USER GUIDE

EDI 365 User Scenario Documentation

RAND GROUP

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1 ABOUT THE APP

EDI365 is a user-friendly EDI connector for Microsoft Dynamics 365 Business Central used by many businesses to carry out their business operations with efficiency in less time. Electronic Data Interchange (EDI) is the exchange of business documents, such as purchase orders and invoices, between business partners in a common format directly from one computer to another.

For more information, please go to:

https://www.randgroup.com/apps/microsoft/dynamics-365-business-central/edi-365/

2 BASIC INFORMATION

With EDI365 users can maximize communication exchanges between a wide range of business-to-business networks and make transmitting standard business documents to trading partners such as Wayfair, Amazon, Walmart, and Home Depot easy and simple.

EDI follows specific codes for different transaction. The below codes represent each transaction which the EDI365 app can process. These transaction types will be shown in this documentation.

- 810 - Sales Invoice
- 832 – Price Catalogue
- 846 – Inventory Advice
- 850 - Purchase Orders
- 855 - Order Acknowledgement
- 856 - Advanced Shipment Notice
- 861 - Inbound Receiving Advise/Acceptance Certificate
- 940 – Warehouse Shipping Order
- 945 - Inbound Warehouse Shipping Advise
- 947 - Inbound Warehouse Inventory Adjustment Advise

To utilize EDI365 the users must first set up the trading partner in Microsoft Dynamics 365 Business Central. From there users can begin using the app to transmit certain document to that trading partner or receive documents from the trading partner. This document will cover the following available transaction types with EDI365.

This document will cover set up and transaction processes in the following scenarios:

1. Scenario 1: Receiving and Purchase Order (850) from a trading partner, processing the Purchase Order and sending out an Order Acknowledgement (855), Advanced Shipment Notice (856) and Sales Invoice (810).
2. Scenario 2: Sending out an Inventory Advise (846) document to a trading partner to advise them of current quantities of inventory.
3. Scenario 3: Sending a trading partner a Price Catalogue (832) document
4. Scenario 4: A standard Sales Order is created in Microsoft Dynamics 365 Business Central where the warehouse trading partner must be advised to ship the sales items. A Warehouse

Shipping Order (940) document will be created and sent out to the warehouse and the warehouse will send back an Inbound Warehouse Shipping Advise (945) document to acknowledge the shipment has been sent.

5. Scenario 5: Receiving an Inventory Advise (846) and Inbound Warehouse Inventory Adjustment Advise (947) from the warehouse trading partner.
6. Scenario 6: Creating a Purchase Order (850) and sending out to a warehouse trading partner and make a purchase and receiving an Inbound Receiving Advise/Acceptance Certificate (861) from the warehouse that the items were received from the vendor.

Before reviewing each scenario and functionality of the EDI365 apps there are a few initial items to consider shown in the next section.

3 FUNCTIONALITY

3.1 EDI Application Settings

The EDI Application window can be found by searching “EDI Application Settings”. This window provides certain system settings that can be applied to specific EDI Transactions or multiple transactions. The below details outline a few fields that should be populated if required and settings that should be turned on if needed.

3.1.1 GENERAL FAST TAB:

DUNS Number: The DUNS number is used to identify the sender and receiver of EDI documents, ensuring that the data is routed correctly.

DUNS Suffix: is an optional four-character extension to the standard 9-digit DUNS Number. It is used to identify specific locations, departments, or divisions within a larger organization that shares the same base DUNS number. The suffix allows for more detailed identification of sub-entities; it helps route EDI transactions to the correct internal unit or location.

EDI Consolidation No. Series: the number series for the consolidated ASN.

EDI365 Consolidated ASN: when enabled, consolidated ASNs can be created.

Enable Auto 832 catalog generation: when enabled, the 832 catalogs will be refreshed daily based on 832 mappings.

Enable Auto 846 Inbound Processing: when enabled, 846s Inbound will be processed

Use Advanced UOM Conversion: This allows for setting up a Quantity Conversion value specific for Trading Partner Item UOM Mapping

Purge EDI Document Days: Specify the number of days in the past you wish to keep documents from being purged.

Purge EDI Document: When enabled, a daily job queue to purge inbound documents based on the Purge EDI Documents Days setting will be created.

3.1.2 EMAIL NOTIFICATIONS FAST TAB:

Users can setup email addresses to receive notification on inbound orders with all details, inbound orders errors only, system notification and others.

3.1.3 LABELS FAST TAB:

GS1 Company Prefix: This is a unique number found as part of your barcodes/SSCC18. If you are printing packing slips or labels with barcodes/SSCC18, then you would enter that unique number here, and it will generate barcodes/SSCC18.

SSCC18 Extension Digits: Your package label will have a SSCC18 on it. This field is used to help generate the SSCC18.

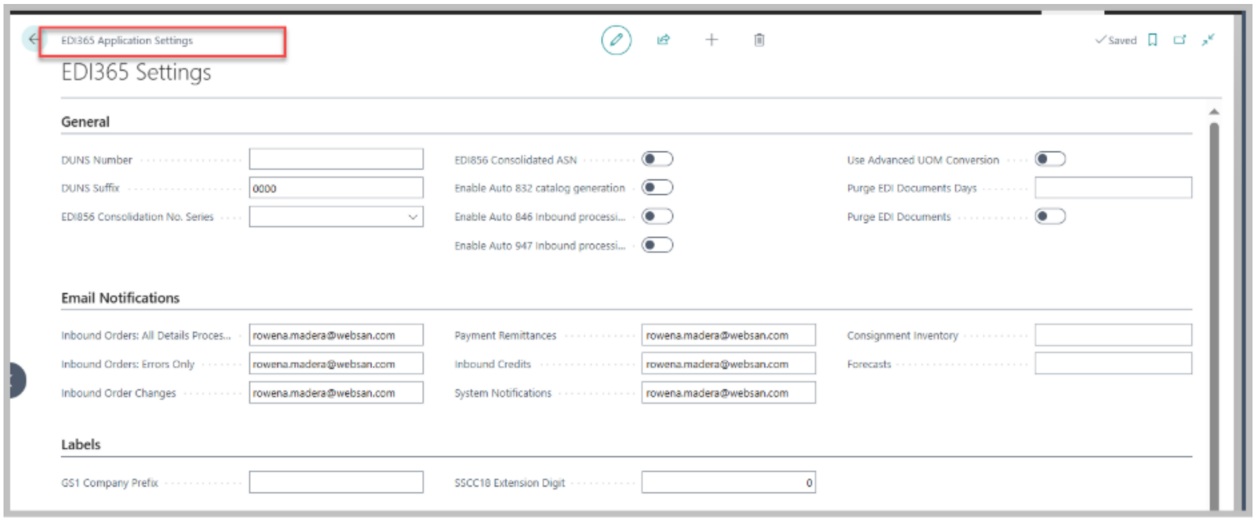
3.1.4 BATCHES:

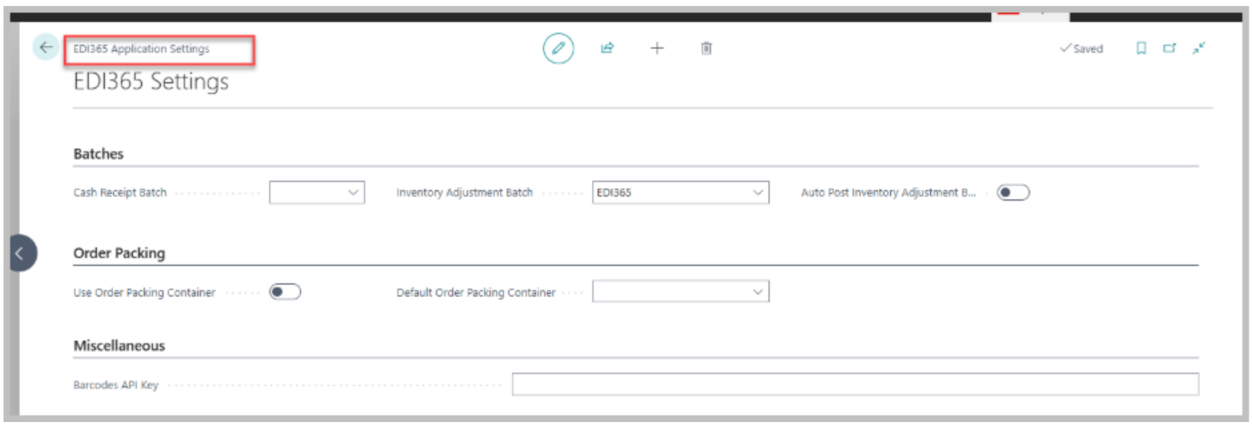
Inventory Adjustment Batch: This is the Item Journal Batch where the inventory adjustment from EDI846 Inbound Processing should be recorded.

Auto Post Inventory Adjustment Batch: Set to Yes when user wants to automatically post the item journal adjustment from EDI846 that is written on the inventory adjustment batch.

3.1.5 MISCELLANEOUS:

Barcode API Key: An API key used for connecting to a service that generates barcodes images for packing slips that some partners need. This unique API key is provided by Rand Group.





3.2 **EDI References**

3.2.1 OVERVIEW

EDI reference records are supplemental data elements that can be included with inbound EDI documents, such as the 850 (Purchase Order). These references often contain information that does not have a direct field mapping in Microsoft Dynamics 365 Business Central—for example, a Customer Order Number. Some trading partners will have data in these references that are required to be sent back with outbound documents

3.2.2 PURPOSE OF REFERENCE RECORDS

- Identify additional data not natively supported by Business Central fields.
- Maintain data continuity across the entire order lifecycle.
- Support trading partner requirements for outbound EDI documents.

3.2.3 REFERENCE DATA FLOW

Reference data received with an inbound 850 document is retained throughout the order process.

This data can be included in outbound documents such as:

- 855 – Order Acknowledgment
- 856 – Advance Ship Notice
- 810 – Invoice

3.2.4 MANUAL ORDER ENTRY CONSIDERATIONS

If an order is created manually and the trading partner requires specific reference data:

- It is the user's responsibility to enter the required reference values.
- Missing mandatory reference data may result in incomplete or non-compliant outbound documents.

3.2.5 REFERENCE TEMPLATE FUNCTIONALITY

To streamline and enforce reference data entry, users can utilize the Reference Template feature:

Create templates that define:

- Reference fields

- Whether each field is mandatory or optional
- Templates are reviewed by EDI365 to ensure:
    - All mandatory reference fields are populated during outbound processing
    - Compliance with trading partner requirements

4 SCENARIO 1

Receiving a Purchase Order (850) from a Trading Partner, processing the Purchase Order and sending out an Order Acknowledgement (855), Advanced Shipment Notice (856) and Sales Invoice (810) to the Trading Partner.

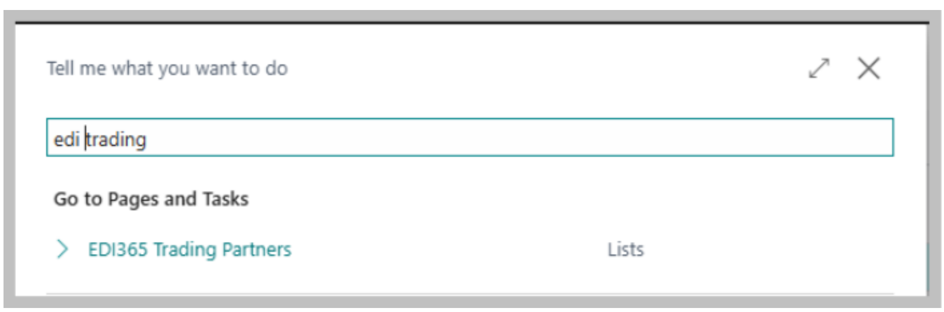
4.1 Initial Set up

4.1.1 TRADING PARTNER SET UP

The steps outlined below cover only the user-level setup required within Microsoft Dynamics 365 Business Central. Additional backend configurations are necessary to connect Business Central to the EDI services provided by Rand Group. Please contact Rand Group to get those back end set ups completed for you.

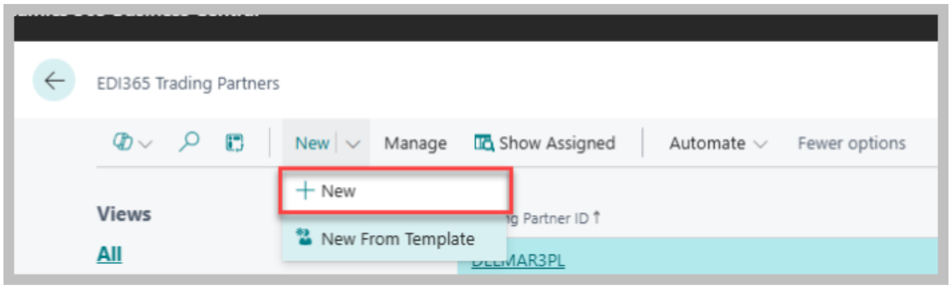
First users need to set up a trading partner. An EDI trading partner is simply another company that you exchange documents with.

Start by searching for the “EDI365 Trading Partner” in Microsoft Dynamics 365 Business Central.



This will then open the list of all active trading partners set up in Microsoft Dynamics 365 Business Central.

Click the “new” button to open the trading partner configuration window and set up a new trading partner.

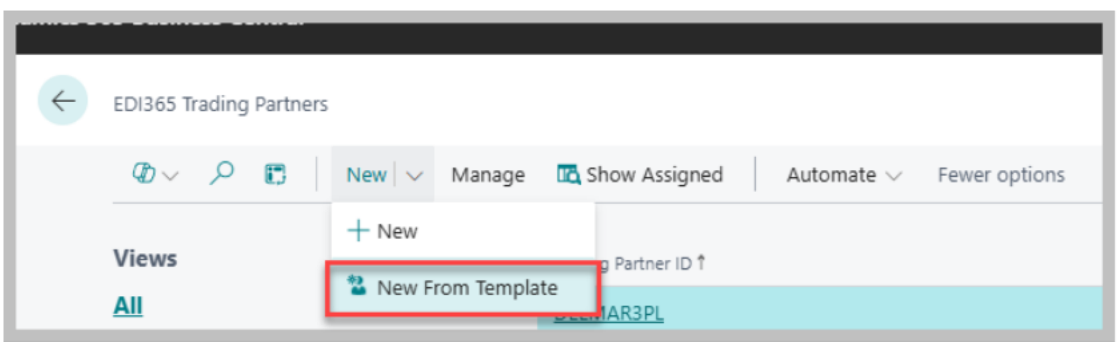


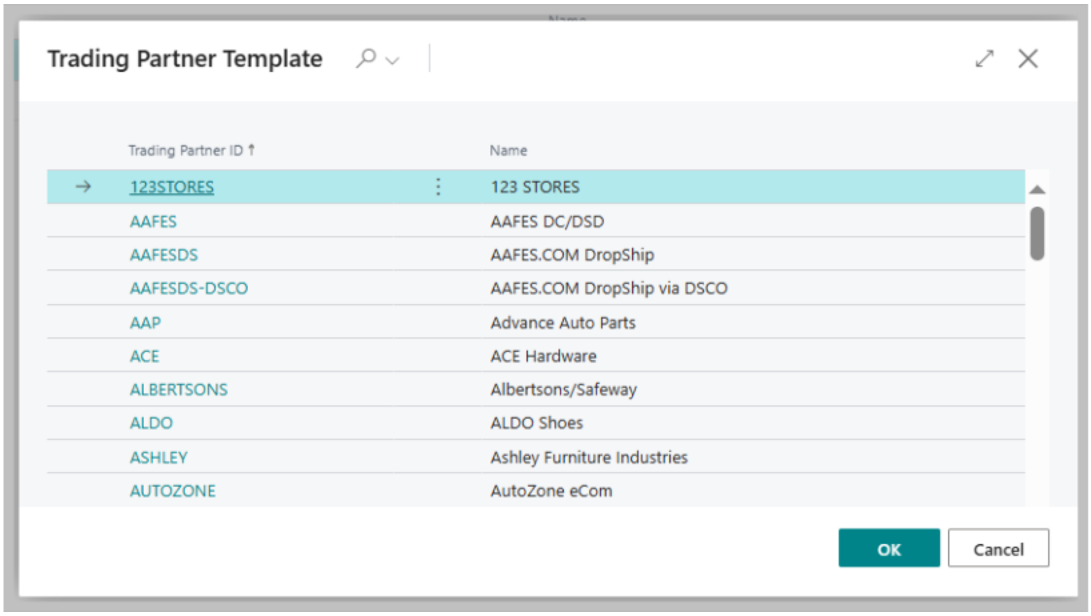
In the configuration window first fill in the set-up information. The mandatory fields here are the:

- Trading Partner ID
- Type
- ISA ID

Note: Trading Partner Type will dictate what types of transactions users can enable. Once a type is selected, certain documents will be greyed out, prevent users to enable it for that trading partner.

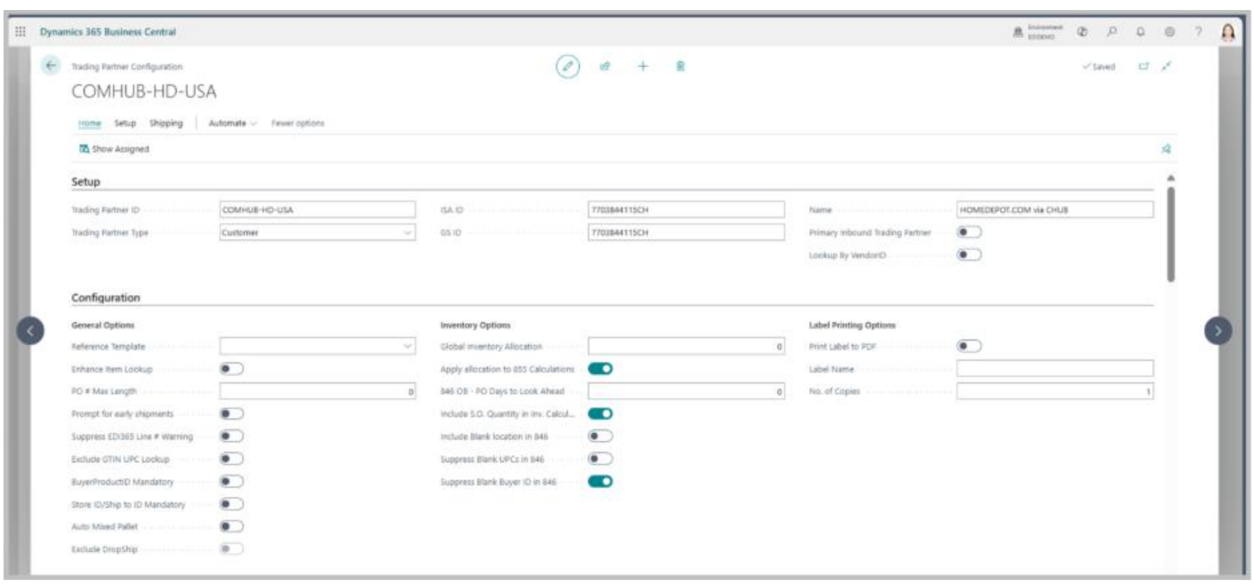
Alternatively, use the +New from Template button and then choose the EDI Trading Partner from the available templates. (This is the recommended approach)

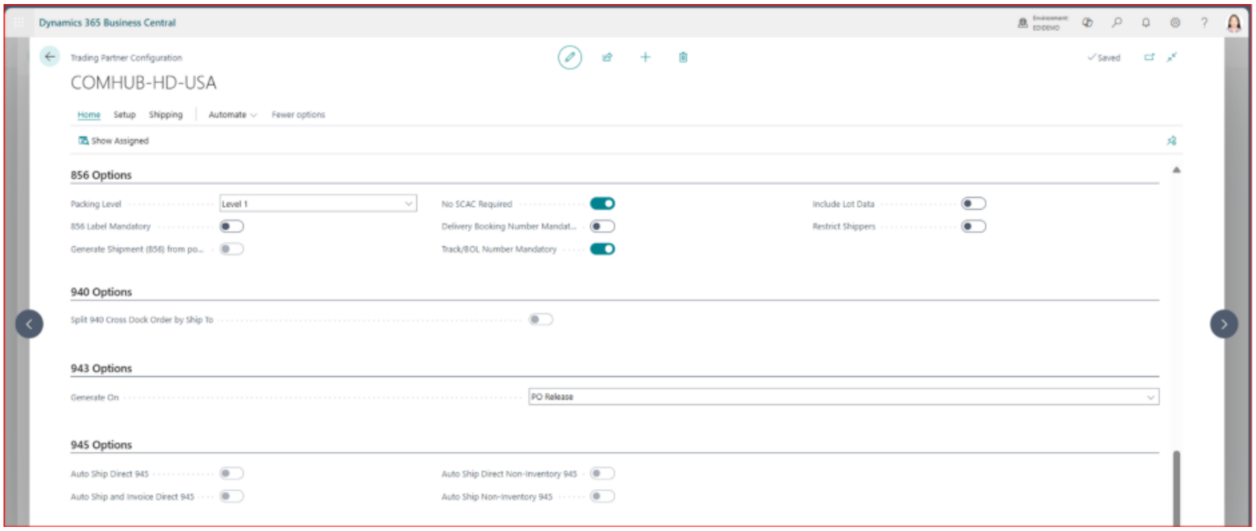


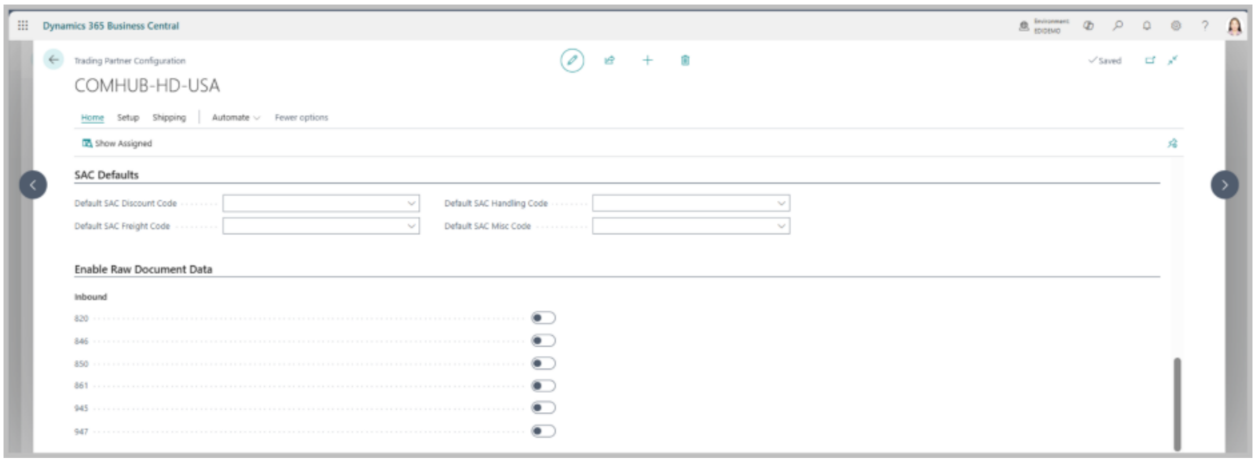


For this scenario since the trading partner is purchasing items from us the trading partner type should be a **Customer.**

Following this is the configuration section, these fields are not required but will have certain benefits for certain types of transactions. This is where the General Options, Inventory Options and Label Printing options are configured. To know the purpose of each field users can hover over the field name to see more information.







Following the configuration section there is the:

- Inbound Documents
- Outbound Documents
- SAC Default setting
- Different options/configurations per EDI Document (810 Options, 856 Options, 945 Options and others)
- Enable Raw Document Data

Inbound Documents are the types of transaction that would be sent by the trading partner and recorded into Microsoft Dynamics 365 Business Central. These documents may depend on the type of trading partner.

Outbound Documents are the types of transaction that would be sent from Microsoft Dynamics 365 Business Central to a trading partner, this may also depend on the trading partner type.

Enable Raw Document Data is available for Inbound Transactions. Users may opt to enable this setting to see the raw data (X12 or otherwise). Data on this table will be purged as well if purge document is enabled in the General Setup.

Transactions in EDI follow a specific code number. These codes are mentioned above and will be shown in the Inbound and Outbound document set ups section of the window. User can also hover over the code to see the description.

