Help Manual

IVEND RETAIL - MICROSOFT BUSINESS CENTRAL INTEGRATION

Table of Contents

1. Overview – iVend Business Central Integration

This document explains various iVend Management Console and Point of Sale transactions that are integrated between Business Central and iVend Retail. It begins with creation and integration of Master Data which is a pre-requisite for executing purchase and sales transactions.

1. Master Data Integration between Business Central and iVend Retail
2. POS Transaction Integration
3. Management Console Transaction Integration

The integration between iVend Retail Suite and Business Central is automatic, real time and seamless. The integration further improvises end-to-end retail management with minimal manual intervention and streamlined retail functioning.

2. Master Data Integration

Master Data Management:

Master Data is all the key information to the operation of a business. It represents the core information about the business such as customer, vendor, products and accounts. This section of the document focusses on the need to create and integrate master data between the two applications – **iVend Retail** and **Microsoft Dynamics 365 Business Central**.

Following masters have been covered under this demonstration which are either bi-directional or uni-directional. The integration facilitates flow of master data from Business Central to iVend and/or integrates data from iVend to Business Central in real time on entering information in respective applications.

Master Data	Bi-directional/Uni-directional	Direction of Integration
Customer	Bi-directional	• BC to iVend • iVend to BC
Item	Bi-directional	• BC to iVend • iVend to BC
Vendor	Bi-directional	• BC to iVend • iVend to BC
Sales Prices	Uni-directional	• BC to iVend
Tax Codes	Uni-directional	• BC to iVend
Matrix Items	Uni-directional	• BC to iVend

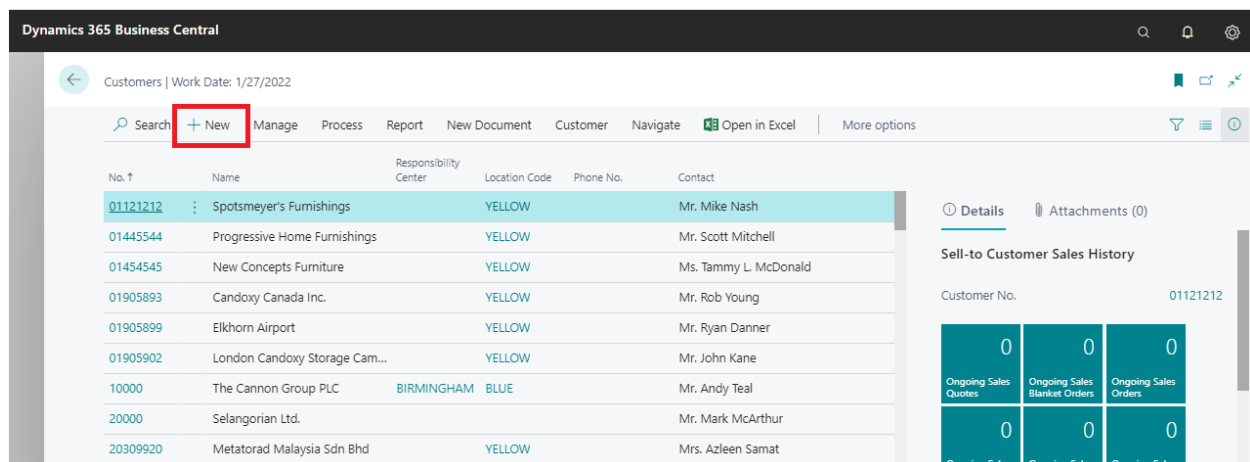## 2.1   Customer Master Integration

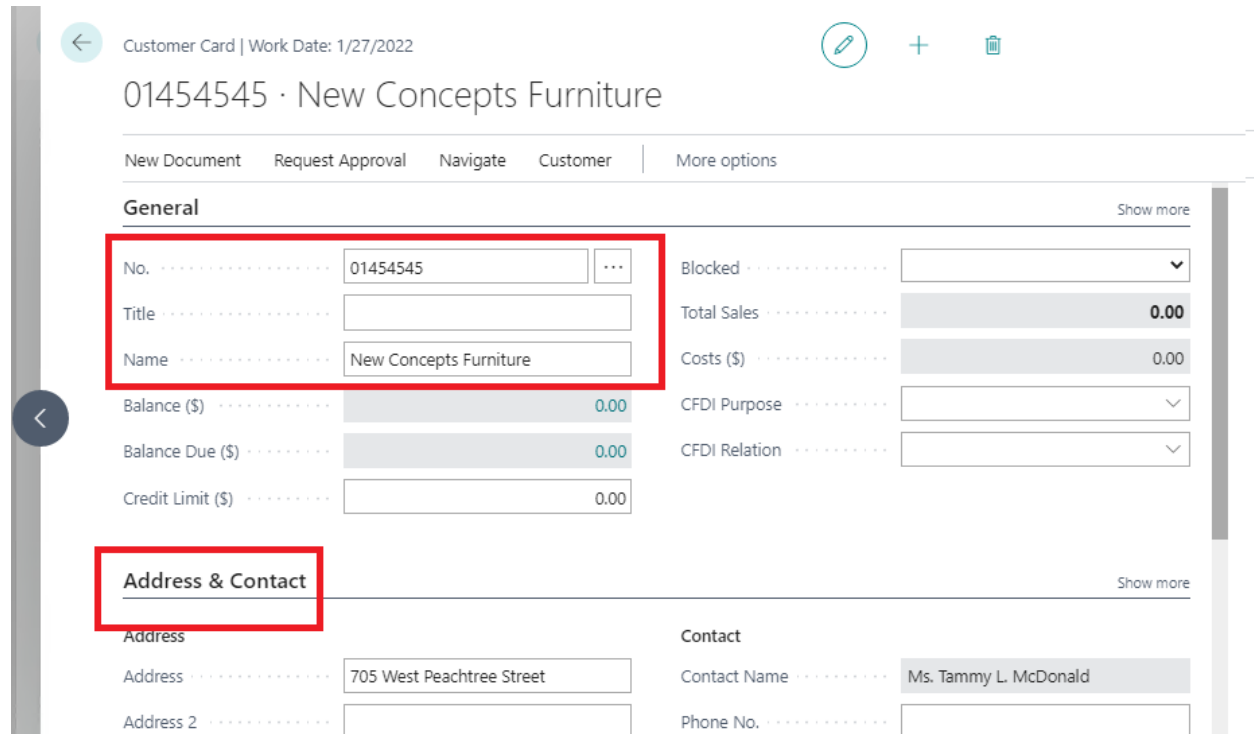**Step 1: Login to Business Central and navigate to the Customer Card**

Go to **Sales** and click on **"Customers" or** simply search the **Customers** through the Search bar**.**
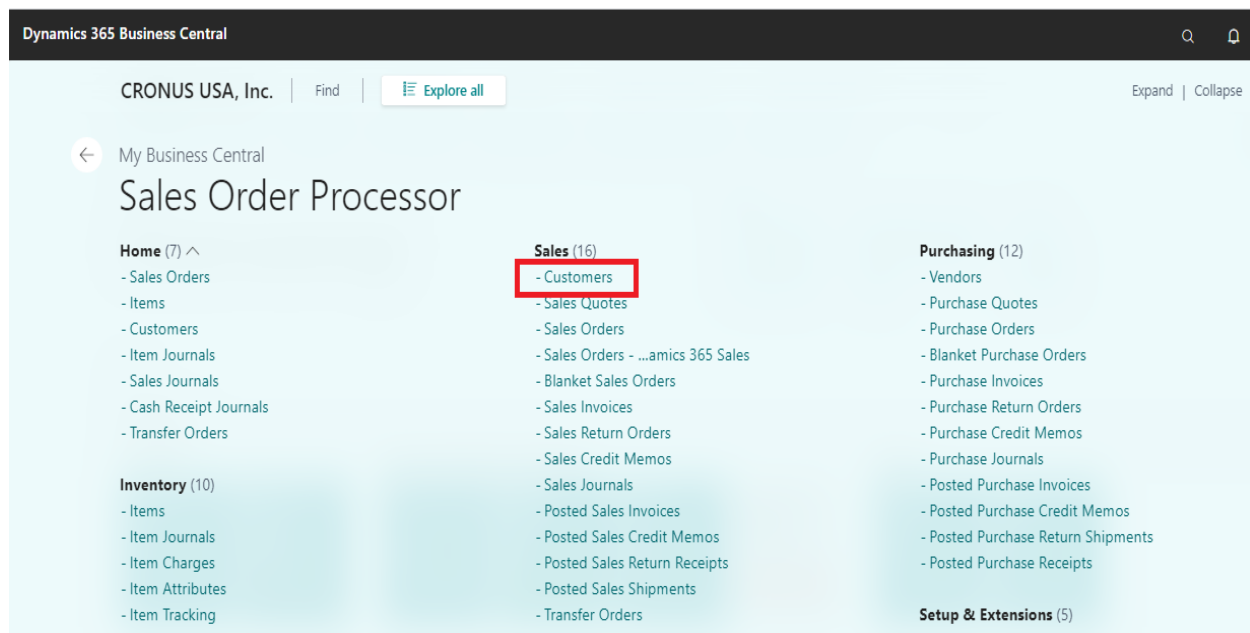
Step 2: The list of customers will be displayed. Click on '**New'** under Home tab in the ribbon to create a Customer.

Step 3: Enter the required details on customer card that must be integrated in iVend Retail. For this demo fields such as **No.**, **Title**, **Name**, **Address** of the customer are updated. After updating required information press ''**OK**'' to close the card.

Note: Please ensure the fields marked with red asterisk such as **General Business Posting Group** and **Customer Posting Group** are updated under Invoicing tab on customer card which is mandatory Business Central specific requirements.
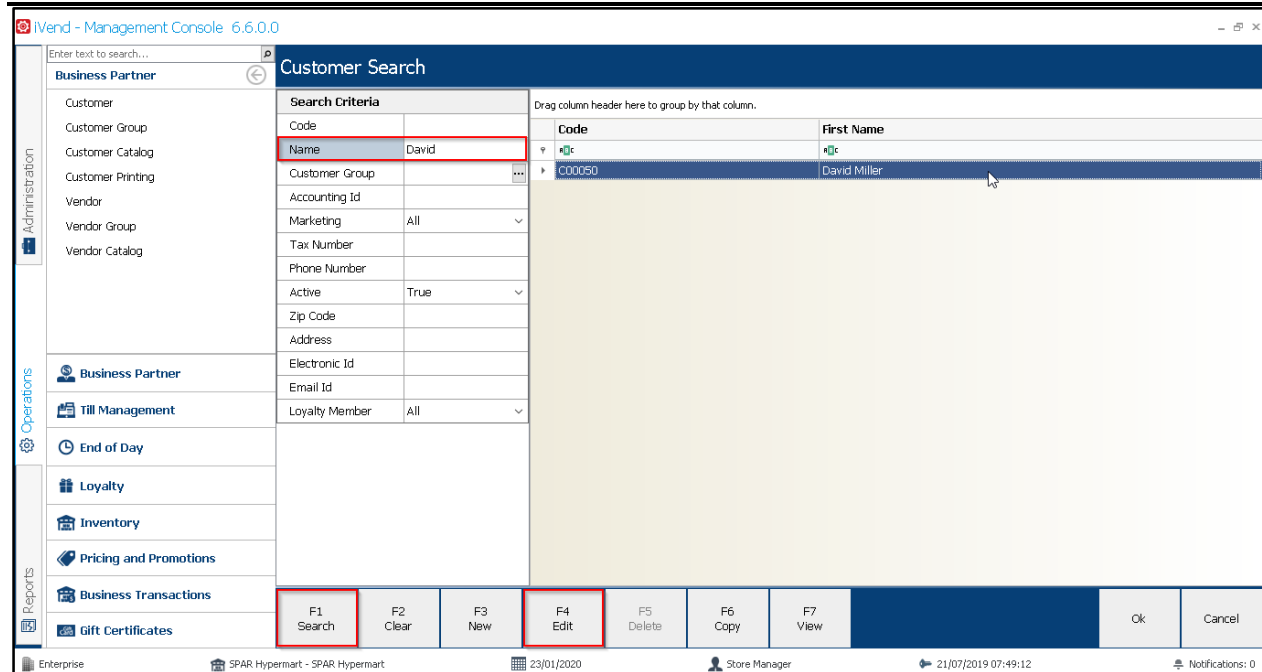
Step 4: Login to **iVend Management Console** to check the integrated master and search the Customer following below path:

Operations ⟶ Business Partner ⟶ Customer
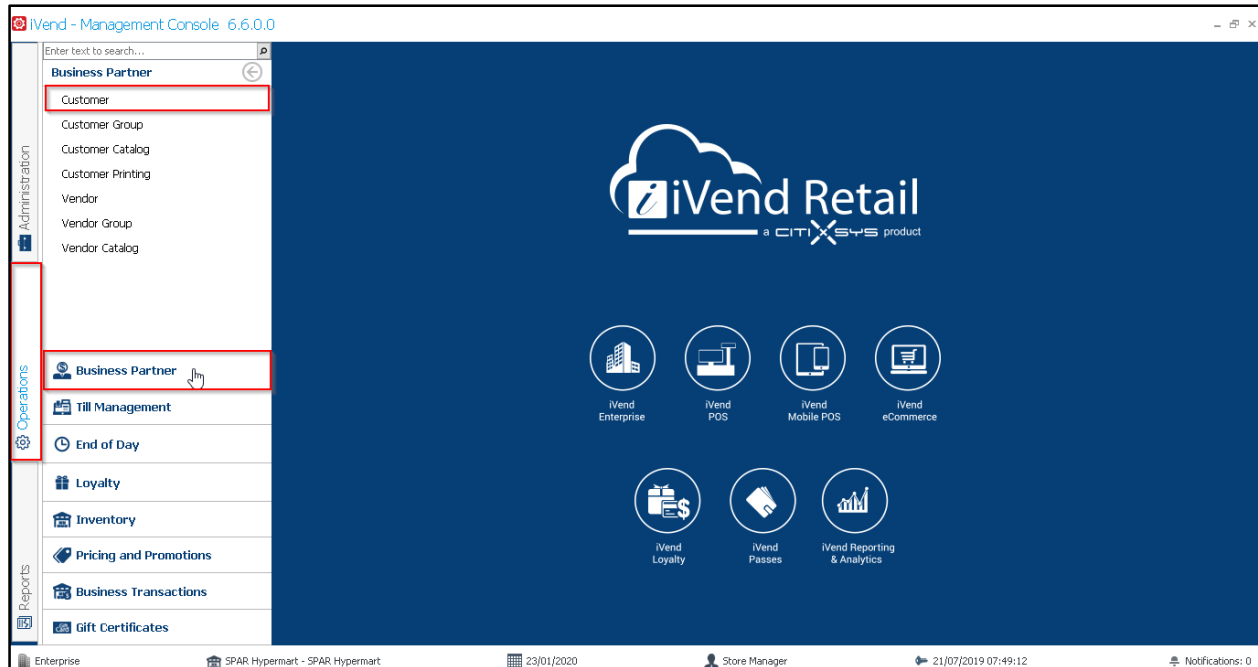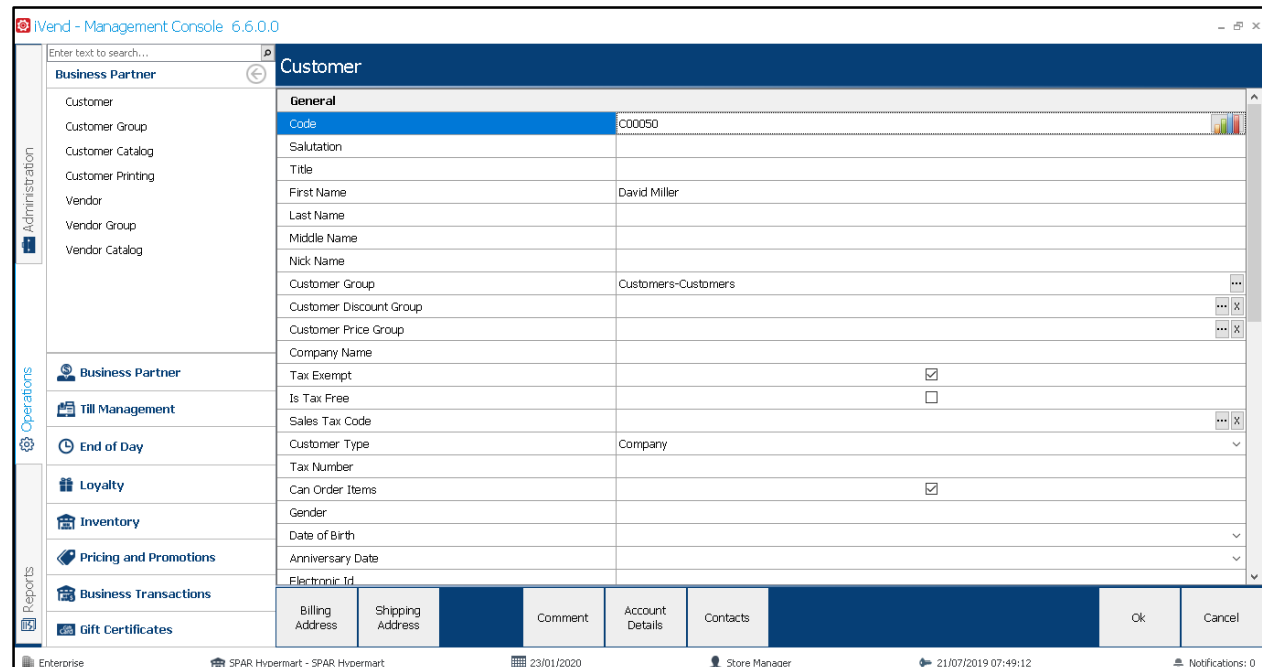
Step 5: Through Customer Search screen, search by entering **Name** in the **Search Criteria** and press the **Search** button. The specific customer will be filtered on the screen. Select the customer and click on "**Edit**" button to open the card.
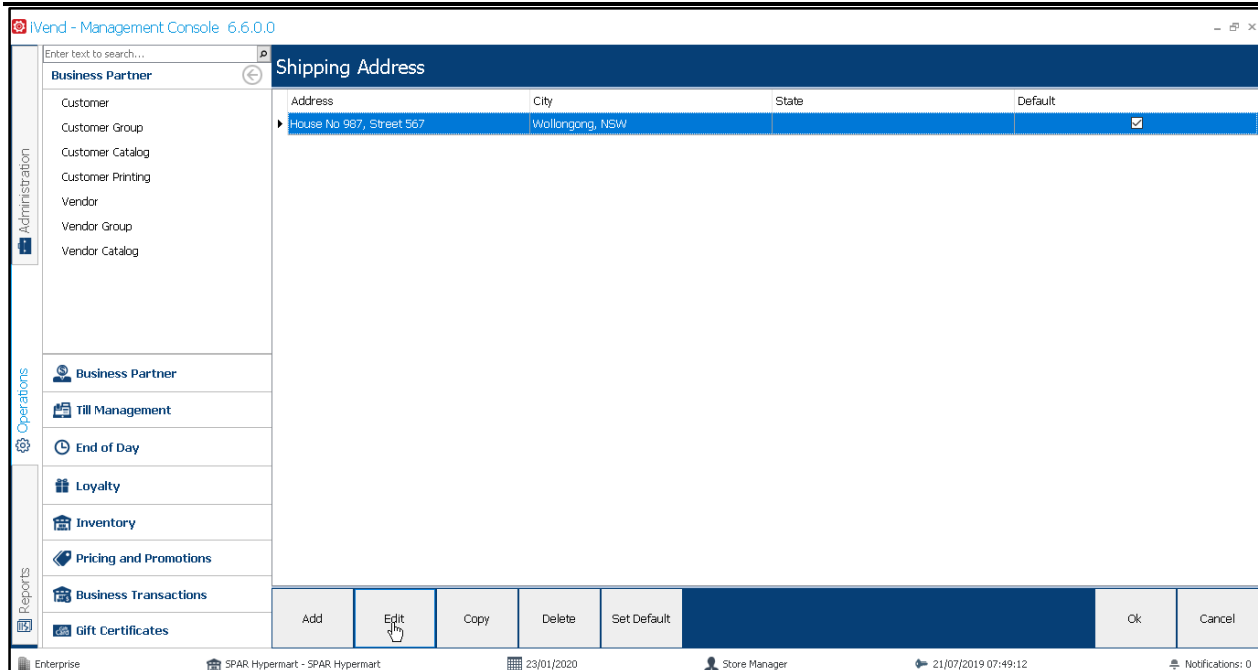
Step 6: Verify the customer created in Business Central integrates to iVend.

