eye-share User Conference 2024

Go with the Flow Keep Control

ACTIVITY TIME

Time to shake off the food coma!

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How do you make a pancake?

Pancake ingredient understanding	Pancake making techniques	Best practices

A great delicious pancake

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What do we want to achieve with Approval Rules

Effective setup of approval rules	Process automation	Best practices

An efficient yet controlled approval process using approval rules

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Approval Rules

Benjamin Quek, Eye-share

eye-share®

Singapore office

Benjamin Quek
Technical Consultant, Asia

- 2+ years with Eye-share

- Experience with 4 implementations

- Cat lover
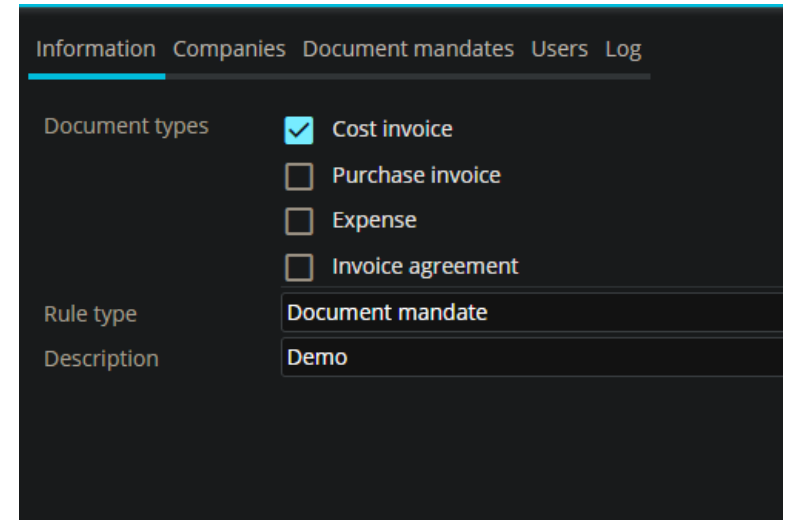
- Hope you will enjoy this presentation

Agenda

o Brief overview
o New functionality
o Tips n Tricks
o Questions?

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Brief overview

Document mandates

✓ **Indicates gross amount that a user can final approve**

Line mandates

✔ **Indicates posting amount and dimensions that a user can final approve**

✔ **Limit which dimensions and modules a user can approve**

✔ **Gives suggestions for final approver (If limited line mandate setting is on)**

| Information | Companies | Mandates | Users | Log |

Document types
- ✔ Cost invoice
- ☐ Expense
- ☐ General ledger
- ☐ Purchase
- ☐ Requisition
- ☐ Cash call
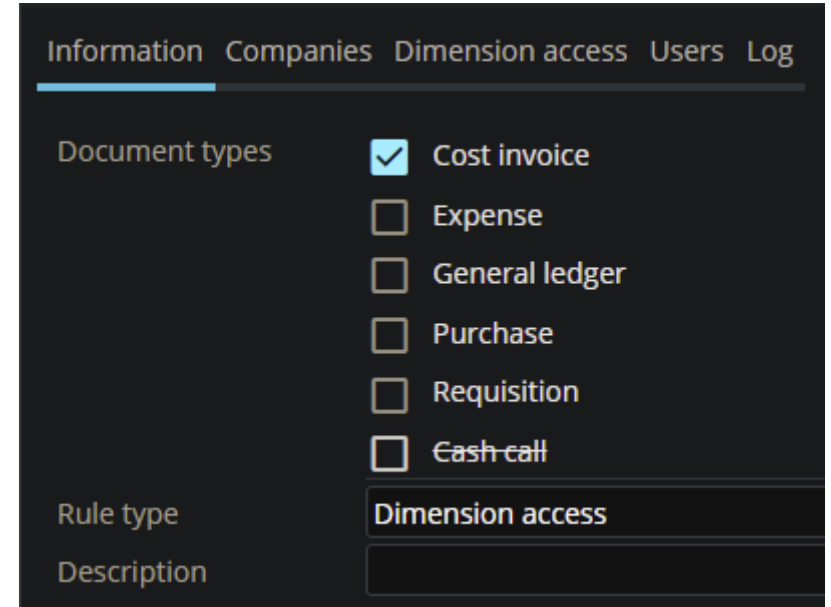
Rule type   Line mandate

Description   Åpen

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Dimension access

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✓ **Controls which dimension values a user has access to**

✓ **Minimize the possibility of error**

Users do not always have accounting knowledge

✓ **Common problem – Too many dimensions, no need for all users to code them all**

Information | Companies | Dimension access | Users | Log

Document types	☑ Cost invoice
	☐ Expense
	☐ General ledger
	☐ Purchase
	☐ Requisition
	☐ ~~Cash call~~
Rule type	Dimension access
Description	