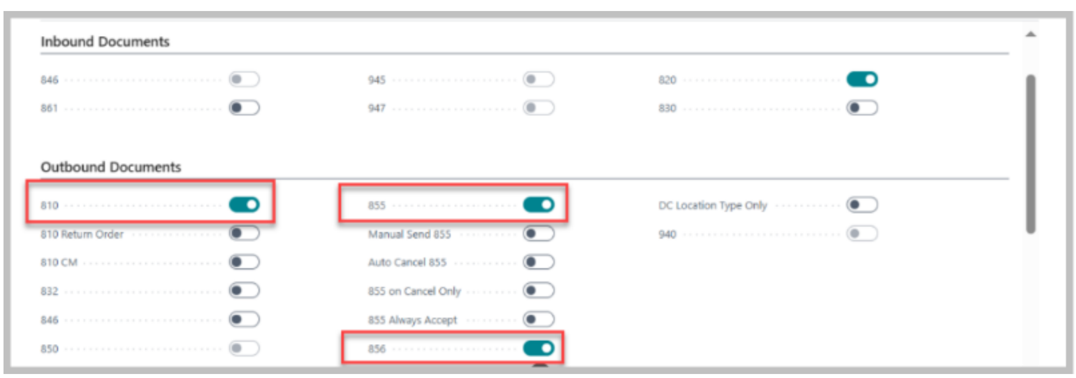
EDI Transaction Sets, for example:

- 850 – Purchase Order
- 855 – Purchase Order Acknowledgement
- 810 – Invoice
- 856 – Advance Ship Notice (ASN)

In this scenario the inbound document to enable is 850 and the outbound document to enable are 810, 855 and 856.

Note: 850 is automatically enabled by default for customer type trading partners so user do not need to worry about enabling it manually.

To enable the documents, simply select the enable switch next to each option as shown below.



EDI 855 – Purchase Order Acknowledgment

This document is sent by a supplier or vendor to a buyer in response to a Purchase Order (EDI 850). It confirms the receipt of the order and communicates whether the order has been accepted, rejected, or accepted with changes.

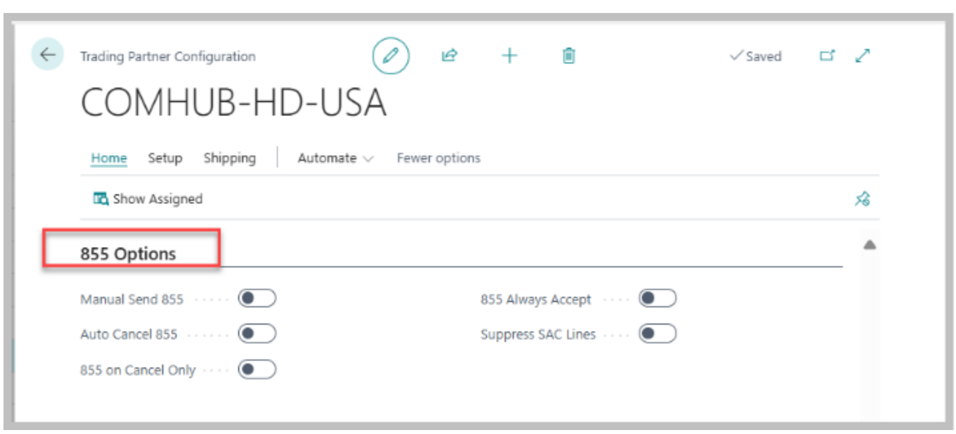
Key Functions of EDI 855:

- Acknowledges receipt of the purchase order.
- Confirms acceptance, rejection, or modification of the order.
- Provides details such as:
- Item availability
- Delivery dates
- Pricing updates
- Substitutions or backorders

Why It's Important:

- Helps streamline supply chain communication.
- Reduces errors and misunderstandings.
- Speeds up order processing and fulfillment.

In EDI365 Trading Partner, there is a dynamic section for 855 document to handle certain scenarios applicable to client and TP business process.



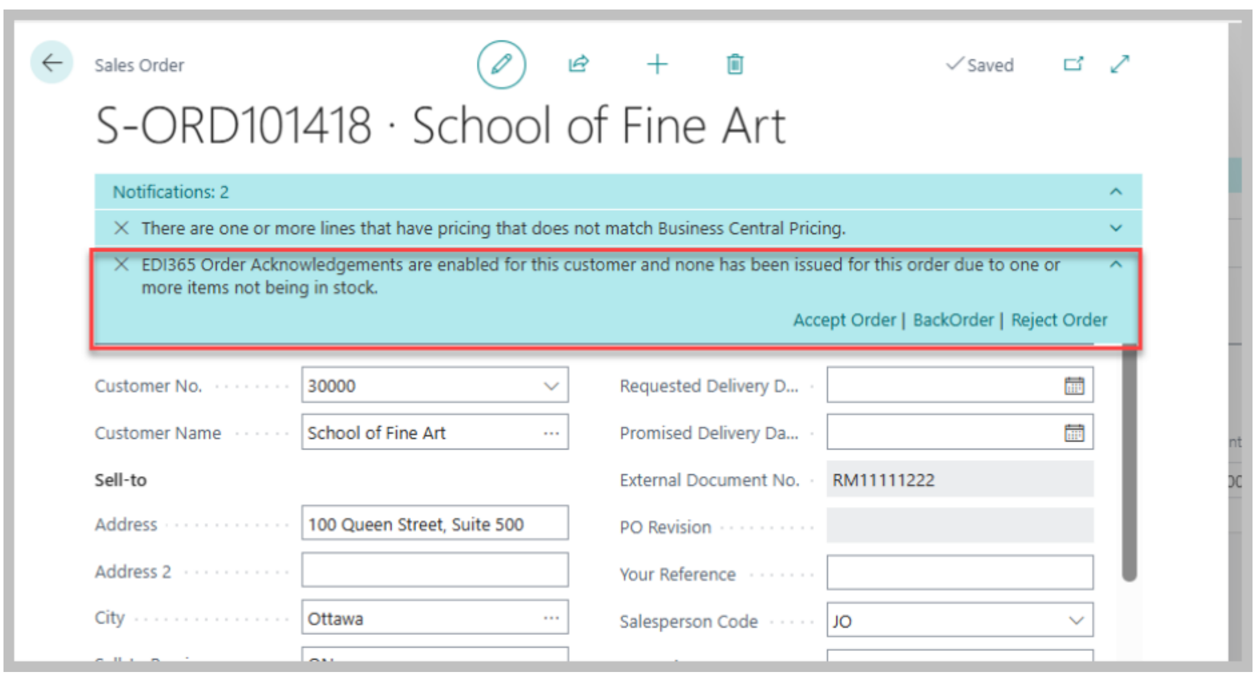
If the **855 option** on outbound documents section is enabled and all other settings in the 855 section are turned off, the system will automatically accept the order acknowledgment only if there is sufficient inventory to fulfill the order.

When inventory is insufficient, users will be prompted to manually choose how to respond. They can either:

- **Accept** the order and
- **Backorder** it, acknowledge that it will be fulfilled later, or
- **Reject** the order, notifying the trading partner that it cannot be fulfilled.

In such cases, an **Order Acknowledgment** banner will appear on the sales order screen. The user must then select one of the following options:

- Accept
- Backorder
- Reject



- Suppress SAC Lines

When enabled, SAC lines will not be included in the PO Acknowledgement

- Auto Cancel 855

When enabled, the system will automatically send a cancellation in the 855-order acknowledgment if inventory levels are too low to fulfill the item. If disabled, cancellations must be manually sent from the generated order.

- 855 on Cancel Only

When this option is enabled, 855 documents will only be generated for order deletions.

- 855 Always Accept

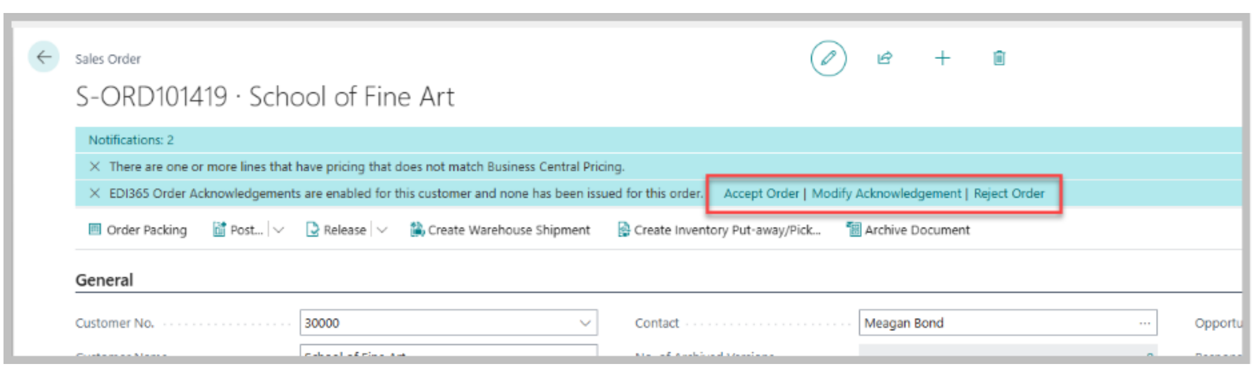
If enabled, all 855 acknowledgments will automatically indicate acceptance, regardless of inventory availability.

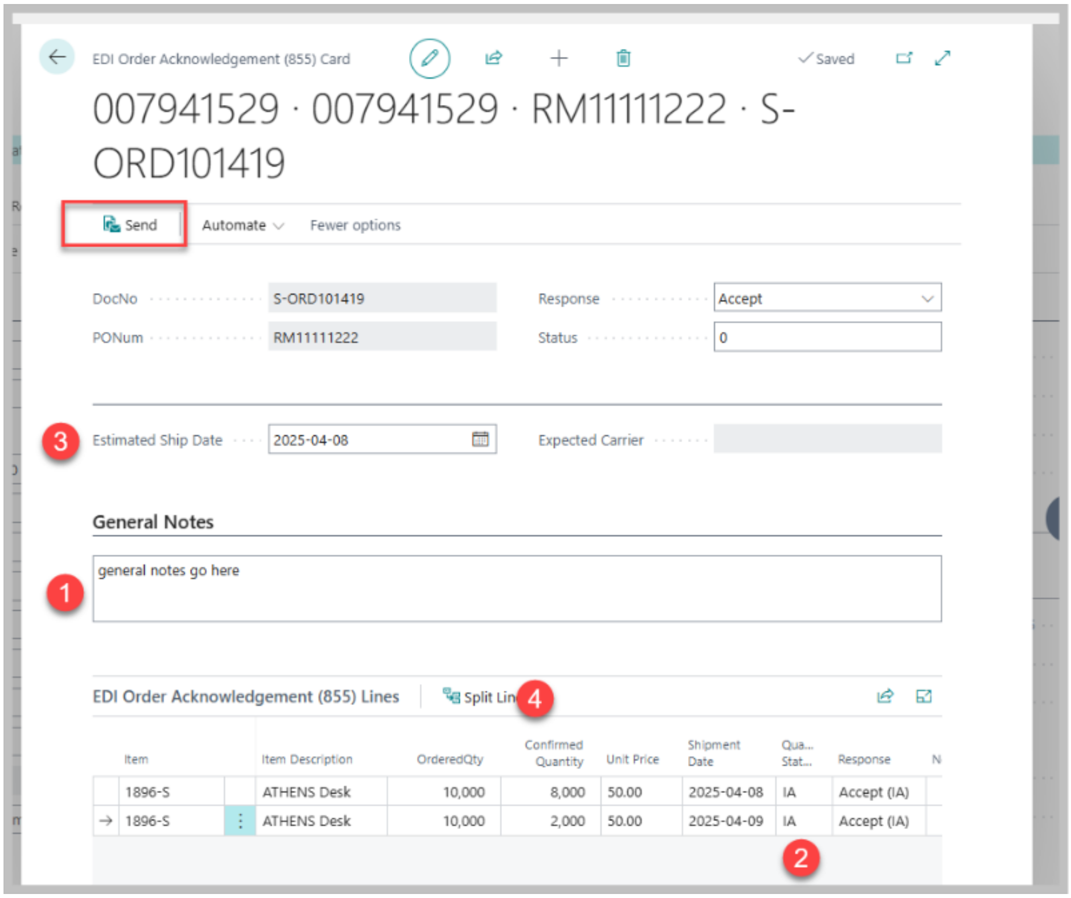
- Manual Send 855

When this setting is turned on, all 855 documents must be manually sent from the EDI Purchase Order Acknowledgment (855) page.

This option allows users to:

1. Add specific acknowledgment details
2. Mark items as backordered or rejected
3. Adjust expected ship dates
4. Split line items and assign multiple ship dates





4.1.2 SAC DEFAULTS

- What are SAC Codes?

SAC stands for Service, Promotion, Allowance, or Charge Information. These codes are used to identify specific charges or discounts that may apply during invoicing.

Note for This Scenario:

In this particular setup, SAC codes will be ignored and will not impact the invoicing process.

4.1.3 UNIT OF MEASURE (UOM) MAPPINGS

The other trading partner set up that should be completed is Unit of Measure mappings

- Importance:

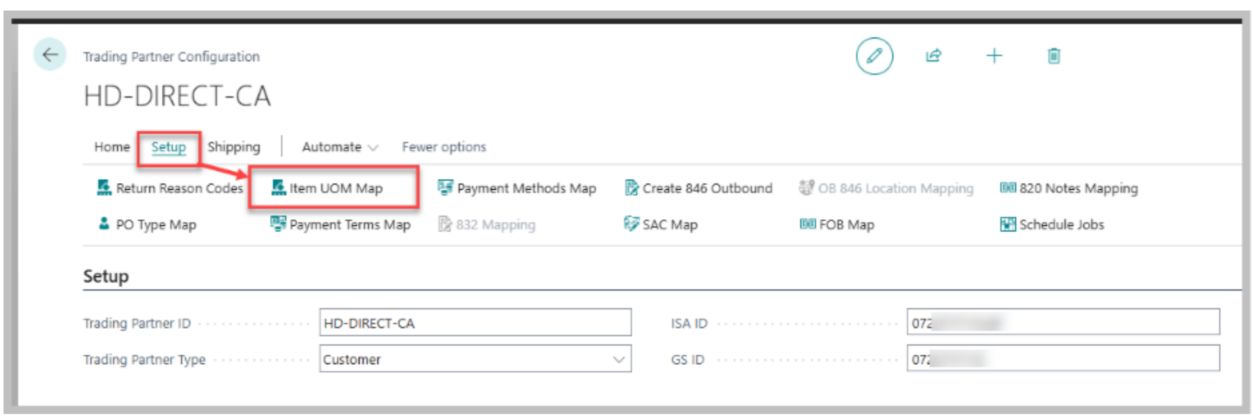
  Some customers or trading partners may use different codes or terms for units of measure than your internal system. To ensure accurate communication and processing, these differences must be mapped correctly.

- What It Does:

  Unit of Measure mappings link the trading partner's UOM codes to your system's internal UOM codes. This ensures:

- Accurate order processing
- Correct inventory handling
- Smooth fulfillment and shipping

- How to Set It Up:
- Go to the Search bar in your system.
- Type "EDI Trading Partner".
- Select the relevant trading partner.
- Navigate to the Unit of Measure Mappings section.
- Enter the trading partner's UOM codes and map them to your internal equivalents.

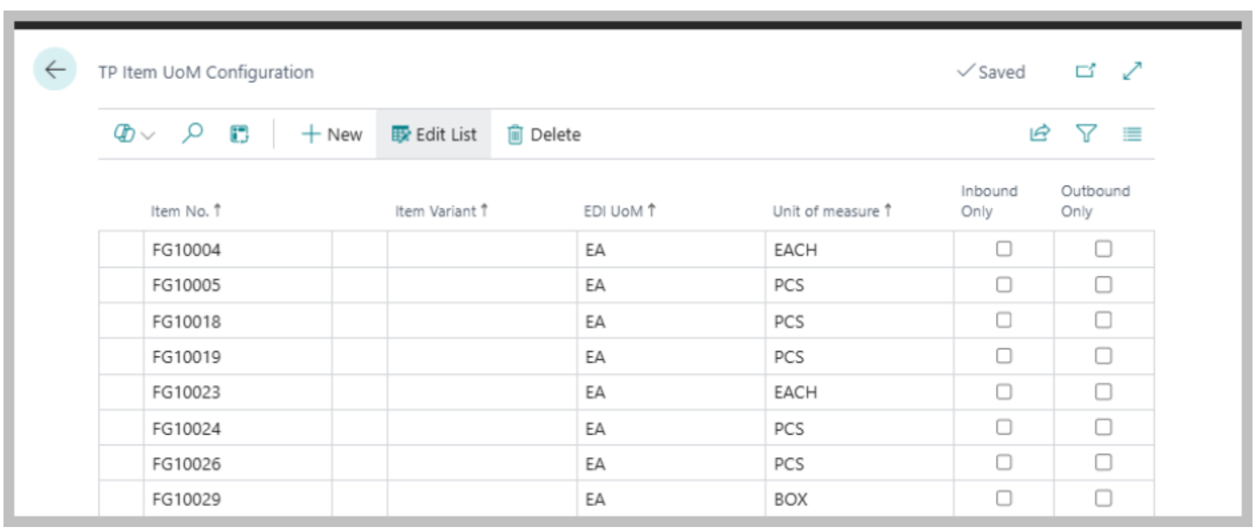


To map a trading partner's unit of measure to your internal system, follow these steps:

- Open the Item UOM Map Window.
- Enter the item number you want to map.
- If you leave this blank, the mapping will apply to all items.
- In the "EDI UOM" field, enter the unit of measure used by the trading partner (e.g., EA)
- In the "Unit of Measure" field, select the unit of measure your system uses for that item
- This completes the basic unit of measure mapping.

Inbound and Outbound Rule:

- At the end of each mapping line, you'll see two checkboxes:
- Inbound: Select this if the mapping should apply only to inbound EDI transactions (data coming into your system).
- Outbound: Select this if the mapping should apply only to outbound EDI transactions (data going out to the trading partner).
- Neither selected: The mapping will apply to both inbound and outbound transactions.



Item No. ↑	Item Variant ↑	EDI UoM ↑	Unit of measure ↑	Inbound Only	Outbound Only
FG10004		EA	EACH	☐	☐
FG10005		EA	PCS	☐	☐
FG10018		EA	PCS	☐	☐
FG10019		EA	PCS	☐	☐
FG10023		EA	EACH	☐	☐
FG10024		EA	PCS	☐	☐
FG10026		EA	PCS	☐	☐
FG10029		EA	BOX	☐	☐

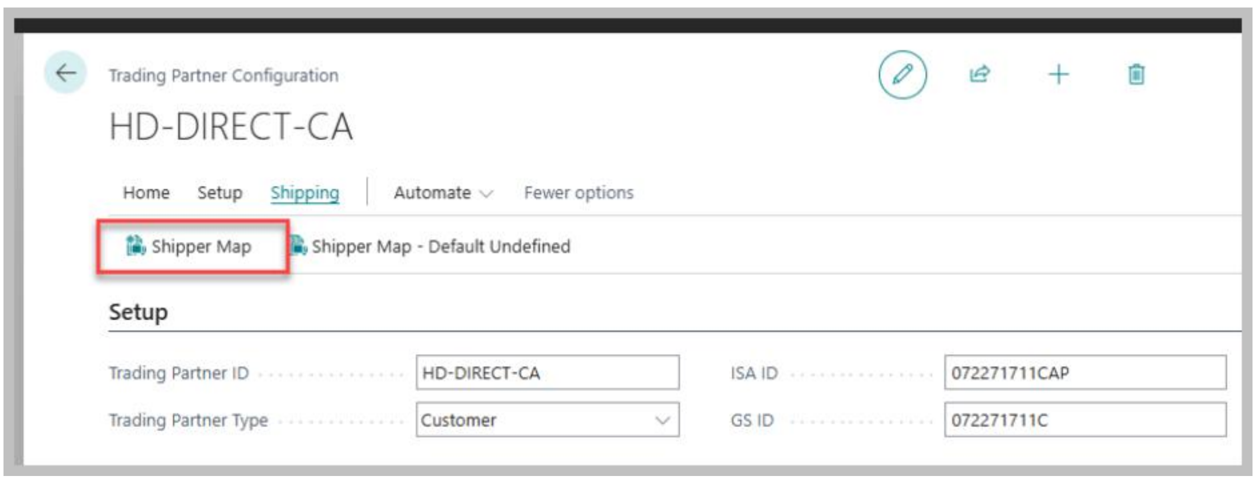
4.1.4 SHIPPER MAP CONFIGURATION

The final step in setting up a trading partner is configuring the Shipper Map. This ensures accurate communication of shipping codes between your system and your trading partner during EDI transactions.

Functionality:

By setting up Inbound/Outbound Shipping Agent Mappings, the system can:

- Correctly interpret incoming shipping codes from the trading partner
- Return the appropriate shipping codes in outbound EDI documents
- This mapping is essential for seamless EDI processing and helps prevent errors in shipping instructions and logistics coordination.



When a trading partner provides a shipper code in the EDI 850 (Purchase Order), the system uses the following mapping logic to translate it into your internal Shipping Agent:

- Inbound Only Mapping
- Inbound & Outbound Mapping

If a match is found, the system assigns the corresponding internal shipping agent to the sales order.

When generating outbound EDI documents such as the 856 (Advance Ship Notice) or 810 (Invoice), the system performs the following steps:

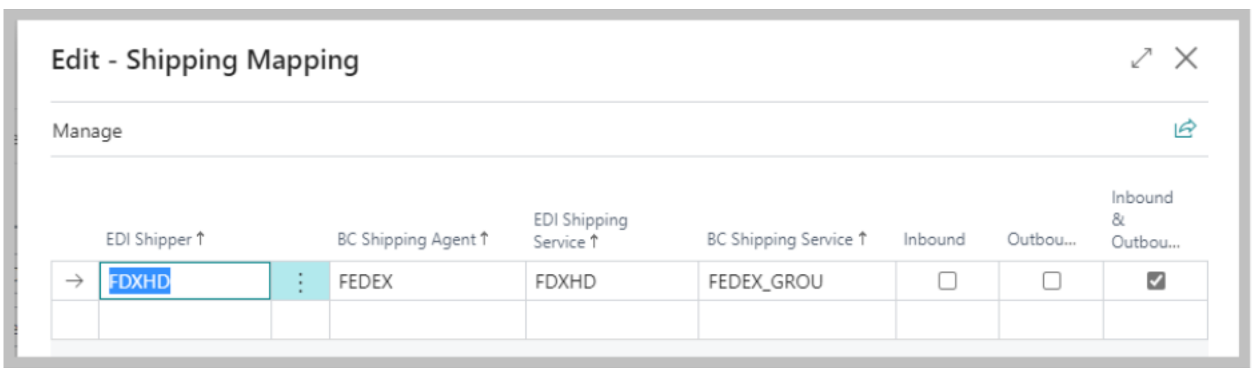
- Reads the Shipping Agent and Service from the Sales Order.
- Searches for a matching mapping rule using:
- Outbound Only Mapping
- Inbound & Outbound Mapping

This ensures that the correct external shipper code is returned to the trading partner in outbound document

Basically, there are two scenarios:

1. The shipper is provided in the PO and that code needs to return (hence Inbound/Outbound)

- On below sample, the app will process that EDI order with shipper code FDXHD into the system as a Sales Order with Shipping agent FEDEX. When the EDI outbound documents, 856 and 810 are generated from post shipping and invoicing, the mapping setup below will see that it must return the same value outbound.
- User would need to do this for all possible combinations (we can refer to the historical transactions)



2. The shipper is not provided, or flagged as UNSP_CG, UNSP “Unspecified”, we need to return the proper code back to them.

- "INBOUND" means take the provided EDI code, and map it to the BC Shipping Agent
- "OUTBOUND" means convert the BC Shipping Agent to the required EDI code

Example, for CommerceHub, they will send you "UNSP” which means "Unspecified", then if you change it to "UPS GROUND" you need to set up a mapping.

- INBOUND ONLY: UNSP to UPS GROUND – take UNSP and map it to UPS GROUND (if you set this to Inbound/Outbound, you will always send back UNSP, which is wrong. So, this must be Inbound Only rule)
- OUTBOUND ONLY: UPS GROUND to UPSN_CG – this mapping setup will convert UPS GROUND (BC Shipper) to UPSN_CG (which is a valid code for them to receive)

Any other possible combination should be added and need to set up mapping, let say you receive “UNSP” unspecified, and you change it to “UPS_2ND” (UPS 2nd Day Air)

- INBOUND ONLY: UNSP to UPS_2ND – take UNSP and map it to UPS 2ND (BC Shipping Agent)
- OUTBOUND ONLY: UPS_2ND to UPSN_SE– this mapping setup will convert UPS 2ND (BC Shipping Agent) to UPSN_SE (which is a valid code for them to receive)

4.1.5 CUSTOMER SET UP AND REQUIREMENTS FOR TRADING PARTNER

Scenario Overview

This scenario involves a Customer-type Trading Partner. Now that the trading partner setup is complete, the next step is to assign the trading partner to a customer record in Microsoft Dynamics 365 Business Central.

