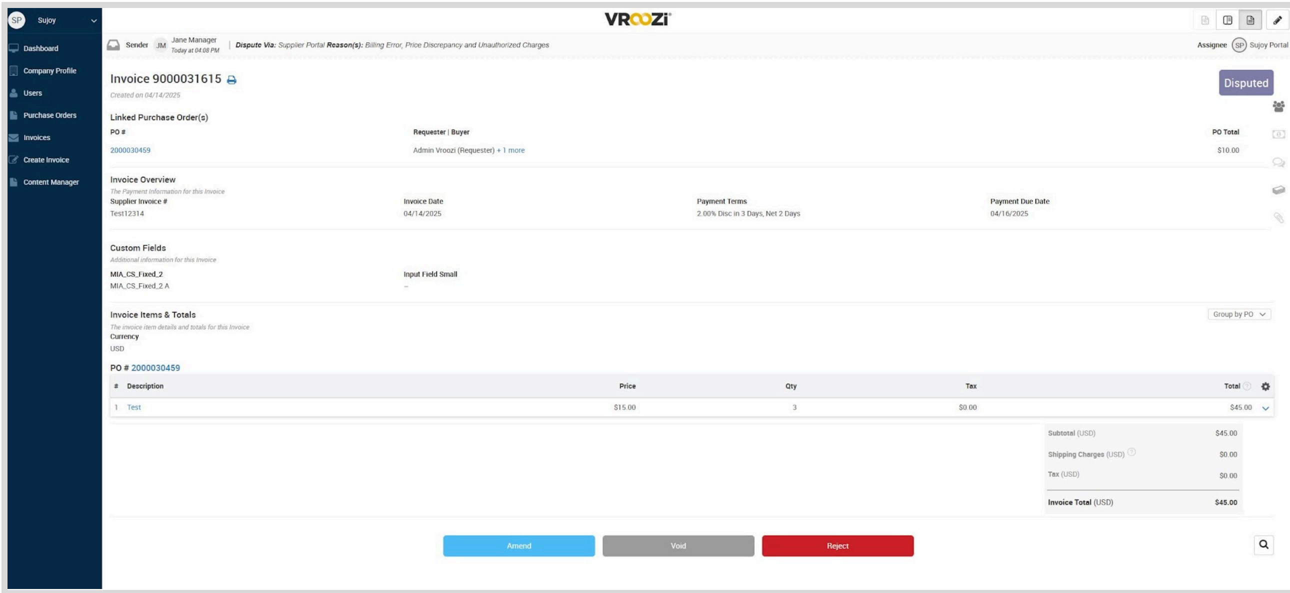
Invoice Dispute Process

The invoice dispute process enables AP and suppliers to resolve invoice discrepancies directly within the platform to keep invoice processing online. AP Processors and AP Managers will now be able to dispute invoices with suppliers as one of the invoice processing actions in the Vroozi Invoice. With that action they can provide a dispute reason and comments to the supplier.