Press the **Shipping Address** button at the bottom on customer card and click on **Edit** to open the card. The address also gets replicated from Business Central to iVend.
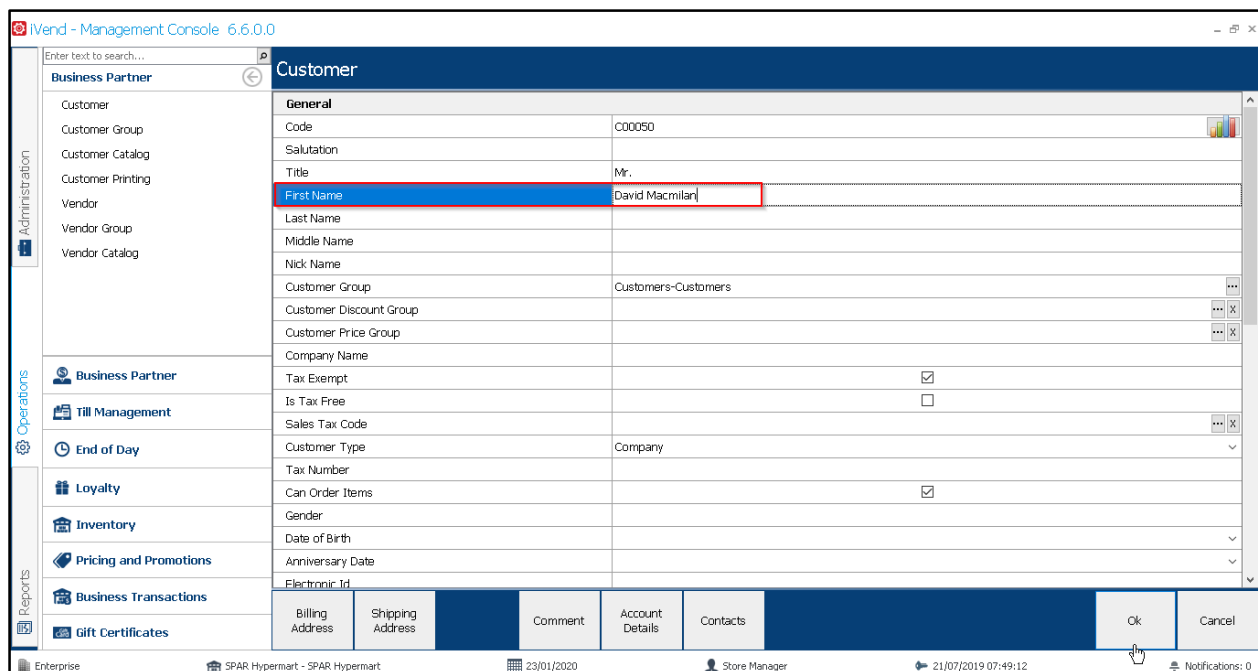
Step 7: To verify bi-directional integration change information on customer card, such as the last name of the Customer in Management Console and press ''**Ok**''. Then check for the modification in Business Central.

At Business Central

Modified **Customer Name** gets updated in Business Central in real time through the integration.

2.2   Item Master Integration
Step 1: Login to Business Central and navigate to Item Master
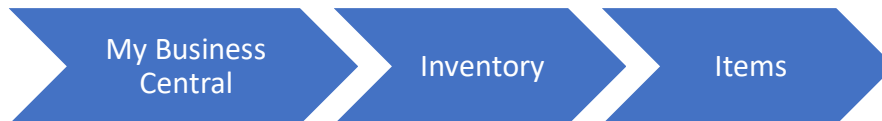
Go to **My Business Central > Inventory>** and click on **"Items" or** simply enter **Items** in Search bar and press enter.
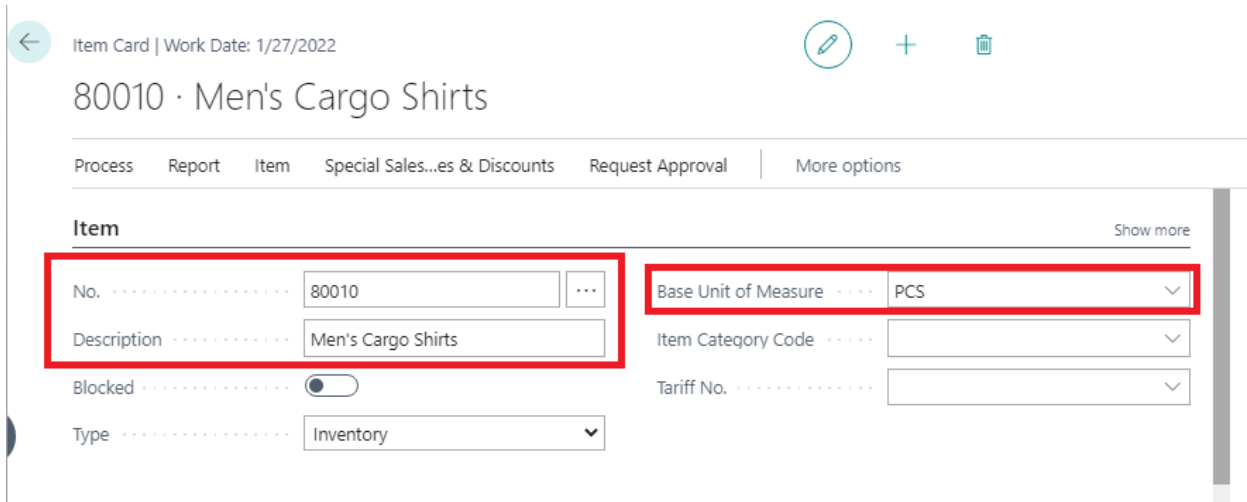
Step 2: The application will display the list of items. Click on '**New'** under Home tab in the ribbon to create an Item.

Step 3: Enter the required details on the item card that must be integrated in iVend Retail. For this demo fields such as **No.**, **Description**, **Base Unit of Measure**, **Unit Price** are updated in Item Card. Please ensure the fields marked with red asterisk such as Posting Details are not left blank.

Step 4: Once the required information is completed on item card, update the field ''**Integration Status**'' by selecting **Certified** option under the **Inventory** fast tab.

The system will present with the below confirmation message. After certifying, the Item will integrate as

Product in iVend and basic item properties such as Item Tracking Code, Item Unit of Measure, Assembly BOM, Production BOM and Item Variant cannot be changed.
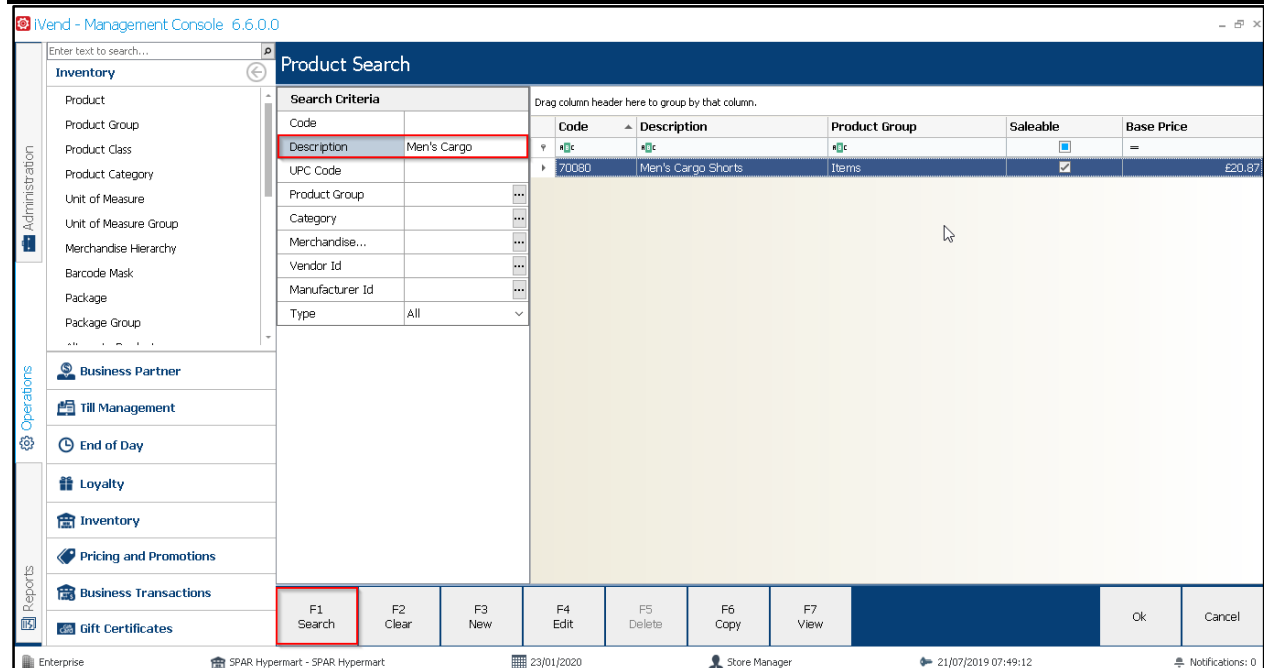
At iVend MC

Step 5: Login to Management Console & follow below path to check the item replicated from Business Central. Click on **Product** in the sub menu.
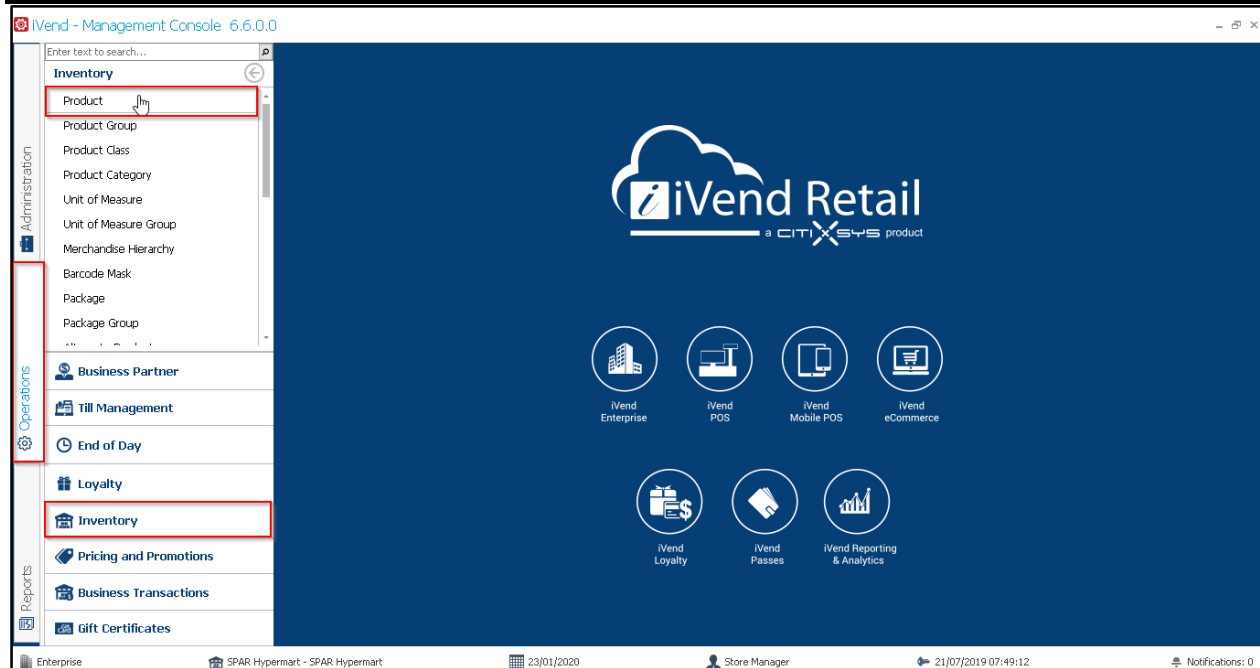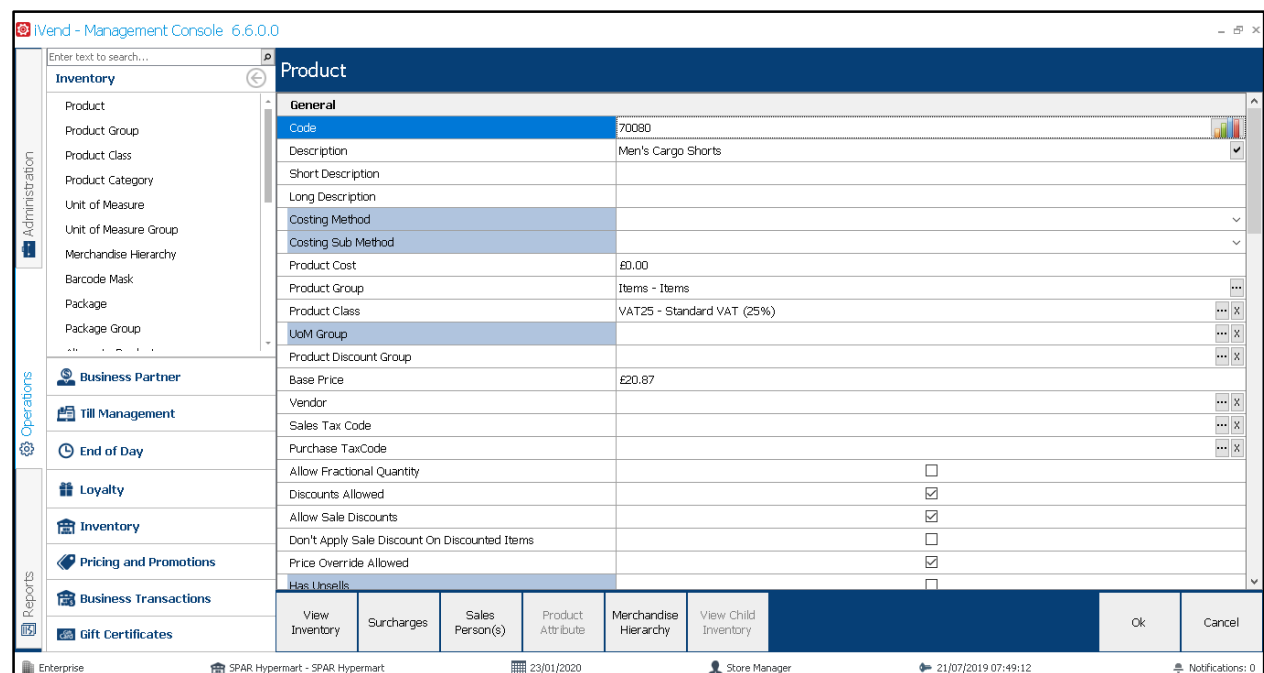
The application will launch the Product Search screen, here search the item by entering the **Description** and press the **Search** button at the bottom. Double click the selected item to open it.