Dimension access example
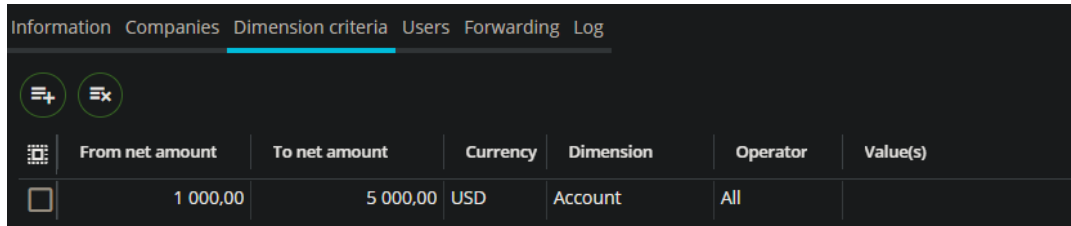
Forwarding

✓ **Automatic logic for forwarding rules**

Can select 4 different triggers
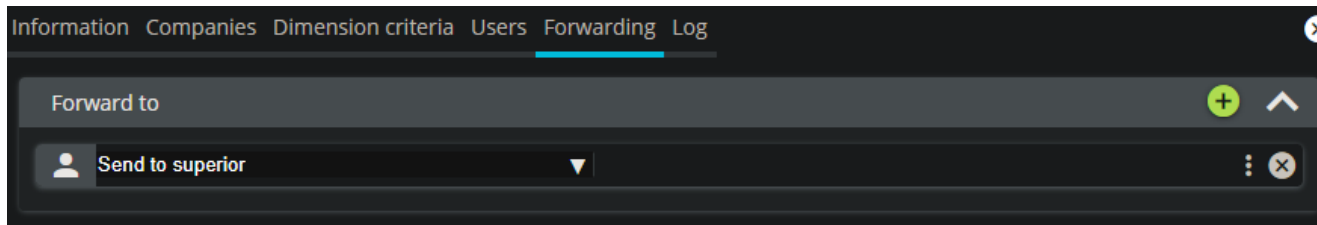
✓ **Forwards based on dimensions or amount on invoice**
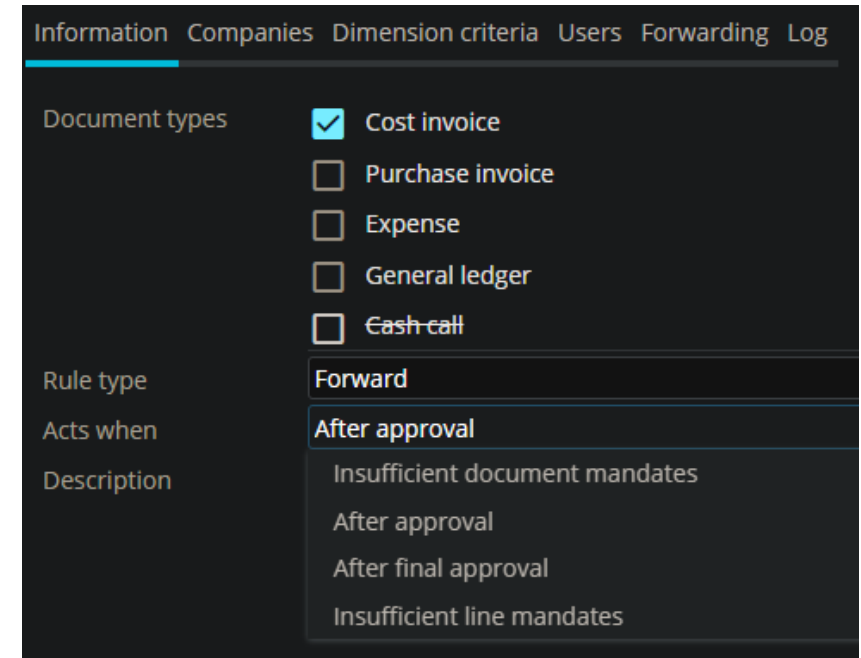
✓ **Define which users the rule should apply to and who the invoice should be forwarded to**
Superior or specific user

Review

- ✓ **Allows document to be viewed, without affecting existing approval**

- ✓ **Selectable if this should affect transfer**

Approval

◆ Documents can be transferred during review
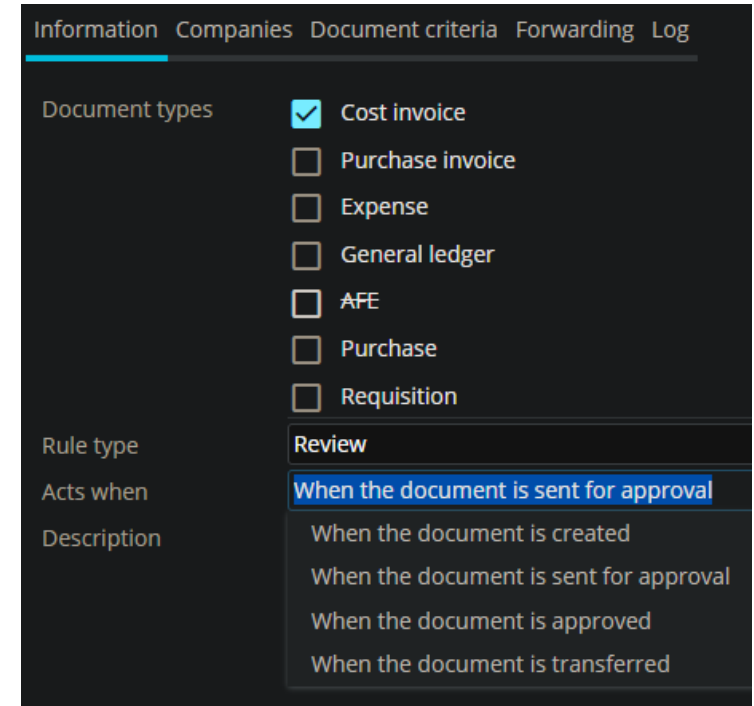
- ✓ **Can be notified by email**

Email new document for review

◆ Email subject

◆ Email content

Information Companies Document criteria Forwarding Log

Document types		
	☑	Cost invoice
	☐	Purchase invoice
	☐	Expense
	☐	General ledger
	☐	AFE
	☐	Purchase
	☐	Requisition

Rule type   Review
Acts when   When the document is sent for approval
Description