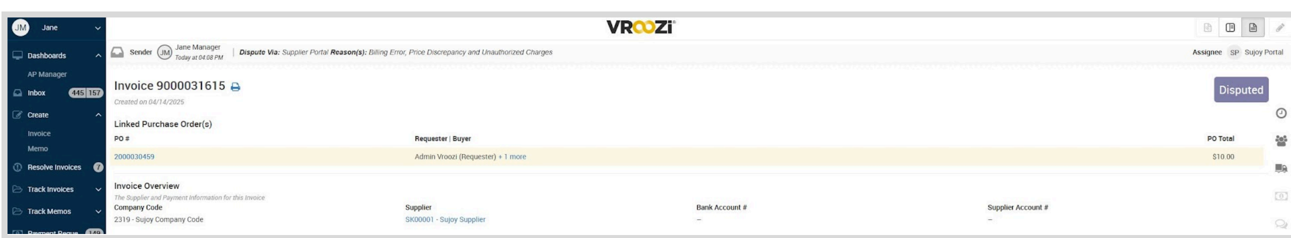


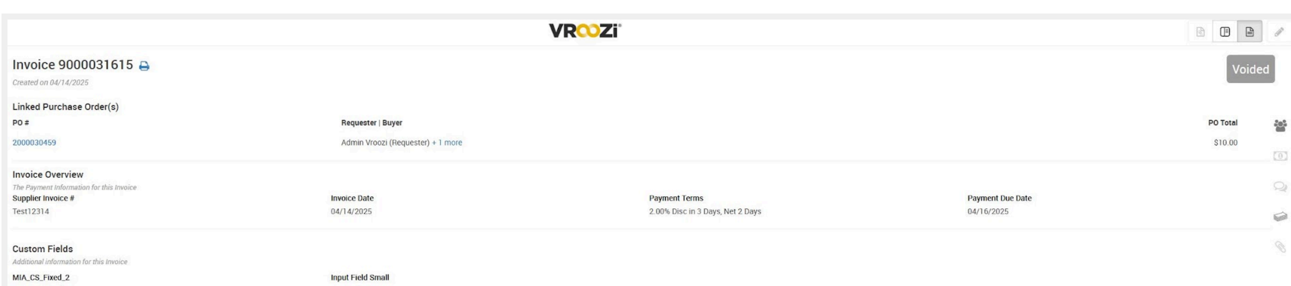
After an invoice is disputed, suppliers can use the Vroozi Supplier Portal to respond to the dispute using one of the actions: Amend, Void, or Reject Dispute. With “Amend” suppliers can update and resubmit invoices.



This release also introduces two new invoice statuses:

- Disputed: invoices actively under dispute. These invoices will be visible in Track Invoices => Disputed.
- Voided: invoices voided by the supplier. These invoices will be visible in Track Invoices => Voided. These invoices are considered canceled and can no longer be processed.





Invoices can be disputed in the following statuses:

- Draft
- Parked
- Rejected

The following types of invoices can be disputed:

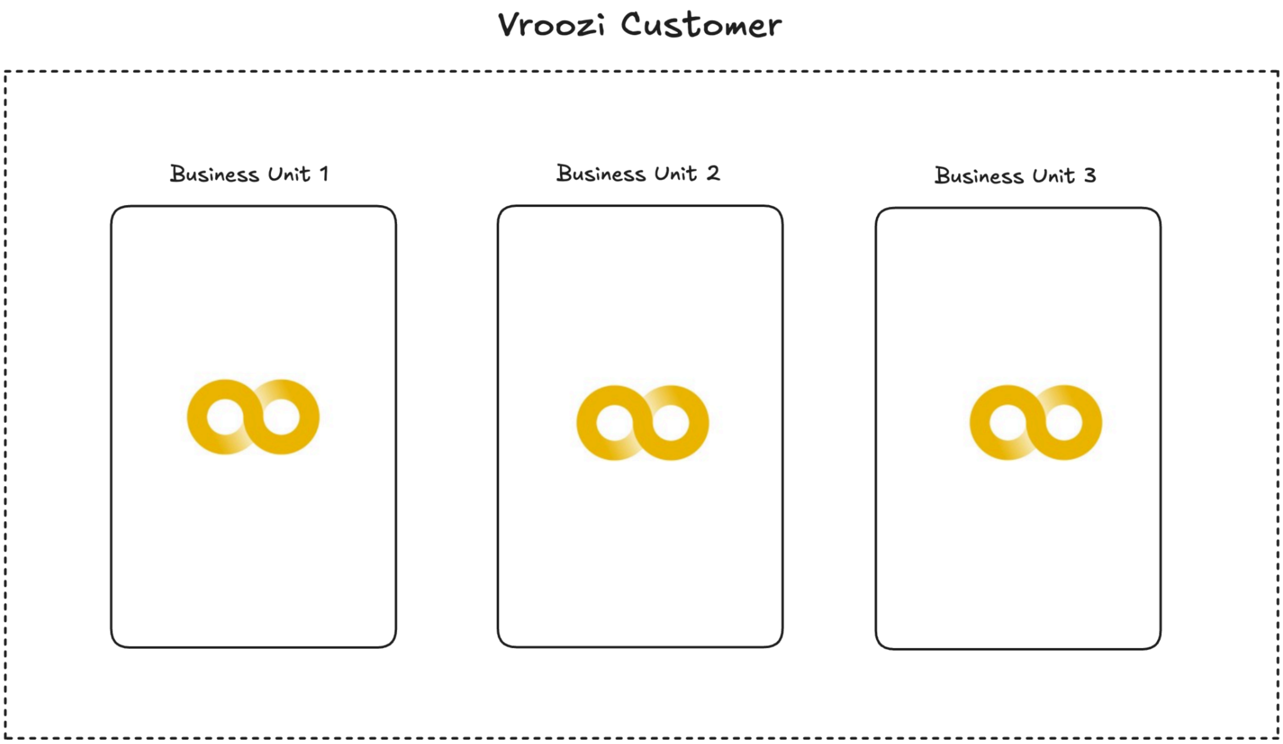
- Manually created invoices
- Supplier Portal invoices
- Email-based invoices
- cXML invoices
- API-created invoices