The Item – Men's Cargo Shorts gets replicated from Business Central to iVend:

Since, item is a bi-directional master, therefore any modification in the Product in iVend will integrate back to Business Central.

2.3   Vendor Master Integration

Step 1: Login to Business Central and navigate to Vendor Master

| My Business Central | Purchasing | Vendors |
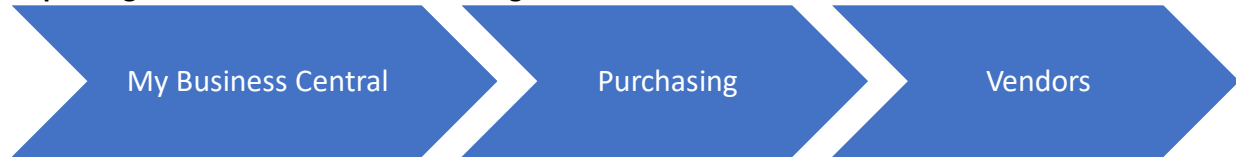
Go to **My Business Central > Purchasing >** and click on **"Vendors" or** simply search **Vendors** through the Search bar**.**
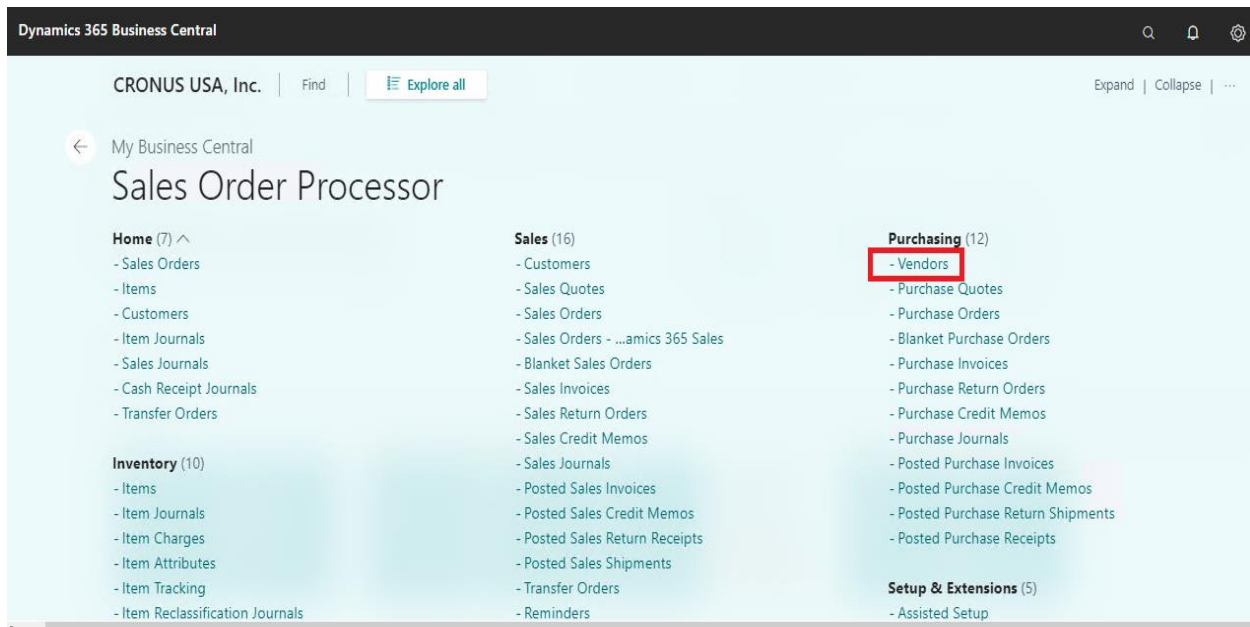
Step 2: The list of Vendors will be displayed. Click on '**New'** under Home tab in the ribbon to create a new vendor.

Step 3: Enter the required details on vendor card that must be integrated in iVend Retail. For this demo, fields such as **No.**, **Name**, **Address** of the vendor are updated. After updating required information click on ''**OK**'' to close the card.

Note: Please ensure the fields marked with red asterisk such as **General Business Posting Group** and **Vendor Posting Group** are updated under **Invoicing** tab in the vendor card.
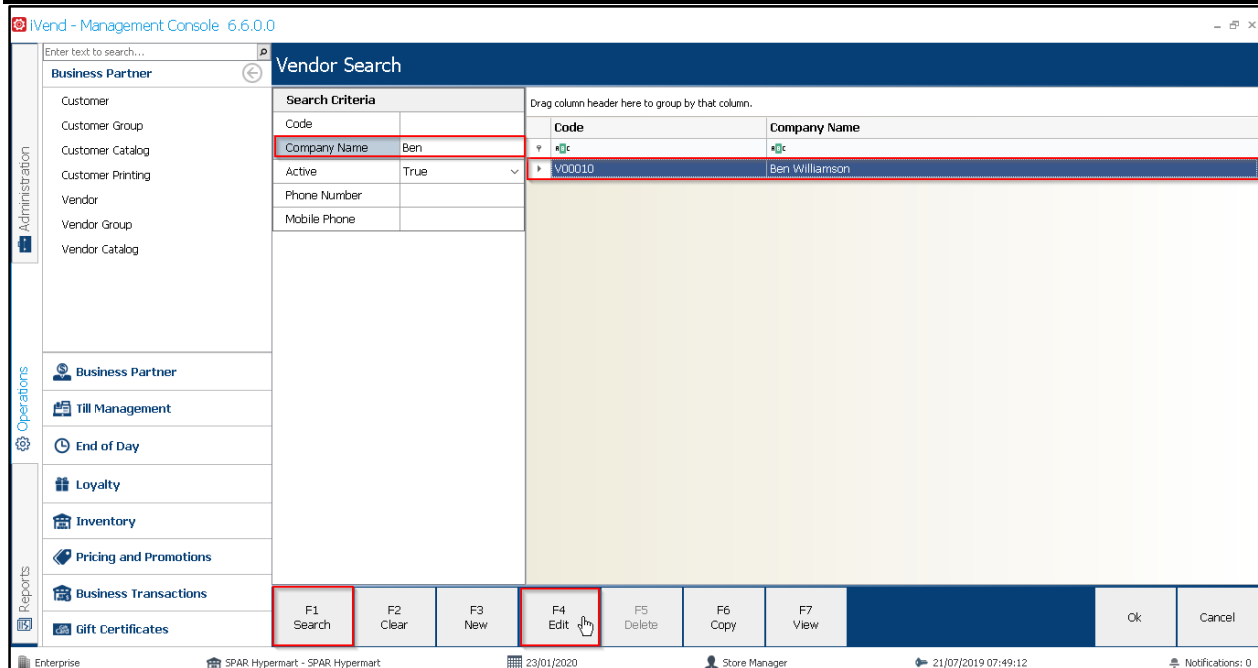
Step 4: Open **Management Console** to check the integrated master and go to **Vendor** following the path below:

Operations → Business Partner → Vendor
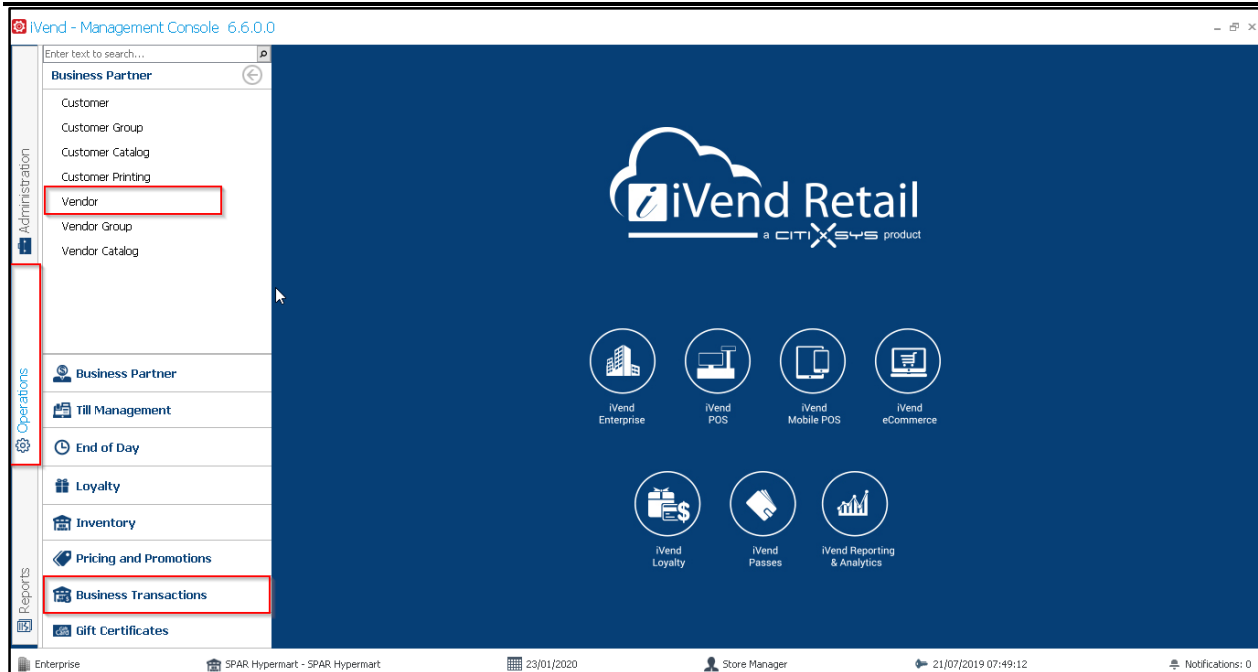
Step 5: Through **Vendor** Search screen, search the same Vendor by entering **Name** in the **Search Criteria** and press the **Search** button. The filtered vendor will appear on the screen. Select the Vendor and click on "**Edit**'' button to open the page.

Step 6: Verify the Vendor created in Business Central integrates to iVend.

Press the **Shipping Address** button at the bottom on vendor card and click on **Edit** to open the card. The address also gets replicated from Business Central to iVend.

Step 7: To verify bi-directional integration change information on vendor card in Management Console and press ''Ok". Then check for the modification in business central.

2.4   Sales Price Integration

Sales price functionality in Business Central is used to apply changes to the unit price for an item for one customer, a group of customers or all customers. Special price can be defined on Sales Price Worksheet, other than standard price which is on item card in Business Central which integrates to iVend subsequently.

Step 1: Select the item for which Sales Price need to be defined and open the Item Card.

Step 2: Click on **'Set Special Prices''** in the ribbon to open the Sales Price Worksheet. The sales prices can be setup for a specific **Customer, Customer Price Group, All Customers & Campaign**, however the integration of sales price is not applicable for Sales Type – Campaign.

In this window, the sales representative can specify the conditions that must be met before a customer is offered a unit price for an item as depicted below. Such condition then integrates as **Sales Price** in iVend.
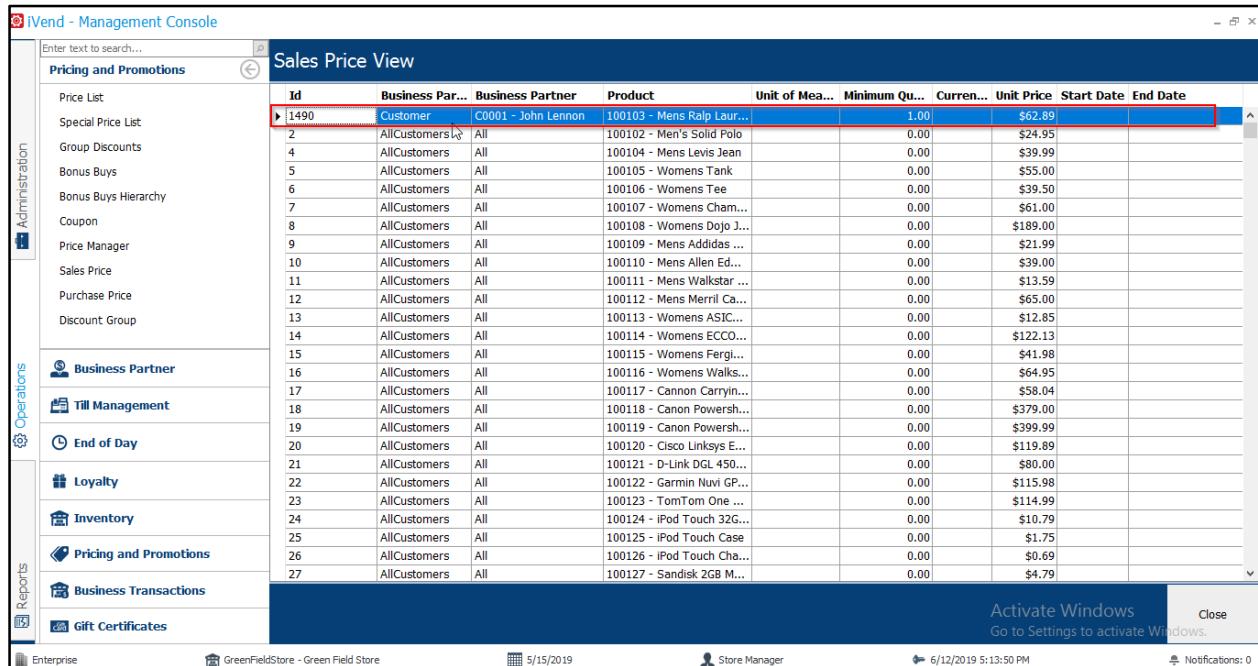
At iVend MC

Login to Management Console and navigate to Sales Prices to verify the integrated sales price.

Operations → Pricing & Promotions → Sales Price

The Sales Price View will open, highlighted below is the Sales Price successfully integrated from Business Central to iVend.

2.5   Tax Code Integration

Step 1: Search **VAT Posting setup** in Search Bar which will populate the VAT Posting Setup window.

n VAT posting setup window provide the details for VAT calculation such as VAT Business Posting Group, VAT Product Posting Group, VAT Identifier, VAT %, VAT Calculation Type, Sales VAT Account, Purchase VAT Account, etc. The fields **Tax Code** and **Retail Tax** have been customized in this window. When Retail Tax is checked the specified Tax Code is integrated to iVend for each combination of VAT Business Posting Group & VAT Product Posting Group.

