



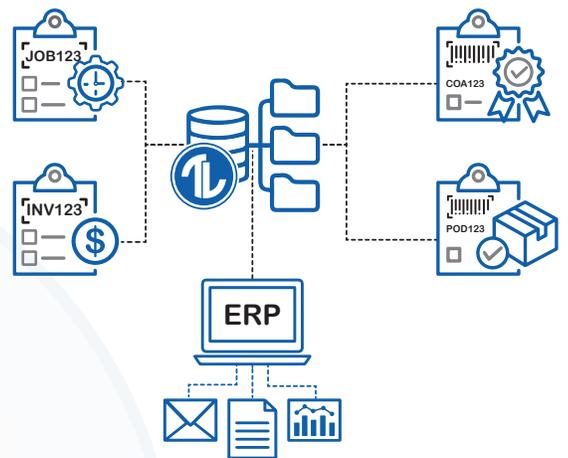
## Managing, Storing and Reporting on Documents

### Are you struggling to link hard-copy documents to SYSPRO in your business?

Managing, storing and reporting on crucial company documents is not only an important business function, but a government mandated requirement for many types of documents.

As part of a larger group of functions designed to address the challenge of managing and storing your important documentation, TransLution™ can now automatically link files to SYSPRO documents using the barcode found in the file.

TransLution™ Automated Document Management can be used for any files that need to be linked to documents in SYSPRO. The possibilities are endless.



### Automated PDF Document Management Use Case

Your drivers go out to deliver orders and come back to the office with signed Proof of Delivery documents. This leaves you with lots of pieces of paper and no way to properly reference the documents.



**AVAILABLE ON**

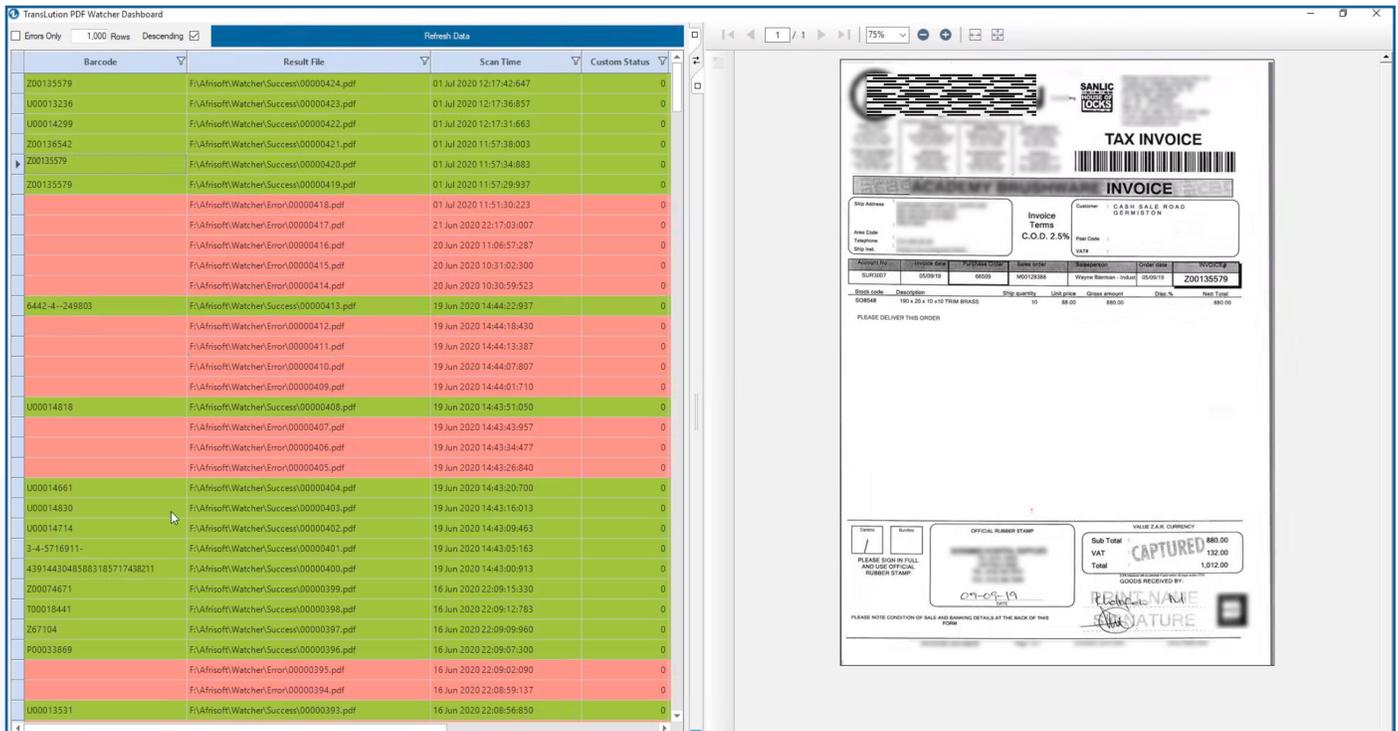




Using a high-speed document scanner, scanned documents are saved as PDFs to a folder. TransLution™ Automated PDF Document management continuously monitors and scans through the folder to find new PDFs documents that have been scanned. New documents are then scanned for a barcode.