When the document is created
When the document is sent for approval
When the document is approved
When the document is transferred

eye-share Workflow   ESN - Eye-share Norge ▼   ⭐   Invoice ▼

Approval not started | Waiting for approval ✕ | Approved | Ready for transfer | Transferred | Overdue | Not approved | Waiting for match | On hold | Rejected | Invalid approval | Requires your approval

			Company	Su...	Supplier	Gross amount	Currency	Invoice date
⏰	👥		ESN	10008	Serit	5 554,00	NOK	19.06.2024
⏰	👥❗		ESN	10008	Serit	5 000,00	NOK	19.06.2024
⏰	👥❗		ESN	18586	Via Travel AS	1 487,50	NOK	30.05.2024
☑	👥		ESN	18586	Via Travel AS	1 487,50	NOK	28.05.2024
⏰	👥❗		ESN	18586	Via Travel AS	1 487,50	NOK	03.06.2024
⏰	👥❗		ESN	18586	Via Travel AS	1 487,50	NOK	02.06.2024
⏰	👥❗		ESN	18586	Via Travel AS	1 487,50	NOK	03.06.2024
⏰	👥❗		ESN	18586	Via Travel AS	1 487,50	NOK	09.06.2024
⏰	👥❗		ESN	18586	Via Travel AS	1 487,50	NOK	09.06.2024
⏰	👥	🏷	ESN	16765	Grafo Trykkeri AS	1 487,50	NOK	02.06.2024
⏰	👥	🏷	ESN	16765	Grafo Trykkeri AS	1 487,50	NOK	27.05.2024
⏰	👥❗	🏷	ESN	16765	Grafo Trykkeri AS	1 487,50	NOK	26.05.2024
⏰	👥❗	🏷	ESN	16765	Grafo Trykkeri AS	1 487,50	NOK	04.06.2024
⏰	👥	🏷	ESN	16765	Grafo Trykkeri AS	1 487,50	NOK	27.05.2024
⏰	👥❗		ESN	18586	Via Travel AS	1 487,50	NOK	24.05.2024
⏰	👥	🏷	ESN	18586	Via Travel AS	1 487,50	NOK	07.06.2024
⏰	👥		ESN	18586	Via Travel AS	1 487,50	NOK	07.06.2024

Undo changes
Save
Send reminder
Change approver
Add comment
Remove approval
Set common values
Claim
Purchase order
Download source file
Perform allocation

Attach... ① 📌 | Inform... | Invoic... ① | Appr... | Article ... | Mes... 📌 | L... | Vie... ✕

Stage

1 Pending ➕ ⌃

👤 Jorunn Mæland ▼ 6 Days ⓘ ⋮

Review

👁 Review ⌃

👤 Benjamin Quek ▼ 6 Days ⓘ ⋮ ✕

Auto coded
Based on invoice lines   Rest amount: 0,00 NOK

		Confidence	Account type	Account	Depart...	Project	VAT	Gross amount	Net amount	VAT amount	Description	Period date	Approver	Approval date	Final approver
☐		▬	H - Account	6560 - Rekvisita				1 487,50	1 190,00	297,50	Musmatte liten m/l...		Jorunn Mæland		Jorunn Mæland

1 line   1 487,50   1 190,00   297,50

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QUIZ TIME

You thought there wasn't one?

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New - Mandate import

- Possibility to import Approval rules from file
- From version 14.5

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Godkjenningsregler Godkjenningsmaler Konteringsmaler Fakturaavtaler Stedfortredere Sekvenser Aksjonsregler Artikkelregister ⋮ E-Faktura

Navn Aktiv Tilkobli

Ja

- ↺ Angre endringer
- 💾 Lagre
- ⊕ Nytt oppsett for eFaktura
- ⊗ Slett valgte
- ⏸ Aktiver/Deaktiver
- ⧉ Kopier
- XLS Excel-eksport
- ⬇ Last ned ▸
- ⧉ Importer / Eksporter ▸

Informasjon Firma Tilpasninger Tilkobling Egendefinerte filer Edi Logg ✕

Aktiv	⬤
Navn	Fullmaktsimport
Beskrivelse	
Skjemainnstillinger	
Standard firma	▼
Tillatt vedleggsforsinkelse	30
Forbehandling	☐ Filimport
	☐ Kredittkort
	☐ Peppolkatalog
	☑ Fullmaktimport

eye-share Workflow   ES12 - Eye-share Trond... ▼

Godkjenningsregler   Godkjenningsmaler   Konteringsmaler   Fakturaavtaler   Stedfortredere   Sekvenser   Aksjonsregler   Artikkelregister   E-Faktura

Navn   Aktiv   Tilkobl

Ja

Angre endringer

Lagre

Nytt oppsett for eFaktura

Slett valgte

Aktiver/Deaktiver

Kopier

Excel-eksport

Last ned

Importer / Eksporter

Informasjon   Firma   Tilpasninger   Tilkobling   Egendefinerte filer   Edi   Logg

Overføringslogikk	Lås, last ned og slett	▼
Servertype	FTP	▼
Tillat API-opplastinger	⊙	
Server URL		
Port	21	
Rotmappe		
Inkluder undermapper	⊙	
Arkiver filer	⊙	
Brukernavn		
Passord		👁
Behandle til	Kø	▼
Tillatte fil typer	csv, xlsx	
Krypteringsmodus	None	▼
SSL-protokoll	None	▼
Tilkoblingsstatus		
Siste vellykkede tilkobling	01.01.0001 00:53:28	
Test tilkobling		🌐

	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W
1	Language	Phone	BankAccount	Mobile	Active	UserGroup	CompanyCode	Department	Position	Category	MandateName	MandateType	FromNetAmount	ToNetAmount	Currency	Doctype	Dimension1
2	en		1234 22 12345	99383489	TRUE	Invoice accountants	ESN	7001			LineMandate no limits	LINEANDFILTER	-999999,00	45,00	NOK	costinvoice	
3	en		1234 22 12345	99383489	TRUE	Invoice accountants	ESN	7001			DocumenMandate no lir	DOCUMENT	-999999,00	999999,00	NOK	costinvoice	
4	en		1234 22 12345	99383489	TRUE	Invoice accountants	ESU	7003			DocumenMandate no lir	DOCUMENT	-999999,00	999999,00	NOK	costinvoice	
5																	
6																	
7																	
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20																	

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Tips n tricks / best practices

The meat and potatoes of this sharing… or perhaps the pancake?