To setup **VAT Product Posting Group:**

User must ensure **Retail** boolean is checked against the VAT product posting group. The VAT product posting group integrates to iVend as **Product Class** (Tax Condition Setup) when retail boolean is checked.
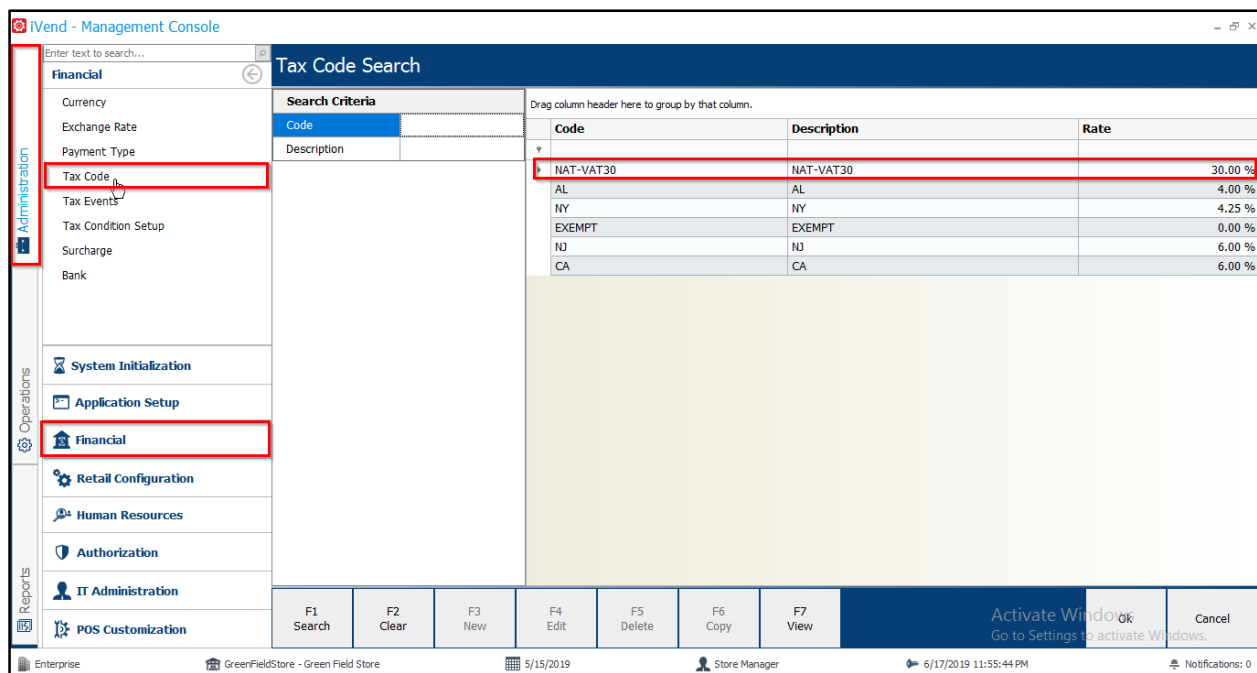
At iVend MC

Step 1: Login to Management Console and navigate to Tax Code to verify the integrated Tax Code

Administration → Financial → Tax Code
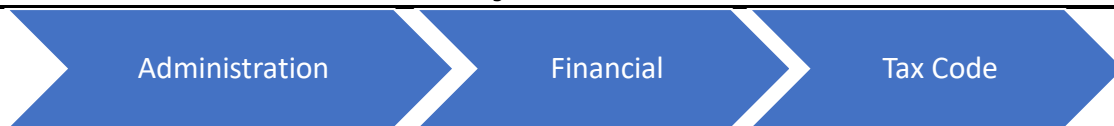
The Tax Code Search will open, highlighted below is the Tax Code successfully integrated from Business Central to iVend.
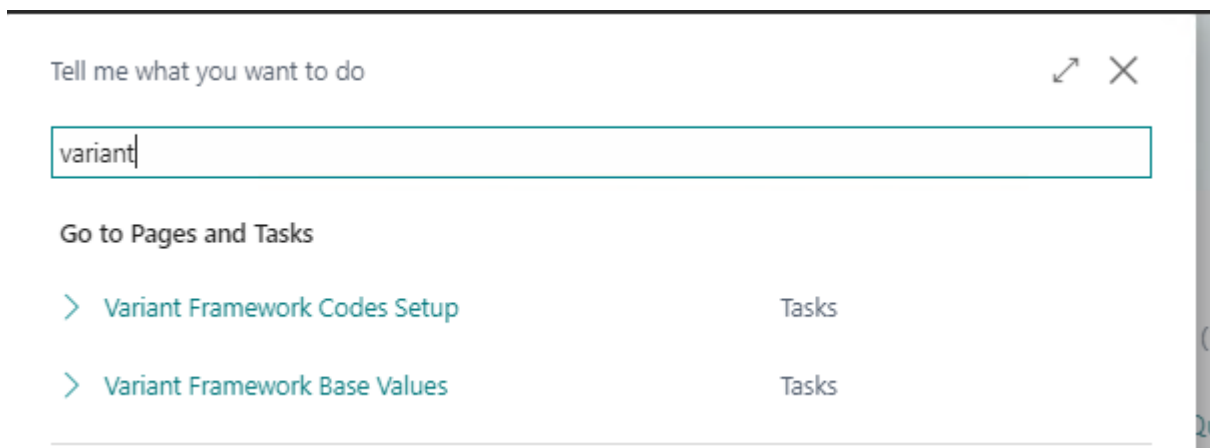
2.6 Matrix Item Integration

The concept of item variants can be defined as variation in the characteristics of item/product such as color, size, style etc. The item and its variants created in Business Central integrate as Schematic Representation:

	Qty	S	M	L	XL	XXL
Total	200	50	20	30	50	50
Blue	100	S/Blue	M/Blue	L/Blue	XL/Blue	XXL/Blue
Green	50	S/Green	M/Green	L/Green	XL/Green	XXL/Green
Red	100	S/Red	M/Red	L/Red	XL/Red	XXL/Red

At Business Central

Step 1: Follow below path for Variant Framework Configuration and Setup

Administrator → Task → Variant Framework Base Values/Codes Setup
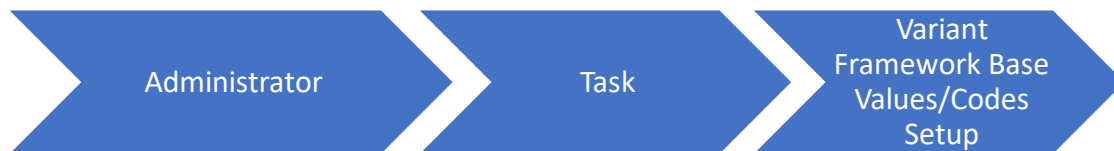
Tell me what you want to do

variant

Go to Pages and Tasks

> Variant Framework Codes Setup   Tasks

> Variant Framework Base Values   Tasks

Some setup and configuration must be completed in below mentioned customized screens:

      i.   **Variant Framework Base Values**
      ii.   **Variant Framework Code Setup**

Variant Framework Base Values screen is used to define Attributes and its Values. Let's consider item attributes Color and Size, supposing that Color includes 3 values blank, blue, brown and Size includes 5 values S, M, L, XL, XXL. As shown below, under **Code** field define the attribute Color and its corresponding base values/attribute values in the subform. Similarly, define rest of the attributes and their respective values in below screen.

Variant Framework Base Values:

Another customized screen is Variant Framework Code Setup where we need to define new **Variant Framework Code** and different attribu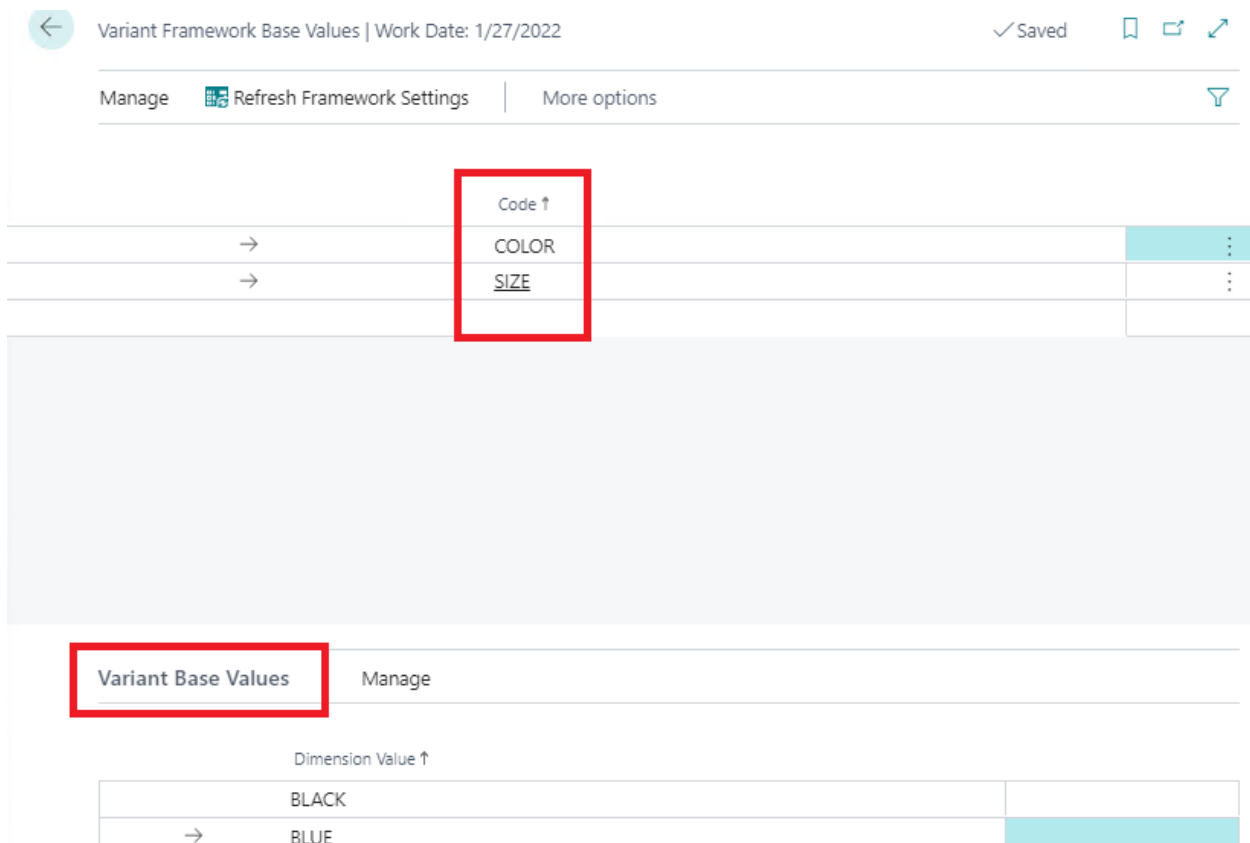tes can be attached to it. When this Variant Framework Code is attached to item automatically variant is created based on combination of attribute master.

- Framework Code, Description, Variant Suffix/Sequence No. must be updated in Variant Framework Code Setup screen as shown below. Based on value defined under **Variant Suffix /Sequence No**., variant codes will be created automatically.

- Then click on **Combinations** in the ribbon, and in the screen presented update the **Code** field by selecting the item attributes based on which the variant values will be automatically updated in subform. To close the form, press Ok.

Step 2: **Create Item and its variants**

- Go to item master, click on **New**, and fill in required information. Then in the Retail tab select the Variant Framework Code. This will present us with the screen for dimension value selection where we can choose the attributes and base values required for variant creation and press on **OK** to close the screen.

- Lastly, update the field **Integration Status** in the **Inventory** tab as **Certified** to integrate this item and its variants as matrix item in iVend.
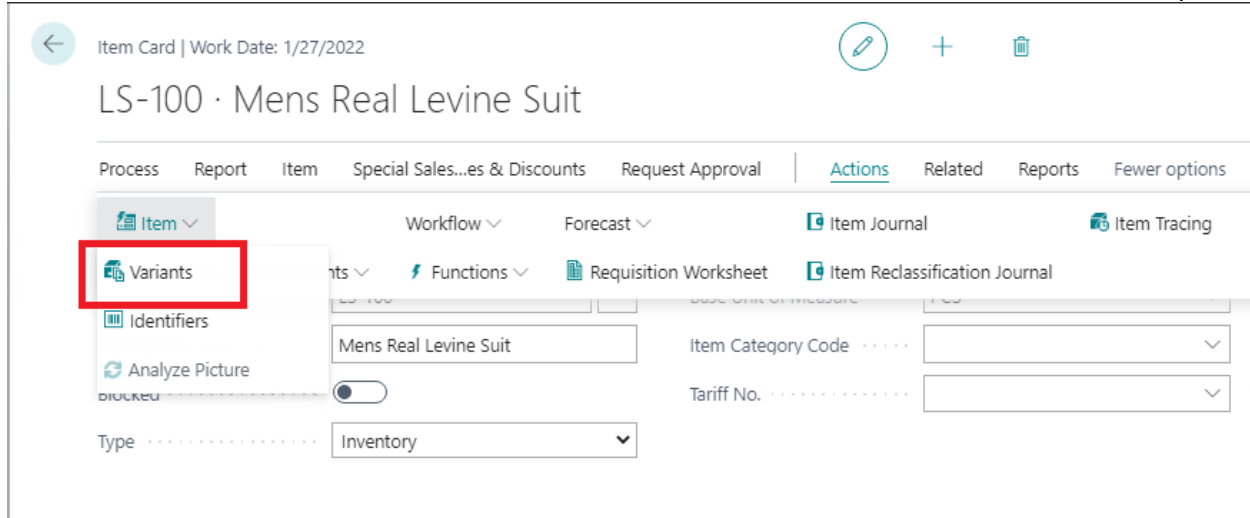
- Click on **Variants** button in the ribbon to check combinations created for chosen attributes and values while updating Variant Framework Code field.

At iVend Retail

This item and its variants in business central integrate to iVend as Matrix product having parent and child combination. To verify the same go to **Operations>Inventory>Product** and search the

item   with   the   description.

3. POS Transactions Integration

This section of the document entails about various iVend POS transactions that are integrated between Business Central and iVend Retail.

POS Transaction Integration List

Following are different iVend POS Transactions integrated between iVend and Business Central which are covered in this demonstration.

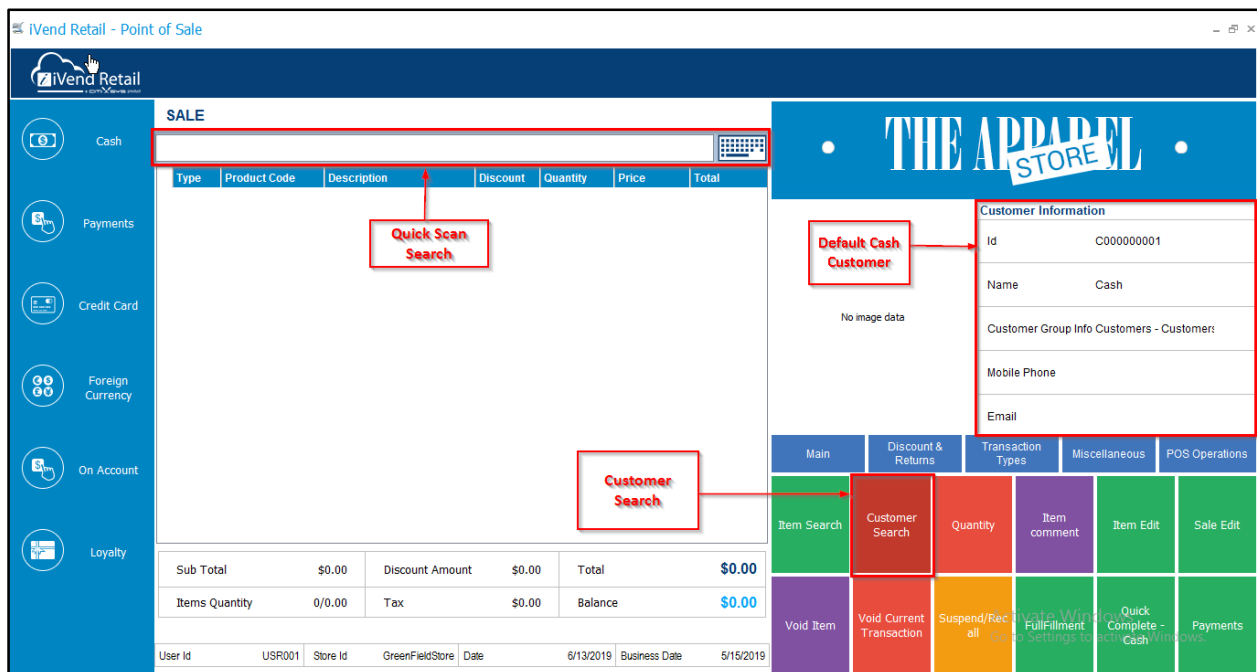| S.No.	iVend	Business Central	Direction
1.	Sales	Sales Invoice	iVend to BC
2.	Sale Refund	Posted Sales Credit Memo	iVend to BC
1.	Special Order	Sales Order	iVend to BC
2.	Delivery Against Special Order	Sales Invoice	iVend to BC
3.	Advance Payment	Posted Ledger Entries	iVend to BC

Note: The direction of integration is from iVend to BC.

To understand further we will run through below simple point of sale transactions from iVend Retail to see how and what documents will be created between two applications.

Business Scenarios:

3.1 Sales transaction for an account customer with cash & credit payment tender

Step 1: Login to POS to do a cash transaction with a cash customer. This is primarily one-time transaction with the customer who randomly walks into the store to purchase the product. By default, cash customer is linked to the transaction through the setup on Store Card in Management Console.