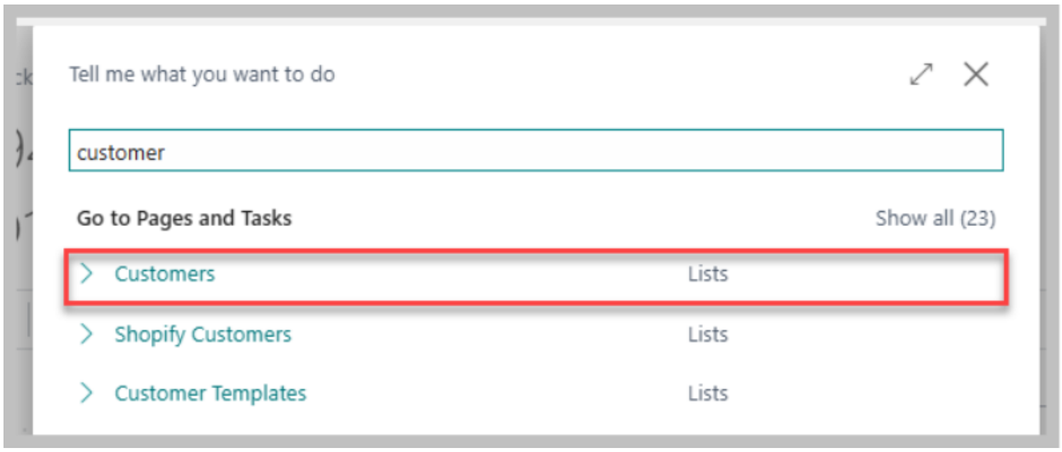
Note: This guide assumes that your system is already configured and that customer records have been created. It does not cover the steps for creating a new customer.

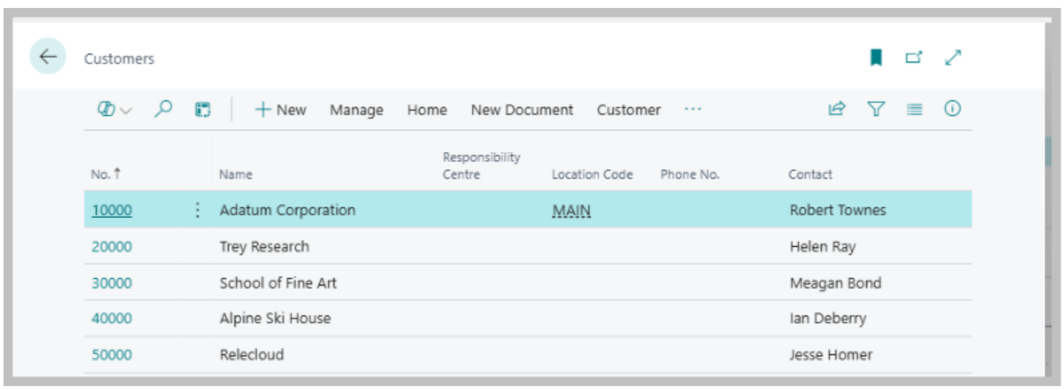
Steps to Assign a Trading Partner to a Customer

- In the Search bar, type “Customers”.
- Select the customer you want to assign the trading partner to.
- Open the customer card.
- Navigate to the EDI Trading Partner field or section.

- Select the appropriate trading partner from the list.

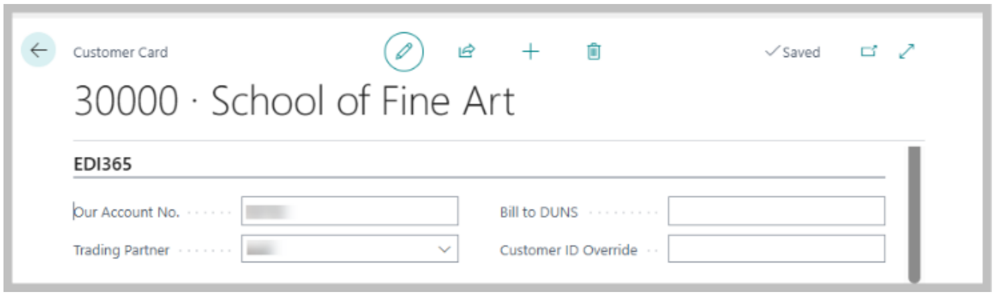
This links the customer to the configured trading partner, enabling proper EDI communication for transactions such as purchase orders, invoices, and shipping notices.





Scrolling down the customer details will be an EDI section for the customer. In the section users must enter:

- Account Number (the users account number the customer has record of)
- Trading Partner (select the trading partner created)



4.1.6 ASSIGNING SHIP-TO ADDRESS IDS

Best Practice

Although not required, it is considered a best practice to assign a Ship-to Address ID and corresponding details for each customer in Microsoft Dynamics 365 Business Central when using EDI transactions.

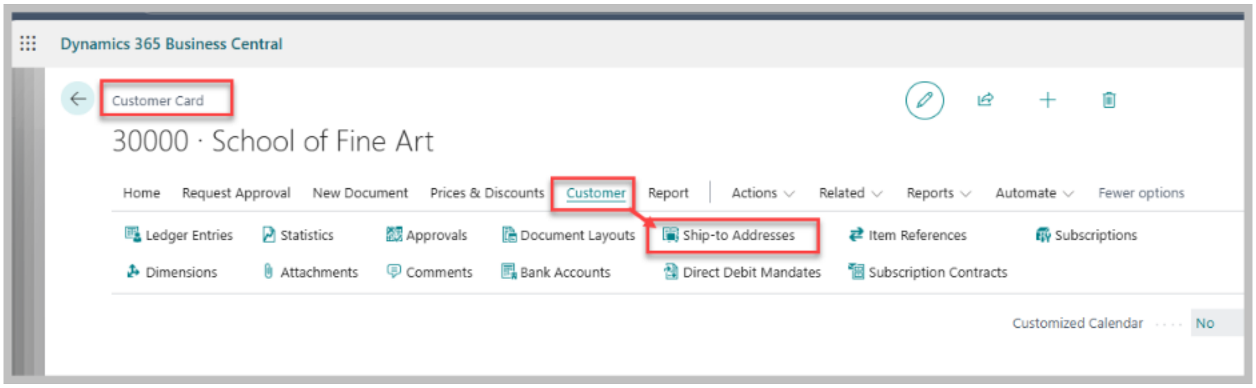
- Why This Matters:

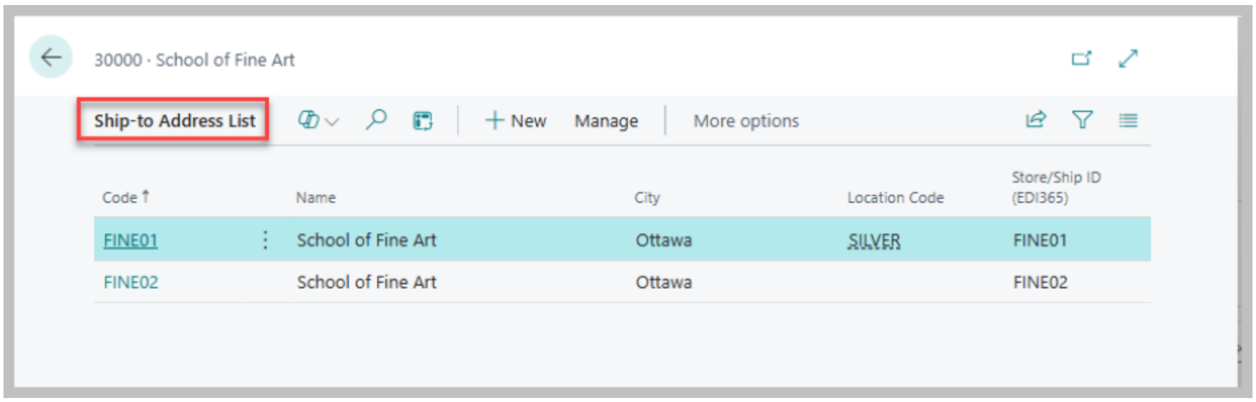
  Many trading partners may send EDI documents (such as purchase orders or shipping notices) that include only a Ship-to Address ID, without full address details. If this ID is not set up in Business Central, it can result in processing errors or failed transactions.

How to Set Up a Ship-to Address ID

- In Business Central, navigate to the Customer record.
- Expand the Navigate tab in the ribbon.
- Select Ship-to Addresses.
- Follow the standard procedure to create a new Ship-to Address ID, entering all relevant address details.

This setup ensures that incoming EDI documents referencing a Ship-to ID can be properly matched and processed by the system.





If creating a new address ID select the "New" Button. If you need to update an existing ID select the ID from the list.

4.1.7 EDI FIELDS ON THE SHIP-TO ADDRESS

When editing or creating a Ship-to Address for a customer, an EDI section will be available. This section includes the following key fields:

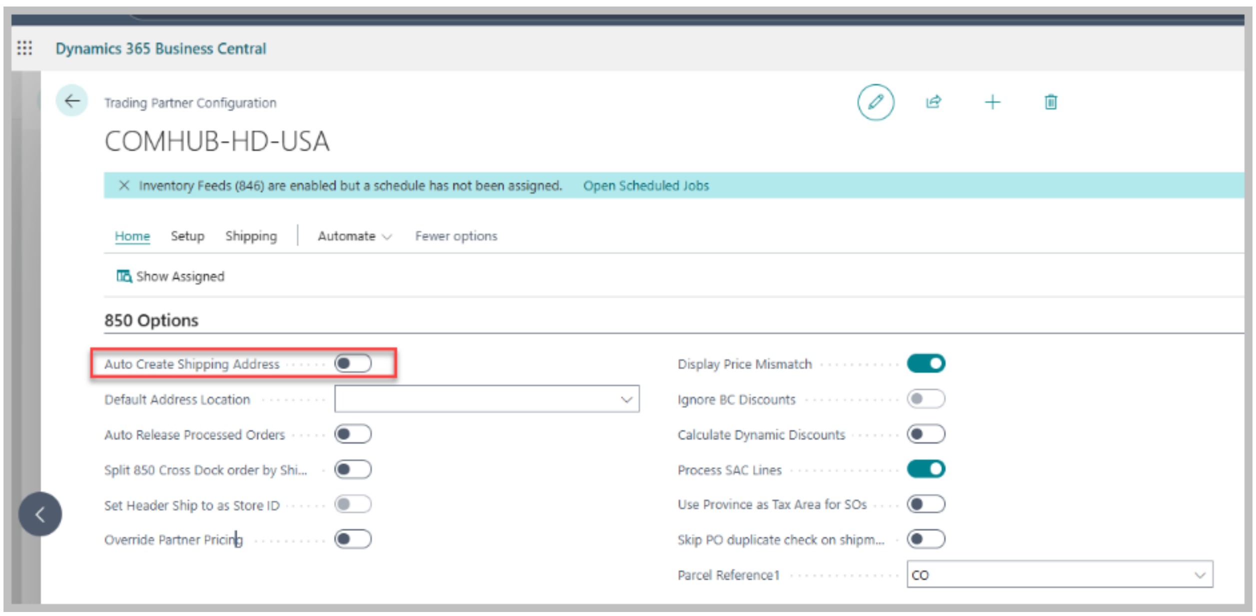
1. Store ID / DUNS

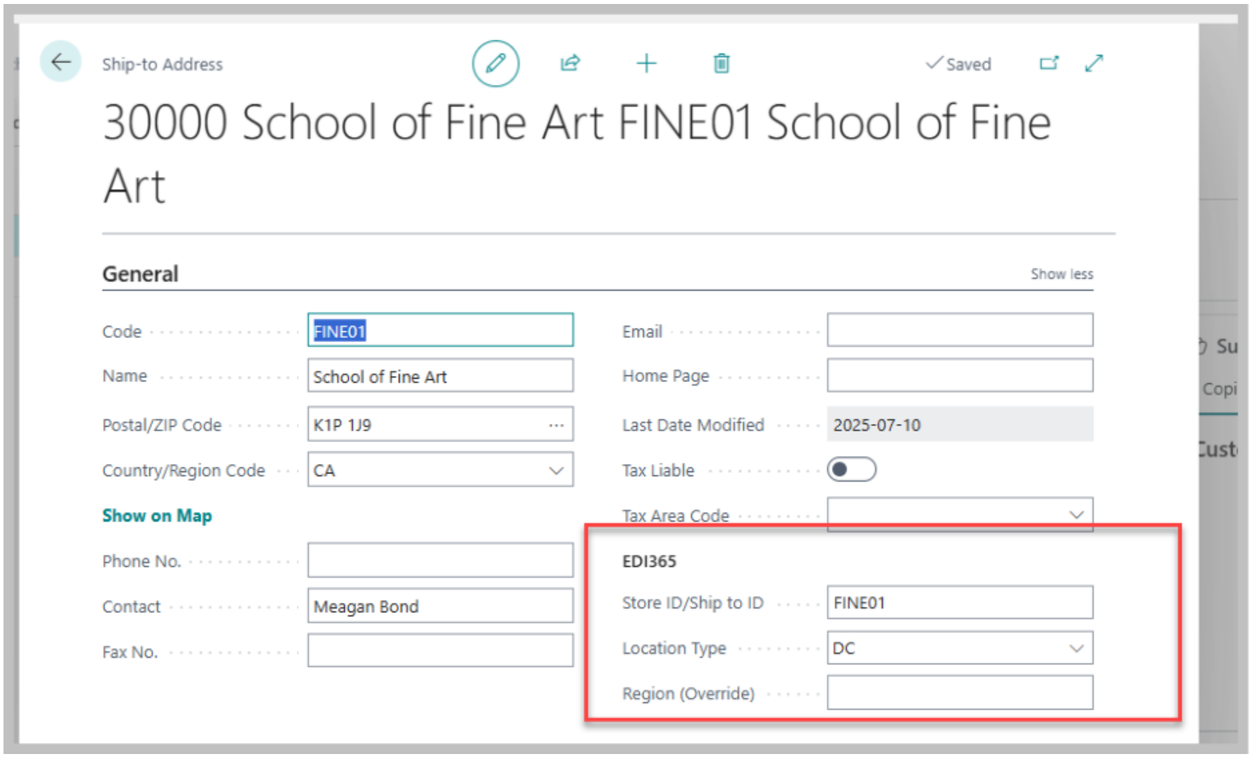
- This is the unique identifier (Store ID or DUNS number) used by the trading partner for the ship-to location.
- It allows the system to match the incoming Ship-to ID from EDI 850 (Purchase Order) documents to the correct internal Ship-to Address.
- Enter the Store ID/DUNS if your trading partner uses it in their EDI transactions.

2. Location Type

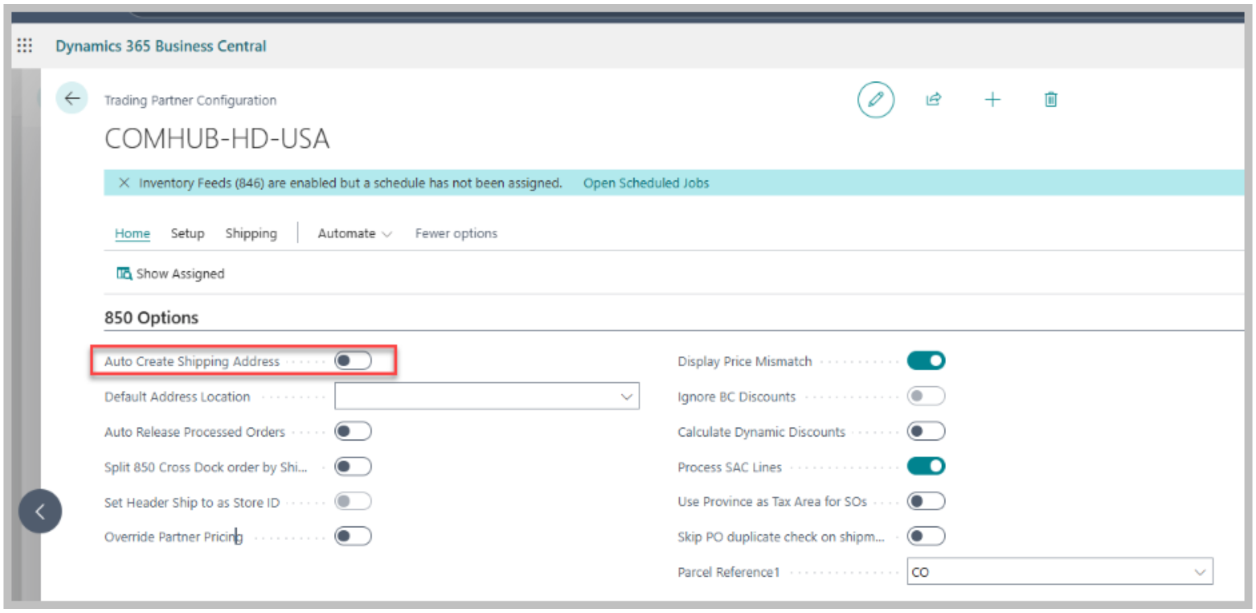
- Indicates the type of location where goods are delivered.
- Options:
- DSD – Direct Store Delivery
- DC – Distribution Center
- R – Residential
- C – Commercial

- Helps categorize the delivery location for logistics and routing purposes in EDI transactions.





There is also a function to Auto- Create Shipping Address that can be enabled in the 850 Options on the Trading Partner card. The significance of this function is explained in the Ship-to Address logic below.



4.1.8 SHIP-TO ADDRESS LOGIC

This section explains how the system determines which Ship-to Address to use when processing incoming EDI 850 (Purchase Order) documents.

When a ShipToID Is Provided in the EDI 850

- System checks for a matching Ship-to Address Card:
- The system looks for a predefined Ship-to Address for the customer where the Store ID matches the ShipToID from the EDI 850.
- If a match is found:
- The order is created in Business Central using an Alternate Address, populated from the existing Ship-to Address Card.
- If no match is found, the system checks the Auto Create Address flag for the trading partner:
- If enabled (TRUE):
- The system verifies whether sufficient address data is included in the EDI 850 (e.g., N3 and N4 segments for street, city, state, ZIP).
- If address data is present:
- → A new Ship-to Address is automatically created and used for the order.
- If address data is missing:

- → The system returns an error:
- "Unknown ShipTo and not enough address information available."

  - If disabled (FALSE):

- → The system returns an error:
- "ShipTo Address Not Found."

4.1.9 WHEN A SHIPTOID IS NOT PROVIDED

The system creates the order using a custom address, pulling values directly from the address segments of the EDI 850.

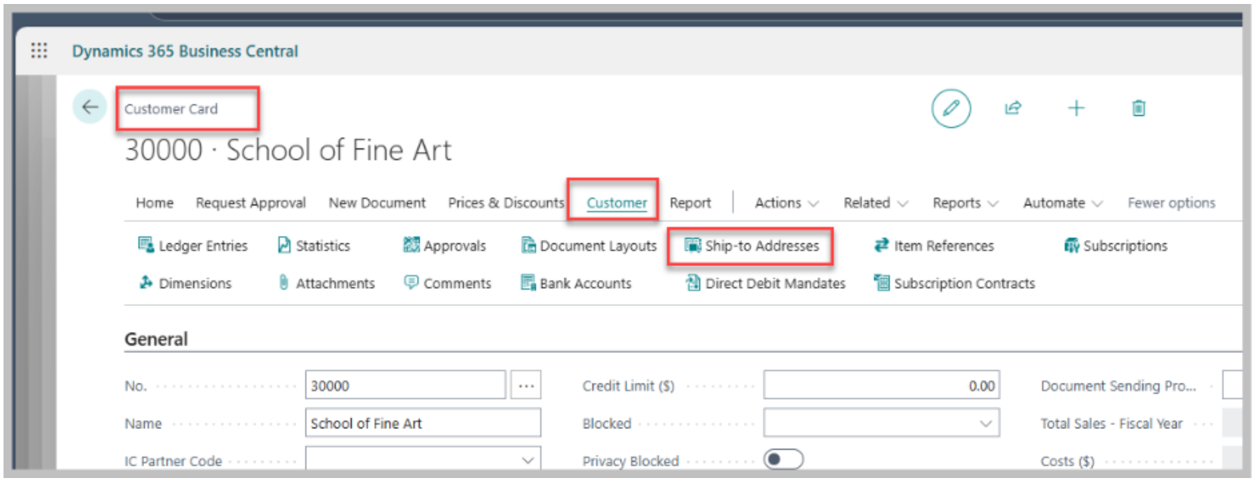
Now that the customer and ship-to address for the customer is set up, the customer is ready to process EDI transactions.

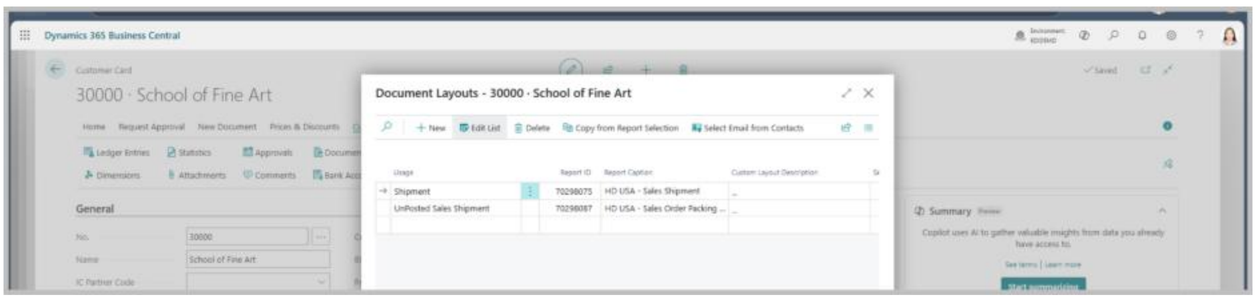
4.1.10 TRADING PARTNER PACKING SLIPS

Some trading partners may request custom-branded packing slips to accompany their shipments. The EDI365 app includes a library of preconfigured packing slip templates for trading partners supported by Rand Group.

How It Works

- These branded packing slips are automatically assigned to the customers once a Trading Partner is assigned to the BC Customer record.
- You can find this under Customer Card -> Customer -> Document Layout.
- Once assigned, users can print the appropriate branded packing slip directly from the Posted Sales Shipments page.
- Users can also print the branded packing slip from the Sales Order and the branded template that will be used is the one assigned to the Document Usage = Unposted Sales Shipment.
- If the customer tied to the Trading Partner has a different Bill-to customer, the branded packing slips (document layouts) will also be assigned to that Bill-to Customer.





4.1.11 INVENTORY SET UP AND REQUIREMENTS FOR TRADING PARTNER

Since this scenario involves inventory items being sold to a customer trading partner, it's important to ensure that item data is properly configured for EDI transactions.

Note: This guide assumes that your system is already set up and that inventory items have been created. It does not cover the basics of creating new items.

