

## d.velop

# **Factsheet** Consistent Tracking of Incoming Goods

Easy capturing of delivery notes for decentralized goods receipts in SAP ERP.



### d.velop delivery note for SAP ERP

Depending on organizational and customer structure, decentralized storage is often practical and offers many advantages. It ensures that goods are stored in fairly close proximity to the customer, i.e. in exactly the location where they are needed. That means shorter delivery times. But how do you keep track of whether the ordered goods have arrived and been promptly captured in the SAP system?

Are you familiar with this situation? The orders are placed at headquarters and the goods are subsequently delivered to the decentralized warehouses. The delivery is documented, but the delivery note – if it shows up – is not captured until later at the delivery location. With the overview provided by d.velop delivery note for SAP ERP, you know right away when a delivery has arrived in the decentralized warehouse. The delivery can be checked and the corresponding material document for the delivery can be captured directly into SAP and then posted. This is helpful for processes that occur at a later stage, such as for purchasing invoice processing, especially if the logistic purchase invoice with a purchase order reference can only be posted with reference to the goods receipt.

#### Consistent tracking of incoming goods with d.velop delivery note for SAP ERP Track material documents and incoming goods step-by-step:

#### Step 1

The d.velop delivery note for SAP ERP process is initiated by scanning in the delivery note. Of course you can also import delivery notes (files) that have been received electronically and transfer them to the process by using the d.capture scan software. To enter and post the SAP material document at a later time, relevant data such as supplier number, order number, delivery note number, etc. is automatically read out and transferred to the workflow.





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#### Step 2

After the document has been transferred to the workflow, storage is initiated using the ArchiveLink interface and the document is stored in the document management system. The information is then transferred to the SAP system.

#### Step 3

The d.velop delivery note for SAP ERP solution is based on the d.velop Classifier platform. It delivers standardized work flow templates for the SAP Business Workflow. The delivery note documents are then provided to the responsible processor who was designated in the processor determination process. In the solution's cockpit, both the process and the preview of the individual delivery notes are transparently presented.

#### Step 4

Thanks to automatic processor determination, the process can be started by the correct processor. Quantity control and mass data entry is the first step. The tasks can be started directly from the cockpit and the delivery notes preview can be presented using in-place display. Information such as creditor, order or delivery note number can be added and the quantity can be checked.

#### Step 5

The SAP material document and goods receipt is then directly started in the standard SAP transaction and hence the incoming goods captured. During this step, it is possible to perform additional approval steps.

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#### Do you have some ideas for a Purchaseto-Pay project?

We are happy to advise you. Let's discuss concrete options for implementing a digitalized P2P process at your company.

Stephanus Schürmann, Head of New Business

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#### About d.velop AG

d.velop AG, founded in 1992 and based in Gescher, Germany, develops and markets software for the complete digitization of business processes and industry-specific procedures. In addition to its established ECM portfolio of services relating to document management, archiving and workflows on mobile apps as well as standardized and custom SaaS solutions, the software manufacturer has also expanded to offer managed services. These services include sophisticated compliance management to provide legal certainty and ensure compliance with all statutory regulations.

d.velop helps businesses and organizations reach their full potential by offering digital services that connect people to each other and that simplify and retool procedures and processes.

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> Version: d.velop delivery note for SAP ERP | Last update: May 2018 | All rights reserved and subject to change The actual implementation of the solution is company specific and may differ from the described functions.