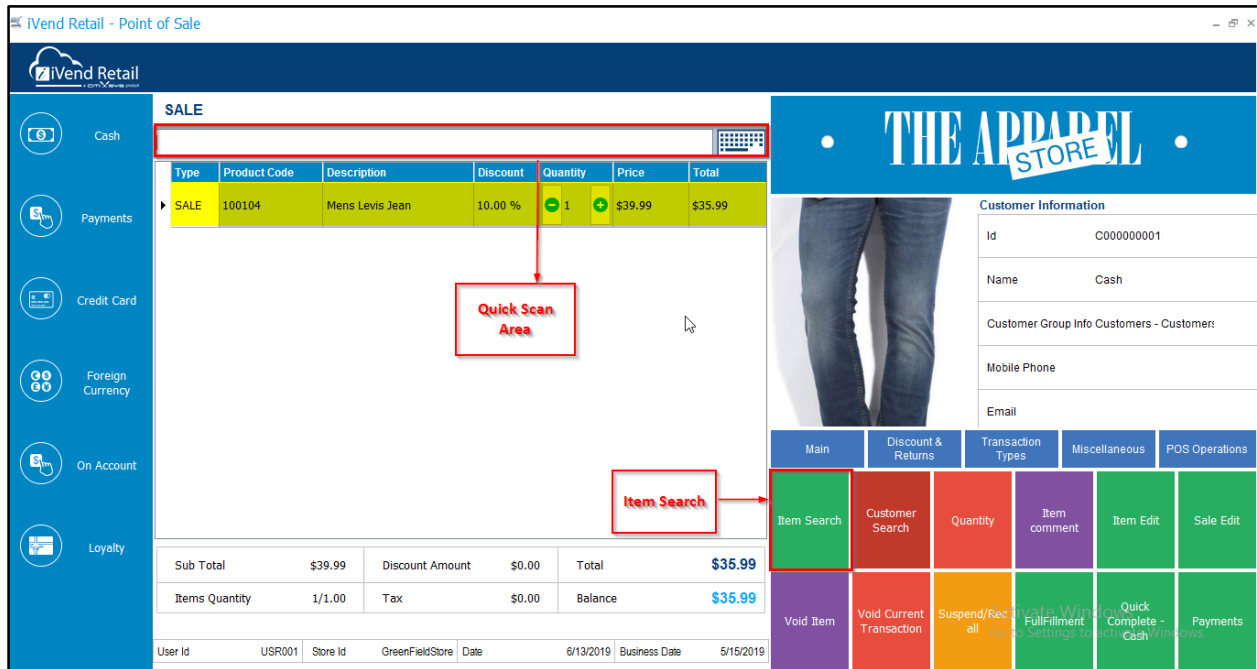For adding a registered customer to the screen, the cashier could search the specific customer Code/Name through **Quick Scan Search Area**. Alternatively, press **Customer Search** button at the bottom in side panel to choose the customer from the list.

Step 2: Add the item to the main transaction screen by manually searching the **Product Code** or **Product Name** in the **Quick Scan Search Area** or by scanning the barcode on the product. Alternatively, click on **Item Search** button at the bottom in the side panel to choose the item from the list.

Step 3: To collect the payment the cashier will click on **Payments** button at the bottom in side panel. The payment screen will display all the payment options. The customer has insufficient cash and decides to pay partially using his credit card.

Click on cash payment and overwrite the amount in the calculator that the customer is ready to pay through cash ($20) as shown in the screenshot and press the ''**OK**'' button.

An entry for cash payment of 20 dollars gets updated under the payments screen and the remaining balance will be updated under **Balance Due**. At this point the cashier will choose **Credit Card** payment option to complete rest of the payment by swiping the credit card.
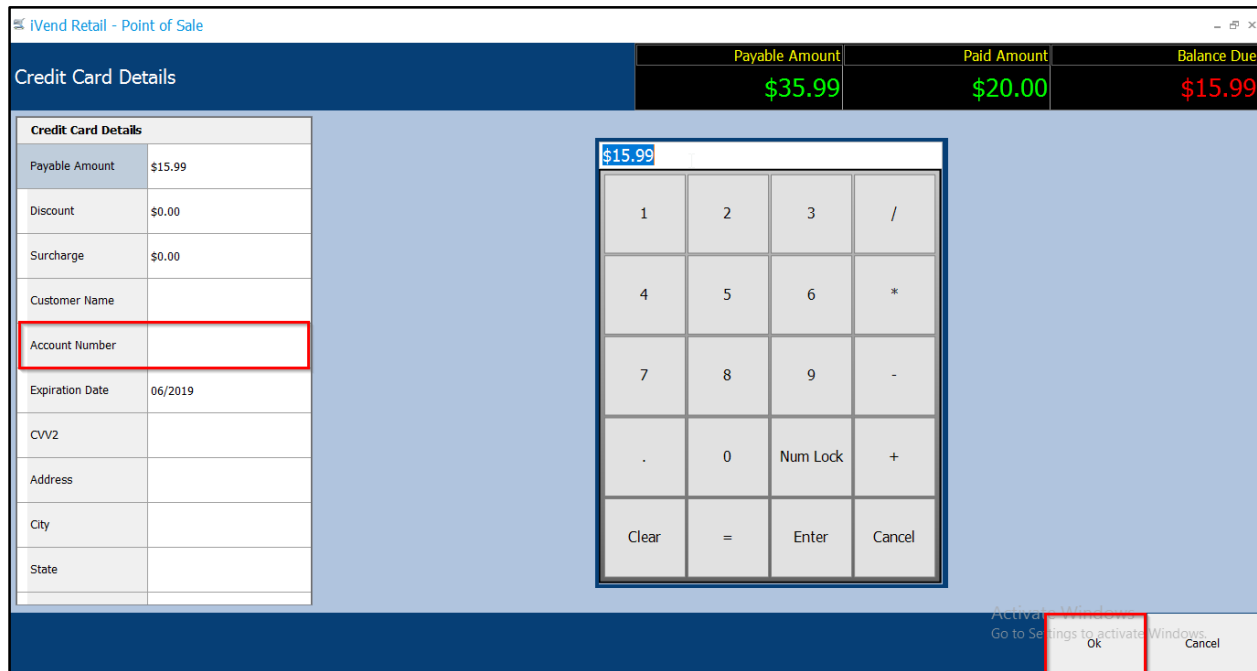
The Credit Card Details screen will be displayed where system will update the remaining balance $15.99. For this demonstration we updated the account number manually and then pressed the "OK" button.

At Business Central

The sales transaction at iVend POS will integrate as posted sales invoice in Business Central to check the same follow below path:

Step 1: Follow below path and open the Posted Sales Invoice list.

Posted Documents → Posted Sales Invoice

Go to **Posted Document> Posted Sales Invoice** or simply enter **Posted Sales Invoice** in Search bar and press enter.

Select the invoice from the list and click on the ''**View**'' button on the ribbon under Home tab to view the posted invoice.

Posted Sale Invoice in Business Central is the corresponding document for iVend POS Sale document.

On opening the screen, it will show the details with which the sale has been done at POS.

Viewing Payment detail for Posted Sale Invoice
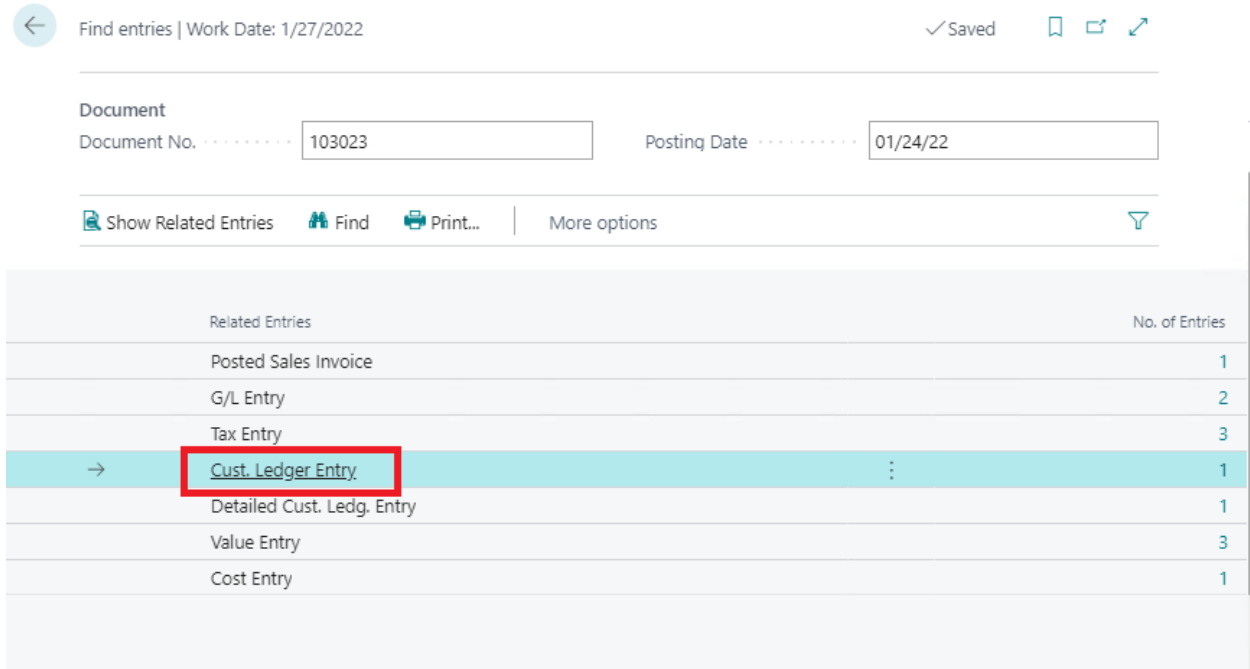
To view the details of the posted sale invoice, click on **Action** then **Find Entries** button page as shown below and now in the next step select Cust. Ledger entry lookup button (…) to open the next screen i.e. **View – Customer Ledger Entries**.

In the **View - Customer Ledger Entries** screen select **Applied Entries.**

On clicking on **Applied entries** (in the aforementioned screen) it will open **View – Applied Customer Entries – Invoice <invoice no>** screen.
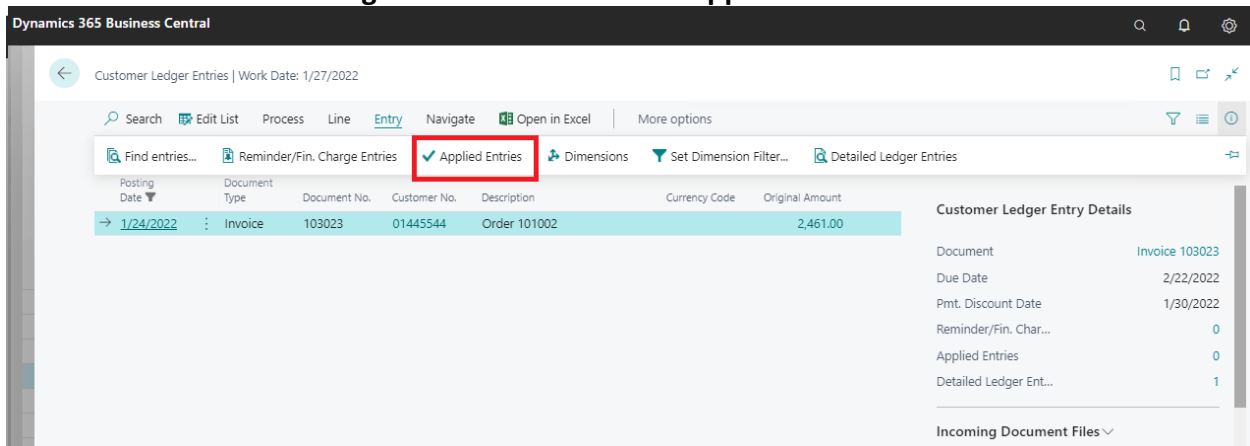
On "**View – General Ledger Entries** " screen, it will have the G/L entry with the Tender with which the transaction was done at POS, in this case it was partially through cash and partially through credit card. Based on the account mapping done in Business Central for the corresponding tender it will go to mapped G/L account.

3.2 Sales Transaction for an account customer with cash payment.

Step 1: Lets select a customer and pull in an item by entering code/description in the search area in POS screen.

Step 2: Take the payment from customer by clicking on Payments button in the side panel and click on Cash tender from various tender options available.

Step 3: The cash details screen will show up displaying the **Balance Due.** Press **OK** button to complete the sale transaction.

3.3 Multiple Scenarios in single transaction (Multiple Transaction Mode)

3.3.1   Partial item quantity refund of sale against previous transaction in point 3.2

3.3.2   Sales of new items – Serial, Batch and Normal

3.3.3   Special Ordering of new items
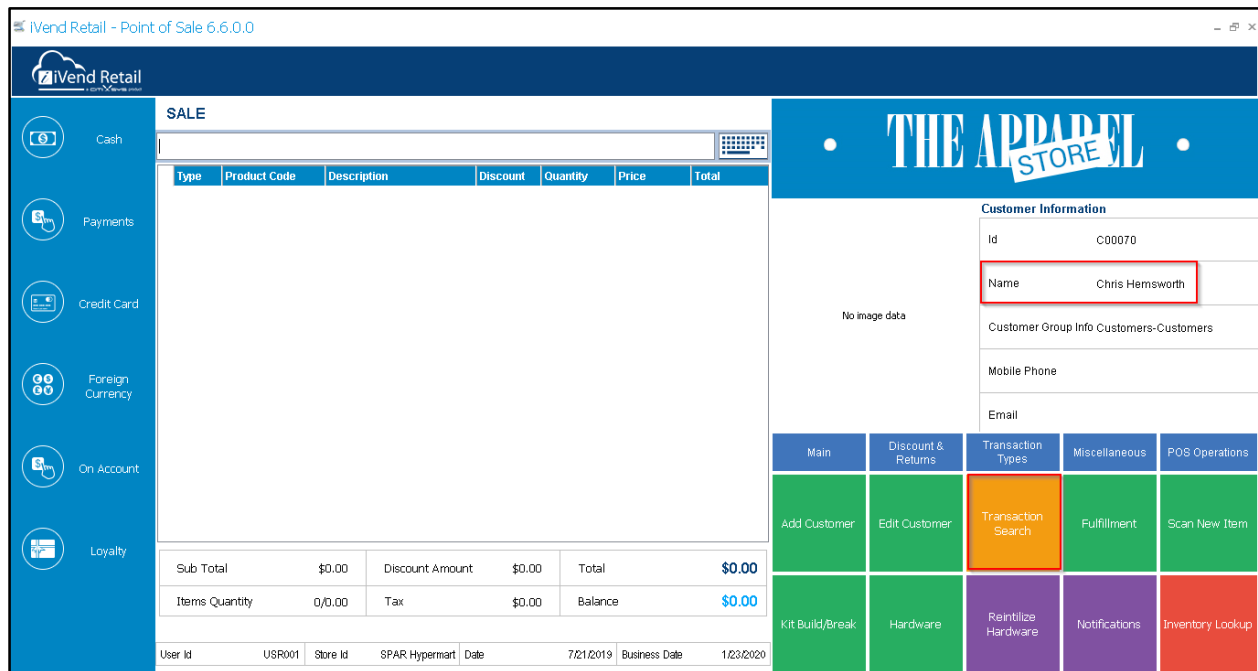
3.3.4   Partial advance payment against special order

3.3.5   Payment with multiple tenders – Cash, Credit Card, Gift Certificate & Loyalty

Here we will be doing a single transaction incorporating multiple scenarios such as refund, sale of serial, batch, normal item, special ordering and advance payment against special order and then settling invoice using multiple tenders.

Partial item quantity refund of sale against previous transaction in point 3.2

Step 1: Let's consider a scenario where Chris (Code: C00070) returns to the store to return partial quantity of the item purchased. At this point the cashier would scan the barcode on the receipt to pull up the previous transaction with the customer. Alternatively, we can click on **Transaction Search** button on the main screen

Step 2: This would give the list of all transactions based on filters entered in the search criteria. We will choose the last transaction completed with the customer Chris and press **OK** button.

Step 3: The Transaction Details screen would show the items that were purchased and at the bottom the payment details would get displayed. To initiate a refund, select the item line and click on **Sale Refund** button. This would display a message that the ''Items have been added to the transaction for Refund''. Press **OK**.

Step 4: This will create a transaction for **Type – Sales Refund**, we will reduce single quantity since it is partial return. The store owns $39.99 to the customer which will be displayed below on the screen.

Sales of new items – Serial, Batch and Normal

In the same transaction we will create second scenario where Robert wants to purchase a serial, batch and normal item.

- Add the item to the main transaction screen by manually searching the Product Code or Product Name in the Quick Scan Search Area or by scanning the barcode on the product. Alternatively, we will click on **Item Search** button at the bottom in the side panel to choose the items from the list.
- On selection of serial item system will present with below screen to select the specific serial number, then press **OK** to pull the item into the main screen.

- Similarly, pull in a batch and a normal item into the main transaction screen as shown below.

Special Ordering of new items

This transaction mode enables the user to create a sales order for the product that is to be delivered at a future date. Special Orders can be only processed for registered customers in the store's customer list.

Step 1: To create a special order, firstly we will change the transaction mode by clicking on **Transaction Types**> **Special Order.** This will update the screen on the top as Special Order. Since, we have already selected the customer therefore the option **Special Order** is available for selection.

Step 2: Add the items to the screen by manually searching in Quick Scan Search Area.

Step 3: The cashier will now add the fulfilment plan after selecting the product to be transacted. Fulfilment plans are setup in management console and attached to the sales, special orders and layaway transactions at POS. Fulfilment plans provide a means to deliver the product at a later point in time. Click on the **Fulfilment Plan** button in the side panel.

Here we will be presented with the Fulfilment Details screen, the shipping address could be updated if required by clicking on the **Address** lookup on the screen. This will present all the available addresses. Click ''**OK**'' to confirm. The fulfilment plan is already added to the product as setup on the Store settings.

Partial advance payment against special order

- The final step is to make a down payment for this special order by clicking on Payments button. System will present with the Advance Payment Confirmation screen, click ''**Yes**'' to proceed.

- The system would automatically present us with full amount of the order. In this case we are just going to take a deposit of 40 dollars and press ''OK'' button.