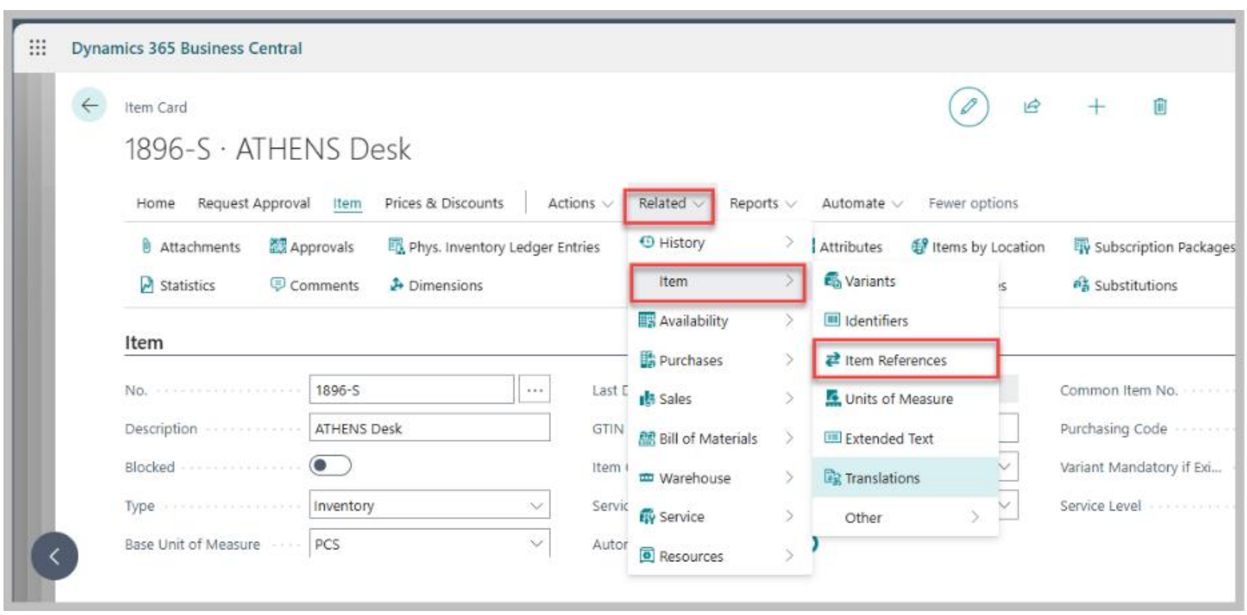
Item Cross References

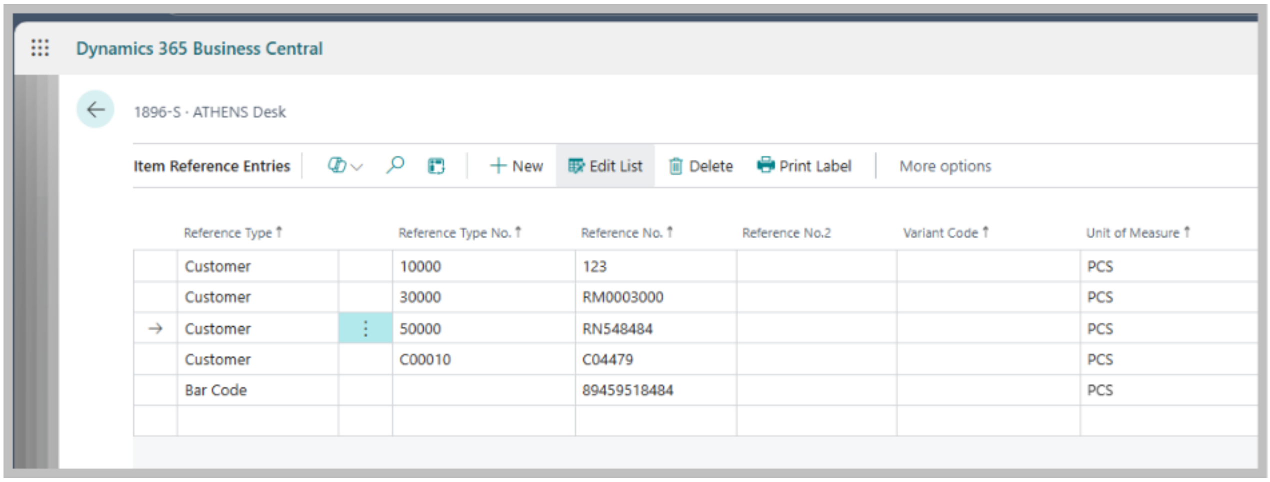
- Trading partners may use different item codes or UPCs than your internal item numbers. To ensure accurate item matching in EDI transactions, you must set up Item Cross References.

- How to Set Up Item Cross References

- Navigate to the Item you want to configure.
- Select Related > Item > Item References.
- In the Cross Reference window:
- Select Cross Reference Type
- Choose the appropriate Cross Reference Type based on the trading partner's identifier:
- Customer – if the trading partner uses a different item code.
- Bar Code – if the trading partner uses a UPC.
- Enter Cross Reference Details
- If Type = Customer:
- In the Cross-Reference Type No. field, select the Customer (trading partner).
- In the Cross-Reference Number field, enter the customer's item code.
- If Type = Bar Code:
- In the Cross-Reference Number field, enter the item's UPC.

- Once the line details are entered, the cross reference is complete. The system will now recognize and correctly map the trading partner's item code or UPC during EDI processing.





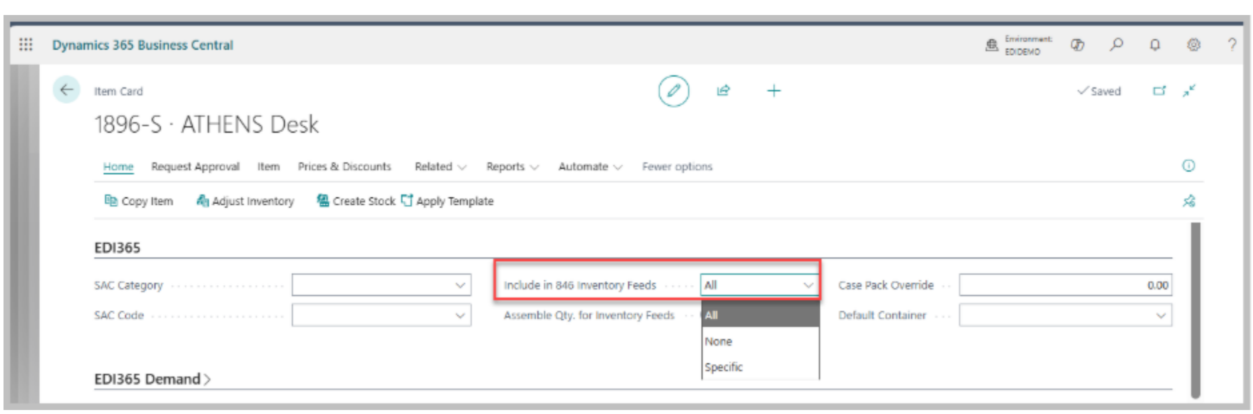
If items need to be shown on outbound documents an additional set up is needed in the EDI Trading Partner mapping for outbound documents like 846 (Outbound Inventory).

Search “**Items**” and select the item to associate with your trading partner.

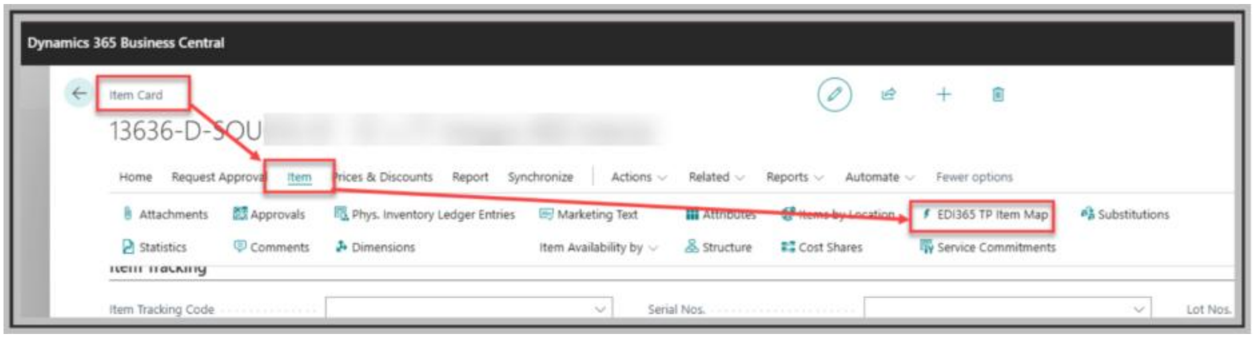
In the item setup move to the EDI365 section now found in the window. In this section, you can define whether you'd like to include that specific item in the inventory feed to the Trading Partner or not. In this section the only field required for this scenario is the “Include in 846 Inventory Field”. This field has the following options:

- All - include for All Trading Partners that you have.
- None - do not include in Inventory Feeds to any Trading Partner.
- Specific- you can select specific trading partners only to include in the inventory feed.

All other fields are not required for this scenario.



If you need more control and want to configure granular, trading partner–specific settings for an item, you can use the EDI365 TP Item Map feature in Microsoft Dynamics 365 Business Central.

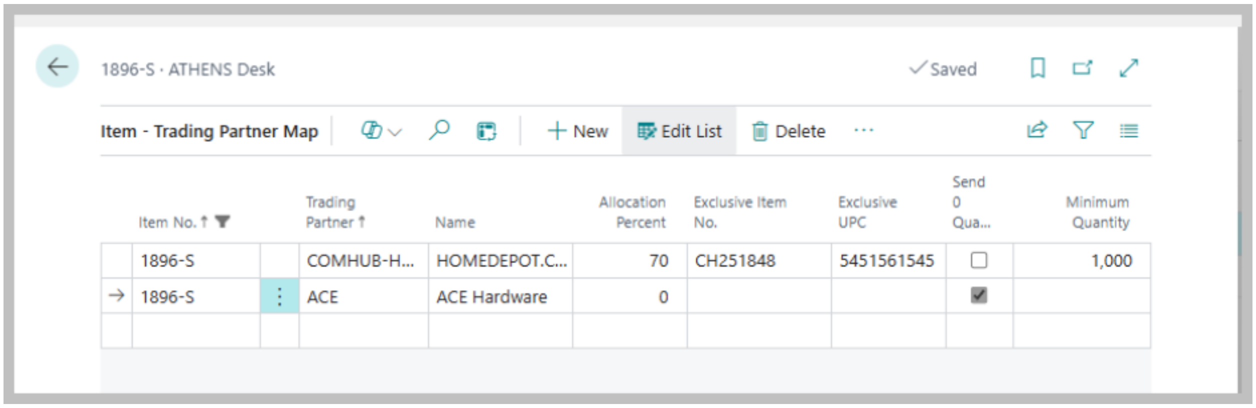


You can define advanced options for a specific item/TP the following:

- Allocation percent - you can set up allocation % of available inventory to be sent to the Trading Partner, for example, if you have 10 items in inventory, you can report only 50% of that to as specific Trading Partner as available.
- Send 0 Qty - you can always send 0 quantity despite of the actual inventory you have in BC.
- Minimum Qty - If set, this quantity will be sent as the minimum for the specified trading partner
- Exclusive UPC- If set, this UPC will be used for outbound EDI365 documents, replacing the one assigned as a bar code in the cross references.

The EDI365 TP Item Map allows you to define exclusive item identifiers that a trading partner expects to see on EDI documents. This ensures that the correct item codes or UPCs are used in outbound transactions such as invoices, packing slips, and shipping notices.

Note: The Exclusive Item Number or Exclusive UPC is the identifier that the trading partner expects to see on documents they receive. This mapping ensures that your internal item is correctly translated for that partner during EDI processing.



4.1.12 SHIPPING SET UPS AND REQUIREMENTS FOR TRADING PARTNER

Some EDI documents require a Standard Carrier Alpha Code (SCAC). This is a 2–4-character code used to identify transportation companies. The SCAC is configured on the Shipping Agent record.

Note: This guide assumes your system is already set up and Shipping Agents are configured. It does not cover the creation of new Shipping Agents.

1. Locate the Shipping Agent

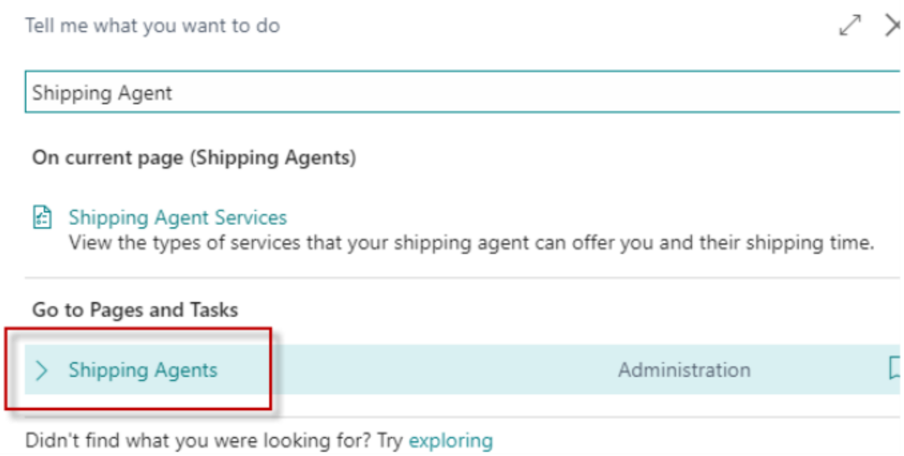
- Use the search function to find the relevant Shipping Agent.
- If you are updating an existing agent, select Edit List.
- If you are creating a new agent, select New.

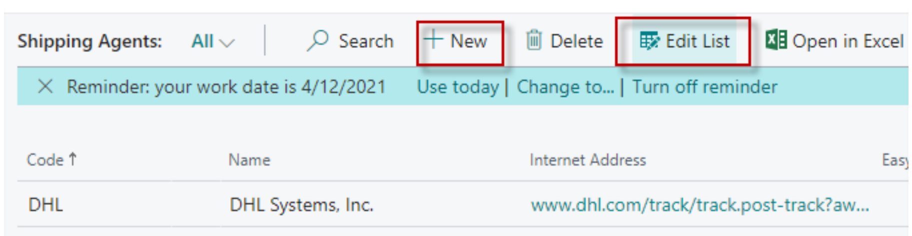
2. Enter the SCAC Code

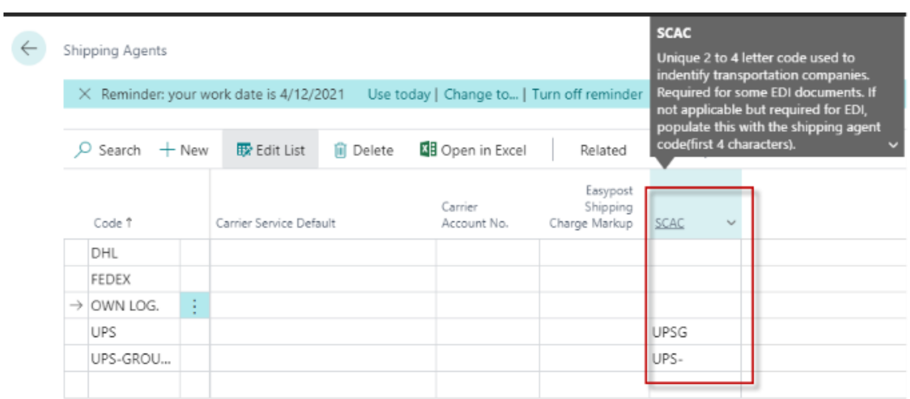
- In the row containing the Shipping Agent's information, locate the SCAC column.
- Enter the SCAC code provided by the shipping company.
- If the shipping company does not provide a SCAC, you may enter the first four characters of the Shipping Agent code as a placeholder.

Additional Notes

- Ensure the SCAC code is accurate to avoid issues with EDI document processing.
- SCAC codes are typically standardized and assigned by the National Motor Freight Traffic Association (NMFTA).







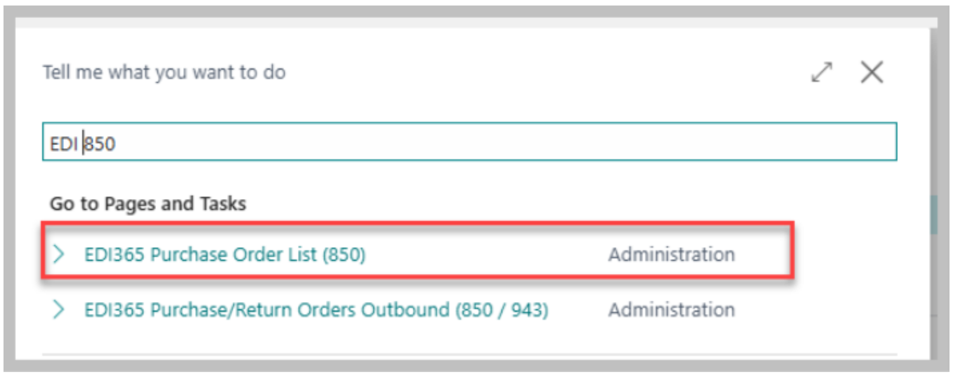
Enter the SCAC for the Agent. The SCAC is a 2–4-digit code used to identify transportation companies which is required for some EDI documents.

4.2 Transactional Process

4.2.1 INBOUND/RECEIVING DOCUMENT

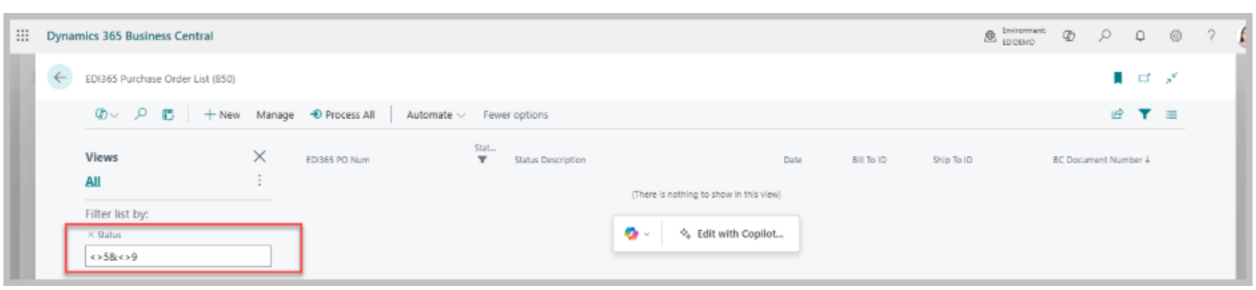
Now that set up is complete, we can begin processing transactional data. In this scenario the first part is to receive the Purchase Order (850) from the customer trading partner.

Below is an example of what the 850 record would look like when it arrives from the trading partner. This can be found by searching “850” in the search bar.

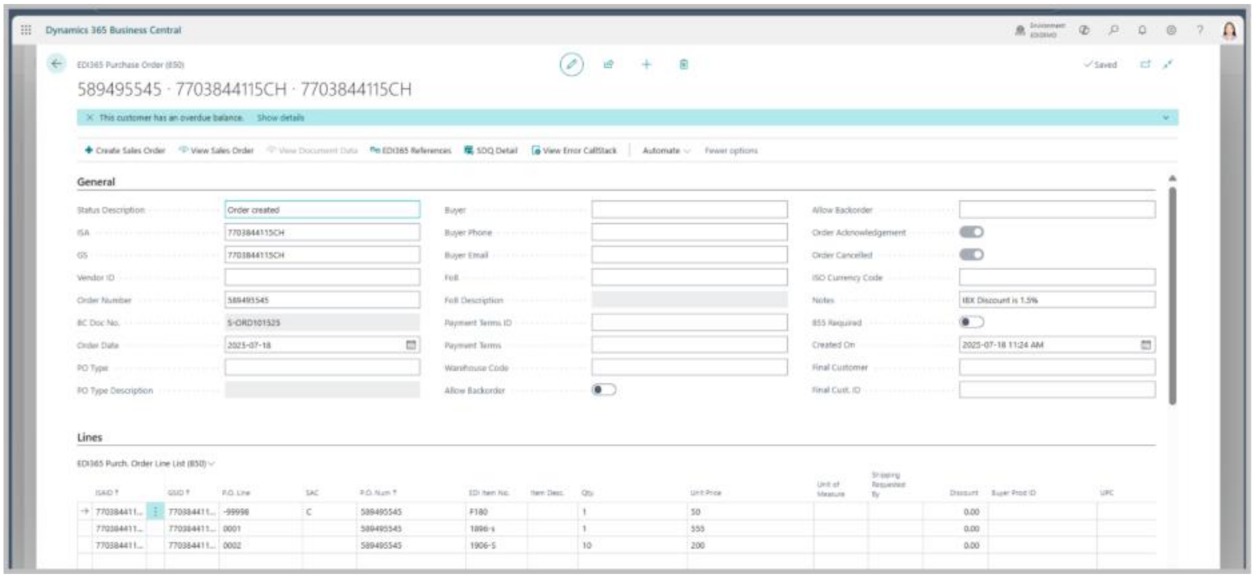


Typically, when EDI850 comes into BC staging table, EDIApp will automatically create them as Sales Order in BC.

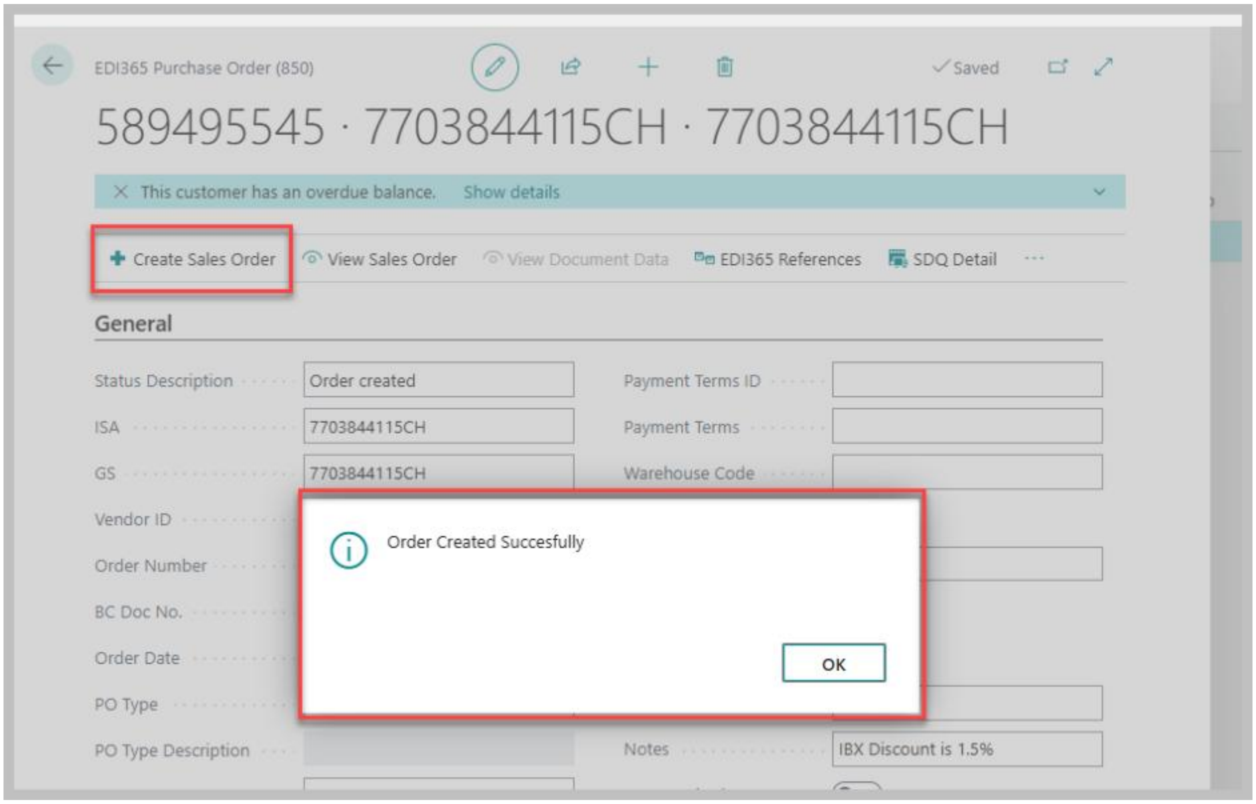
The EDI850 List is prefiltered to status not equal to 5 or 9, which means that the list will show the orders with issue in processing. If users want to look for a specific order, remove the system filters on the status field and start the search.



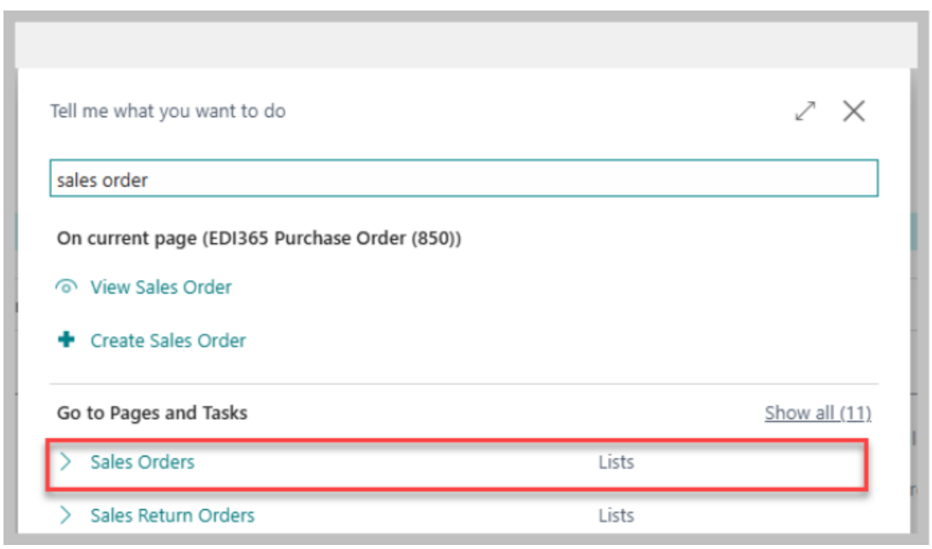
Select the 850 record in question. This would be a typical 850 record if it only contained the mandatory fields needed to create the Sales Order.



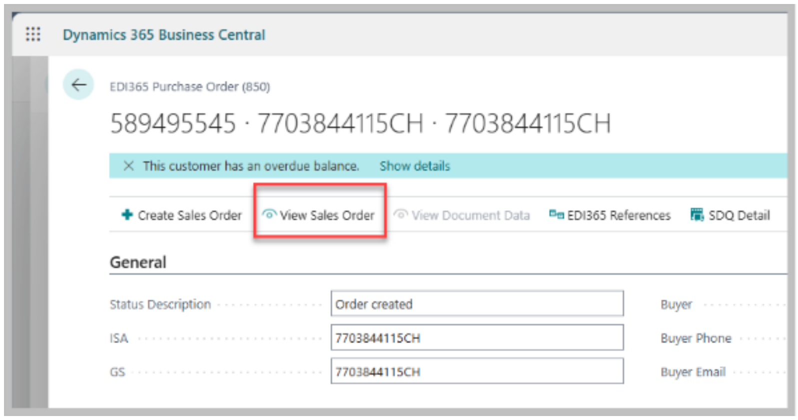
If the sales order was not created in BC, which could mean there is an issue in processing, user should select the “Create Sales Order” button to generate the Sales Order.



