



# Feature at a Glance

## Create Summary Invoices in SAP Business Network (NP-33199)

Target GA: November, 20203

# Introducing: Create Summary Invoices in SAP Business Network

## Feature Description

This feature enables suppliers to create a summary invoice based on multiple purchase orders and ship notices by using the Orders to summary invoice tile.

## Key Benefits

- Reducing the number of invoices to create and manage for suppliers.
- Reducing the number of invoices to approve and pay for buyers.

### Audience:

Buyers & Suppliers

### Enablement Model:

Customer configured

### Applicable Solutions

- SAP Business Network for Procurement
- SAP Business Network for Supply Chain



## Enablement Steps & Notes

Buyer enables transaction rule Allow suppliers to send summary invoices to this account

### General Invoice Rules

Allow suppliers to send summary invoices to this account.



Available in the:

1. Default transaction rules
2. Supplier group rules
3. Country-based invoicing rules



# Prerequisites and Restrictions

## Prerequisites

- None

## Restrictions

- The feature is not available to standard account suppliers
- Orders that can be invoiced together must have the same value in:
  1. Customer
  2. Company Code
  3. Currency
  4. System ID\*
- Orders that can be invoiced together must all either have Taxes at the header or taxes at the line items

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\* System ID is used to separate the orders by from what buyer system the order was received from

## User Stories

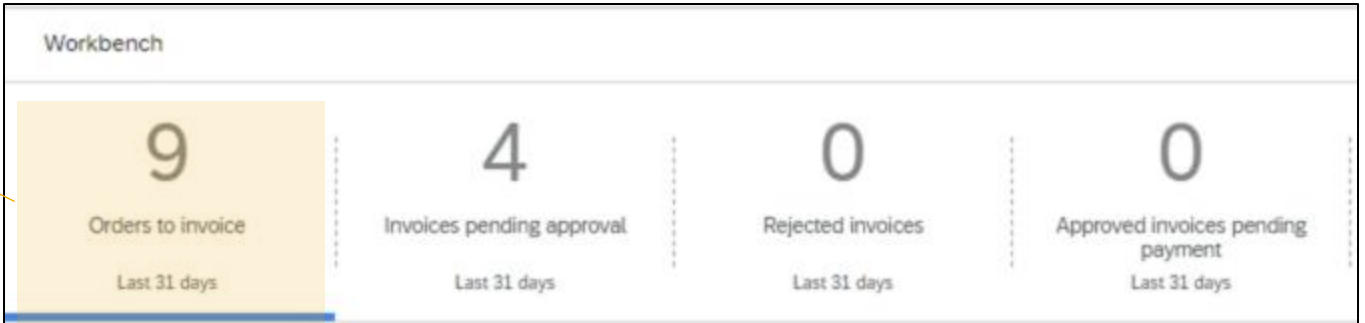
1. As an accounts receivables specialist, I want to create one invoice that references items from multiple orders.
2. As an accounts payables specialist, I want to process one invoice that references items from multiple orders.



# Feature Details



Tile Orders to invoice



Orders grouped by Currency, Customer, Company Code

Orders to invoice (9)

[Edit filter](#) | [Save filter](#) | [Last 31 days](#)

[Create invoice](#) ▾

Click on Create invoice

Select all orders in a group

<input type="checkbox"/>	Order Number	Purchasing Organization	Purchasing Group	Ordering Address
<input type="checkbox"/>	Currency: EUR Customer: Ignite Bike Designs GmbH Company Code: 001 DE 1			
<input type="checkbox"/>	MTBHBR039	M1CB2 SCPM Purchasing Org	DE22 PGP Buyer	Ignite Bike Designs Cologne, Germany
<input type="checkbox"/>	MTBBRK035	M1CB2 SCPM Purchasing Org	DE22 PGP Buyer	Ignite Bike Designs Cologne, Germany
<input type="checkbox"/>	MTBFRM035	M1CB2 SCPM Purchasing Org	DE22 PGP Buyer	Ignite Bike Designs Cologne, Germany
<input type="checkbox"/>	Currency: EUR Customer: Ignite Bike Designs GmbH Company Code: DE01 DE 1			
<input type="checkbox"/>	MTBHBR032	M1CB2 SCPM Purchasing Org	DE22 PGP Buyer	Ignite Bike Designs Cologne, Germany

Select individual orders in a group

In tile Orders to invoice in the supplier transaction workbench, suppliers can see purchase orders that can be invoiced together grouped by:

1. Currency
2. Customer
3. Company Code
4. System ID (not visible)

Suppliers can select:

- a. all orders in a group or
- b. individual orders


by clicking on the checkboxes.

After having selected orders, the supplier can click on Create invoice.



# Feature Details

Orders that can be invoiced together are always grouped by Customer, Currency, and Company Code.\*

The supplier can however add additional grouping criteria by clicking on the  icon on top of the list of orders, select tab Column grouping, and drag and drop a column from the available columns list to the grouping columns list.

## Default grouping

## New grouping

## Default grouping

## New grouping

Table setting

Table columns

Column grouping

Date and time

Use **drag and drop** to configure column grouping and the order of the grouped columns.

Available columns

- Type
- Order Status
- Purchasing Org
- External Document Type
- Customer location
- Ship To Address
- Ordering Address

Grouping

- Currency
- Customer
- Company Code
- Order group

Save Cancel

Table setting

Table columns

Column grouping

Date and time

Use **drag and drop** to configure column grouping and the order of the grouped columns.