Payment with multiple tenders – Cash, Credit Card, Gift Certificate & Loyalty

Now, we will be presented with the payments screen. Here, receivable balance of the complete transaction will be displayed.

Step 1: Chris wants to tender out $100 using Cash, $100 through his Credit Card, $20 using Gift Card and the remaining balance using Loyalty points. As shown below $100 payed through cash.
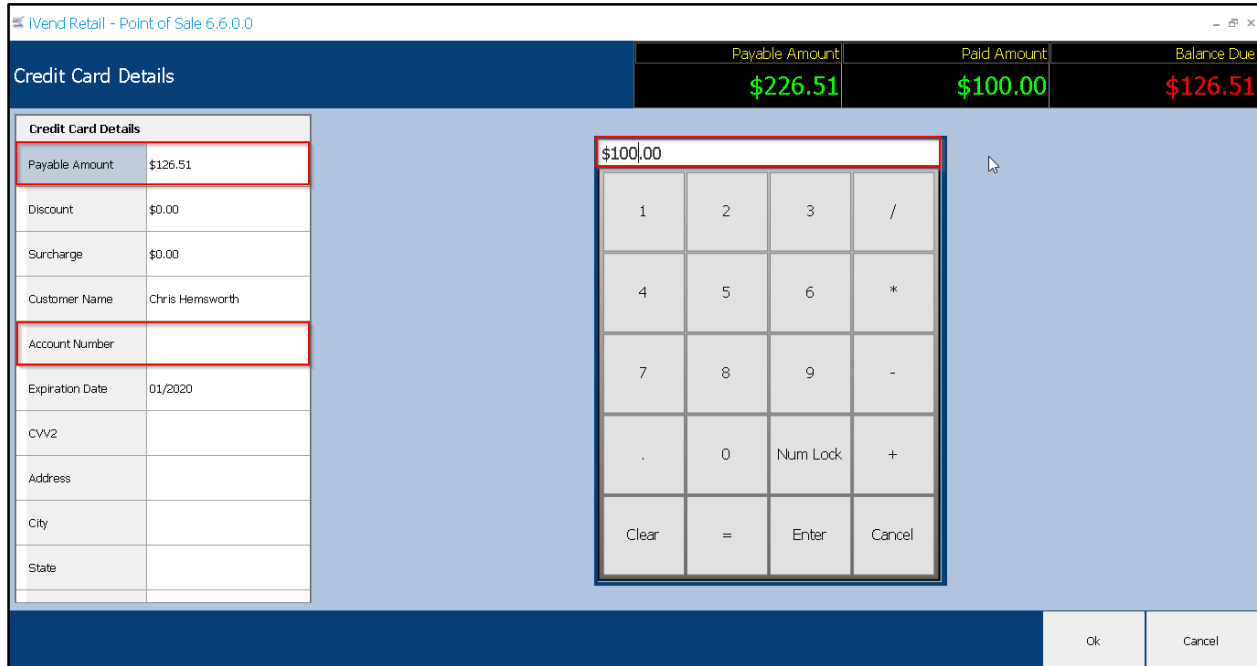
Step 2: Then the cashier will swipe the Credit Card given by Chris to settle 100 dollars. In our case, we will fill the pre-configured **Account Number** and press OK. The transaction will get approved and take us to payment details screen again.

Step 3: Chris then presents the cashier with the Gift Card to settle the remaining balance in the Gift Card which was 20 dollars. We will choose Gift Card as the payment option and then select the Gift card sold to Chris and enter the Account Number.

Selection of Gift Card: Unlimited Celebrations

Step 4: Left out balance $6.51 is settled through redemption of Loyalty Points since Chris is a loyalty customer.

Transaction Completed at POS:

At iVend MC

This transaction will sink in iVend MC which we can check by navigating to **Operations> Business Transactions> POS Transaction Register.** This will be useful for concerned person at the store level or head office level will be able to view transactions by every store at the line item ledger level.

Open the Transaction by double clicking.

Payment Details captured below:

iVend - Management Console 6.6.0.0

Transaction Details

POS Information

User Code	User Name	POS Code	Store Code	Date	Business Date
USR001	Store Manager	DemoStack_POS	SPAR Hypermart	23/01/2020	23/01/2020

Transaction Items | Payment Details | Sales Persons | Sales Attributes | Surcharges

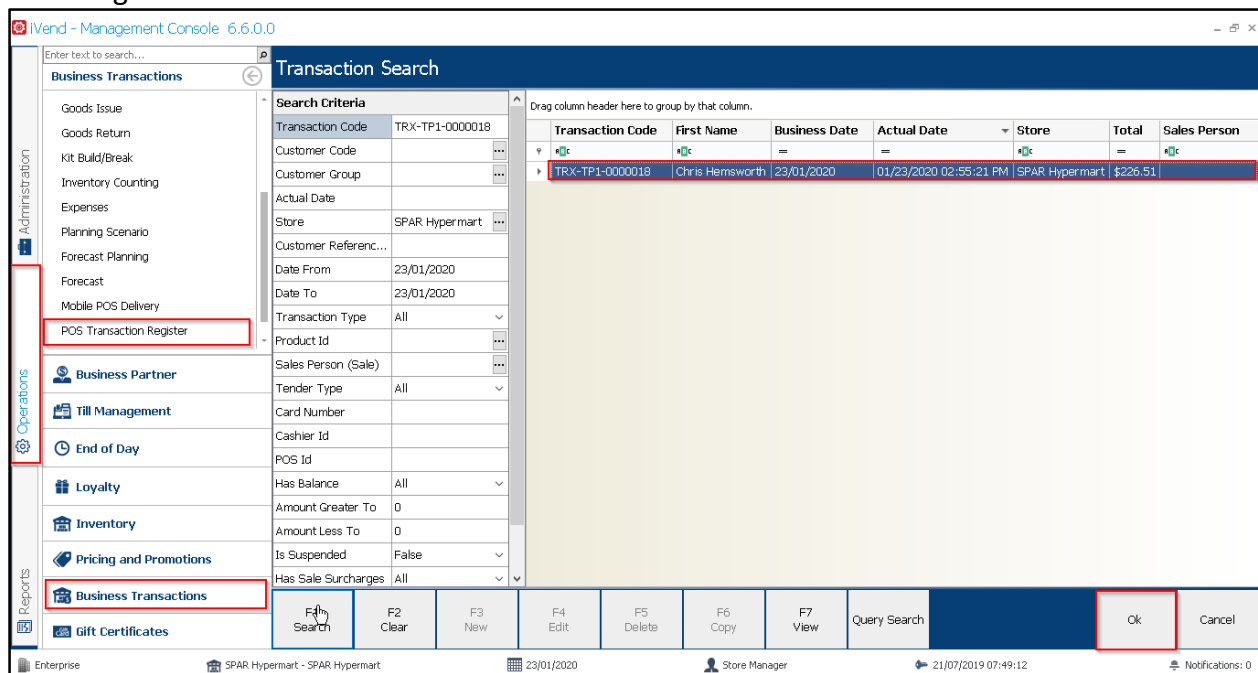| Type	Product Code	Description	Discount	Quantity	UoM	Price	Total
SALE	70071	Crest Glide	0.00 %	1		$5.00	$5.00
SALE	70070	Sony 80 cm	0.00 %	1		$150.00	$150.00
SALE	100104	Mens Levis	0.00 %	1		($39.99)	($39.99)
SALE	100106	Womens Tee	0.00 %	1		$39.50	$39.50
ORDER	100103	Mens Ralp	0.00 %	1		$72.00	$72.00
AR-SO	C00070	Chris					£72.00

Transaction Information

Discount Amount £0.00
Sub Total £226.51
Tax £0.00
Total £226.51
Surcharges Total £0.00
Items Quantity 4/3.00

Items Quantity	Total	Surcharge Total	Tax	Sub Total	Discount Amount
4/3.00	£226.51	£0.00	£0.00	£226.51	£0.00

Save Customization | Target Document | Approve Request | Reject Request | Print | Cancel

Enterprise | SPAR Hypermart - SPAR Hypermart | 23/01/2020 | Store Manager | 21/07/2019 07:49:12 | Notifications: 0

Step 5: User will open transaction search screen at POS and open the last transaction with Robert. Through this screen we will match the effect each transaction had and the documents created in Business Central.

iVend Retail - Point of Sale 6.6.0.0

Transaction Details

Item / Qty	Sub Total	Discount	Tax	Surcharges	Total
4/4.00	$226.51	$0.00	$0.00	$0.00	$226.51

Type	Product Code	Description	Discount	Quantity	UoM	Price	Total	Sales Person	Error Message
SALE	70071	Crest Glide Cool Mint Floss	0.00 %	1		$5.00	$5.00		Posted Sales Invoice
SALE	70070	Sony 80 cm (32 Inches) HD Ready	0.00 %	1		$150.00	$150.00		
SALE REFUND	100104	Mens Levis Jean	0.00 %	1		($39.99)	($39.99)		Posted Sales Credit Memo
SALE	100106	Womens Tee	0.00 %	1		$39.50	$39.50		Posted Sales Invoice
ORDER	100103	Mens Ralp Lauren Suit	0.00 %	1		$72.00	$72.00		Sales Order
AR-SO	C00070	Chris Hemsworth					$72.00		Customer Ledger Entry

Payment Details

Payment Type	Account Number	Ref. Number	Paid Amount	Discount	Surcharge	Change	Cash Back	Foreign Curre...
Credit card	XXXXXXXXXXXX1111		$100.00	$0.00	$0.00	$0.00	$0.00	$100.00
CASH			$100.00	$0.00	$0.00	$0.00	$0.00	$100.00
Loyalty			$6.51	$0.00	$0.00	$0.00	$0.00	$6.51

Sale Refund | Sale Exchange | Sale Payment | Special Order Edit | Special Order Payment | Fulfillment | Layaway | Print Transaction | Ok | Cancel

At Business Central

- **Posted Sales Credit Memo** is the corresponding document for Sales Refund at POS.

Retail

| Transaction Key: | 1000000000000126 | Store Id: | GREENFIELDSTORE |
| Transaction Id: | TRX-MP1-0000103 | | |

- **Posted Sales invoice** is corresponding document replicated from iVend POS for second transaction which was sales transaction for serial, batch and normal item.

- User can check Retail Tab for further information captured from iVend.

Retail

Transaction Key:	1000000000000126	Delivery Transaction Key:	1000000000000126
Transaction Id:	TRX-MP1-0000103	Delivery Transaction Id:	
Store Id:	GREENFIELDSTORE	Transaction Type:	

Viewing Payment detail for Posted Sale Invoice

To view the details of the posted sale invoice, click on **Action > Find entries** button page as shown below and now in the next step select Cust. Ledger entry lookup button (…) to open the next screen i.e. **View – Customer Ledger Entries**.

In the **View - Customer Ledger Entries** screen select **Applied Entries.**

On clicking on **Applied entries** (in the screen) it will open **View – Applied Customer Entries – Invoice <invoice no>** screen. Then click on **Navigate** in the ribbon.

Clicking on **Entry** then **Find entries** will open "**Edit – Navigate – Selected – G/L Entry**" screen, click on **G/L Entry** lookup button (…)in no. of entries column to open **View – General Ledger Entries – <document no.>**

On "**View – General Ledger Entries** " screen, it will have the G/L entry with the Tender with which the transaction was done at POS, in this case it was partially through cash, credit, gift card. Based on the account mapping done in Business Central for the corresponding tender it will integrate to mapped G/L account.

Document No.	G/L Acco...	Description	Gen. Posting Type	Gen. Bus. Posting Group	Gen. Prod. Posting ...	Amount	Bal. Account Type	Bal. Accou...
G00024	2910	Cash				10.00	G/L Account	
G00024	2310	Adnan				-10.00	G/L Account	

- **Special Order** in iVend integrates as **Sales Order** in Business Central as shown below:

- To check partial advance payment against special order, click on **Customer** action button in the ribbon and check the customer balance.

4. Management Console Transactions Integration

This document explains the various iVend Management Console transactions that are integrated between Business Central and iVend Retail

Management Console Transaction Integration List

Following are the different iVend Management Console Transaction Integration done for iVend Retail and Microsoft Business central.

S.N.	iVend	Business Central	Direction
1	Inventory Goods Receipt	Item Journal Line (Positive Adjustment)	iVend to BC
2	Inventory Goods Issue	Item Journal Line (Negative Adjustment)	iVend to BC
3	Purchase Order	Purchase Order	Bidirectional
4	Goods Receipt Purchase Order	Posted Purchase Receipt	iVend to BC
5	Stock Transfer Request	Transfer Order	iVend to BC
6	Stock Transfer Shipment/Receipt	Posted Transfer Shipment/Receipt	Bidirectional

To understand the integration of back office transactions the scenario taken here is that a PO will be created for a Store followed by creating GRPO at Store using iVend MC. Then the effect of this transaction in business central will be verified.
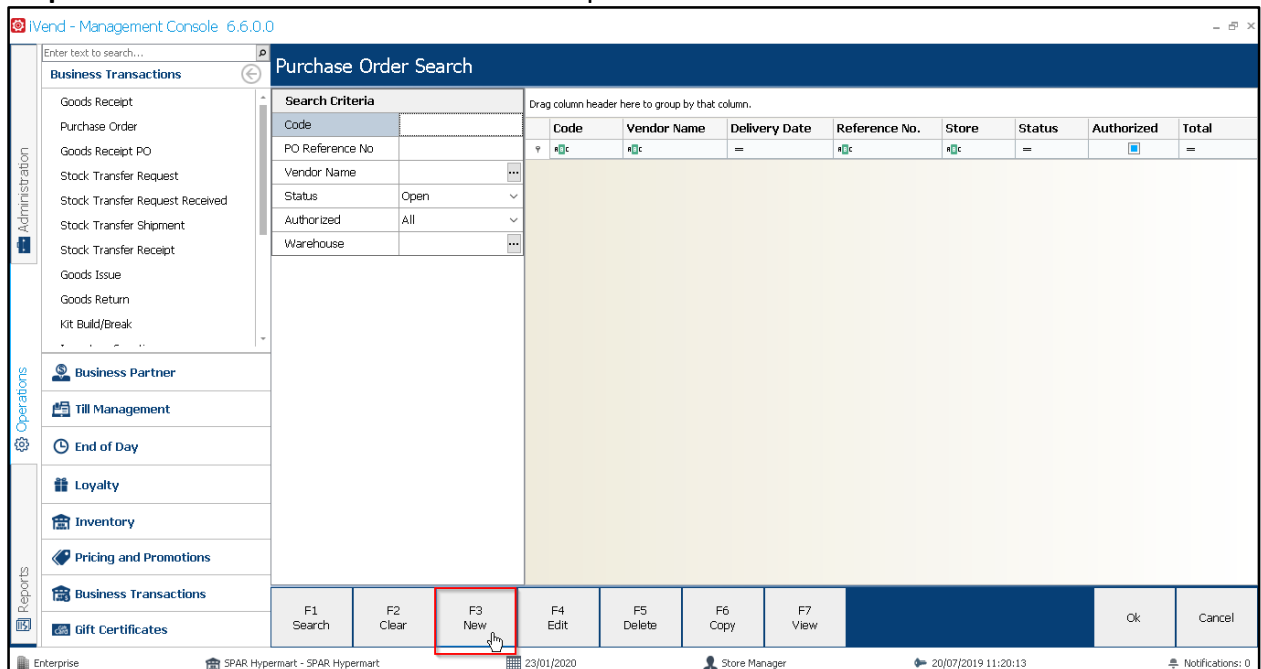
4.1 Purchase Process
At iVend MC
Step 1: Follow below path to go to Purchase Order