Search for the Sales Order now created. You can use the global search to look for the order in question.



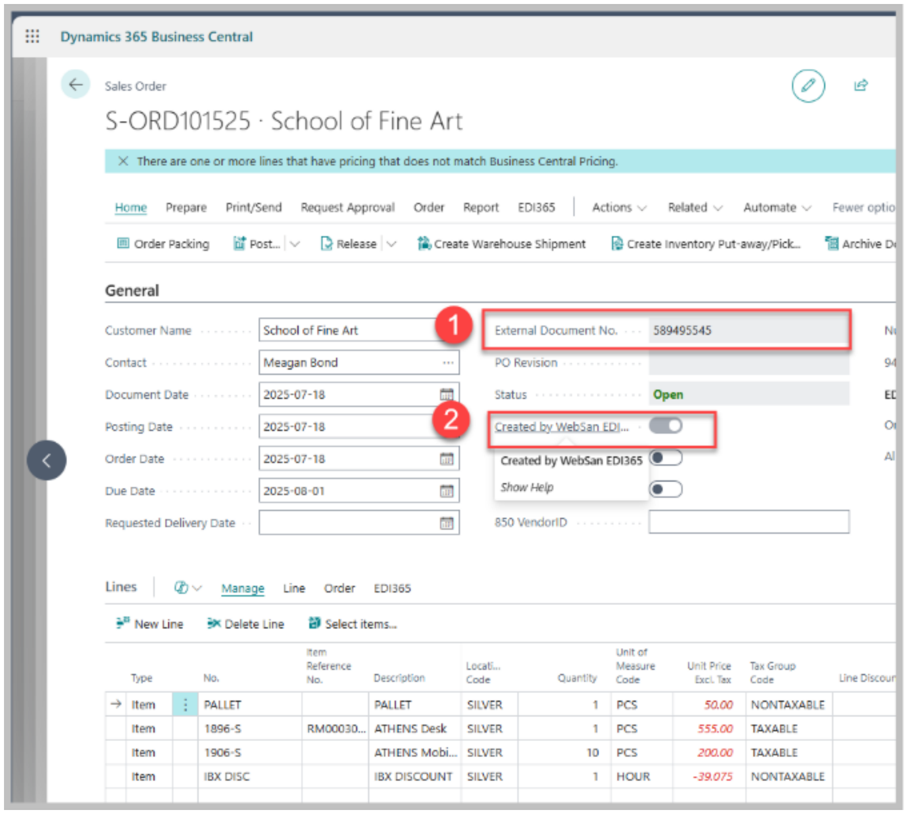
Alternatively, you can view the sales order directly from the EDI850 record by clicking on the View Sales Order button.



Notes:

1. The Purchase Order number from the EDI850 document is stored in the External Document No. field.
2. The Created by Rand Group EDI toggle on the sales order header is useful for distinguishing between manually entered orders and those received electronically.

- If this toggle is set to True, it indicates that the order was generated via EDI850.
- If the toggle is False, the order was manually created.

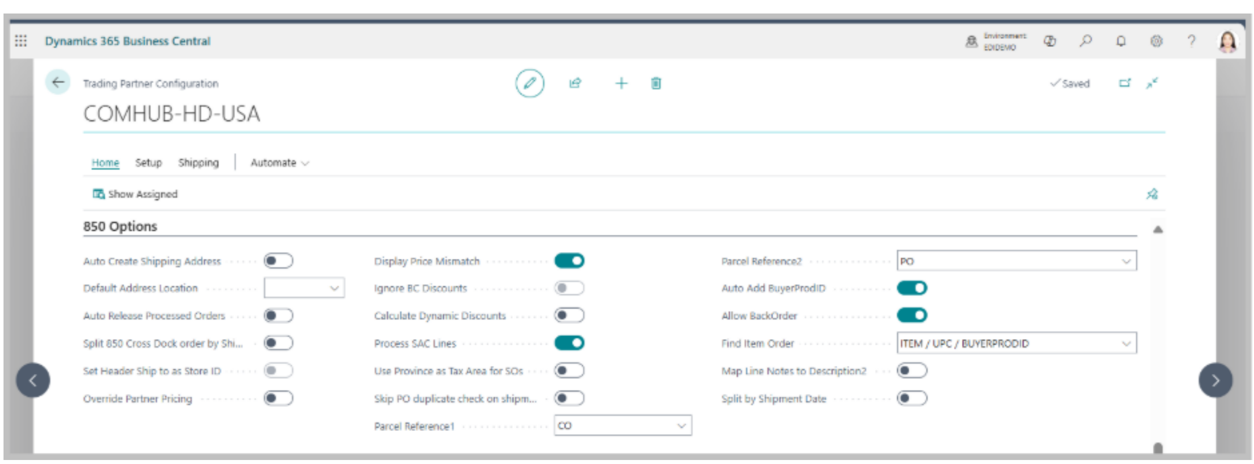


Now that the sales order is created that completes the inbound record process.

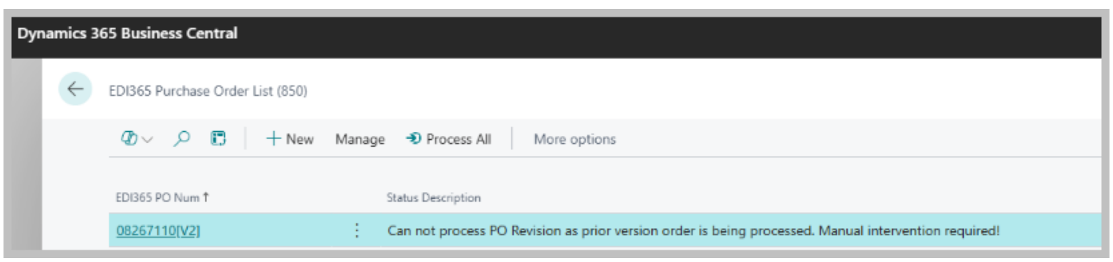
Additional configuration in the 850 Option on the Trading Partner Setup is available and can be enabled/disabled depending on the Trading Partner requirements or client’s business process.

Note: CrossDock Process is not covered in this section.

Here a some of the setup explained:



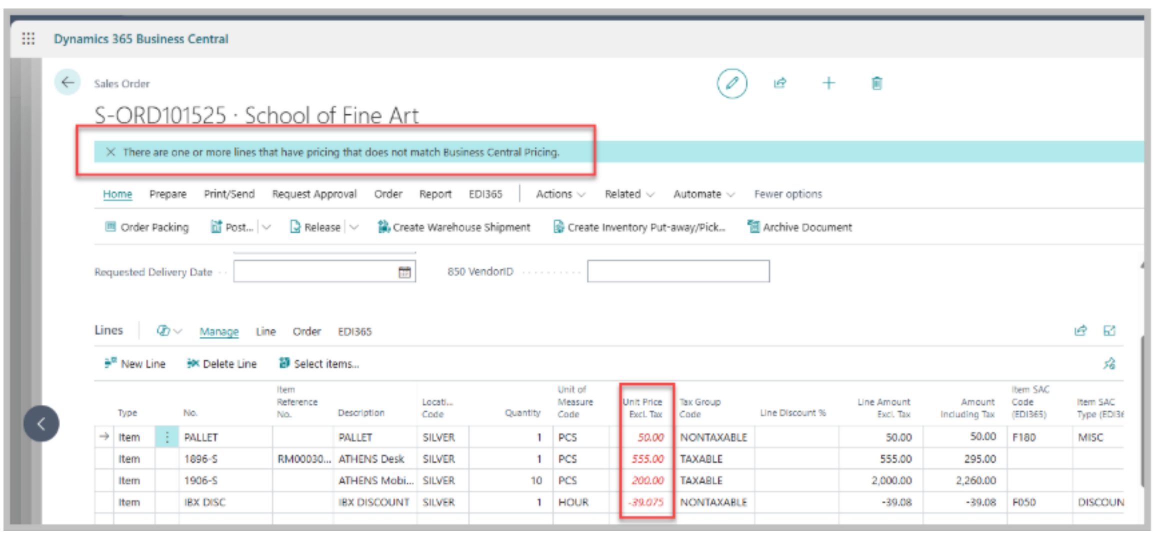
- Auto Create Shipping Address – if this is toggled on, the system verifies whether sufficient address data is included in the EDI 850 and automatically creates Ship-to Address for the customer. Refer to the Ship-to Address Logic described on section above.
- Default Address Location – the BC location code set here will be the default Location that will be used when new ship-to addresses are generated from the Auto-Create Shipping Address Logic.
- Auto Released Processed Orders – set the status of the order to Released when the order is generated from 850.
- EDI365 also supports EDI Versioning/PO Revision. If the Trading Partner resends 850 revisions, the system will load the order with version number (ex: 589485545_[V2]). The “V2” suffix is our EDI365 versioning, it will get stripped out when the order is created and a “version” number will increment.
- The original Sales Order will be deleted if it is in OPEN status and will recreate the order from the new version of the 850.
- If the order is in Released Status, manual intervention is required. Thus, client must determine if they want the Auto Released Processed Orders turned on especially in cases where they frequently receive order revisions from the Trading Partner.



- Override Partner Pricing - If enabled, inbound 850s will always use BC pricing instead of the value passed from EDI36. This option is previously labeled “Use BC Pricing”.
- Behavior Based on "Override Partner Pricing" Setting

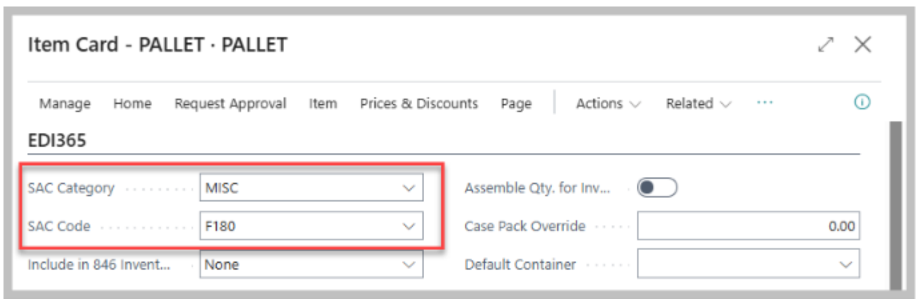
Setting	Behavior
False	- The **Unit Price** is taken from the Trading Partner (TP). - The **Line Discount** is applied based on the TP's data. - If no discount is provided by the TP, the discount is forced to **0**.
True	- The **Unit Price** and **Line Discount** are calculated using standard **Business Central (BC) pricing logic**.

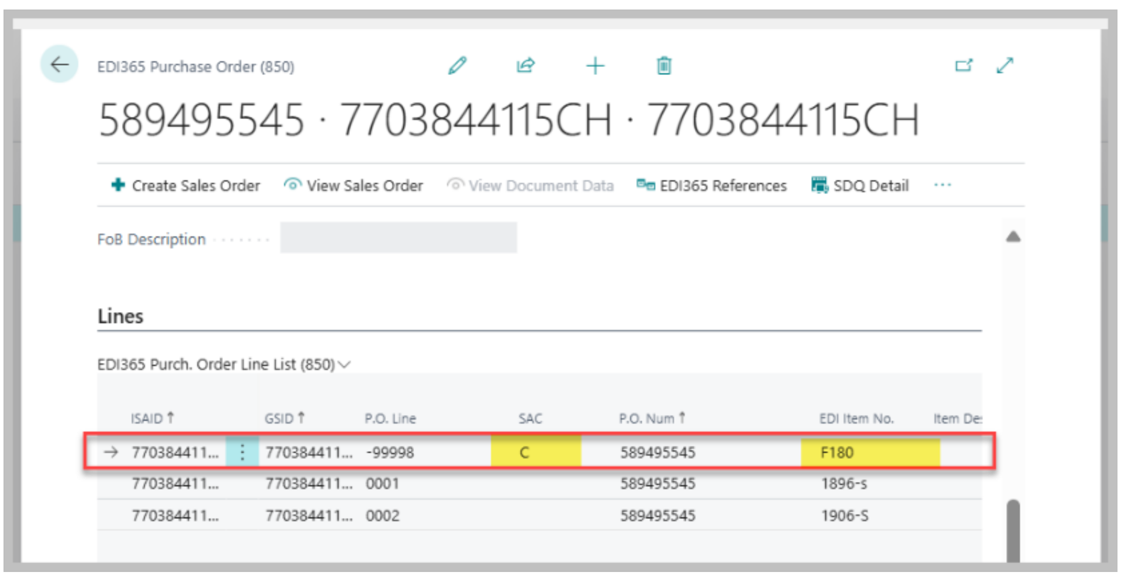
- Display Price Mismatch - If enabled, a warning will be displayed on an order if lines are created with pricing that differs from what is defined within Business Central
- The "Display Price Mismatch" feature now includes Line Discount in its comparison logic. If the Unit Price from the TP matches BC but the Line Discount differs:
- The Unit Price field will be highlighted in red.
- The Line Discount % field will also be highlighted in red (if non-zero).
- This helps users quickly identify discrepancies in pricing and discounts between TP data and BC calculations.

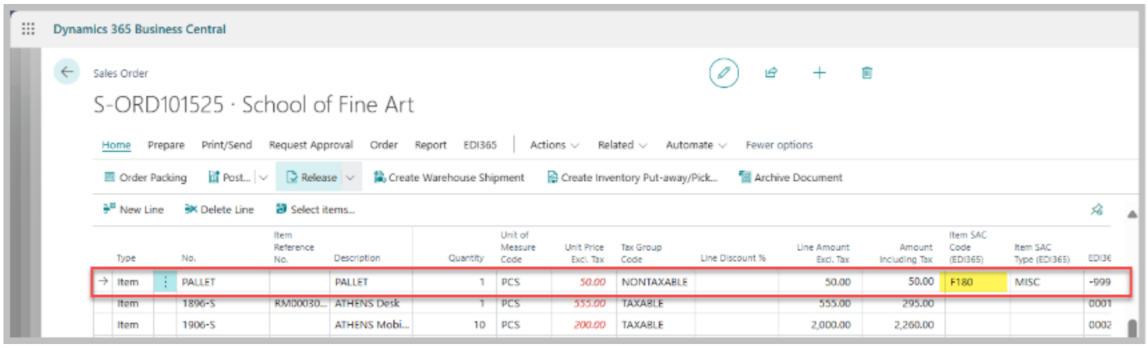


- Calculate Dynamic Discounts -When enabled, the difference between the PO Detail line price and BC unit price will be created as a discount amount
- Effectively, the price that will be used in the Sales Order is the price from the Trading Partner (EDI850), if there is a difference between the Partner's pricing and the BC Unit Price, a discount will be dynamically calculated for the difference.

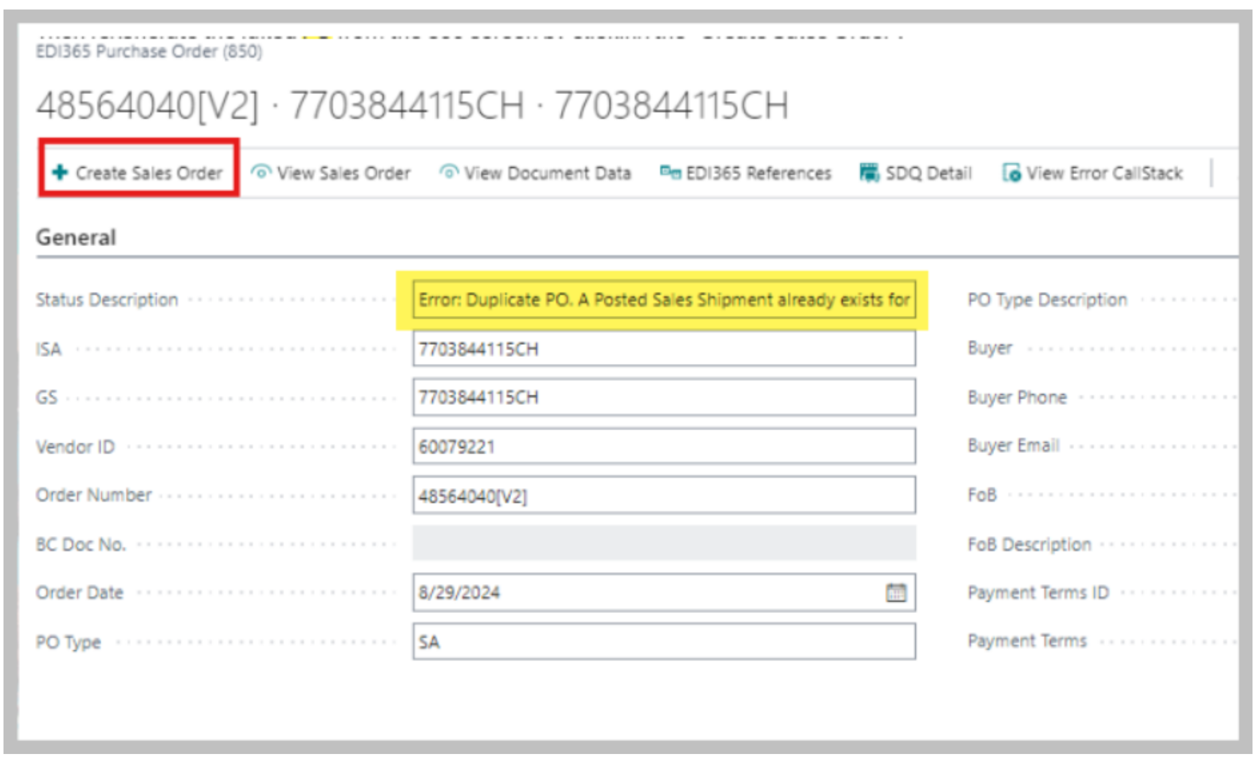
- Process SAC Lines – Trading partners may include SAC Lines on the 850, the SAC segment is used to specify additional charges, discounts, or allowances that apply to a transaction, such as freight charges, handling fees among others. If user would like to process these charges, turn on the Process SAC Lines feature. The SAC will be created as an item line in the Sales Order. The item no. that will be picked up is the item that matches the SAC Code in the item card.
- SAC Items are created as Service Type item and the EDI Section SAC Category and SAC Code must be filled out







- **Use Province as Tax Area for SOs -** Use the ship to province in the 850 header as the tax area. Only Canadian provinces supported. If the EDI850 address is tied to a ship to address, the tax area from that ship to address card will be used instead.
- **Skip PO Duplicate Check on Shipments** – Sometimes Trading Partners may reuse an old PO Number. This causes issues with creating an order from the 850 with Error: "Duplicate PO. A Posted Sales Shipment already exists for this order". If the PO is found to be a net new PO, user can reprocess the data. To reprocess the 850 data, turn this toggle on the TP setup and go to the EDI 850 and click + Create Sales Order. Turn it off afterwards to enable the duplicate check.



- Auto Add Buyer Prod ID - During 850 processing, automatically create an item reference for the BuyerProdID if provided. This will be the Reference Type = Customer.
- Allow BackOrder - When true, orders created for a given Trading Partner will default this option onto the order. BackOrder processing is only applicable when using the BackOrder functionality in Supply Chain Accelerator Extension. This will post ship and invoice the original order and create a back order from the remaining quantity on the order. The order number will have a suffix _XX on it.
- Find Item Order - This option allows you to override the order of lookup for determining the correct Item in EDI processing. EDI customers might be sending EDI850 orders using either BuyerProdID, UPC or vendor's item number. When EDI850 gets created as a sales order in BC, the system needs to identify what BC item number to pick based on certain rules.

Here's how BC determines the Item No. to use when EDI850 gets converted into Sales Order in BC:

1. Figure Out the Customer

When multiple customers are associated with the trading partner, based on the order Ship-to ID, it's going to pick the first customer that has a ship-to address with the given ship-to ID on the EDI850.

2. Figure Out the Item

Go to EDI35 Trading Partner in question, under 850 options, check Find Item Order field and check what option is selected. Available options are:

ITEM / UPC / BUYERPRODID

ITEM / BUYERPRODID / UPC

UPC / BUYERPRODID/ ITEM

BUYERPRODID / UPC / ITEM

Sample scenario using BuyerProd / UPC / ITEM

- When looking up first by "BUYERPRODID", it will only return the item if there is just 1 found for the given customer.

- If there are 2 item references for given customer, BuyerProdID can't be used to determine the item.
- Next, it tries with UPC: xxxxx. If there are multiple item references of type BarCode for given Reference No., this could result in several potential items, so UPC can't be used to determine the item.
- Finally, it tries to see if the ItemNum of the POLine matches an item. In case it is blank, the 850 processing will fail.

Normally, BuyerProdID for same customer is associated with only one Item No. So, it should pick up BuyerProdID (the first order in finding the item).

4.2.2 OUTBOUND/SENDING DOCUMENTS

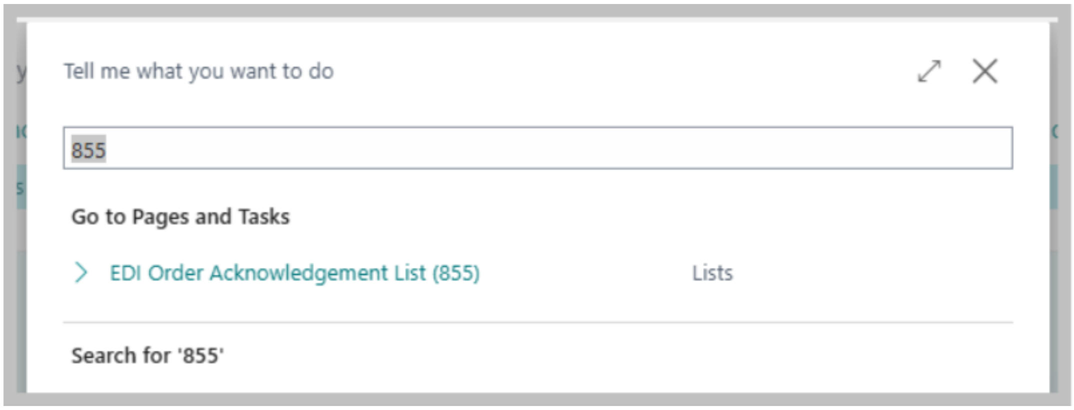
The next step is to send the customer the following documents:

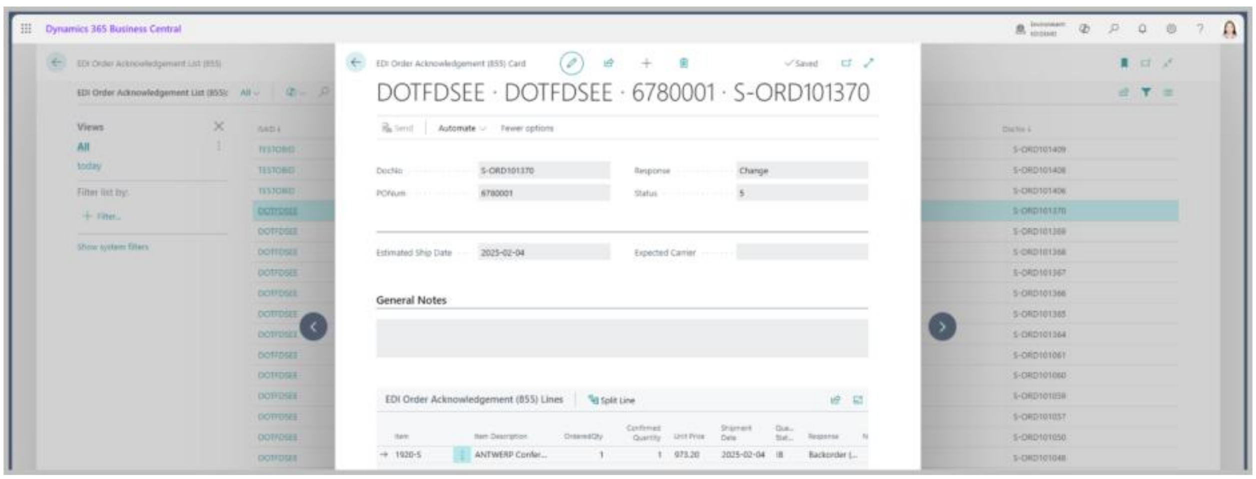
- Order Acknowledgement (855)
- Advanced Shipment Notice (856)
- Sales Invoice (810) view 810 in sales invoice can give you option to view the 810, update the fields with issues and press reprocess button to resend 810

The 855 document is automatically created and sent to the trading partner when the sales order is created.

