



April 11, 2025

Vroozi May 2025 Release Preview

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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.

Vrooz! 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 Vrooz! Invoice. With that action they can provide a dispute reason and comments to the supplier.

Invoice Destination

Select Next Action

☐ Exception Handling

Invoice is submitted to another User for reconciliation

☐ Assign

Invoice is assigned to another AP User for further action

☐ Dispute

Invoice is submitted to the supplier for review and resolution

☐ Park

Invoice is placed on hold under the 'Parked' status tab

Comments

Submit

Invoice Destination

Next Action

Show all actions

☒ Dispute

Invoice is submitted to the supplier for review and resolution

Warning: Please confirm that all details are correct before submitting. This action cannot be undone.

Dispute Via *

Supplier Portal

User

Sujoy Portal

Reason(s) *

×

Billing Error

×

Price Discrepancy

×

Unauthorized Charges

Comments

Submit

After an invoice is disputed, suppliers can use the Vroozu 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.

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

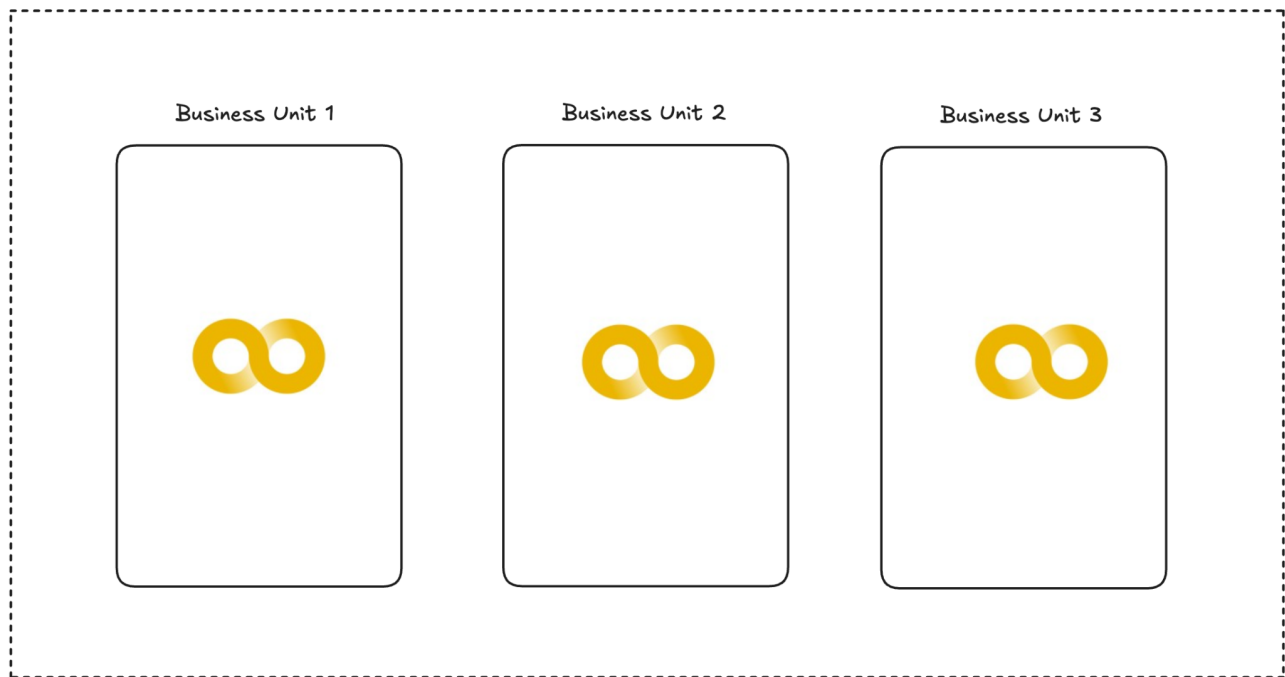
To enable this feature, please contact support@vroozi.zendesk.com. Once enabled, Admins can toggle “Dispute Invoice via Supplier Portal” in the supplier master record.