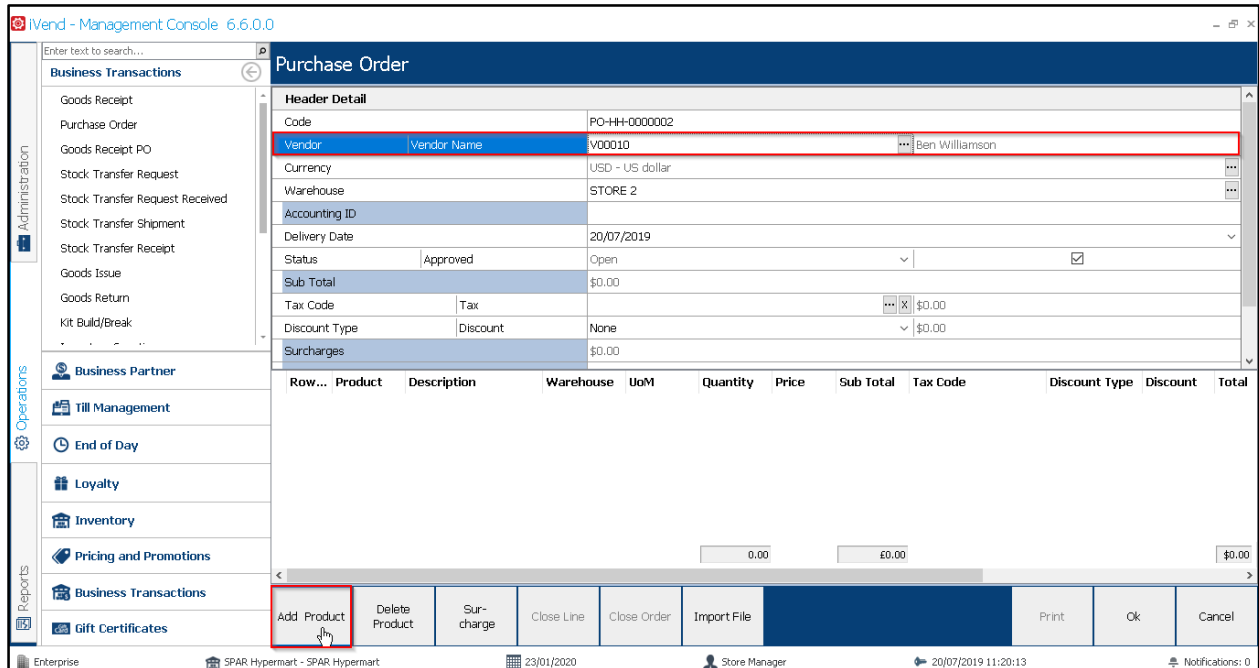Operations ▶ Business transactions ▶ Purchase Order
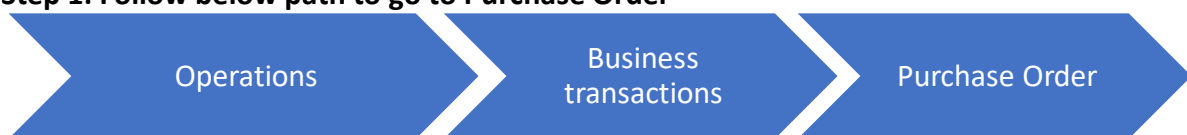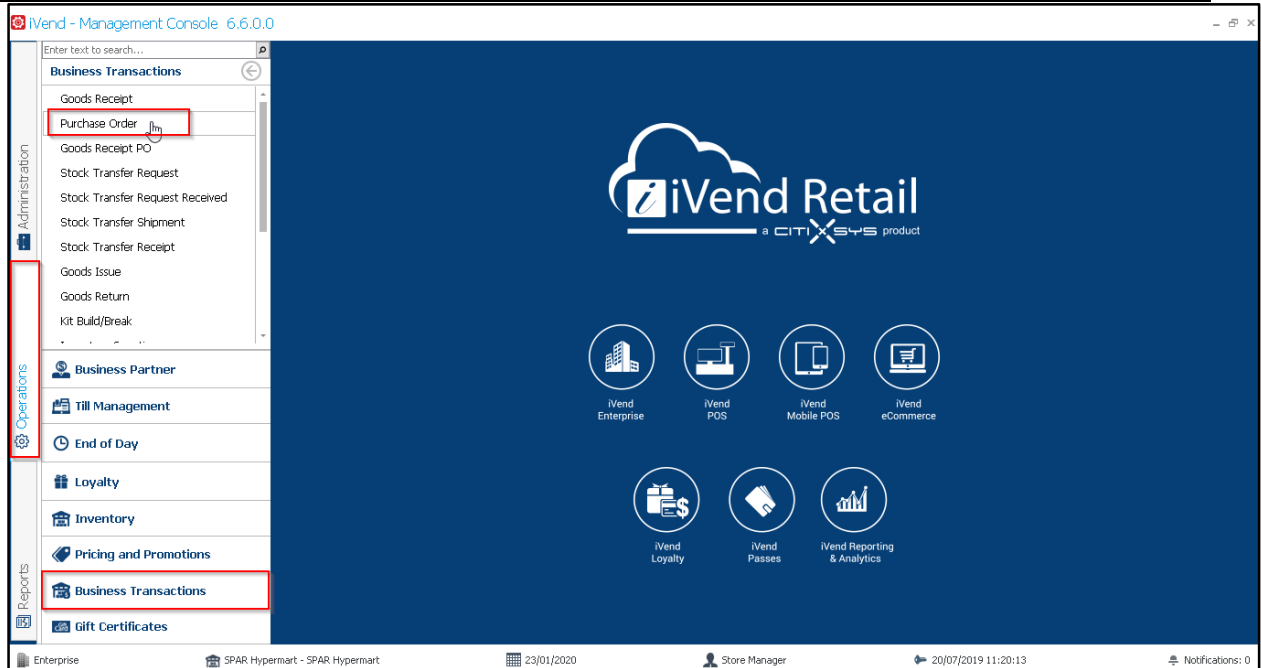
Step 2: Click on **New** button to create a new purchase order.

Step 3: On the purchase order screen select a vendor from the lookup. The field **Warehouse** automatically gets updated from Store location. To add products to this screen click on **Add Products** button.
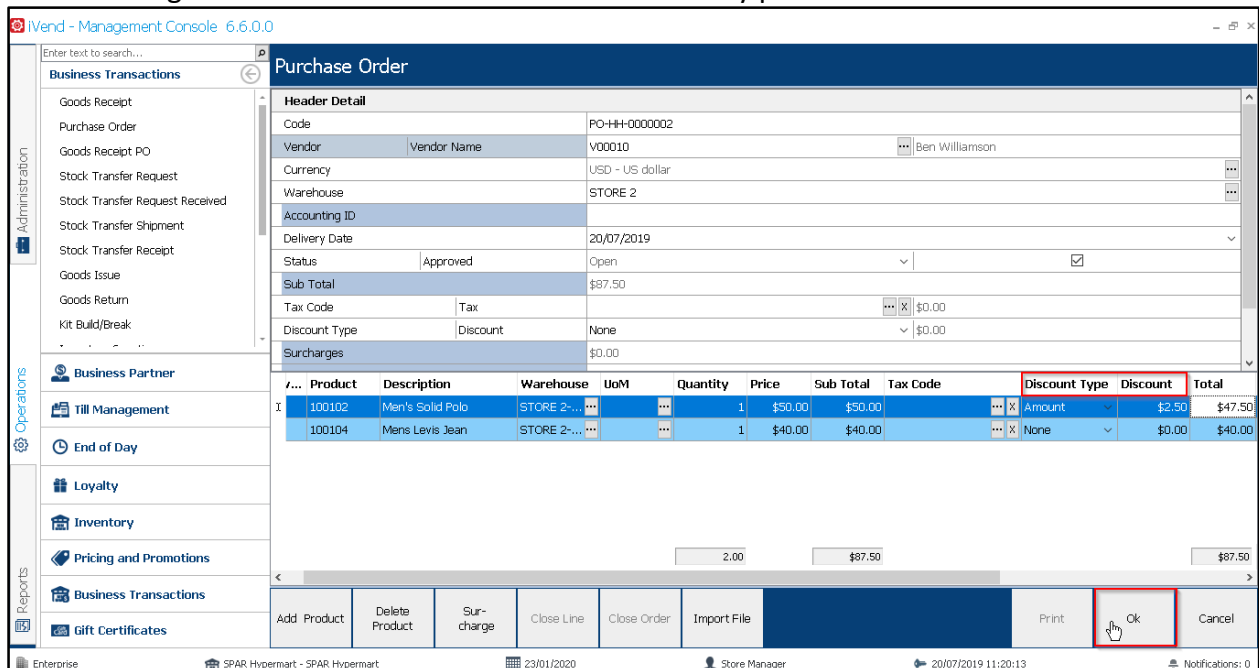

Step 4: Choose the products from **Product search** screen and press **OK.** The products will be added to purchase order. User will update the Quantity required to be purchased. **Discount** can also be specified for product by selecting **Discount Type** as - Amount or Percentage and then entering discount in **Discount** field in the row. Lastly press OK.

Step 5: The Purchase Order Report will get launched which can be printed or exported out.
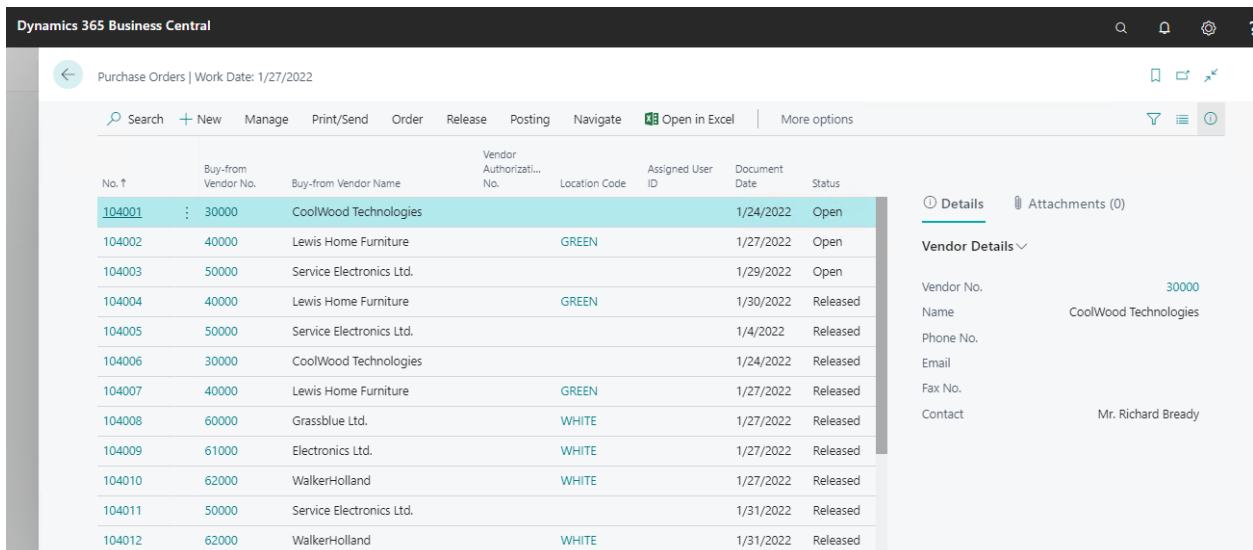
At Business Central

Step 1: Navigate to**:**

Step 2: To view the Integrated PO in the Purchase Order list, select the respective PO and then click on **View** button to see the details.

As shown below, a corresponding purchase order will be created in Business Central. Check the customized **Retail** Tab on the Purchase Order in Business Central. Fields such as **Transaction Key**, **Store ID**, **Your Reference** has been captured from iVend based on which user can filter the purchase order document.

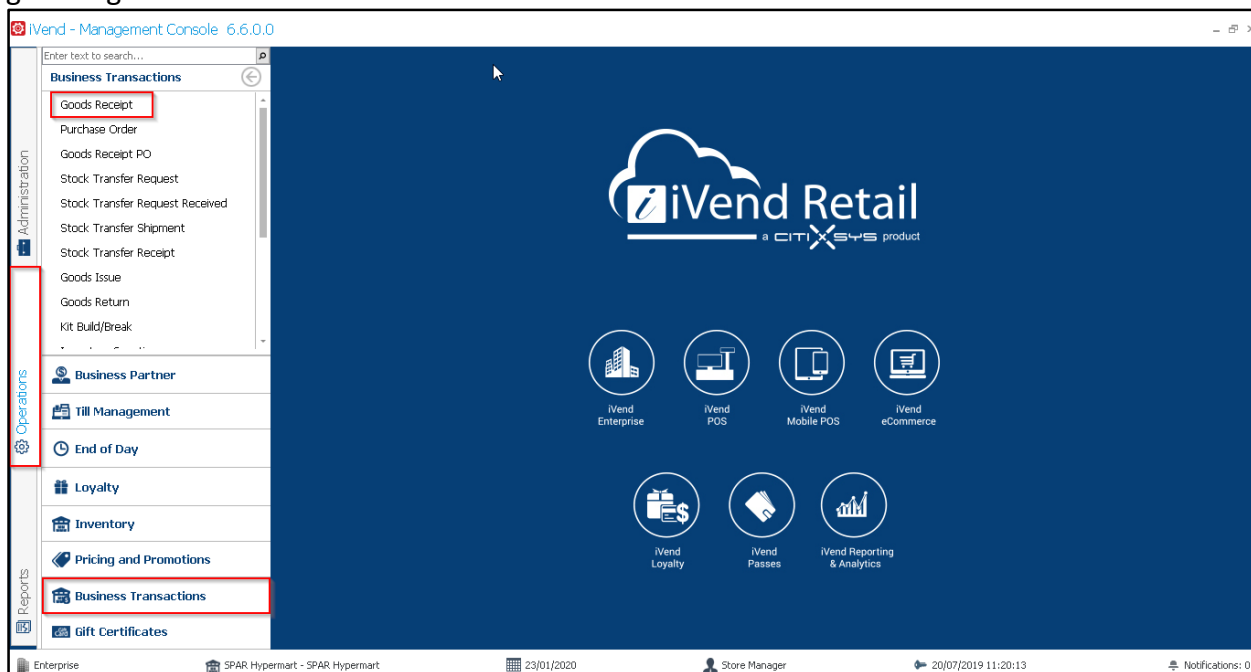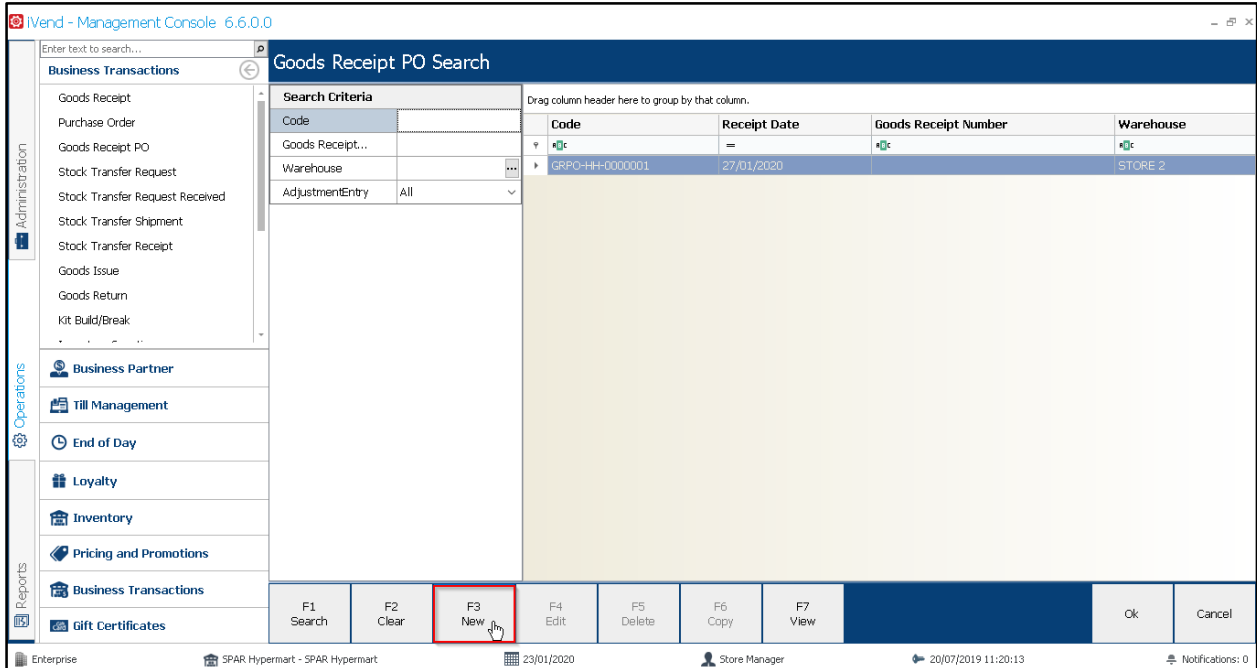**At iVend MC**

Step 3: Navigate to **Operations>Business Transactions>Goods Receipt PO** to receive the goods against the Purchase Order.

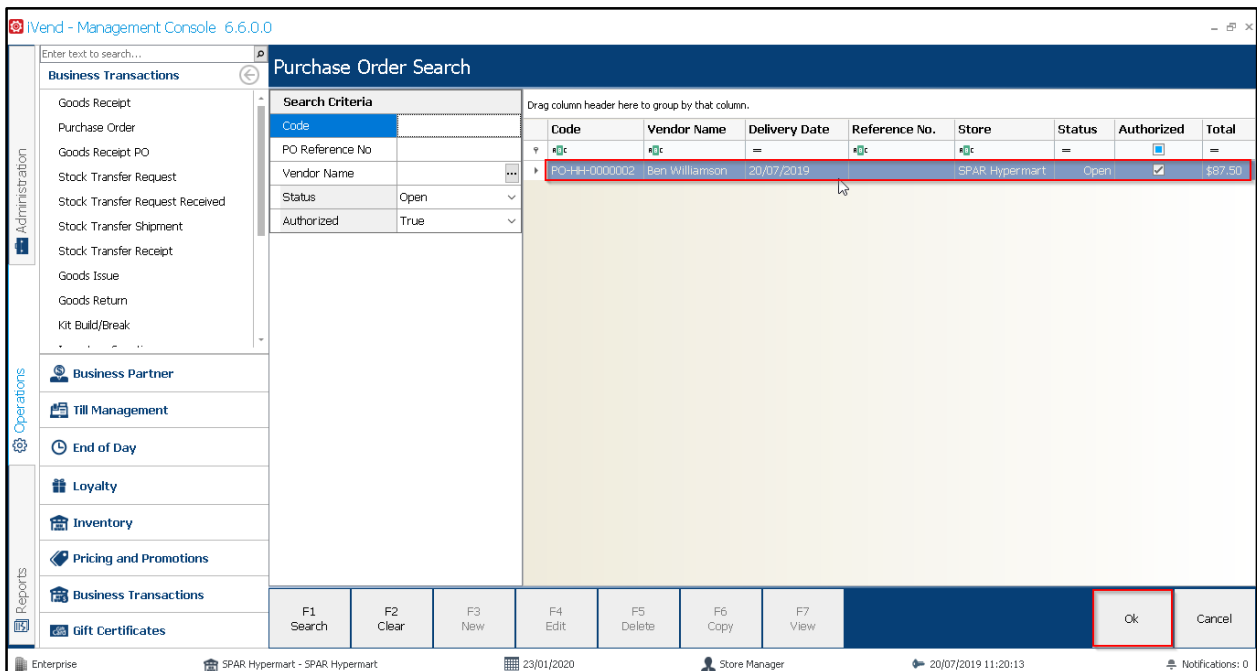**Step 2:** Click on **New** to create goods receipt against the purchase order

Step 3: This will open the purchase order search screen which will have the list of purchase orders with **Open** status. Select the purchase order that is required to be received and click OK.