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Tips n tricks: Troubleshooting

o How do I see user's approval access ?

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Affecting rules

✅ **Affecting rules shows one overview of all rules which is applicable to selected grouping**

Approval rules Approval templates Coding templates Invoice agreements Replacements Sequences Action rules Item registry Item group Attachment templates Delivery sites

		Rule type	Act...	System	Description	Document type	Company affiliation
		Dimensio					

↶ Undo changes

💾 Save

➕ New approval rule

✖ Delete selected

XLS Excel Export

📋 Copy

⏸ Activate/Deactivate

👥 Affecting rules

☐ Dimensio
☐ Dimensio
☑ Dimensio

👥 Affecting rules   ✕

Document type   **Select type**   **Select**   **Select rule type**
| All ▼ | User ▼ | Benjamin Quek ▼ | All ▼ |

Summary

Line mandates

- All amounts when coding on all account, all department and all project on cost invoice with company Eye-share Norge (including subsidiaries)
- All amounts when coding on all account, all department and all project on expense with company Eye-share Norge (including subsidiaries)

Document mandate

- All amounts on invoice agreement with company Eye-share Norge (including subsidiaries), all department and all project

Forward after all lines are approved

- As of USD 1 000 to 5 000 when coding on all account on cost invoice with company Eye-share Norge (including subsidiaries). Sends to Anastasia Ollestad

Forwarding when lacking document mandate

- From amount NOK 50 000 to 999 999 999 on invoice agreement with company Eye-share Norge (including subsidiaries). Sends to Kai Mydland

Dimension access, for cost invoices, on lines with company Eye-share Norge (including subsidiaries)

- All account
- All department

Close

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Approval rules ✕   Approval templates   Coding templates   Invoice agreements   Replacements   Sequences   Action rules   Item registry   Item group   Attachment templates   Delivery sites   ⋮

	Rule type	Act...	System	Description		Information Companies Dimension criteria Users Forwarding Log	✕

Forward

↩ Undo changes

👥 Affecting rules   ✕

💾 Save

☐   Forward

☑   Forward

☐   Forward

➕ New approval rule

Document type	Select type	Select	Select rule type		Operator	Value(s)	Dime
All ▼	User ▼	Benjamin Quek ▼	All ▼				

- All supplier
- All vat

All

✕ Delete selected

All

Details

XLS Excel Export

▼ Rule type: Line mandate
    Description: 5000 kr - Egen avdeling
    Companies: Eye-share Norge (including subsidiaries)
    Document types: Cost invoice

📋 Copy

➡

⏸ Activate/Deactivate

From net amount	To net amount	Currency	Account	Account type	Value(s)	Department	Value(s)	Project	Value(s)	Supplier	Value(s)	From date
-5 000,00	5 000,00	NOK	All	All types		Equals	User's department	All				

👥 Affecting rules

▼ Rule type: Line mandate
    Description: Full tilgang alle - ESN
    Companies: Eye-share Norge (including subsidiaries)
    Document types: Cost invoice

➡

From net amount	To net amount	Currency	Account	Account type	Value(s)	Department	Value(s)	Project	Value(s)	Supplier	Value(s)	From date
Negative infinity	Positive infinity	NOK	All	-		All		All				

▼ Rule type: Line mandate
    Description: Full tilgang alle - ESN
    Companies: Eye-share Norge (including subsidiaries)

➡

Close

Users in the rule

o Which users are the
rule active for?

Insights in the log

o What rules were applied at the time of approval?

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eye-share Workflow   ESN - Eye-share Norge ▼ ★   Invoice ▼

Approval not started   Waiting for approval   Approved   Ready for transfer   Transferred   Overdue   Not approved   Waiting for match   On hold   Rejected   Invalid approval   Requires your approval

Current approval rules on approval

Current document mandates

▼ Demo document mandate tag 5000
Companies: Eye-share Norge (including subsidiaries)
Document types: Cost invoice

From net amount	To net amount	Currency	Company	Supplier	Value(s)
Negative infinity	Positive infinity	NOK	Eye-share Norge (including subsidiaries)	All	

Current line mandates for Benjamin Quek

▼ Full tilgang alle - ESN
Companies: Eye-share Norge (including subsidiaries)
Document types: Cost invoice, Expense

From net amount	To net amount	Currency	Account	Account type	Value(s)	Department	Value(s)	Project	Value(s)	Supplier	Value(s)
Negative infinity	Positive infinity	NOK	All	-		All		All			

Close

Undo chang
Save
Set ready f
Add comme
Approval
Purchase o
Refresh su
Perform all
Invoices fro
Email
Links

Attach... 1 📌 Inform... Invoic... 0 Appr... Article ... Mes... 📌 L... Vie...