The 855 document is an EDI (Electronic Data Interchange) transaction used to communicate order acknowledgment status to trading partners. Client must ensure that the decision to accept or cancel is aligned with inventory planning and customer communication protocols.

To find the 855-document search for 855 and open the record in question.





The 855 record shows as a list of details on this window. User can open the 855 Card to view more details. The information was sent to the trading partner acknowledging the order was received.

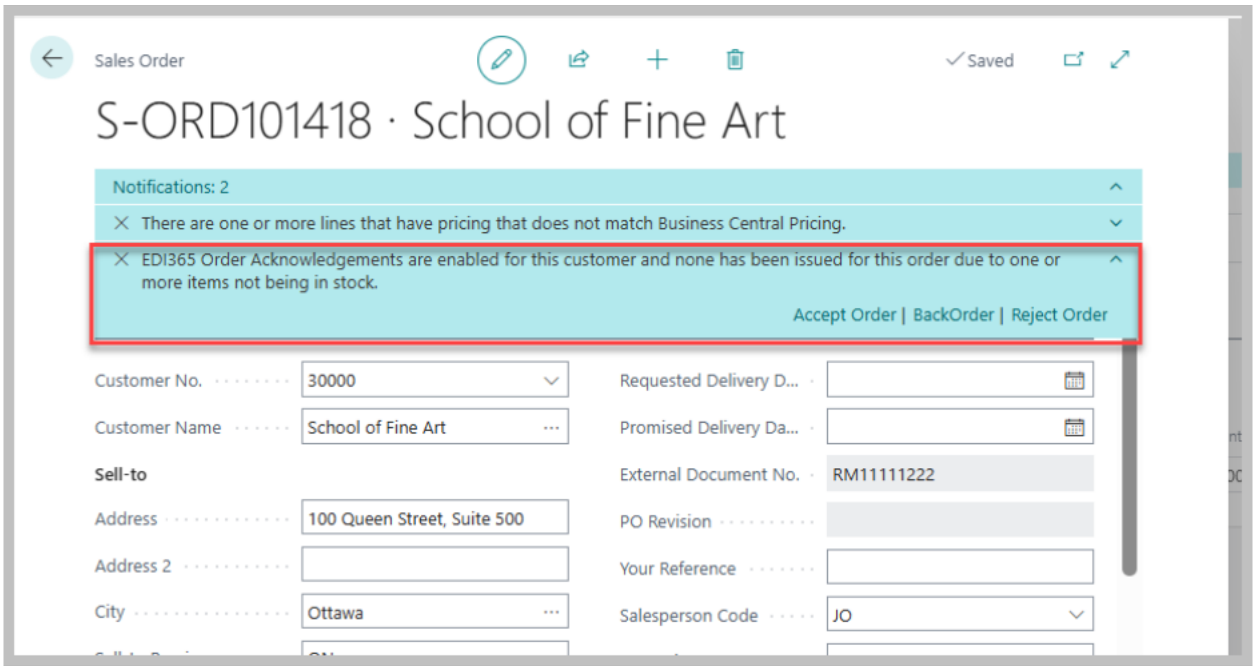
4.2.3 ALTERNATE SCENARIO FOR 855 DOCUMENTS:

If the 855 option on outbound documents section is enabled and all other settings in the 855 section are turned off, the system will automatically accept the order acknowledgment only if there is sufficient inventory to fulfill the order.

When inventory is insufficient, users will be prompted to manually choose how to respond. They can either:

- Accept the order and
- Backorder it, acknowledge that it will be fulfilled later, or
- Reject the order, notifying the trading partner that it cannot be fulfilled.

In such cases, an Order Acknowledgment banner will appear on the sales order screen. The user must then select one of the following options: (1) Accept; (2) Backorder; (3) Reject.



Note that there are other options available for users on how to handle their order acknowledgement.

Here are the configuration options for 855 Order Acknowledgement:

1. Suppress SAC Lines

- When enabled, SAC (Service, Allowance, or Charge) lines will be excluded from the 855 Purchase Order Acknowledgment.
- Use Case: Useful when SAC details are not required by the trading partner.

2. Auto Cancel 855

- Automatically sends a cancellation in the 855 acknowledgments if inventory is insufficient to fulfill the order.
- Behavior:
- Enabled: System sends cancellation automatically.
- Disabled: User must manually send the cancellation from the generated order.
- Use Case: Ideal for automating responses to inventory shortages.

3. 855 on Cancel Only

- Limits 855 document generation to order deletions only.
- Use Case: Useful when acknowledgments are only required for canceled orders, not for accepted or modified ones.

4. 855 Always Accept

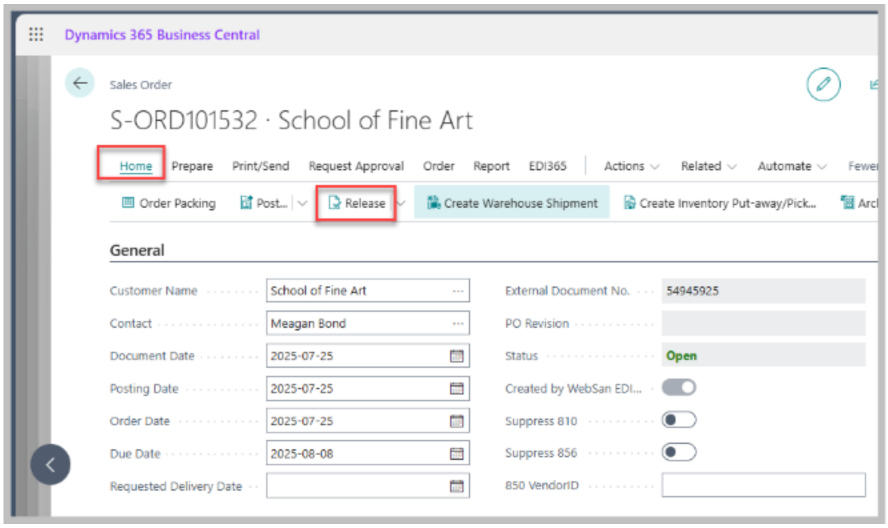
- All 855 acknowledgments will indicate acceptance, regardless of inventory availability.
- Use Case: Suitable for workflows where orders are always accepted and managed manually afterward.

5. Manual Send 855

- Requires users to manually send all 855 documents from the EDI Purchase Order Acknowledgment (855) page.
- Capabilities:
- Add specific acknowledgment details
- Mark items as backordered or rejected
- Adjust expected ship dates
- Split line items and assign multiple ship dates
- Use Case: Recommended when detailed control over acknowledgment content is needed.

To create the EDI 856 (ASN) and 810 (Invoice) document users must process the Sales Order and post shipment and invoice.

First release the sales order. Note that if Auto Released Process Orders is enabled in the Trading Partner Setup, skip this step, as the orders from EDI850 will be automatically released.



Posting the shipment creates the 856 ASN (Advance Ship Notice) document.

An Advanced Ship Notice (ASN), also known as EDI 856, is an electronic document sent by a supplier to a buyer to provide detailed information about a pending shipment.

Key Functions:

- Notifies the buyer of a shipment before it arrives.
- Provides detailed contents of the shipment (items, quantities, packaging).
- Helps streamline receiving, inventory, and payment processes.

Common Data Elements in an ASN

- Shipment ID / Tracking Number
- Ship Date
- Carrier Information
- Purchase Order Number
- Item Details (SKU, quantity, unit of measure)

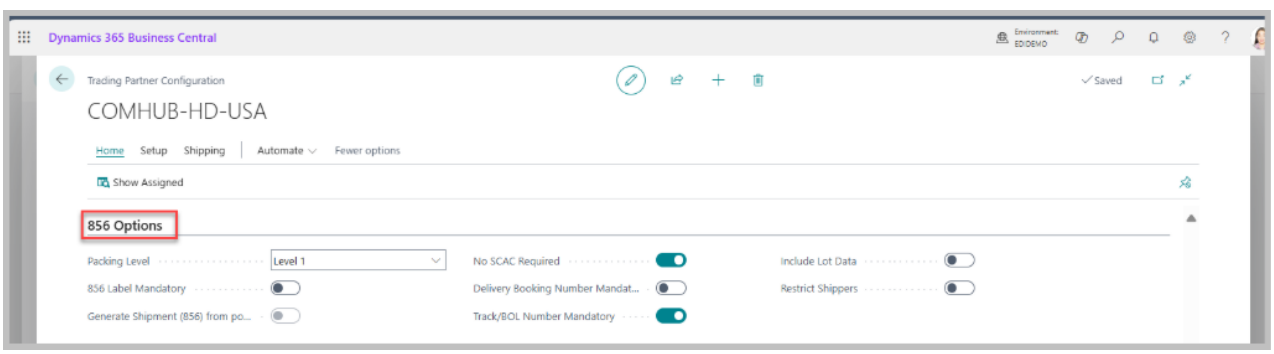
- Packaging Structure (e.g., pallets, cartons)
- Barcodes / Labels

Benefits

- Improves warehouse planning and receiving efficiency.
- Reduces errors in receiving and invoicing.
- Enables automated reconciliation with purchase orders and invoices.

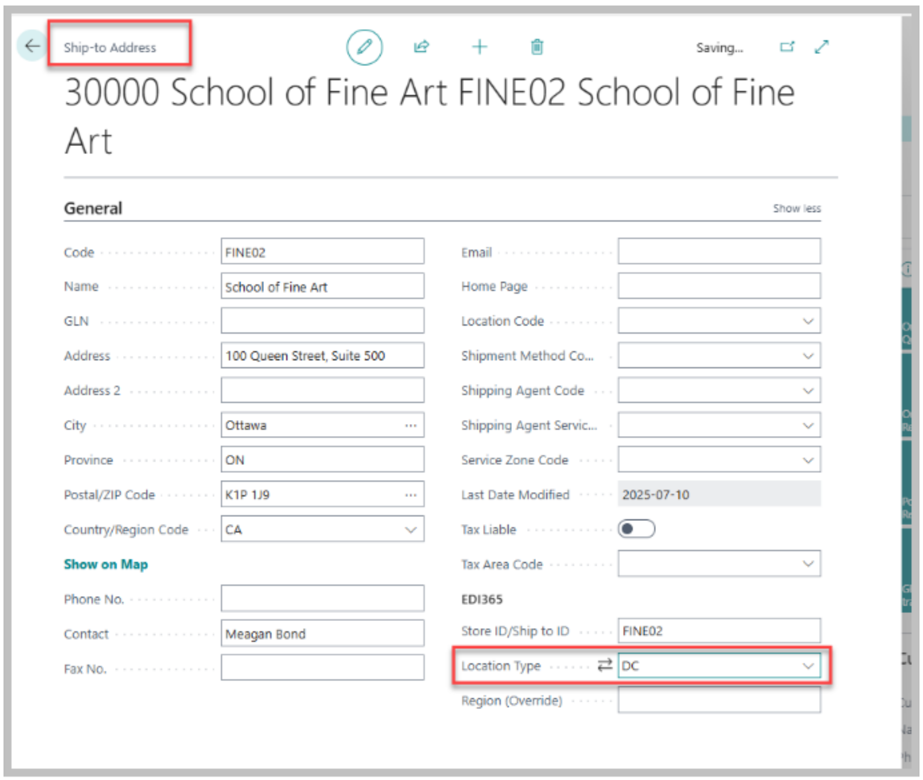
Here are some related setups for 856 (ASN) documents:

Note: Labels might be required by certain Trading Partners. 856 Label Mandatory is typically turned on in this case.

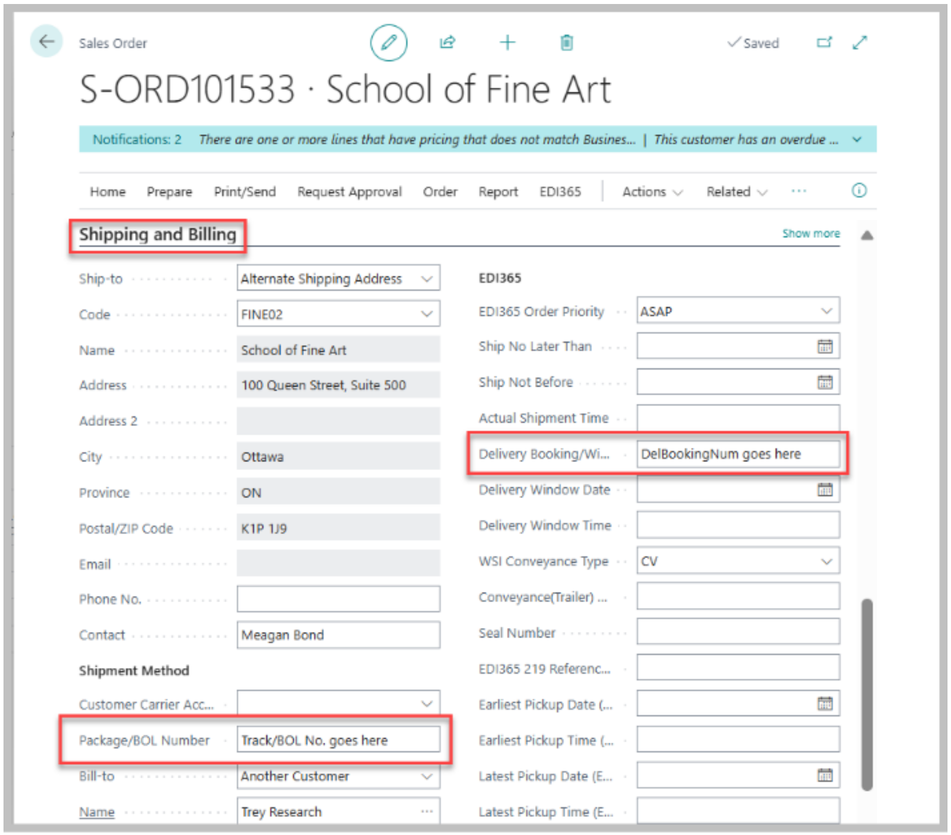


- Packing Level
    - Level 1 and 2 are the options.
    - This option is used to determine which level of packing is used. The default is Level1. If Set to Level2 and item has no definition for level2, packing will default to level1. This will be explained below under the topic of generating the labels from sales order packout screen.
- 856 Label Mandatory
- Generate Shipment (856) from posting transfer order shipment
    - Shipment data (EDI365 856) will be generated when a transfer order is shipped from this location

- No SCAC Required
  - If enabled, posting a shipment with or without a shipping agent without a SCAC value will not stop posting processes.
- Delivery Booking Number Mandatory
  - If enabled, posting an order without a Delivery Booking Number populated will stop posting. This applies if the order is for a ShipTo Location type = DC.



- Track BOL Number Mandatory
  - If enabled, posting an order without a Package Number populated will stop posting.
  - Here's where the Delivery BN and TrackBOL should be populated.



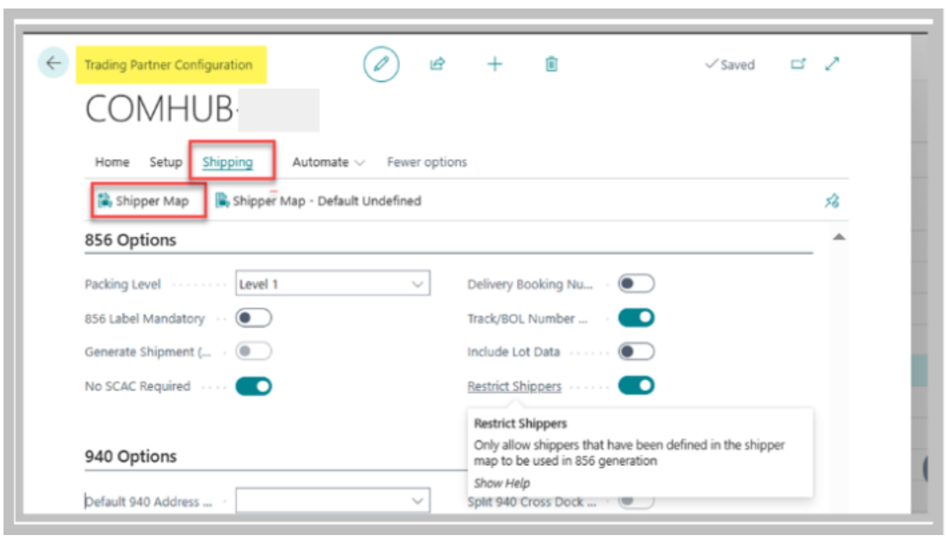
- Include Lot Data
  - DO NOT ENABLE UNLESS REQUIRED. When enabled, 856 will generate based on Item Lot information.

- Restrict Shippers
  - If there is a Shipper that was provided in the EDI850 document, that will be the shipping agent that will be used when the Sales Order gets generated off from 850.
  - This will also follow the inbound/outbound rule set on the Trading Partner – Shipper Map.
  - Restrict Shippers feature only allow shippers that have been defined in the shipper map to be used in 856 generation.
  - This feature was created prevent users from posting shipments and generating ASNs (EDI 856) using shipper codes that are not mapped or approved for a specific trading partner.

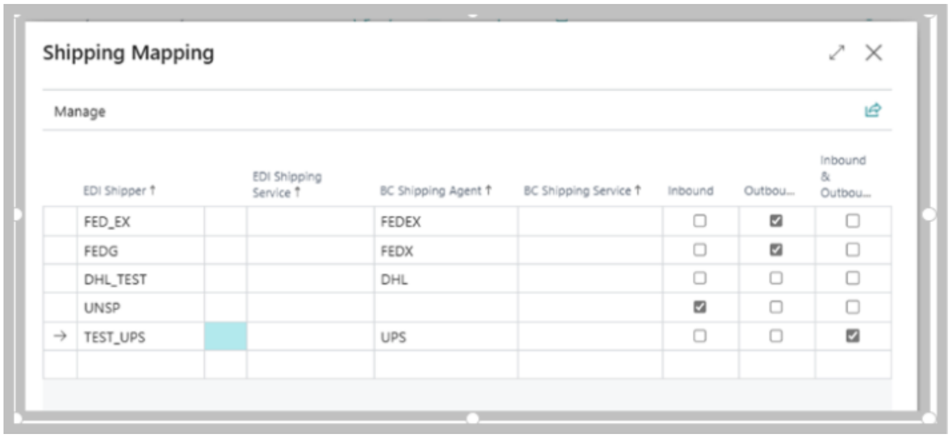
- When Restrict Shippers is Enabled:
    - During shipment posting, if:
    - 856 is enabled (and not suppressed), and
    - A shipper agent code is populated on the shipment,

- Then the system will:
    - Validate that the shipper code exists in the trading partner’s shipper map.
    - Prevent posting if the shipper is not mapped.

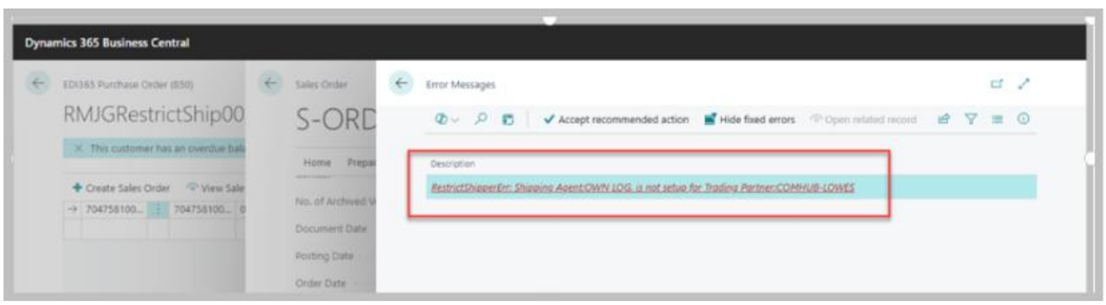
- To identify the valid shippers for the trading partner, on the trading partner card go to Shipping → Shipper Map.
- Users need to add valid shippers on this page.



- The shippers flagged as Outbound or Outbound/Inbound flag will be the EDI Shipper to be returned on the ASN outbound document.
    - Example: In BC Sales Order, if you select BC Shipping Agent FEDX, ASN will have EDI Shipper FEDG (which is a valid shipper for this trading partner)



- Exceptions:
    - Shipping Service codes on the order are not validated.
    - If the shipper field is blank, the system will allow posting.
    - Error that would show up if Shipper used is not in the Shipper Map



- Setting up Shipper Map is extensively discussed in - [Shipper Map Configuration]

4.2.4 ORDER PACKING/SSCC-18 LABELS

SSC-18 (Serial Shipping Container Code) label is a standardized barcode label used to uniquely identify a logistic unit, such as a pallet or carton, in the supply chain. It is based on the GS1-128 barcode format and contains an 18-digit number that is globally unique.

Many trading partners require SSC-18 labels to match physical shipments with the Advanced Ship Notice (ASN). The ASN includes the SSC-18 numbers, which are scanned upon receipt to:

- Confirm shipment contents
- Automate receiving
- Reduce manual data entry and errors

SSC-18 labels allow trading partners to track and trace individual shipping containers throughout the supply chain. This is especially important for:

- High-volume retailers
- Regulated industries (e.g., pharmaceuticals, food)
- Just-in-time (JIT) inventory models

Large retailers (e.g., Walmart, Target, Amazon) often enforce strict EDI compliance standards. SSC-18 labels are part of these standards to ensure:

- Consistency across suppliers
- Faster dock-to-stock processing
- Fewer chargebacks due to labeling errors

SSC-18 labels support automated receiving systems using barcode scanners or RFID. This speeds up:

- Unloading
- Sorting
- Inventory updates

Some trading partners may not require SSC-18 labels if:

- They do not use ASNs
- They rely on manual receiving processes
- The shipment is small or direct-to-consumer

To generate SSCC18 labels correctly, specific configurations must be completed in Business Central. This guide outlines the required steps and validation rules.

Note: Rand Group Label Printing Service must be setup. This guide does not cover the setup process. Refer to Rand Group's LP Service Installation Subject Matter Expert to obtain the guide.

1. Prerequisites for SSCC18 Generation

To print SSCC18 labels, ensure the following components are properly configured:

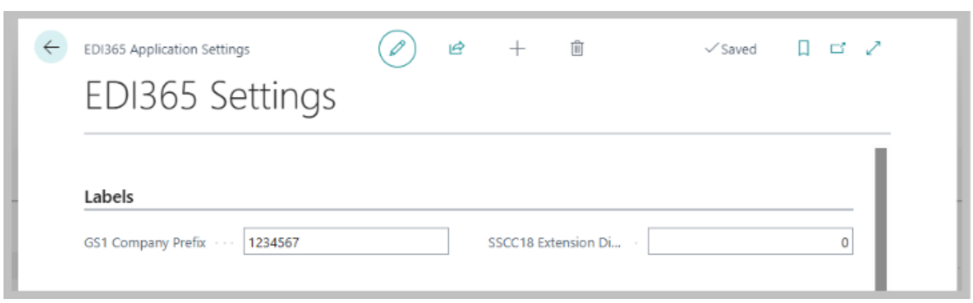
- GS1 Company Prefix
- Extension Digit
- Tag Type: SSCC18 Pallet
- No. Series: Must be defined and valid

2. GS1 Company Prefix

- The GS1 Company Prefix is unique to each company and must be provided by the client.
- It must be between 7 and 10 digits in length.

To configure:

1. Navigate to EDI365 Application Settings.
2. Under the Labels section, enter:
   a. GS1 Company Prefix
   b. SSCC18 Extension Digit



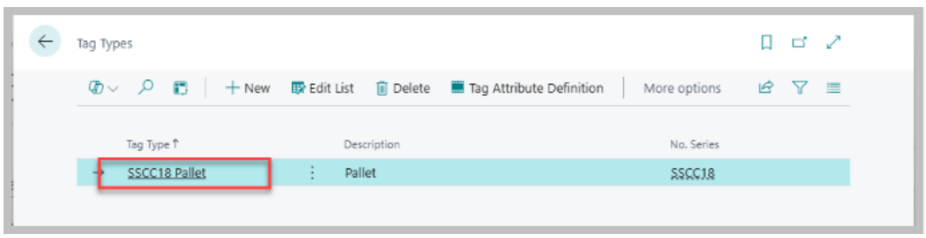
3. Tag Type Configuration

- The Tag Type must be set to SSCC18 Pallet.
- A No. Series must be assigned to this tag type.
- The No. Series must be between 6 and 9 digits.