To enable this feature, please contact support@vroozi.zendesk.com. Once enabled, Admins can toggle “Dispute Invoice via Supplier Portal” in the supplier master record.

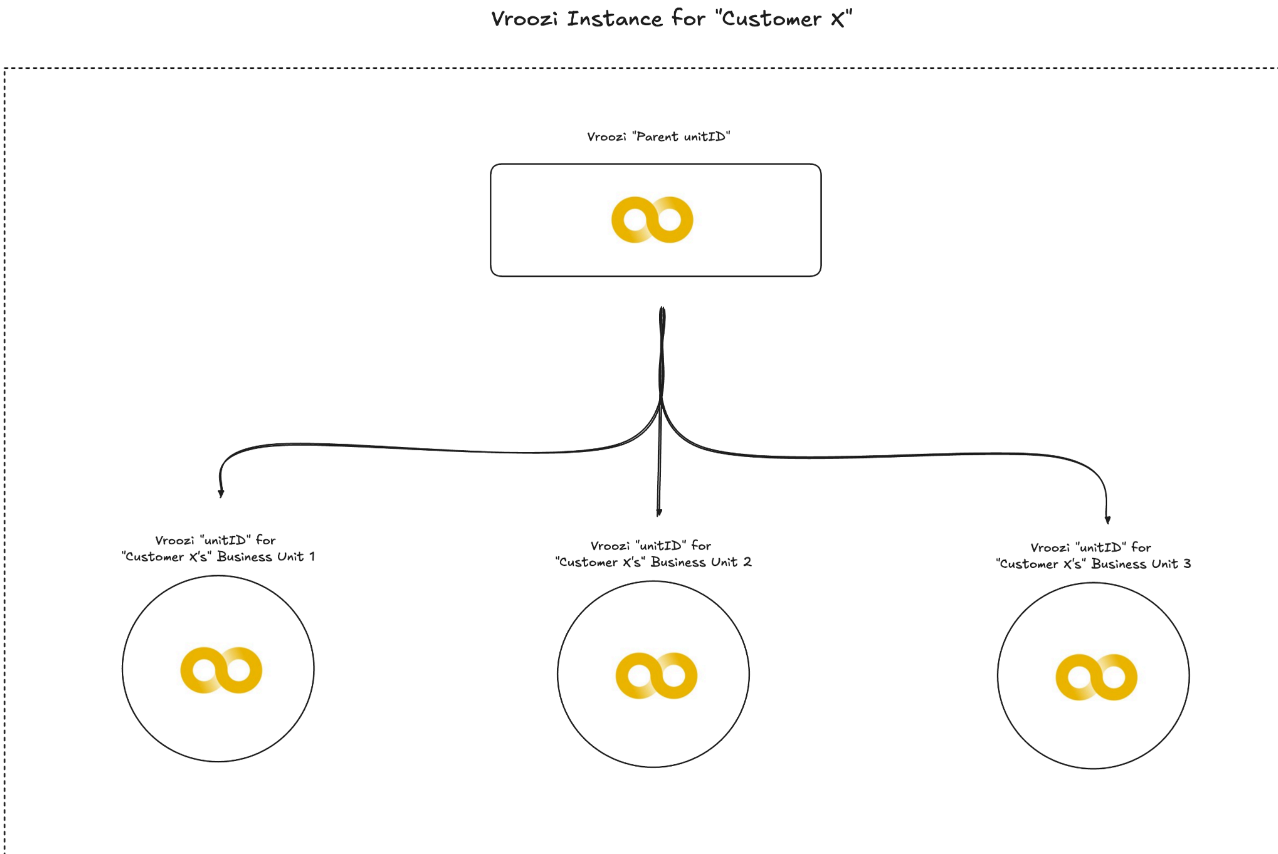
Vroozi Administrator

Vroozi for Multi-System / Multi-Buying Unit Organizations

Vroozi can now be deployed across different business units and