BQ 25.11.2024 23:31:19 Benjamin Quek
👥 Approval was changed
Status changed from Waiting for approval to Approved
Final approver was set to Benjamin Quek
👍 Approved
▦ Current approval rules on approval

BQ 25.11.2024 23:31:18 Benjamin Quek
▤ Accounting lines were updated

BQ 25.11.2024 23:31:08 Benjamin Quek
▤ Accounting lines were updated
👥 Approval was changed

SA 25.11.2024 22:19:01 System Administrator
🔔 Reminder to approver regarding overdue approval has been sent to: L O (lillianolsen2@gmail.com)

SA 25.11.2024 16:08:01 System Administrator
🔔 Reminder to approver regarding overdue approval has been sent to: L O (lillianolsen2@gmail.com)

SA 22.11.2024 22:19:09 System Administrator
🔔 Reminder to approver regarding overdue approval has been sent to: L O (lillianolsen2@gmail.com)

SA 22.11.2024 16:08:07 System Administrator
🔔 Reminder to approver regarding overdue approval has been sent to: L O (lillianolsen2@gmail.com)

SA 21.11.2024 22:19:28 System Administrator

		te	Approver	Approval date	Final approver	Final a
☐	H -		Benjamin Quek	25.11.2024	Benjamin Quek	25.11

1 line   5 554,00   5 554,00   0,00

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Tips n tricks: Better Control

o How do I have better control over user's approval rules?

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Use tags, department, position or category on user profile!

Simplify the rules by grouping the users they should apply to

- By filling out tag, department, position or category on user profile, multiple users can be "automatically" associated to a rule

Tips n tricks: Combine Approval Rules with EyeDa and Action Rules

o For ultimate control over approval workflow

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Scenario

Kenneth the savvy accountant!

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Approval not started | Waiting for approval ✕ | Approved | Ready for transfer | Transferred | Overdue | Not approved | Waiting for match | On hold | Rejected | Invalid approval | Requires your approval | Search | +

		Co...	Supplier id	Supplier	Gross a...	Current approver
☐	👤	ES6	18003	BT Conferencing	1 006,07	Noah Wang
☑	👤	ES6	18915	Complete Cleaning	1 090,20	Kenneth Sætre
☐	👤❗	ES6	18916	ExxonMobil	5 241,43	Noah Wang
☐	👤❗	ES6	18916	ExxonMobil	5 460,37	Sara Smith
☐	👤❗	ES6	18917	ISS Machinery Services	412 680,00	Noah Wang
☐	👤❗	ES6	18917	ISS Machinery Services	412 680,00	Jorunn Mæland
☐	👤❗	ES6	20013	SWIFT SCRL	33 328,26	Kenneth Sætre
☐💬	👤	ES6	18474	TeamStudio Europe Ltd	2 250,00	Kenneth Sætre
☐	👤	ES6	18474	TeamStudio Europe Ltd	2 250,00	Noah Wang
☐	👤❗	ES6	18474	TeamStudio Europe Ltd	2 550,00	Noah Wang

Information | Approval | Article match | Comments🚩 | Log   ✕

🏷

Status	Waiting for approval
Supplier	18915 - Complete Cleaning ▼ 🔍
Credit note	⊘
Invoice no	72/05/18/0001
Currency	GBP ▼
Gross amount	1 090,20
VAT amount	0,00
Currency rate	11,56
Converted amount	12 601,19
Invoice date	06.11.2021
Due date	06.12.2021
Period	06.11.2021
CID	
Pay terms	
Voucher text	
Project	▼ 🔍
Department	▼ 🔍
Order numbers	
Company	ES6 - Eye-share 6 ▼
Agreement reference	ℹ
Registered date	06.11.2021 07:12:26
Note	

Attachments ❶

completecleaning
domestic and commercial

Eye-share AS
P.O. Box 305
4066 Stavanger
NORWAY

ACCOUNT NUMBER: 000174   DATE: 04th June 2018   INVOICE NUMBER: 72/05/18

DATE WORK COMPLETED	DURATION	TOTAL COST
Week commencing 29th April	20 Hours	£237.00
Week commencing 06th May	16 hours	£189.60
Week commencing 13th May	20 hours	£237.00
Week commencing 20th May	20 hours	£237.00
Week commencing 27th May	16 hours	£189.60
TOTAL AMOUNT DUE		£1090.20

Kind Regards
Paul
Payment Terms:
Invoice to be paid in full within 30 days of invoice date

Preferred payment type by online transfer
Barclays Bank Lowestoft
Account name: Mr P
Account number: 93722201
Sort Code: 20-53-06
Please put company name or invoice number as reference

Very high
Auto coded

Rest amount: 0,00 GBP

	Account type	Account	Department	Project	VAT	Gross amount	Net amount	VAT amount	Description	Period	Approver	Approval date	Final approver	Final approval date
☐	H - Account	5156 - Maintenance Con...	1001		0 - 0%	1 090,20	1 090,20	0,00			Kenneth Sætre		Kenneth Sætre	

1 line

| | | | 1 090,20 | 1 090,20 | 0,00 | |

		Co...	Supplier id	Supplier	Gross a...	Current approver
☐	👤	ES6	18003	BT Conferencing	1 006,07	Noah Wang
☑	👤	ES6	18915	Complete Cleaning	1 090,20	Kenneth Sætre
☐	👤❗	ES6	18916	ExxonMobil	5 241,43	Noah Wang
☐	👤❗	ES6	18916	ExxonMobil	5 460,37	Sara Smith
☐	👤❗	ES6	18917	ISS Machinery Services	412 680,00	Noah Wang
☐	👤❗	ES6	18917	ISS Machinery Services	412 680,00	Jorunn Mæland
☐	👤❗	ES6	20013	SWIFT SCRL		
☐	👤💬	ES6	18474	TeamStudio E		
☐	👤	ES6	18474	TeamStudio E		
☐	👤❗	ES6	18474	TeamStudio E		