Vroozi Administrator

VROOZI FOR MULTI-SYSTEM / MULTI-BUYING UNIT ORGANIZATIONS

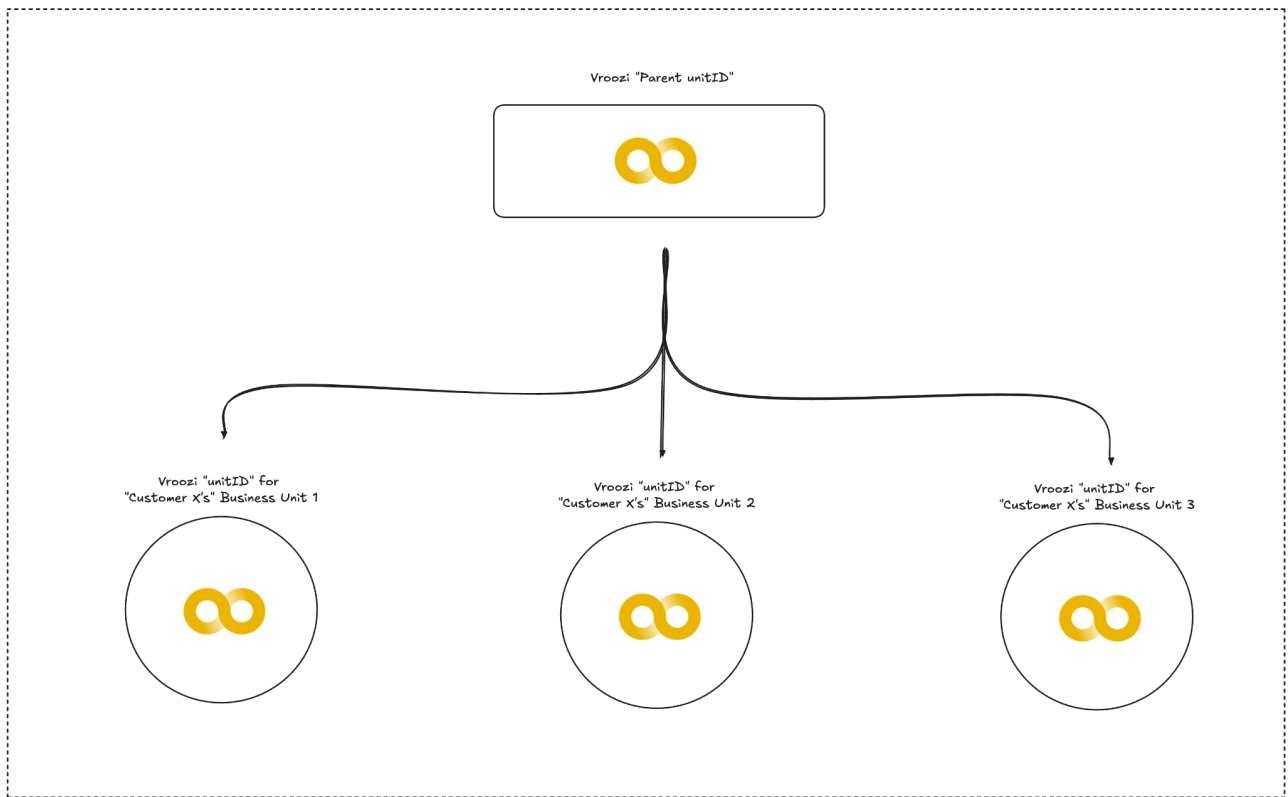
Vroozi can now be deployed across different business units and multiple ERPs in their organization. Previously, such customers would need to deploy a distinct instance for each of their business units and ERPs.

Vrooz! Customer



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

Vroozi Instance for "Customer X"



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.

AUAdmin

Dashboard

Business Units

Users

SSO

VRoozi®

Users

Type at least 2 characters to search

First Name	Last Name	Username	Roles	Last Login	Created Date	Status	Actions
☐ John	Smith	john.smith@vroozi.com	Non Admin	04/01/2025	04/08/2025	Active	
☐ John	Doe	john.doe@vroozi.com	Non Admin	04/01/2025	04/08/2025	Active	

1-2 of 2

✓ Activate

✗ Deactivate

Create a new user

First1Last

Parent unitID -> User Management Screen

Create user

×

BASIC INFO

Basic Information

First Name *

Last Name *

Phone Number

(201) 555-0123

Email *

Username *

Single Sign-On ID

☐ Use Email as Username?

Business Unit Configuration

Primary user role *

Allow access to these business units

Click here to select business units

?

Please allow the user to access one or more business units, in order to configure the user's settings for that account.

Cancel

Save User

Parent unitID -> User Creation

Parent unitID -> User Configuration

NA Naufil

Dashboard

Business Units

Users

SSO

Vroozi

SSO

SAML SSO Settings

SAML Version 2.0

SAML SSO Name: Vroozi

Certificate Fingerprint: 45698ukjdsng5e448307eac2740894u60caab51

SAML SSO URL: https://fss.acme.com/fss/idp/startSSO.ping?PartnerSpId=vroozi_sample

Remote Logout URL: https://login.acme.com/ssologin/logoff.jsp?referrer=

SAML SSO Error Page

OOPS!

If you believe you received this message in error, please place a ticket [here](#)

To request access to Vroozi, please complete the request form [here](#)

body p

Save Provider

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

- Vroozii enhanced the page load speed and responsiveness in the Track Invoices pages.
- Vroozii 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.