multiple ERPs in their organization. Previously, such customers would need to deploy a distinct instance for each of their business units and ERPs.

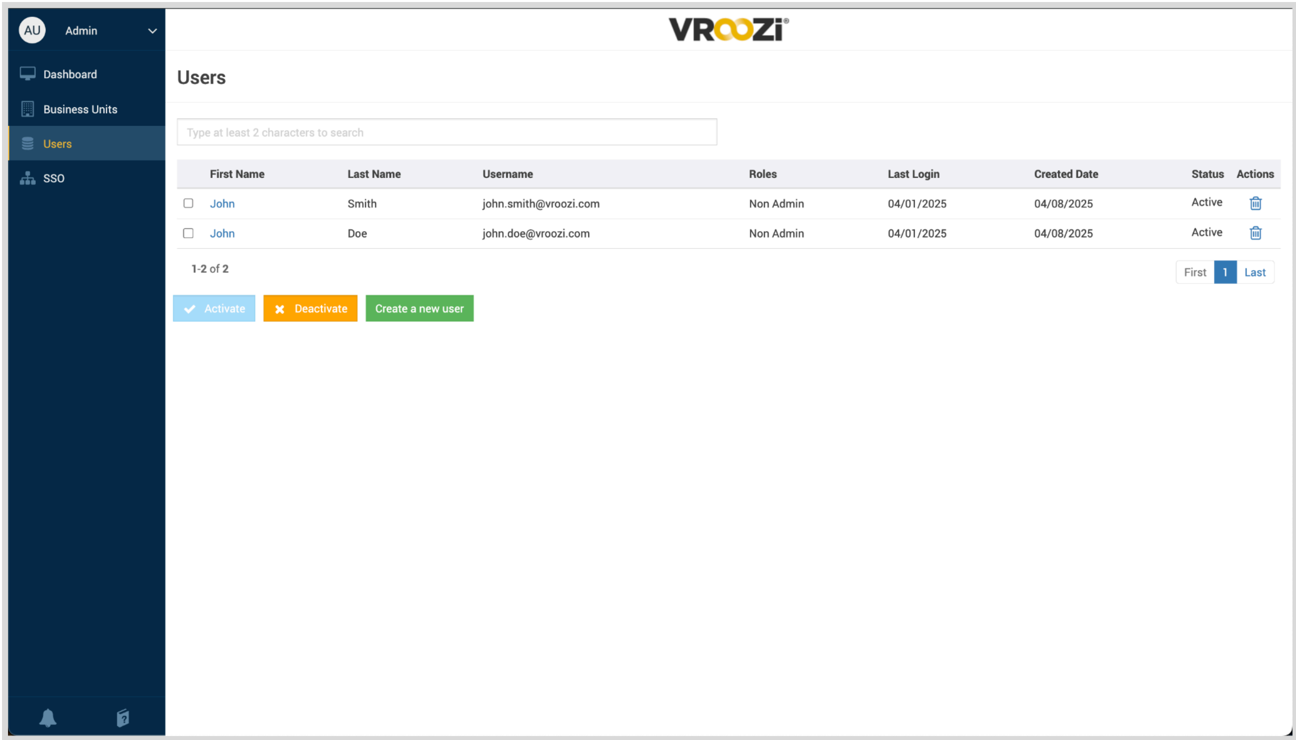


Now customers can deploy a new “Parent” instance of Vroozi that is linked to distinct Vroozi instances for each business unit within the buying organization.