Information | Approval | Article match | Comments 📌 | Log

Attachments ①

Status — Waiting for approval
Supplier — 18915 - Complete Cleaning ▾ 🔍
Credit note — ⬤
Invoice no — 72/05/18/0001
Currency — GBP ▾
Gross amount — 1 090,20

Auto coding suggestions ✕

🔵 Only the current approver's codings

▼ **Very high** 90% ⓘ
Used 5 days ago | Total 1 times | Kenneth Sætre

ACCOUNT	ACCOUNT NAME	DEPARTMENT	PROJECT	GROSS AMO...	VAT	DESCRIPTION	APPROVER	FINAL APPROVER
5156	Maintenance Contr...	1002		1 090,20	0		Kenneth Sætre	Kenneth Sætre

▼ **High** 87% ⓘ
Used 76 days ago | Total 2 times | Kenneth Sætre

ACCOUNT	ACCOUNT NAME	DEPARTMENT	PROJECT	GROSS AMO...	VAT	DESCRIPTION	APPROVER	FINAL APPROVER
5156	Maintenance Contr...	1001		1 090,20	0		Kenneth Sætre	Kenneth Sætre

Insert   Cancel

Rest amount: 0,00 GBP

Very high
Auto coded

	Account type	Account	Department	Project	VAT	Gross amount	Net amount	VAT amount	Description	Period	Approver	Approval date	Final approver	Final approval date
☐	H - Account	5156 - Maintenance Con...	1001		0 - 0%	1 090,20	1 090,20	0,00			Kenneth Sætre		Kenneth Sætre	

1 line

1 090,20   1 090,20   0,00

completecleaning
domestic and commercial

Eye-share AS
P.O. Box 305
4066 Stavanger

DATE: 04ᵗʰ June 2018   INVOICE NUMBER 72/05/18

COMPLETED	DURATION	TOTAL COST
29ᵗʰ April	20 Hours	£237.00
06ᵗʰ May	16 hours	£189.60
13ᵗʰ May	20 hours	£237.00
20ᵗʰ May	20 hours	£237.00
27ᵗʰ May	16 hours	£189.60

TOTAL AMOUNT DUE   £1090.20

full within 30 days of invoice date

Preferred payment type by online transfer
Barclays Bank Lowestoft
Account name: Mr P
Account number: 93722201
Sort Code: 20-53-06
Please put company name or invoice number
as reference

eye-share Workflow   ES6 - Eye-share 6 ▾   ★   Invoice ▾

Approval not started | Waiting for approval | Approved | Ready for transfer | Transferred | Overdue | Not approved | Waiting for match | On hold | Rejected | Invalid approval | Requires your approval | Search

		Co...	Supplier id	▲Supplier	Gross a...	Current approver
☐	👤	ES6	18003	BT Conferencing	1 006,07	Noah Wang
☑	👤	ES6	18915	Complete Cleaning	1 090,20	Kenneth Sætre
☐	👤❗	ES6	18916	ExxonMobil	5 241,43	Noah Wang
☐	👤❗	ES6	18916	ExxonMobil	5 460,37	Sara Smith
☐	👤❗	ES6	18917	ISS Machinery Services	412 680,00	Noah Wang
☐	👤❗	ES6	18917	ISS Machinery Services	412 680,00	Jorunn Mæland
☐	👤❗	ES6	20013	SWIFT SCRL		
☐	👤	ES6	18474	TeamStudio E		
☐	👤	ES6	18474	TeamStudio E		
☐	👤❗	ES6	18474	TeamStudio E		

Information | Approval | Article match | Comments | Log

Status — Waiting for approval

Supplier — 18915 - Complete Cleaning ▾

Credit note

Invoice no — 72/05/18/0001

Currency — GBP ▾

Auto coding suggestions ✕

🔘 Only the current approver's codings

How eye-share predict the chance of you using this coding suggestion

The weights have been adjusted due to the amount exactly matching invoices transferred earlier

CRITERIA	RESULT	WEIGHT	WEIGHTED RESULT
Amount match How close the amount on the document is to the previously used document amount for this suggestion	100,00%	90,00%	90,00%
Success rate Number of times suggestion has been transferred without any changes	100,00%	10,00%	10,00%
Sum			100,00%
Sum after reduction 10,00% reduction due to limited data			90,00%

▼ Very high 90% (?)
Used 5 days ago | Total

ACCOUNT	ACCOUNT NAME
5156	Maintenance C

▼ High 87% (?)
Used 76 days ago | Total

ACCOUNT	ACCOUNT NAME
5156	Maintenance C

Insert | Cancel

completecleaning
domestic and commercial

Eye-share AS
P.O. Box 305
4066 Stavanger

DATE: 04ᵗʰ June 2018   INVOICE NUMBER 72/05/18

COMPLETED	DURATION	TOTAL COST
29ᵗʰ April	20 Hours	£237.00
06ᵗʰ May	16 hours	£189.60
13ᵗʰ May	20 hours	£237.00
20ᵗʰ May	20 hours	£237.00
27ᵗʰ May	16 hours	£189.60

TOTAL AMOUNT DUE | | £1090.20

full within 30 days of invoice date

Preferred payment type by online transfer
Barclays Bank Lowestoft
Account name: Mr P
Account number: 93722201
Sort Code: 20-53-06
Please put company name or invoice number as reference