To configure:

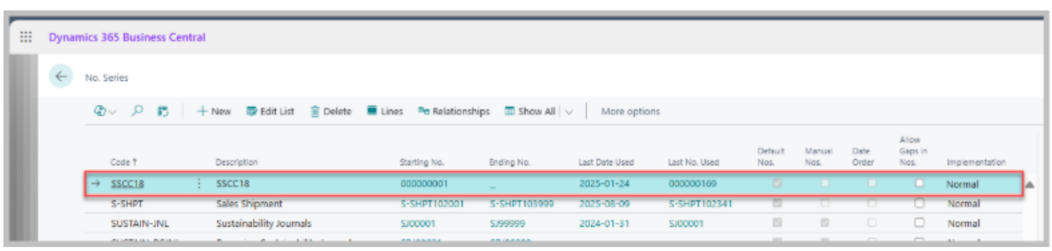
1. Go to the Tag Types page in Business Central.

2. Locate the tag type SSCC18 Pallet.



3. Ensure a valid No. Series is defined.

   Note: No. Series Code does not need to be SSCC18 (user can give it any code name).



4. SSCC18 Number Structure

The SSCC18 number is composed of the following:

SSCC18 = Extension Digit (1) + GS1 Company Prefix (7–10) + Serial Reference (6–9) + Check Digit (1)

- The combined length of Extension Digit + GS1 Company Prefix + Serial Reference must be 17 digits.
- The Check Digit is calculated automatically.

SSCC-18 Structure in EDI

Component	Length	Description
Extension Digit	1	A digit (0–9) used to increase the capacity of the serial reference.
GS1 Company Prefix	7–10	A globally unique identifier assigned to the company by GS1.
Serial Reference	Variable (to make total 17 digits before check digit)	A unique number assigned by the company to identify the logistics unit.
Check Digit	1	Calculated using the Modulo 10 algorithm to validate the entire number.

✅ **Total Length:** Always **18 digits**

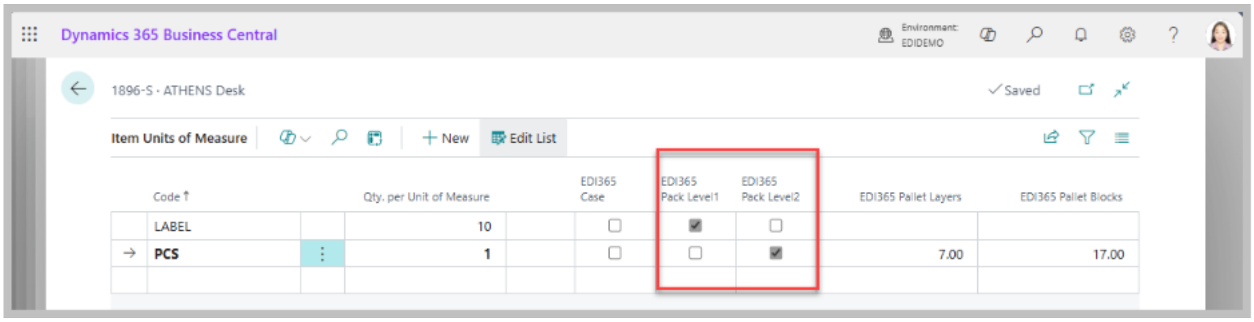
5. Uniqueness Requirement

- SSCC18 numbers must be unique per company.
- This is ensured by using a company-specific GS1 prefix and a properly managed number series.

4.2.5 PACKING LEVELS SETUP IN TRADING PARTNER (MULTI-CHOICE PACKAGING)

Different packaging instructions might be required by two different EDI customers for the same item.

As an example, Customer A and Customer B order Item No. 000001. During fulfillment, Customer A orders require pallet labeling (BC UOM for pallet is LBL for example) and Customer B requires case labeling (BC UOM for case is PCS for example).



EDI365 multi-choice packaging supports up to two levels of packaging instructions. On Item Units of Measure, EDI365 Pack Level 1 and EDI365 Pack Level 2 is the settings user needs to configure based on their customer's packaging requirements.

Trading Partner 856 Pack Level

- The default Trading Partner level is Level 1.
- The Item UoM should have at least Level 1 set up, as this is the minimum requirement.
- Level 2 acts as an override when applicable.

If the Trading Partner is set to Level 1:

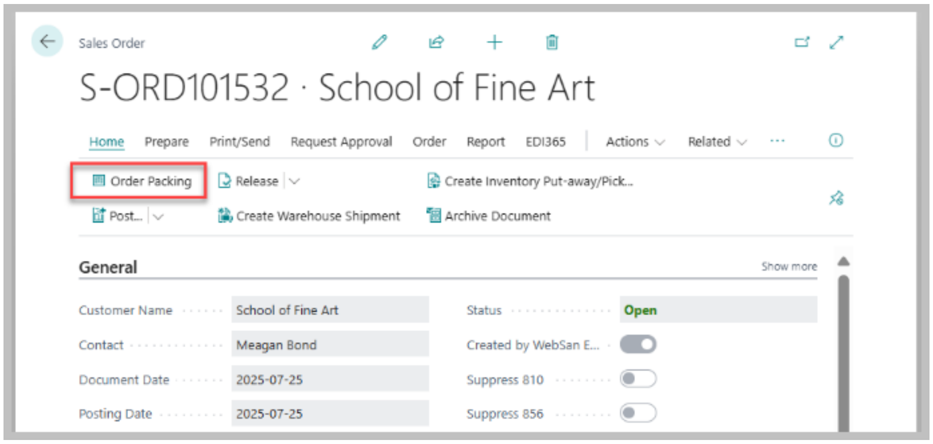
- Any Level 2 setting in the Item UoM will be ignored.
- If Level 1 UoM is not set, the system will create one pack for the entire quantity on the order.

If the Trading Partner is set to Level 2:

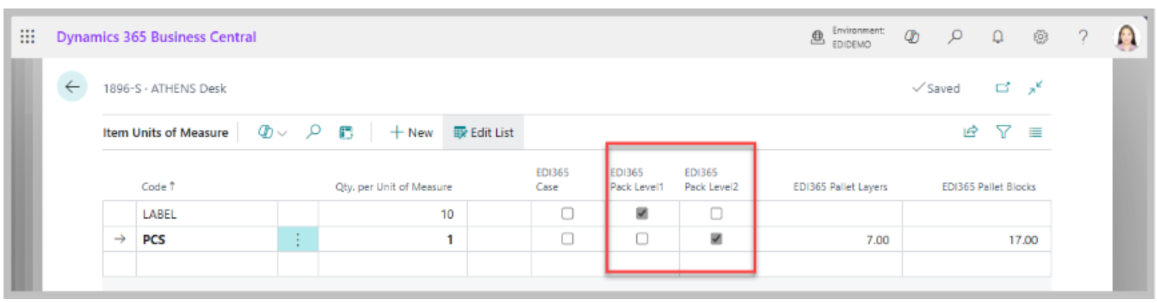
- If Level 2 UoM is set on the item, it will be used to generate the packout.
- If Level 2 is not set, but Level 1 is, then Level 1 will be used.
- If neither Level 1 nor Level 2 is set, the system will default to creating one pack for the entire quantity on the order.

To generate a Packout and SSCC18 labels, follow the instructions below.

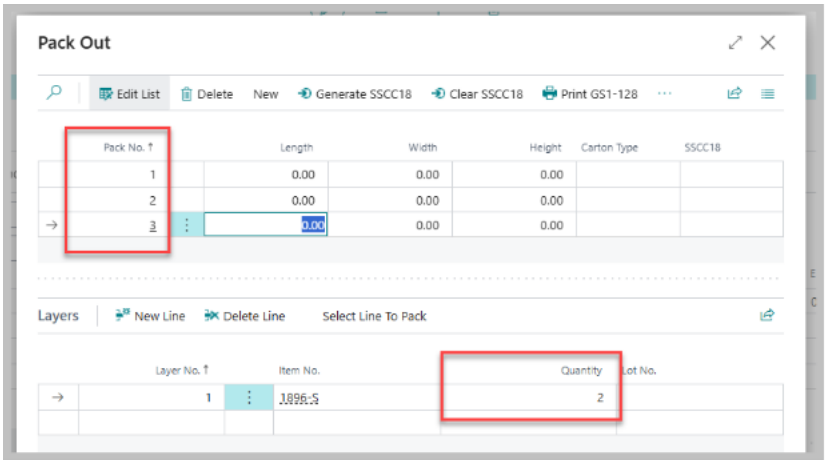
- In the Sales Order screen, click the Order Packing button.



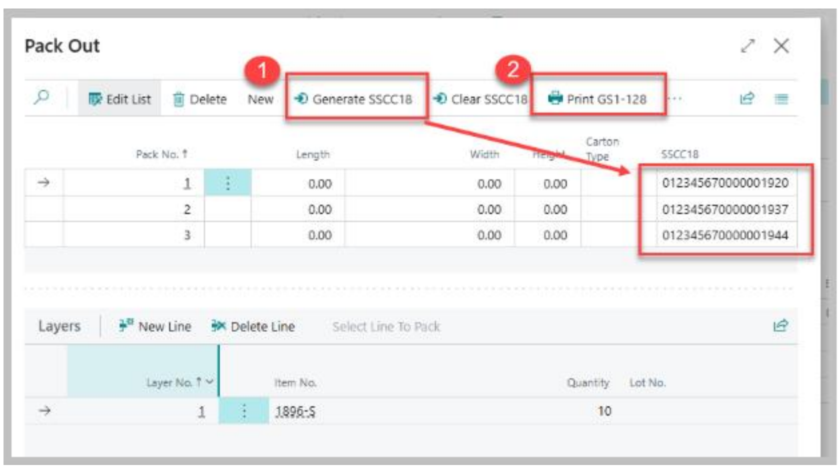
- This will open the PackOut Screen, and a Packing and Layer will be generated automatically.
- Example:
    - Quantity on Sales Order = 22 PCS
    - The Item Unit of Measure Packing Levels are defined as per below screenshot:



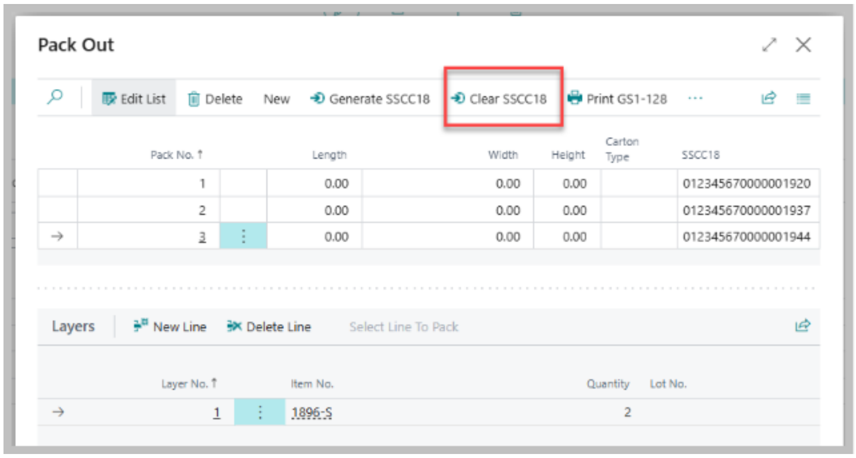
- If Trading Partner PackLevel is set to Level 1, for 22 PCS Order Qty, the packout screen will generate the following:
- It will use LABEL UoM as the basis for packaging level as it is the UOM set for Level 1.
- The packout screen will generate 3 packs, 10 Qtys for the first 2 packs, then 2 Qty for the last Pack.



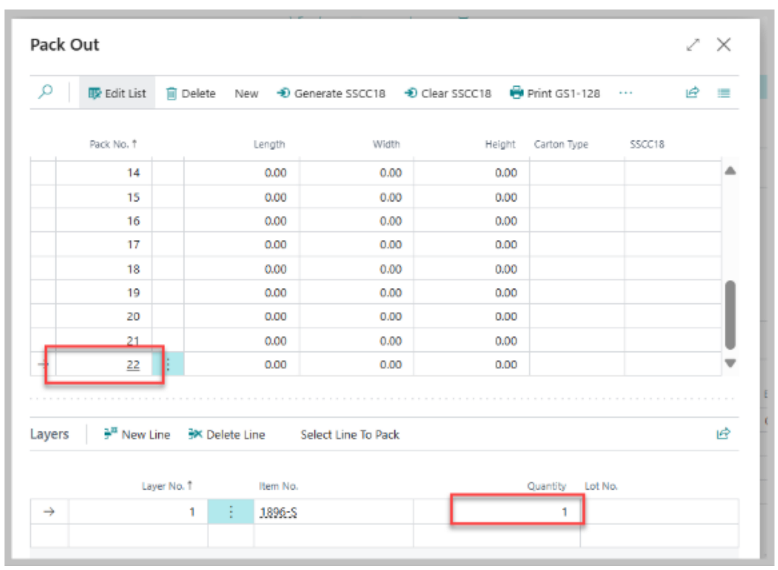
User needs to click **Generate SSCC18** to generate the label. Then click the Print GS1-128 button to send/print the label to their label printers.



If users need to regenerate a new pack in case the first one is incorrect, they will need to clear the SSCC18 first, before deleting the packout lines. Close the PackOut Screen, then click Order Packing again and it will generate the new pack out details.



- If Trading Partner PackLevel is set to Level 2, for 22 PCS Order Qty, the packout screen will generate the following:
  - It will use PCS UoM as the basis for packaging level as it is the UOM set for Level 2.
  - The packout screen will generate 22 Packs, 1 Qty each Pack.



- Follow the same instructions in generating the SSCC18 labels.
- Note: Users can manually adjust the packing details on the Order Packing screen. This includes adding or removing packs and modifying the quantity per pack.

4.3 Suppress Toggles on the Sales Order Header

Suppressing EDI documents like 810 (Invoice) and 856 (Advance Ship Notice) means intentionally not sending these transactions to a trading partner under certain conditions. This can be useful in specific business scenarios. Here's a few of the use cases for suppressing each:

Suppressing 810

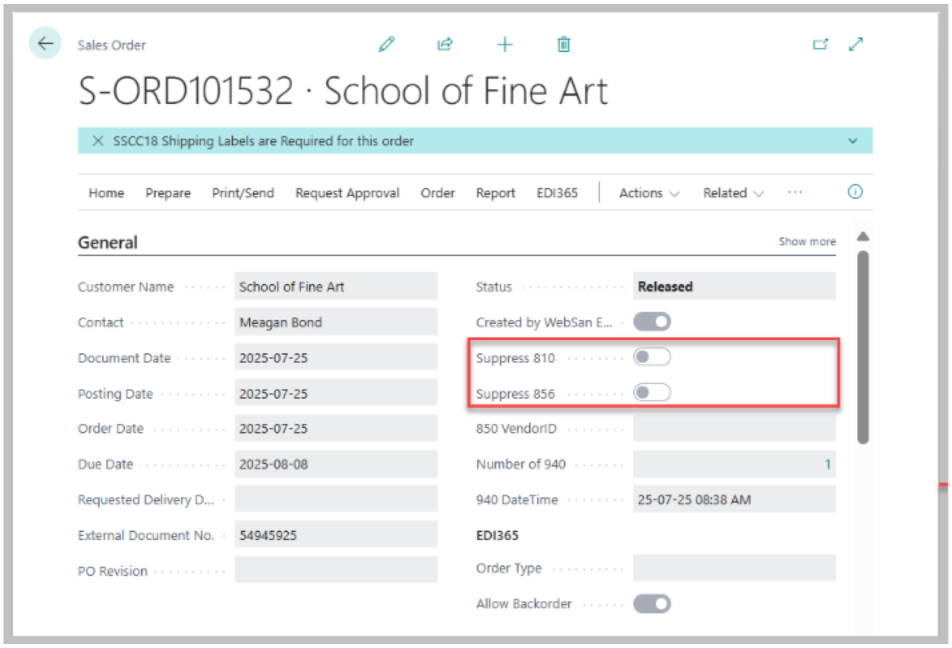
1. **Prepaid Orders** - The customer has already paid (e.g., via credit card or prepayment terms), so no invoice is needed.
2. **Manual Invoicing** -The company prefers to send invoices manually or through a different system (e.g., PDF via email).

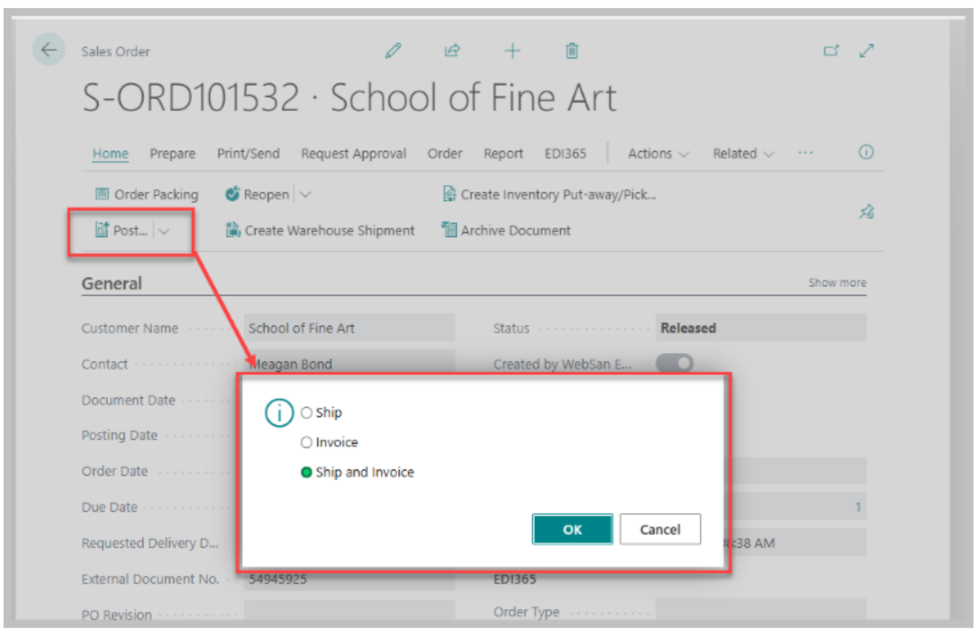
Suppressing 856

1. **Simplified Fulfillment** - For low-value or low-volume orders, the ASN may be unnecessary.
2. **Manual Shipping Confirmation** - Shipping details are confirmed through other means (e.g., portal, email).

In BC Sales Order, the following are available and can be enabled depending on the circumstances:

- **Suppress 856** - Turning this on will override the trading partner 856 setting and posting will not generate an 856 (ASN) document
- **Suppress 810** -Turning this on will override the trading partner 810 setting and posting will not generate an 810 (Invoice) document

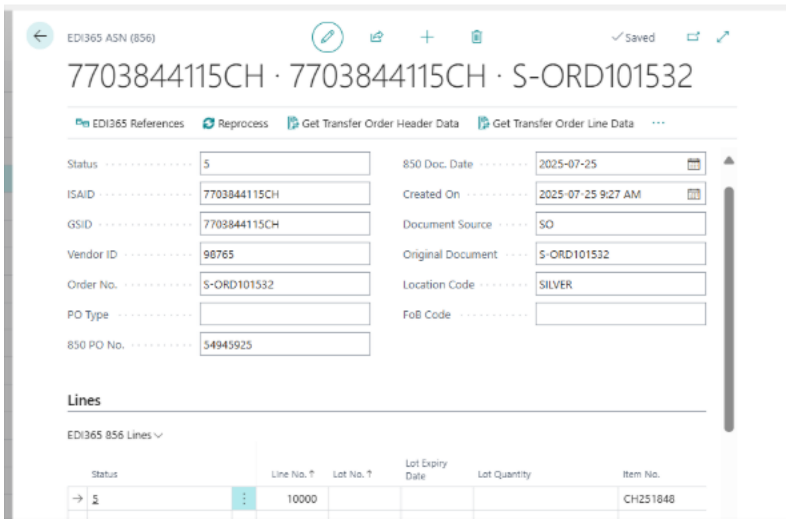


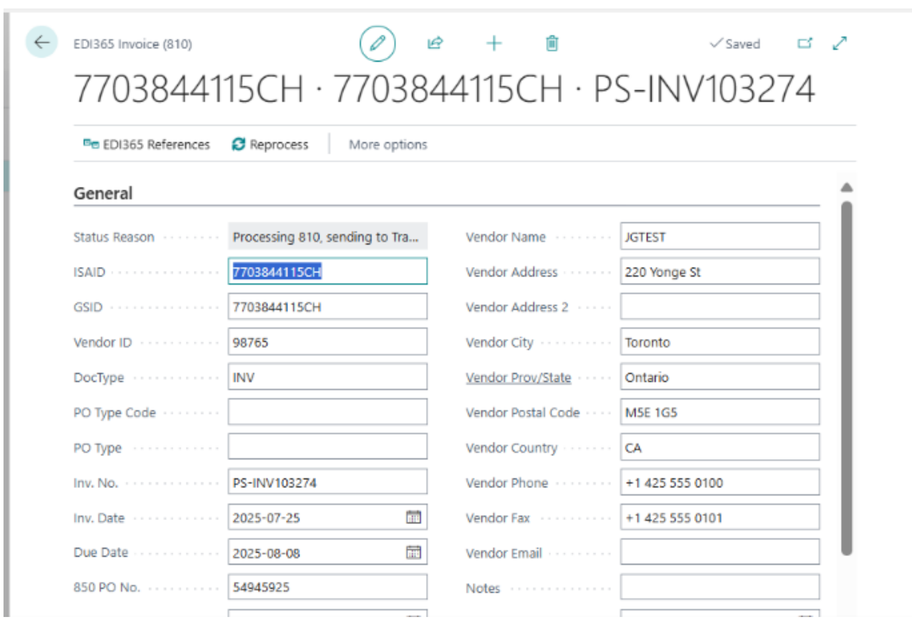


- Posting the Shipment - Generates the 856 (Advance Ship Notice) record and sends it to the trading partner.
- Posting the Invoice -Generates the 810 (Invoice) record and sends it to the trading partner.
- Posting Both Shipment and Invoice -Generates both the 856 and 810 records, which are then sent to the trading partner.

In this scenario, both documents will be created and transmitted.

Users can validate if the 856 and 810 were created by searching for them and opening the record in question.

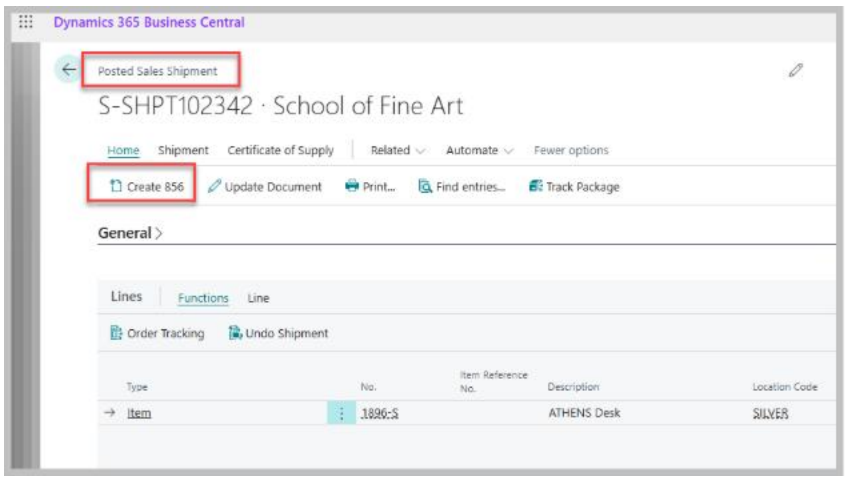




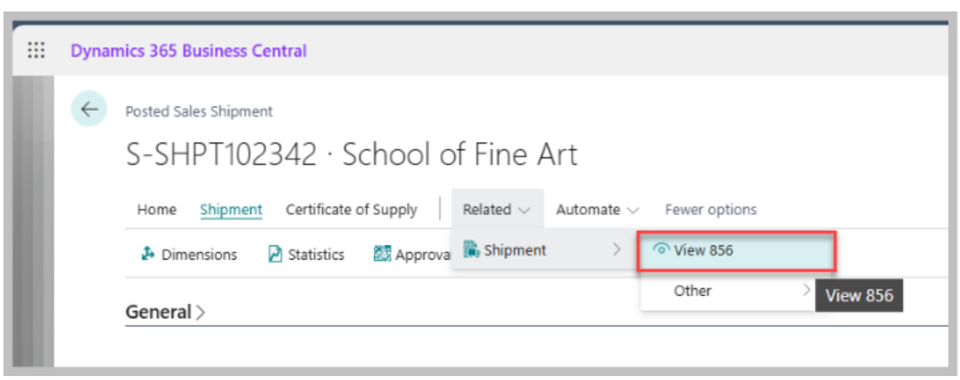
Now that both records are created these will automatically send to the trading partner.

There would be cases where an 856 or 810 will be rejected for some reason. One scenario that the fix could be done in Business Central is if an Item Reference is wrong on the outbound document that was sent. In this case, user should correct the originating problem in BC, in this case, Item References. Once corrected, they can go to the following and regenerate the record.