Step 4: The **Goods Receipt PO** will be created based on information from purchase order. We can also change the quantities to be received by changing the field **Quantity** on the rows. In this case we will be receiving full quantity. Lastly, click **OK** and confirm the goods receipt.

Step 5: This will launch a Goods Receipt report based of purchase order reflecting the quantities received. This can be printed of exported out by the user.

Step 6: In **Business Central** -

- **Posted Purchase Receipts** in Business Central is the corresponding document for iVend **GRPO** document.
- Could be multiple document/s if multiple times GRPO is done for the same PO
- Navigate to purchase order list and view the order integrated in the last scenario. The **Retail Status** will be updated as **"Closed"** under **Retail Tab.** To check the posted purchase receipt, click on **Receipts** in the ribbon under **Navigate tab.**

Step 7: Here Receipts linked to this PO will be visible, select the **Receipt** and click on **View** in the ribbon to open the same.

In the posted purchase receipt, **Retail** tab has been customized to capture **Source Key, Transaction Key, Store Id.**

Note: At Business Central after receiving this posted purchase receipt, we will need to do the purchase Invoice for financial entries (manual process).

4.2 Stock Transfer Process

In this section the functionality for transfer of stock between locations and integration of relevant documents has been explained.

Business Scenario

Let us understand this through a business scenario where a certain product is required at the retail store, hence the Retail Store would request for stock at Distribution location where Distribution location ships it and Retail location receives the stock.

Stock transfer transactions to execute above business scenario -

- Stock Transfer Request (from Retail location) by user at retail store through iVend MC.
- Stock Transfer Shipment (from Distribution location) by user at distribution store through Business Central.
- Stock Transfer Receipt (from Retail Location) by user at retail store through iVend MC.

At iVend MC
Step 1: Navigate to Stock Transfer Request

Operations	Business Transactions	Stock Transfer Request
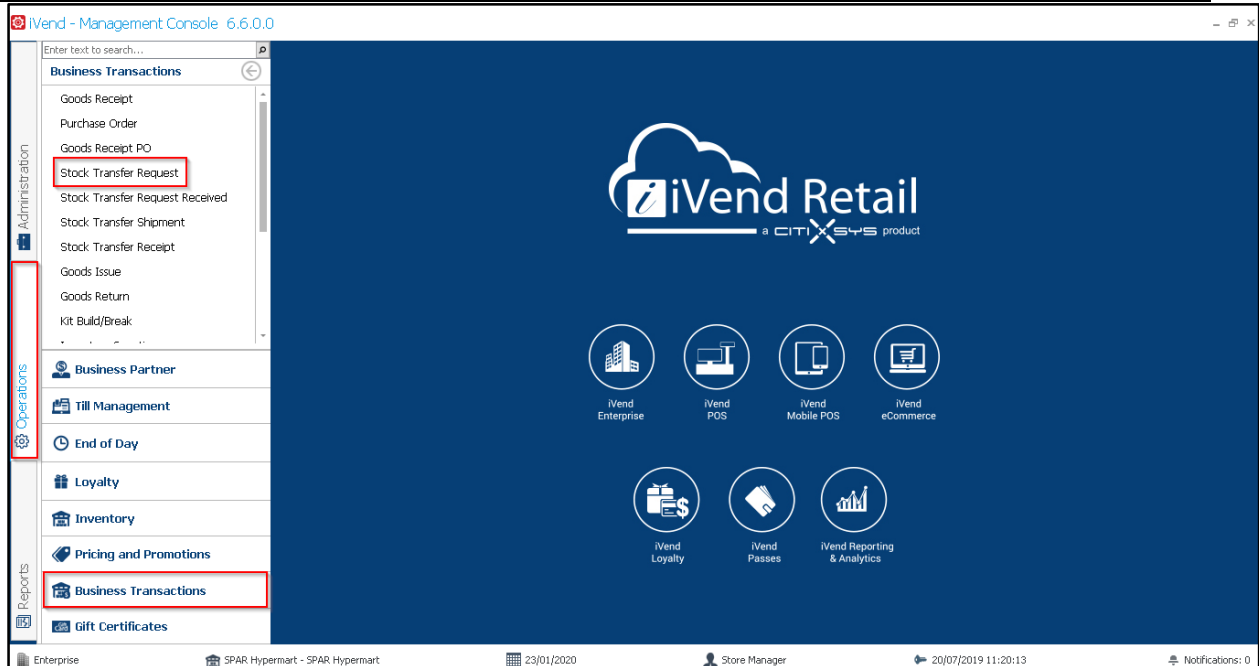
Stock Transfer Request

This transaction is used to raise stock transfer request from iVend Retail.

- The **Requesting Warehouse** is the store from where the requisition is being raised. The Avenues is the retail store in our case. Select the **Request from Warehouse** from the lookup which could be another retail store or a distribution store (non-retail). In our case, General Warehouse is the distribution location.
- The user will fill in **Due Date, Request No., Comments** (if any), **Reason Code**, if there are reason code required for stock transfer.
- The user will then add the products by selecting one by one using **Add Products** button.
- Click on Ok to save the transaction.
- Stock Transfer Request will integrate as Transfer Order in Business Central.

At Business Central

Step 2: Navigate to Transfer Orders in Business Central by clicking on **Sales >Transfer Orders**

Step 3: Select the Transfer Order integrated from iVend MC and click ok ''Edit'' in the ribbon to open the document.

Here the user can check the details on the Transfer Order, under General Tab, information such as **Requesting From, Requesting To, Retail, Transaction Key, Request Number** integrated from iVend MC.

The user can also verify the items and the quantities requested, on the transfer order line. By default, the **Qty To Ship** field will be updated to reflect the quantity that will be shipped on posting.

Step 4: The user will post the shipment by clicking on **Post** in the ribbon under **Home** tab to ship the inventory from General Warehouse. Select the **Ship** in message box and click on OK.

This will create a **Posted Transfer Shipment** in business central which can be checked by clicking on **Shipments** button in the ribbon. The user can check the quantity which is shipped in the **Quantity Shipped** field.

Step 5: Posted Transfer Shipment

- **Posted Transfer Shipment** in Business Central will integrate as Stock Transfer Shipment in iVend MC.
- There could be multiple document/s if multiple times shipment is done for the same Transfer Order.

- To check the details, select the line and click on **Edit/View** to open the Posted Transfer Shipment document.

- The user can check the details from **General Tab** and **Retail Tab** in posted transfer shipment document.

At iVend MC

Step 6: Login to iVend MC and create the **Stock Transfer Receipt** to receive stock at the retail location which is ''The Avenues''. Navigate to **Operations>Business Transactions>Stock Transfer Receipt** and click on new to create a new Stock Transfer Receipt.

This will launch the **Stock Transfer Shipment Search** screen to display the Stock Transfer Shipments which are open (there are products which need to be received).

Step 7: On selection of one of the open stock transfer shipment the application populates the Stock Transfer Receipt Number, Receipt Date, From Warehouse, To Warehouse, To Location and Items on newly created Stock Transfer Receipt. The user is expected to update the **Receivable Quantity** of the item being received. In this case we will receive full quantity and hence just press **OK**.

The application will launch Goods Receipt report to reflect the quantities received at retail location (Avenue).

At Business Central

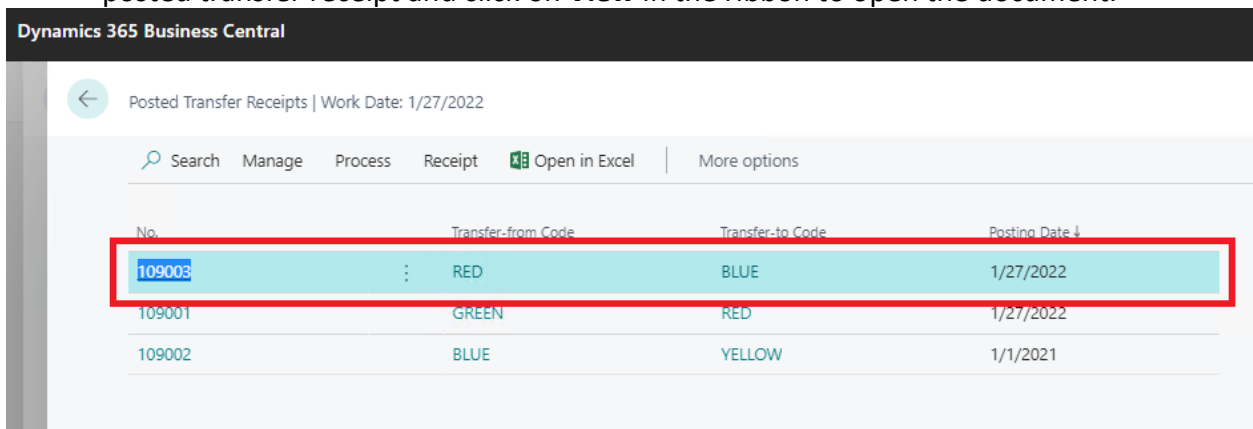- The Stock Transfer Receipt in iVend will integrate as Posted Transfer Receipt in Business Central. The transfer order will get deleted in Business Central.
- Navigate to **Posted Documents>Posted Transfer Receipts.** Select the corresponding posted transfer receipt and click on **View** in the ribbon to open the document.

- The user can check the details of the integrated document in **General** and **Retail** tab. In the posted transfer receipt, **Retail** tab has been customized to capture **Transaction Key, Request No., Receipt Transaction Key** from iVend.

Dynamics 365 Business Central

← Posted Transfer Receipt | Work Date: 1/27/2022   ✏ + 🗑

109003

Process   Receipt | More options

General   Show more

No. · · · · · · · · · · · · · · ·	109003	In-Transit Code · · · · · · · · ·	OUT. LOG.
Transfer-from Code · · · · · · ·	RED	Transfer Order No. · · · · · · ·	1010
Transfer-to Code · · · · · · · ·	BLUE	Transfer Order Date · · · · · ·	1/27/2022
Direct Transfer · · · · · · · · ·	⚪	Posting Date · · · · · · · · · ·	1/27/2022

Lines | Manage   More options   ⬏

Item No.		Quantity	Unit of Measure Code	Shipping Time	Customergro... Code	Area Code	Businessgroup Code	Salescampaign Code
→ 1896-S	⋮	25	PCS	1D				
1936-S		4	PCS	1D				

At iVend MC

After completion of receipt of the inventory, at iVend MC the status of Stock Transfer Request will also update as ''**Closed**''.

4.3 Inventory Counting Cycle

iVend allows the user to do physical count of the inventory products. It also enables the user to reconcile system inventory against actual inventory in a store or location. In the process of inventory counting the inaccuracies in the inventory record are required to be corrected and integrated between the two applications.

Setup and Configuration for Inventory Counting
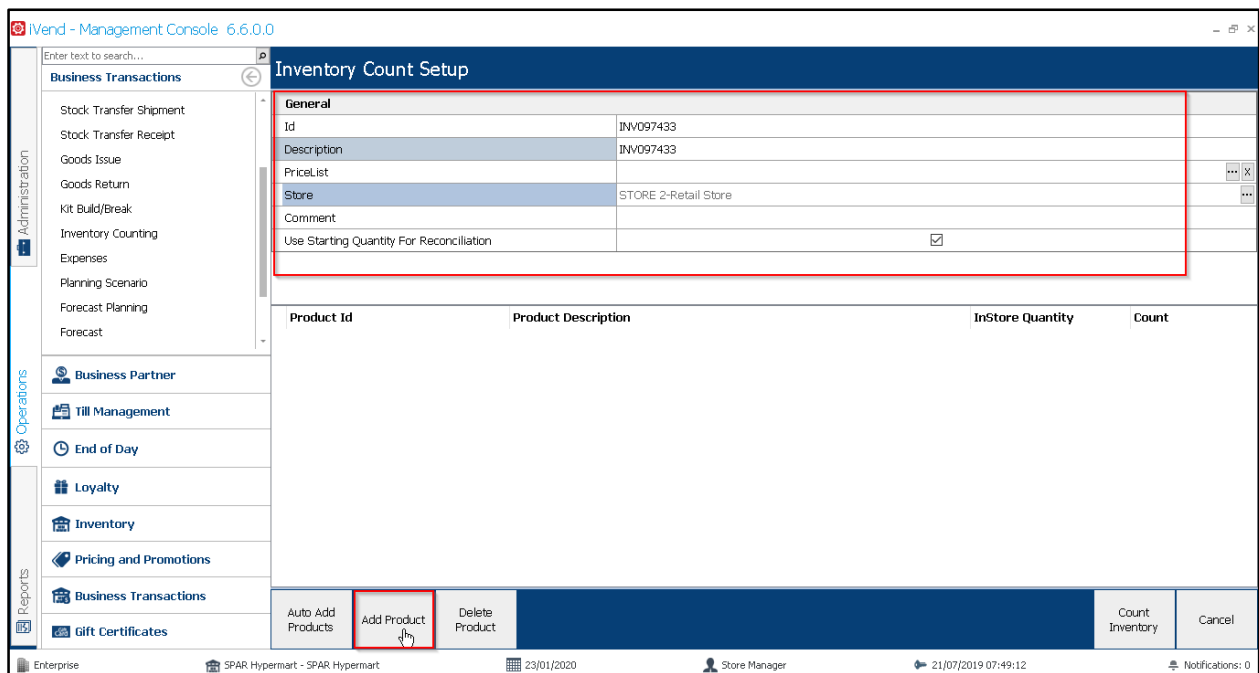
Step 1: Path to open the Inventory Counting Setup screen

Login to iVend MC and go to **Operations>Business Transactions>Inventory Counting.** On the Inventory Count Setup Screen click on **New** button.

Following header details are required to be updated in the Inventory Count Setup:

- **ID:** Enter the ID of the transaction being performed.
- **Description:** Enter the description of the transaction.
- **Pricelist:** Select a price list

- **Store:** Select the store where inventory count is being done.
- **Location:** Select the location from the list of locations.
- **Comment:** Enter the comment for the counting transaction if any.
- **Use Starting Quantity for the Reconciliation:** Check this field to use the starting quantity for inventory Reconciliation.

Step 2: Click on **Add Products** button, to pull in the products to inventory count setup

Step 3: The **Product Search Screen** will be displayed where multiple products can be selected together and added for inventory count by pressing OK button.

Step 4: Here the row captures the **Product Id, Product Description, Location, InStore Quantity.** Check the field **Count** to count inventory for the product. Once the information is completed user must click on **Count Inventory** button to initiate inventory counting process.

- The user will be taken to **Inventory Counting** screen, in case of manual counting user has to enter the physical quantity in ''Counted Quantity'' field.
- Then click on ''Show InStore Quantity'' button which will show the system inventory for the products.
- Thirdly, click on ''**Show Difference**'' button where difference quantity will be calculated by system based upon entered counted quantity.

Difference Quantity = Counted Quantity – Instore Quantity

Step 5: Lastly, click on ''**Reconcile Inventory''** button

Based upon the difference the system posts the document as follows:

- If **Difference Quantity** is on +ve side, then system will create Goods Receipt document automatically when user clicks on final button ''**Reconcile Inventory**''
- If **Difference Quantity** is on -ve side, then system will create Goods Issue document automatically when user clicks on final button ''**Reconcile Inventory**''

At Business Central

At Business Central, the Goods Receipt will integrate as positive adjustment in Item Ledger Entries and the Goods Issue will update as negative adjustment in Item Ledger entries. To verify the same, go to i**tem Ledger Entries** in business central.

Below highlighted entries have been created a positive adjustment and a negative adjustment in ILE

Fields such as **iVend Document Type, Transaction Key, Inventory Status** have been customized in the screen below to capture certain information from iVend. The value in field **Inventory Status, i.e. "V"** is to identify that this entry has been integrated from iVend to Business Central.

==============================END OF DOCUMENT==============================