Very high
Auto coded

Rest amount: 0,00 GBP

	Account type	Account	Department	Project	VAT	Gross amount	Net amount	VAT amount	Description	Period	Approver	Approval date	Final approver	Final approval date
☐	H - Account	5156 - Maintenance Con...	1001		0 - 0%	1 090,20	1 090,20	0,00			Kenneth Sætre		Kenneth Sætre	

1 line   1 090,20   1 090,20   0,00

Approval not started ×   Waiting for approval   Approved   Active   Not approved   Archived   Rejected   Invalid approval   Requires your approval   Search

		Company	Supplier ID	Supplier	Description	Organization number	Curren
☑	👤	ESN	18846	Rebus	Some description	45698764521	NOK
☐	👤	ESN	35448	Haarek Shipping AS	Some description	89484964648	NOK
☐	👤	ESN	89568	Komplett AS	Some description	65481913255	NOK
☐	👤	ESN	89415	Dataplan AS	Some description	31518181546	NOK
☐	👤	ESN	86666	Bano	Some description	98433354686	NOK
☐	👤	ESN	84687	Amazon Webservices	Some description	84984998421	NOK
☐	👤	ESN	89568	Komplett AS	Some description	98755546822	NOK

Attachments 1 📌   Information   Approval   Article match   Comments 📌   Log

Invoice number: 1002568
Invoice date: 24.04.2022
Customer-ID: ABC23922

CUSTOMER
S.T.A.R Labs
314 Collider Road
87654 Central City

DELIVERY
S.T.A.R Labs
314 Collider Road
87654 Central City

WORKDESCRIPTION   ORDER NUMBER   DUEDATE
Delivery to project 123-LEDD   25.05.2022

ITEM	DESCRIPTION	QTY	UNITPRICE	AMOUNT
456	Kingston FURY Impact DDR4 2666MHz 8GB	12	NOK 500,00	NOK 6 000,00
852	Raspberry Pi 3 Strømadapter Micro USB	15	NOK 205,00	NOK 3 075,00
741	Cooler Master MWE Bronze 750 230V V2	2	NOK 890,00	NOK 1 780,00
965	Raspberry Pi Official enclosure	41	NOK 99,00	NOK 4 059,00
857	Corsair Type 3 Sleeved EPS/12V CPU Cable	200	NOK 57,50	NOK 11 500,00
369	Package fee	1	NOK 900,00	NOK 900,00
110	Freight (>500kg)	1	NOK 1 100,00	NOK 1 100,00

NET TOTAL   NOK 28 414,00
VAT 25%   NOK 7 103,50
TOTAL   NOK 35 517,50

◉ Auto coding details ✕

Automatically coded with **low confidence**:
- No history for this product number
- Product description (**Kingston FURY Impact DDR4 2666MHz 8GB**) partly matches **Corsair Low Profile DDR4 2400MHz 8GB**, which is coded on **6560 - Rekvisita**

Close

⊕ ▼   ⊗   ⊟!   ✨   ☰   ⊕   ☰ ▼   ⊕   ⊡   ⊕ ▼   ◉ Automatically coded Based on invoice lines ?   Rest amount: 0,00 NOK

Automatically coded with **low confidence**

		Confidence	Account type	Account	Project	Description	VAT	Gross amount	Net amount	Period
☐	⤢	🔴	H - Account	6551 - Computer hardware	7004	Network upgrade	Kingston FURY Impact DDR4 2666MHz 8GB	25%	7 500,00	6 000,00	-
☐		🟠	H - Account	6551 - Computer hardware	7004	Network upgrade	Corsair Type 3 Sleeved EPS/12V CPU Cable	25%	3 843,75	3 075,00	-
☐		🟠	H - Account	6551 - Computer hardware	7004	Network upgrade	Raspberry Pi 3 Strømadapter Micro USB	25%	2 225,00	1 780,00	-
☐		🟠	H - Account	6551 - Computer hardware	7004	Network upgrade	Raspberry Pi Official enclosure	25%	5 073,75	4 059,00	-
☐		🟠	H - Account	6551 - Computer hardware	7004	Network upgrade	Cooler Master MWE Bronze 750	25%	14 375,00	11 500,00	-
☐		🟢	H - Account	4060 - shipping, customs and forw...	7004	Network upgrade	Package fee	25%	1 125,00	900,00	-
☐		🟢	H - Account	4060 - shipping, customs and forw...	7004	Network upgrade	Shipping (>500kg)	25%	1 375,00	1 100,00	-

7 Lines

	Tags	Company	▲Su...	Supplier	Gross amount	Curre...	Invoice da...	Due date	Period	Document approv...	Invoice no	Order number	Order status	Departme...
☐	🏷 Supporting documents attached	ES6	18474	TeamStudio Europe Ltd	2 550,00	EUR	29.10.2021	28.11.2021	29.10.2021	Jorunn Mæland	PO1623747884...	1222	Match	
☐	🏷 Dimension changed	ES6	18915	Complete Cleaning	1 090,20	GBP	01.11.2021	01.12.2021	01.11.2021	Kenneth Sætre	CI16236539071...			
☐		ES6	18916	ExxonMobil	5 241,43	USD	25.10.2021	24.11.2021	25.10.2021	Noah Wang	PO1623745457...	2189	Match	

∧   Approval not started   Waiting for approval   Approved ×   Ready for transfer   Transferred   Overdue   Not approved

		Tags	Company	▲Su...	Supplier	
☐	🏷	Supporting documents attached	ES6	18474	TeamStudio Europe Ltd	
☐	🏷	Dimension changed	ES6	18915	Complete Cleaning	
☐			ES6	18916	ExxonMobil	