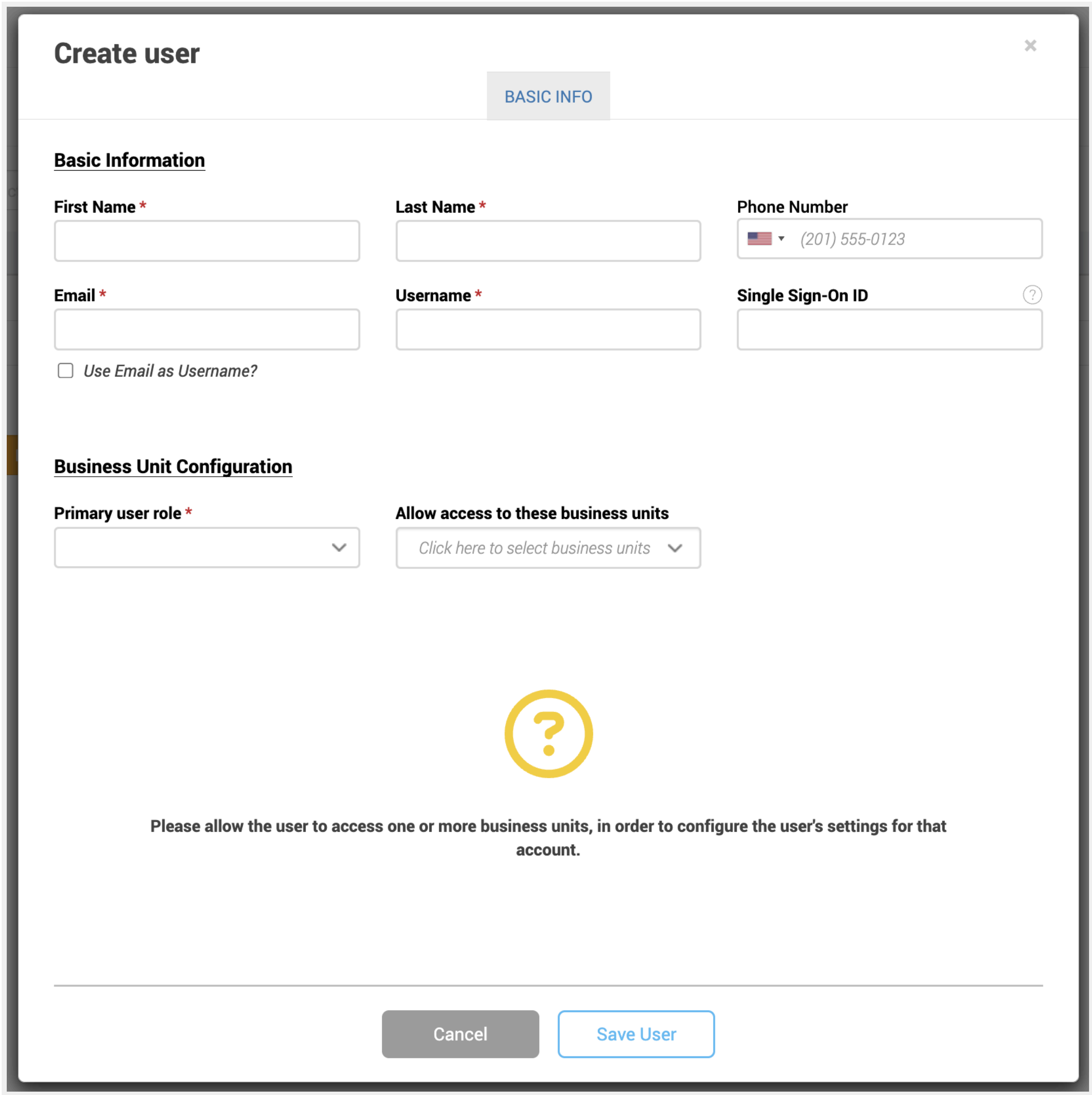


User Management

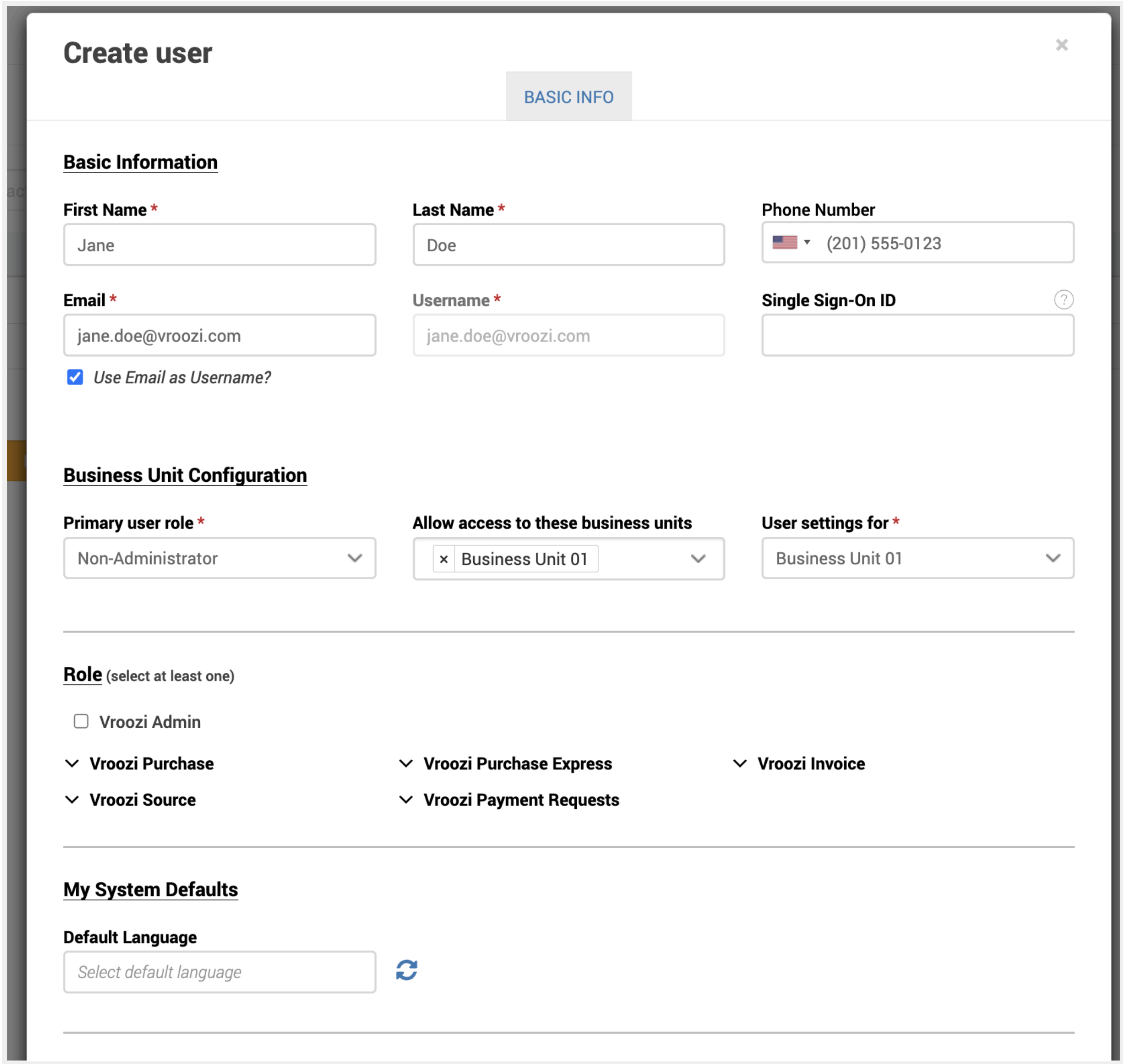
Centrally, Master Administrators can provision and manage user accounts (create and edit users) for one or more business units and configure user profiles, including assign roles, define access restrictions, and assign document defaults.