Available columns

- Type
- Order Status
- External Document Type
- Customer location
- Ship To Address
- Ordering Address

Grouping

- Currency
- Customer
- Company Code
- Purchasing Org
- Order group

Save Cancel

Currency: EUR Customer: Ignite Bike Designs GmbH Company Code: 001 DE 1

Currency: EUR Customer: Ignite Bike Designs GmbH Company Code: 001 DE 1 Purchasing Organization: M1CB2 SCPM Purchasing Org

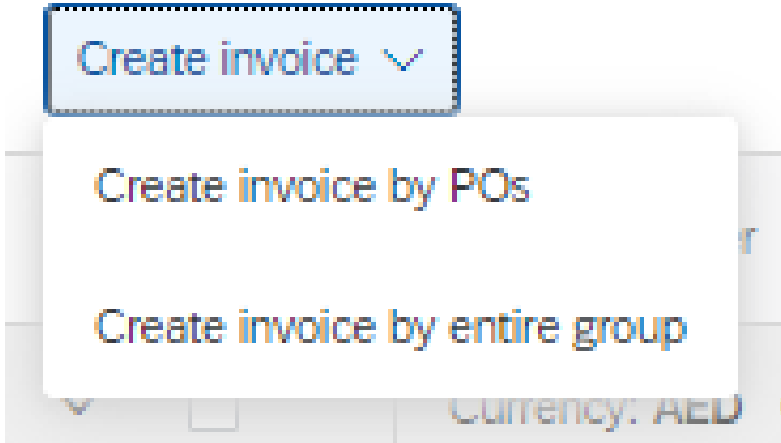
\* Column Order group is also amongst the fixed grouping columns. This column is used for technical reasons to ensure the grouping is indexed and intact.

# Feature Details



When the supplier clicks on Create invoice, the supplier has two options:

1. **Create invoice by POs** – The invoice is created for the selected orders
2. **Create invoice by entire group** – The invoice is created for all orders that reside in the grouping where the supplier had selected orders. This option should be used if the supplier wants to invoice for all orders in the group when not all orders in the group are displayed in the listing page







# Feature Details

If the buyer has enabled transaction rules:

- Require suppliers to include only shipped quantities on invoices
- Require references to ship notices on invoices

for the supplier, the supplier can only invoice orders that have associated ship notices that have a shipped quantity that has not yet been invoiced. When the supplier clicks on Create invoice after having selected such orders, the supplier must select the ship notices for those orders that have not yet been invoiced and that the supplier would like to create an invoice for.

Select ship notices to invoice Next Cancel

▼ Edit filter

Packing slip date:  Actual shipping date:

Apply Reset

Ship Notice List

<input checked="" type="checkbox"/>	Order 1	Packing Slip ID	Packing slip date	Actual shipping date	Routing Status
<input checked="" type="checkbox"/>	SumMBHB663	Ship3234234234233355	28 Jun 2023 1:39:36 PM		Sent
<input checked="" type="checkbox"/>	SumMBHB667	Ship3234234234234555	28 Jun 2023 1:37:30 PM		Sent
<input checked="" type="checkbox"/>	SumMBHB663	Ship3234234234234633	28 Jun 2023 1:38:45 PM		Sent
<input checked="" type="checkbox"/>	SumMBHB667	Ship3234234234234888	28 Jun 2023 1:38:05 PM		Sent

Next Cancel

# Feature Details



The header values on the orders may be different, so after the supplier has clicked on Create order, the supplier has to select which order to use to default values to the invoice header.

Create Invoice [Next](#) [Cancel](#)

Select an order as the invoice header

The information of the order you selected will be taken as the header level information of the invoice

	Order number ↑	Date	Purchasing organization	Ordering address	Customer location	Invoiced amount	Amount	Order status
<input type="radio"/>	MTBBRK077	6 Apr 2023	SCPM Purchasing Org	Ignite Bike Designs GmbH Cologne Germany	Ship to		5,700.00 EUR	Confirmed
<input type="radio"/>	MTBFRM124	6 Apr 2023	SCPM Purchasing Org	Ignite Bike Designs GmbH Cologne Germany	Ship to		128,000.00 EUR	Confirmed
<input type="radio"/>	MTBHBR134	6 Apr 2023	SCPM Purchasing Org	Ignite Bike Designs GmbH Cologne Germany	Ship to		2,550.00 EUR	Confirmed

[Next](#) [Cancel](#)



# Feature Details

The invoice lines on the Create invoice page are grouped by the order from which they were flipped.

▶ Original purchase order MTBFRM124 \* Indicates required field

Expand to view the contents of this section.

▶ Original purchase order MTBHBR134 \* Indicates required field

Expand to view the contents of this section.

▶ Original purchase order MTBBRK077 \* Indicates required field

Expand to view the contents of this section.

When an order group is expanded, the supplier can edit the invoice items and take actions on them.

▼ Original purchase order MTBFRM124 \* Indicates required field

3 Line Items, 3 Included, 0 Previously Fully Invoiced

Line Items

**Insert Line Item Options**

Tax Category: 19% VAT / Standard  Shipping Documents  Special Handling  Discount Add to Included Lines

<input type="checkbox"/>	No.	Include	Type	Part #	Description	Customer Part #	Quantity	Unit	Unit Price	Subtotal
<input type="checkbox"/>	1	<input checked="" type="checkbox"/>	MATERIAL	MBFRMNS290	MTB Frame: Nukeproof Scout		10	EA ⓘ	550.00 EUR	5,500.00 EUR
<input type="checkbox"/>	2	<input checked="" type="checkbox"/>	MATERIAL	MBFRMSEE	MTB Frame: Specialized Epic Evo		30	EA ⓘ	2,000.00 EUR	60,000.00 EUR
<input type="checkbox"/>	3	<input checked="" type="checkbox"/>	MATERIAL	MBFRMSCT	MTB Frame: Santa Cruz Tallboy		25	EA ⓘ	2,500.00 EUR	62,500.00 EUR

↳ Line Item Actions ▼ Delete Reset Tax from PO

# Thank you

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