	Tags	Company	▲Su...	Supplier	Gross amount	Curre...	Invoice da...	Due date	Period	Document approv...	Invoice no	Order number	Order status	Departme...
☐	Supporting documents attached	ES6	18474	TeamStudio Europe Ltd	2 550,00	EUR	29.10.2021	28.11.2021	29.10.2021	Jorunn Mæland	PO1623747884...	1222	Match	
☐	Dimension changed	ES6	18915	Complete Cleaning	1 090,20	GBP	01.11.2021	01.12.2021	01.11.2021	Kenneth Sætre	CI16236539071...			
☐		ES6	18916	ExxonMobil	5 241,43	USD	25.10.2021	24.11.2021	25.10.2021	Noah Wang	PO1623745457...	2189	Match	

Approval not started | Waiting for approval | Approved | Ready for transfer | Transferred | Overdue | Not approved | Waiting for match | On hold | Rejected | Invalid approval | Requires your approval | Search

	Tags		Company	▲Su...	Supplier	
☐	🏷	Supporting documents attached	ES6	18474	TeamStudio Europe Ltd	
☑	🏷	Dimension changed	ES6	18915	Complete Cleaning	
☐			ES6	18916	ExxonMobil	

Information | Approval | Article match | Comments | Log

Stop in status "Approved"   Dimension changed

Status	Approved
Supplier	18915 - Complete Cleaning ▼
Credit note	⊘
Invoice no	CI1623653907181838104
Currency	GBP ▼
Gross amount	1 090,20
VAT amount	0,00
Currency rate	11,51
Converted amount	12 551,04
Invoice date	01.11.2021
Due date	01.12.2021
Period	01.11.2021
CID	9121814932
Pay terms	NET30
Voucher text	Mongoose
Project	6010227-19 - Legacy utviklin ▼
Department	▼
Order numbers	
Company	ES6 - Eye-share 6 ▼
Agreement reference	
Registered date	06.11.2021 07:58:27
Note	

Attachments 1

completecleaning
domestic and commercial

e-share AS
. Box 305
66 Stavanger
RWAY

ACCOUNT NUMBER: 000174   DATE: 04th June 2018   INVOICE NUMBER: 72/05/18

ATE WORK COMPLETED	DURATION	TOTAL COST
eek commencing 29th April	20 Hours	£237.00
eek commencing 06th May	16 hours	£189.60
eek commencing 13th May	20 hours	£237.00
eek commencing 20th May	20 hours	£237.00
eek commencing 27th May	16 hours	£189.60

TOTAL AMOUNT DUE   £1090.20

nd Regards
ul

yment Terms:
voice to be paid in full within 30 days of invoice date

Preferred payment type by online transfer
Barclays Bank Lowestoft
Account name: Mr P
Account number: 93722201
Sort Code: 20-53-06
Please put company name or invoice number
as reference

Rest amount: 0,00 GBP

	Account type	Account	Department	Project	VAT	Gross amount	Net amount	VAT amount	Description	Period	Approver	Approval date	Final approver	Final approval date
☐	H - Account	5156 - Maintenance Con...	1006	6010227-19	0 - 0%	1 090,20	1 090,20	0,00			Kenneth Sætre	11.11.2021	Kenneth Sætre	11.11.2021

1 line

| | | | | 1 090,20 | 1 090,20 | 0,00 | |

	Tags	Company	▲Su...	Supplier
☐ 🏷	Supporting documents attached	ES6	18474	TeamStudio Europe Ltd
☑ 🏷	Dimension changed	ES6	18915	Complete Cleaning
☐		ES6	18916	ExxonMobil

Information | Approval | Article match | Comments | Log | ⊗

Attachments 1

KS   11.11.2021 14:42:19 Kenneth Sætre
- Accounting lines were updated
- Approval was changed
Status changed from Waiting for approval to Approved
ForApproval changed from Yes to none
Final approver was set to Kenneth Sætre
- 👍 Approved
- Current approval rules on approval
Stopped in state 'Approved' by action rule 'One or more dimensions changed and needs checking'

KS   11.11.2021 14:41:21 Kenneth Sætre

completecleaning
domestic and commercial

Change(s) made to accounting lines ✕

After change(s)

	‖‖‖	Account type	Account	Departm...	Project	IntDim1	IntDim2	IntDim3	IntDim4	IntDim5	VAT	Gross amo...	Net amo...	VAT amo...	Description	Period
≠		H - Account	5156 - Maintenance ...	1006	6010227-19						0 - 0%	1 090,20	1 090,20	0,00		

Before change(s)

	‖‖‖	Account type	Account	Departm...	Project	IntDim1	IntDim2	IntDim3	IntDim4	IntDim5	VAT	Gross amo...	Net amo...	VAT amo...	Description	Period
≠		H - Account	5156 - Maintenance ...	1002	6010227-19						0 - 0%	1 090,20	1 090,20	0,00		

Close

Rest amount: 0,00 GBP

		Account type	Account	Department	Project	VAT	Gross amount	Net amount	VAT amount	Description	Period	Approver	Approval date	Final approver	Final approval date
☐		H - Account	5156 - Maintenance Con...	1006	6010227-19	0 - 0%	1 090,20	1 090,20	0,00			Kenneth Sætre	11.11.2021	Kenneth Sætre	11.11.2021

1 line   1 090,20   1 090,20   0,00

Stop in status Approved – though invoice is final approved with sufficient mandates and setting skip status Approved is on

Questions?

Need more help?

o EyeDa

o Contact us for advisory!

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You are now ready

To effectively use approval rules, and maybe make pancakes

eye-share

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