Parent unitID -> User Management Screen



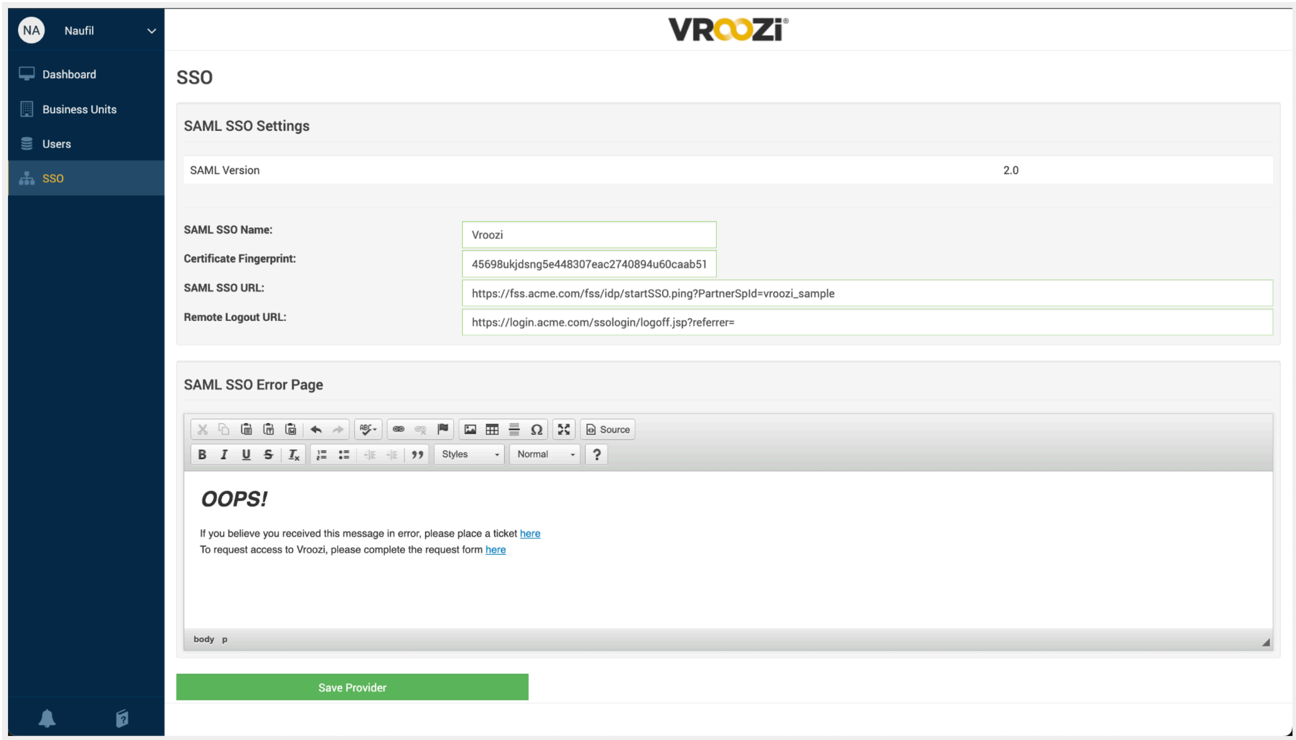
Parent unitID -> User Creation



Parent unitID -> User Configuration

SSO Configuration

Single Sign On (SSO) configuration has been moved to the parent and will be managed in the parent. Note that SSO will still be visible in the individual business unit Admin panel, but it will be read-only access to the organization's SSO configuration. All the organizations will all share the same SSO configuration so the read-only view is for information purposes.



Reporting

In this deployment, Vroozi introduces an aggregated reporting dashboard in the parent. This new dashboard gives Master Administrators visibility into the reporting and analytics across all the individual business units.

New User Roles

In order to manage a multi-business unit organization, Vroozi introduces two new user roles. Master Administrator and Non-Administrator. These roles are only present in the Parent instance. The Master Administrator has access to the new aggregate reporting dashboard, and can also configure the SSO credentials.

Log In

Users will log into Vroozi with their credentials and they will be taken to their assigned business unit or the parent. This reduces the number of logins users have to work in different Vroozi instances.

Resolutions

- Vroozi enhanced the page load speed and responsiveness in the Track Invoices pages.
- Vroozi changed the wording on the PO email notifications. The “Delivery Start Date” label has been updated to “Delivery / Service Start Date” to reflect products and services.   The Japanese translation has also been updated accordingly.
- Deleted Returns will no longer be visible in the Related Documents section of the Purchase Request.
- The supplier’s address will be displayed in the Recommended Supplier field in the Purchase Request.