If a barcode is found, the file is moved to a “success” folder, and the barcode and file name are saved in the database. TransLution™ then automatically links the successful documents to the appropriate sales purchase order in SYSPRO.

Successes and failures can be reviewed and managed on a dashboard. Failed documents, colour coded for easy reference, can then be manually addresses and linked to the appropriate sales purchase order in SYSPRO. If there is a query, you can simply call up the Sales Order in SYSPRO and view the signed document directly.



The screenshot shows the TransLution PDF Watcher Dashboard on the left and a scanned tax invoice on the right. The dashboard table lists scanned documents with columns for Barcode, Result File, Scan Time, and Custom Status. The invoice is from SANLIC and includes details such as invoice number 200135579, date 01 Jul 2020, and a total amount of 880.00.

Barcode	Result File	Scan Time	Custom Status
200135579	FI\Afrisoft\Watcher\Success\00000424.pdf	01 Jul 2020 12:17:42:647	0
U00013236	FI\Afrisoft\Watcher\Success\00000423.pdf	01 Jul 2020 12:17:36:857	0
U00014299	FI\Afrisoft\Watcher\Success\00000422.pdf	01 Jul 2020 12:17:31:663	0
200136542	FI\Afrisoft\Watcher\Success\00000421.pdf	01 Jul 2020 11:57:38:003	0
200135579	FI\Afrisoft\Watcher\Success\00000420.pdf	01 Jul 2020 11:57:34:883	0
200135579	FI\Afrisoft\Watcher\Success\00000419.pdf	01 Jul 2020 11:57:29:937	0
	FI\Afrisoft\Watcher>Error\00000418.pdf	01 Jul 2020 11:51:30:223	0
	FI\Afrisoft\Watcher>Error\00000417.pdf	21 Jun 2020 22:17:03:007	0
	FI\Afrisoft\Watcher>Error\00000416.pdf	20 Jun 2020 11:06:57:287	0
	FI\Afrisoft\Watcher>Error\00000415.pdf	20 Jun 2020 10:31:02:300	0
	FI\Afrisoft\Watcher>Error\00000414.pdf	20 Jun 2020 10:30:59:523	0
6442-4--249803	FI\Afrisoft\Watcher\Success\00000413.pdf	19 Jun 2020 14:44:22:937	0
	FI\Afrisoft\Watcher>Error\00000412.pdf	19 Jun 2020 14:44:18:430	0
	FI\Afrisoft\Watcher>Error\00000411.pdf	19 Jun 2020 14:44:13:387	0
	FI\Afrisoft\Watcher>Error\00000410.pdf	19 Jun 2020 14:44:07:807	0
	FI\Afrisoft\Watcher>Error\00000409.pdf	19 Jun 2020 14:44:01:710	0
U00014818	FI\Afrisoft\Watcher\Success\00000408.pdf	19 Jun 2020 14:43:51:050	0
	FI\Afrisoft\Watcher>Error\00000407.pdf	19 Jun 2020 14:43:43:957	0
	FI\Afrisoft\Watcher>Error\00000406.pdf	19 Jun 2020 14:43:34:477	0
	FI\Afrisoft\Watcher>Error\00000405.pdf	19 Jun 2020 14:43:26:840	0
U00014661	FI\Afrisoft\Watcher\Success\00000404.pdf	19 Jun 2020 14:43:20:700	0
U00014830	FI\Afrisoft\Watcher\Success\00000403.pdf	19 Jun 2020 14:43:16:013	0
U00014714	FI\Afrisoft\Watcher\Success\00000402.pdf	19 Jun 2020 14:43:09:463	0
3-4-5716911-	FI\Afrisoft\Watcher\Success\00000401.pdf	19 Jun 2020 14:43:05:163	0
43914430485883185717438211	FI\Afrisoft\Watcher\Success\00000400.pdf	19 Jun 2020 14:43:00:913	0
200074671	FI\Afrisoft\Watcher\Success\00000399.pdf	16 Jun 2020 22:09:15:330	0
T00018441	FI\Afrisoft\Watcher\Success\00000398.pdf	16 Jun 2020 22:09:12:783	0
267104	FI\Afrisoft\Watcher\Success\00000397.pdf	16 Jun 2020 22:09:09:960	0
P00033869	FI\Afrisoft\Watcher\Success\00000396.pdf	16 Jun 2020 22:09:07:300	0
	FI\Afrisoft\Watcher>Error\00000395.pdf	16 Jun 2020 22:09:02:090	0
	FI\Afrisoft\Watcher>Error\00000394.pdf	16 Jun 2020 22:08:59:137	0
U00013531	FI\Afrisoft\Watcher\Success\00000393.pdf	16 Jun 2020 22:08:56:850	0

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