- EDI 856 (ASN) Regeneration
  - Go to Posted Sales Shipment and search either by Sales Order No. Or External Doc No. (850 Order No.)
  - Click Create 856. This will create a new 856 and will automatically resend to trading partner.

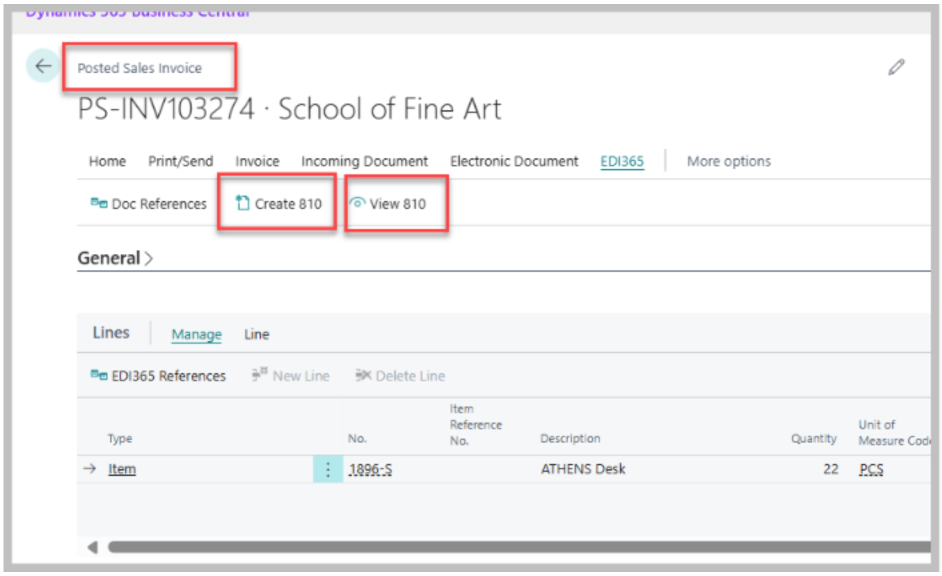


You can also utilize the View 856 button. This will redirect you to the staging data/record of the ASN.



- EDI 810 (Invoice) Regeneration
  - Go to Posted Sales Invoices and search either by Sales Order No. Or External Doc No. (850 Order No.)

- Click Create 810. This will create a new 810 and will automatically resend to trading partner.
- You can also utilize the View 810 button. This will redirect you to the staging data/record of the 810 (Invoice).



This concludes the configuration and transaction process for this scenario, utilizing the capabilities of the EDI365 application.

5 SCENARIO 2

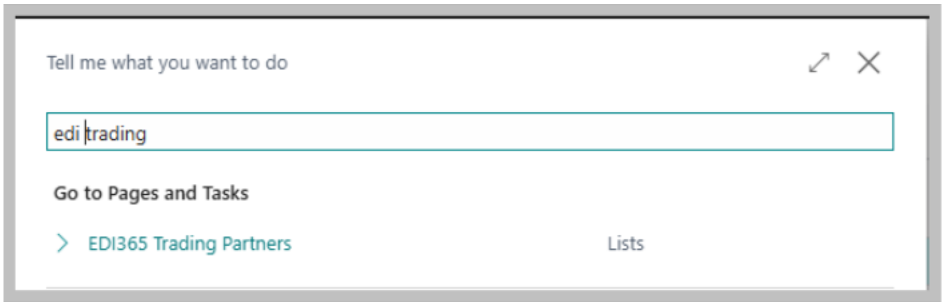
Sending out an Inventory Advise (846) document to a trading partner to advise them of current quantities of inventory.

5.1 Trading Partner Set Up

The steps outlined below cover only the user-level setup required within Microsoft Dynamics 365 Business Central. Additional backend configurations are necessary to connect Business Central to the EDI services provided by Rand Group. Please contact Rand Group to get those back end set ups completed for you.

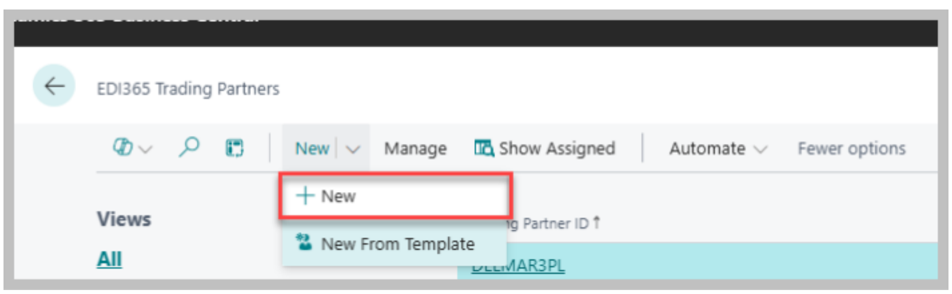
First users need to set up a trading partner. An EDI trading partner is simply another company that you exchange documents with.

Start by searching for the "EDI365 Trading Partner" in Microsoft Dynamics 365 Business Central.



This will then open the list of all active trading partners set up in Microsoft Dynamics 365 Business Central.

Click the "new" button to open the trading partner configuration window and set up a new trading partner.

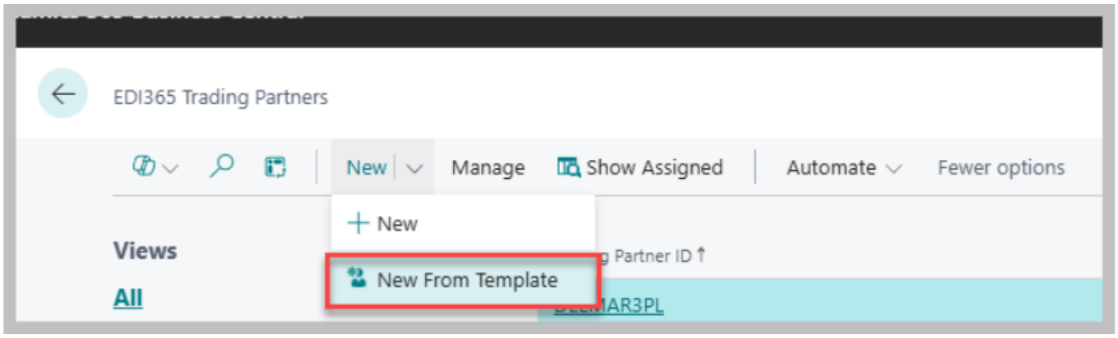


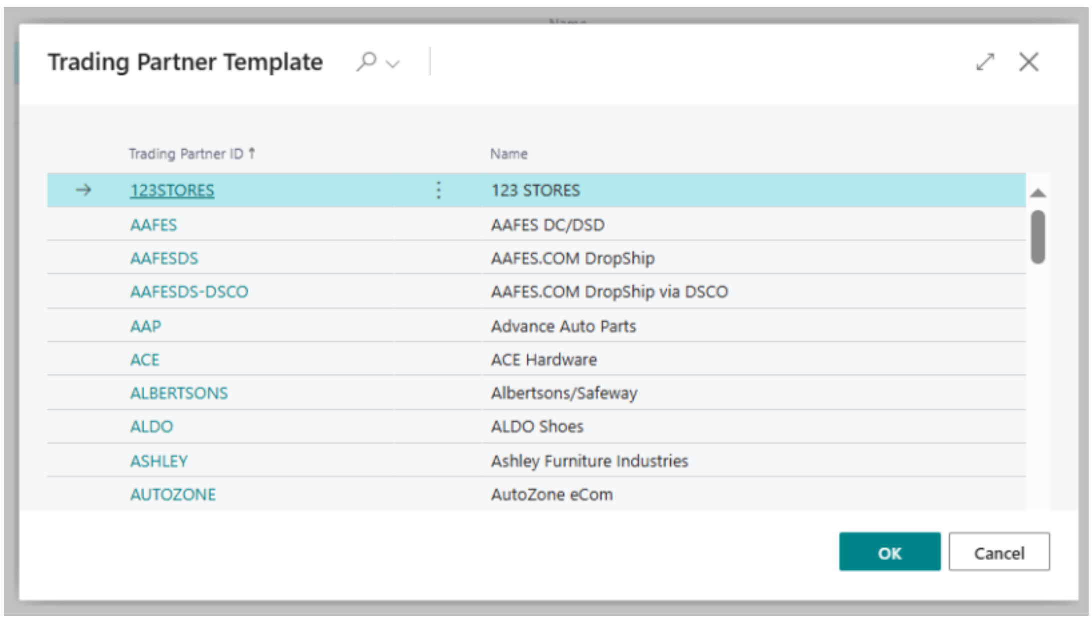
In the configuration window, first fill in the set-up information. The mandatory fields here are the

- Trading Partner ID
- Type
- ISA ID

Note: Trading Partner Type will dictate what types of transactions users can enable. Once a type is selected, certain documents will be greyed out, prevent users to enable it for that trading partner.

Alternatively, use the +New from Template button and then choose the EDI Trading Partner from the available templates. (This is the recommended approach)





For this scenario since the trading partner is purchasing items from us the trading partner type should be a Customer.

Following the configuration section there is the:

- Inbound Documents
- Outbound Documents
- SAC Default setting
- Different options/configurations per EDI Document (810 Options, 856 Options, 945 Options and others)
- Enable Raw Document Data

Inbound Documents are the types of transaction that would be sent by the trading partner and recorded into Microsoft Dynamics 365 Business Central. These documents may depend on the type of trading partner.

Outbound Documents are the types of transaction that would be sent from Microsoft Dynamics 365 Business Central to a trading partner, this may also depend on the trading partner type.

Enable Raw Document Data is available for Inbound Transactions. Users may opt to enable this setting to see the raw data (X12 or otherwise). Data on this table will be purged as well if purge document is enabled in the General Setup.

Transactions in EDI follow a specific code number. These codes are mentioned above and will be shown in the Inbound and Outbound document set ups section of the window. User can also hover over the code to see the description.

In this scenario the Outbound Document to enable is 846 Inventory Advise document.

The EDI 846 transaction set is known as the Inventory Inquiry/Advice. It is used in Electronic Data Interchange (EDI) to communicate inventory levels between trading partners, typically between suppliers and retailers or distributors.

Purpose of EDI 846

- EDI 846 provides information about:
- Available inventory
- Stock levels at various locations
- Future availability
- Inventory status updates

Common Use Cases

1. Retail Replenishment- Retailers use EDI 846 to check supplier inventory before placing orders.
2. Drop Shipping -Suppliers send inventory data to retailers who sell products directly to consumers.
3. Multi-location Inventory Visibility -Businesses with multiple warehouses or stores use EDI 846 to share stock levels across locations.
4. eCommerce Integration -Online platforms use EDI 846 to sync real-time inventory data with suppliers.

5. Forecasting and Planning -Helps partners plan purchases and manage supply chain logistics more effectively.

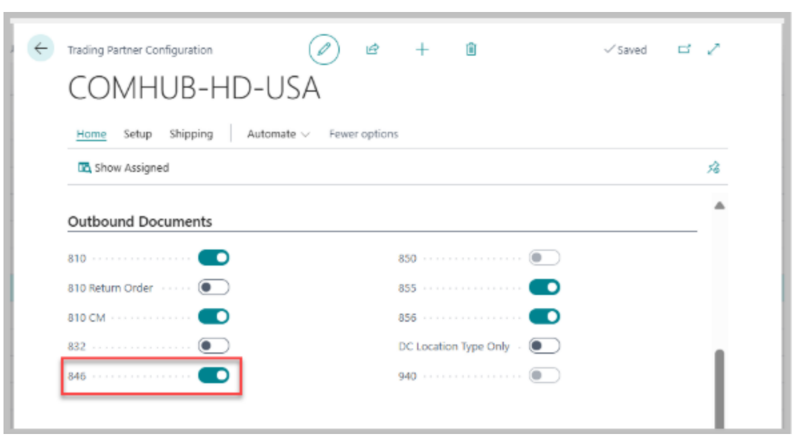
Typical Data in an EDI 846

- Item identifiers (SKU, UPC, GTIN)
- Quantity available
- Quantity on order
- Quantity committed
- Location details (warehouse, store)
- Dates of availability
- Inventory status codes

Benefits

- Improves inventory transparency across the supply chain.
- Reduces stockouts and overstocking.
- Enhances customer satisfaction through accurate availability data.
- Supports automation in order processing and fulfillment.

To enable the document, simply select the enable tab next to each option as shown below.



SAC Defaults are codes that will identify any specific charges that would need to be applied in invoicing. For this scenario these codes will be ignored.

Trading Partner Configuration Settings that can apply to this scenario are as follows:

This article outlines the configurable options available for generating outbound EDI 846 (Inventory Inquiry/Advice) documents using the EDI365 application.

Inventory Options

1. Global Inventory Allocation (%) Defines the percentage of available inventory to be included in the 846 document.

- **Purpose:** To control how much of the actual inventory is shared with trading partners.
- **Example:** If set to 80%, and available inventory is 100 units, only 80 units will be reported in the 846.

2. **PO Days to Look Ahead** -Specifies how many days into the future the system should consider incoming purchase orders when calculating available inventory.

- **Purpose:** To include expected inventory from POs in the availability calculation.
- **Example:** If set to 30 days, the system includes quantities from POs expected to be received within the next 30 days.

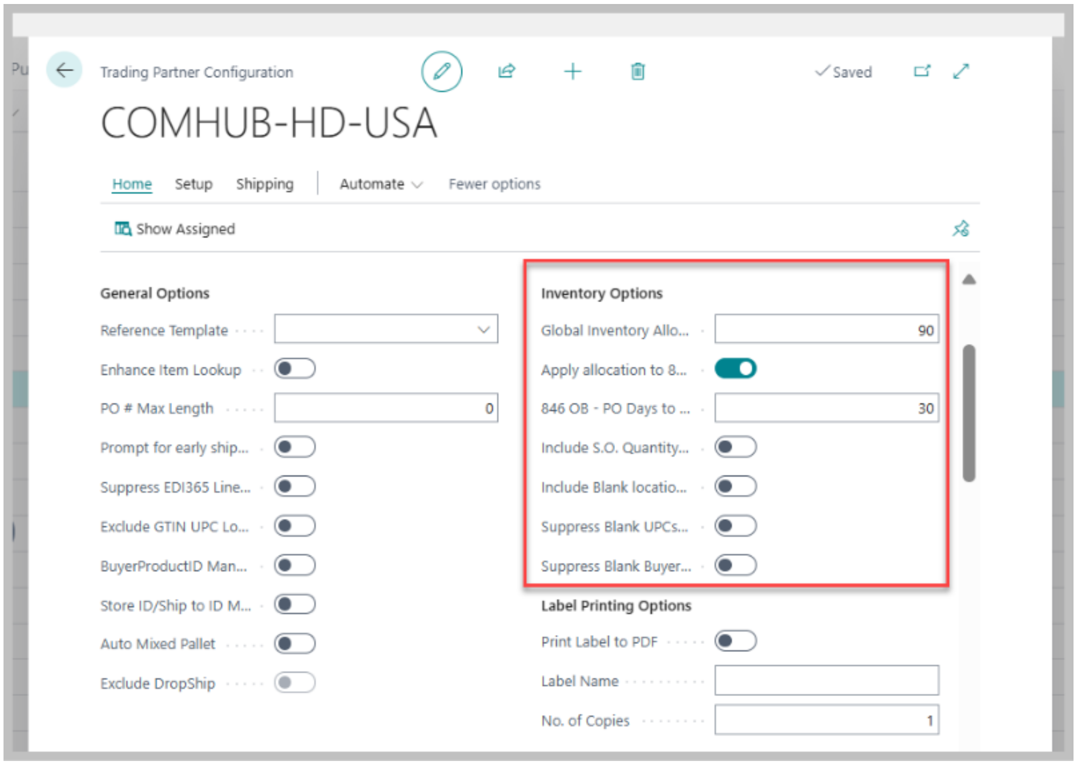
3. **Include Sales Order Quantity in Inventory Calculation** - Determines whether inventory allocated to sales orders should be deducted from the available quantity shown in the 846.

- **Purpose:** To provide a more accurate view of inventory that is truly available for new orders.
- **Example:** If total inventory is 50 units and 5 are allocated to sales, only 45 units will be shown in the 846.

4. **Include Blank Location in 846** - Allows inventory with no assigned location to be included in the 846 document. Purpose: To ensure that all inventory, even if not tied to a specific location, is reported.

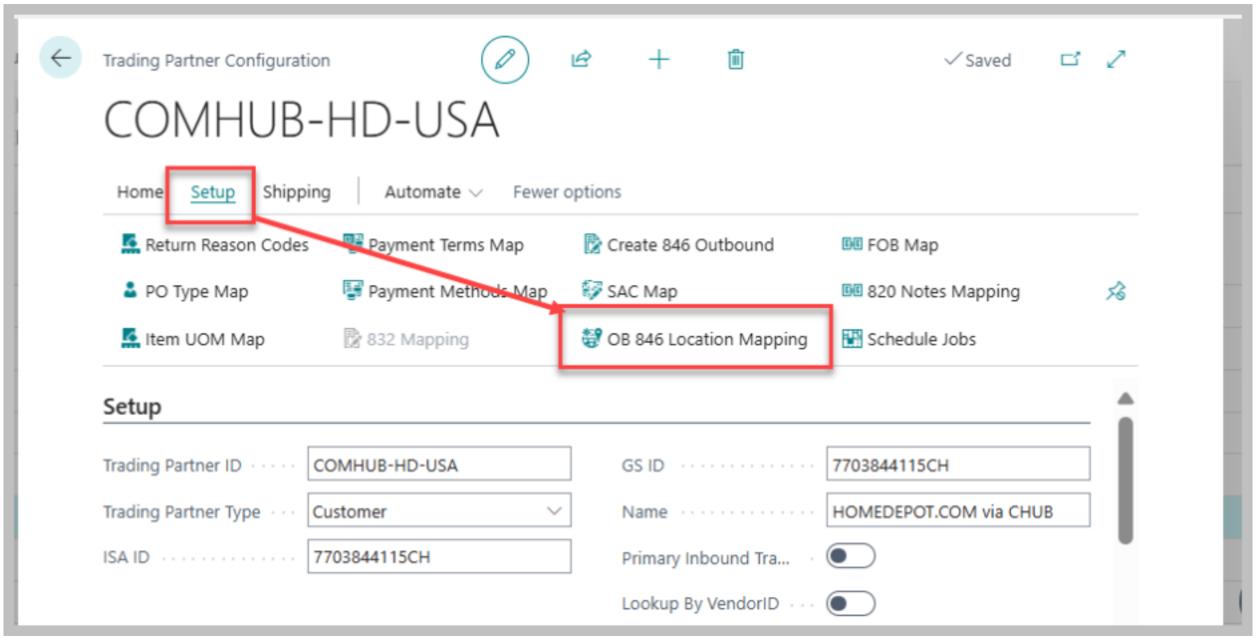
5. **Suppress Blank UPC in 846** -Prevents items without a UPC from being included in the 846 document. Purpose: To avoid sending incomplete or non-compliant item data to trading partners.

6. **Suppress Blank Buyer ID in 846** - Prevents items without a Buyer ID from being included in the 846 document. Purpose: To ensure only items with complete Buyer Prod ID are transmitted.



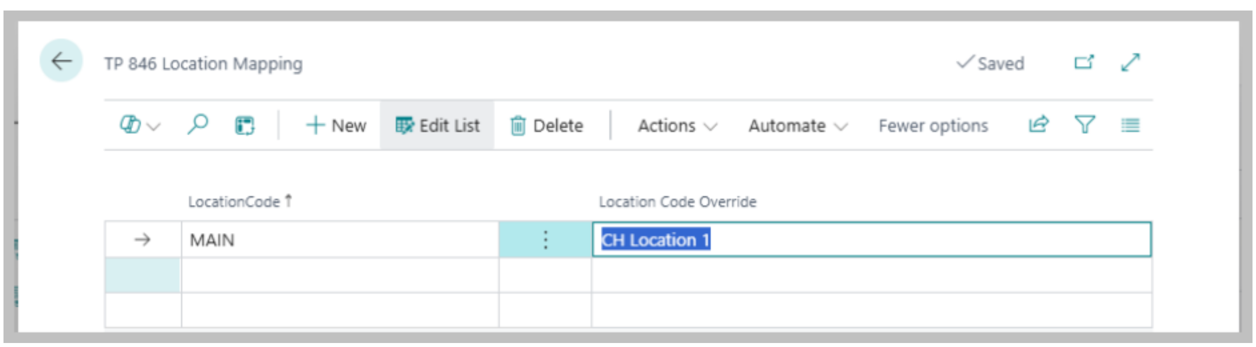
Note: For this scenario, these configuration option will be disabled or not used.

Certain trading partners may have their own coding standards for certain locations or warehouse. As such it is important to map those location codes to the system internal codes. To do so, select the OB 846 Location Mapping button at the top trading partner screen.



This will open the mapping screen where users can map their internal location code with the Trading Partners location code. This will allow the EDI365 app to know what the location code for the trading partner is.

- Select location code (internal code for that location)
- Enter location code override, optional (code of the location for the trading partner)

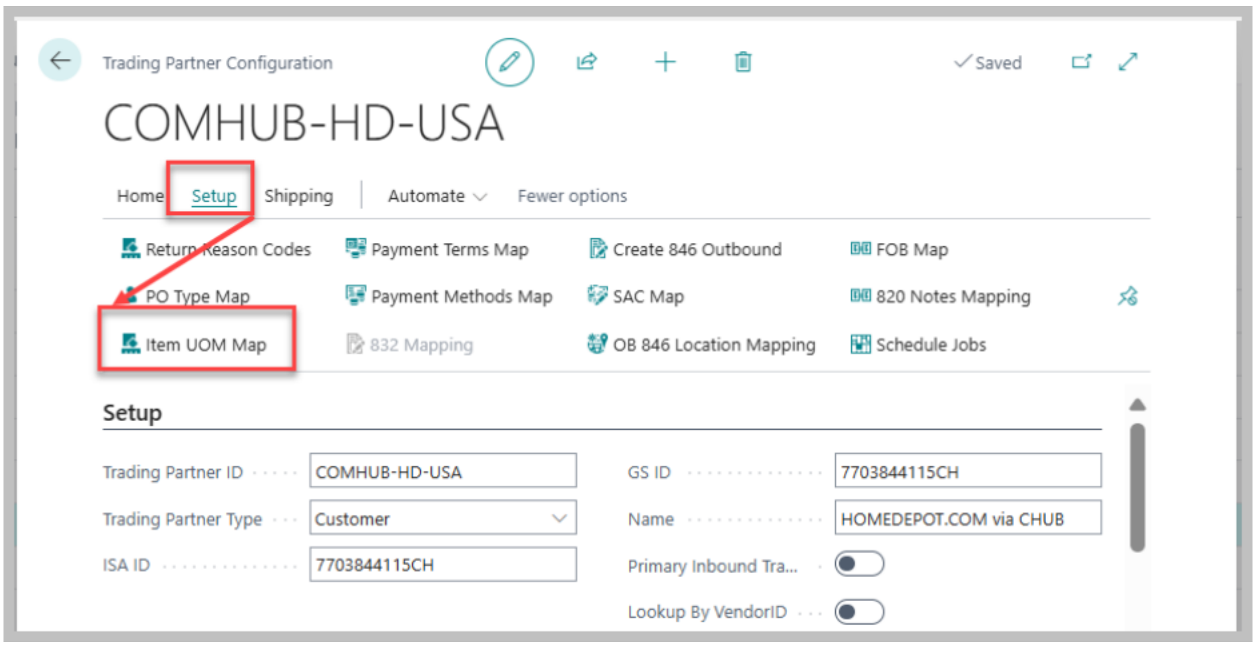


Note: Location Code Override is specifically only really used for CommerceHub and couple other trading partners. Because, in Commerce Hub we have to send them the warehouse name that has been configured in the CommerceHub platform. So, for example, Commerce Hub might set up a location called CH Location 1 and then, in Business Central we call it location Main for example.

The final step in the item setup process involves configuring Unit of Measure (UOM) mappings. This step is essential when a customer or trading partner uses their own UOM codes that differ from your internal codes. Proper mapping ensures that transactions are interpreted correctly between systems.

To begin, search for "**EDI365 Trading Partner**" in the system. Once you locate and open the relevant trading partner record, navigate to the "Item UOM Map" section. Here, you can define how each external UOM code corresponds to your internal unit of measure.

Completing this mapping ensures seamless data exchange and prevents discrepancies in item quantities during transactions.



Use this guide to complete the Unit of Measure mapping for a trading partner in the system. This setup is necessary when the trading partner uses different UOM codes than your internal system.

Steps to Map Unit of Measure:

1. Open the EDI Trading Partner Record

- Search for "EDI Trading Partner" in the system.
- Select the relevant trading partner from the list.

2. Access the UOM Mapping

- Within the trading partner record, select “Item UOM Map.”

3. Enter Mapping Details

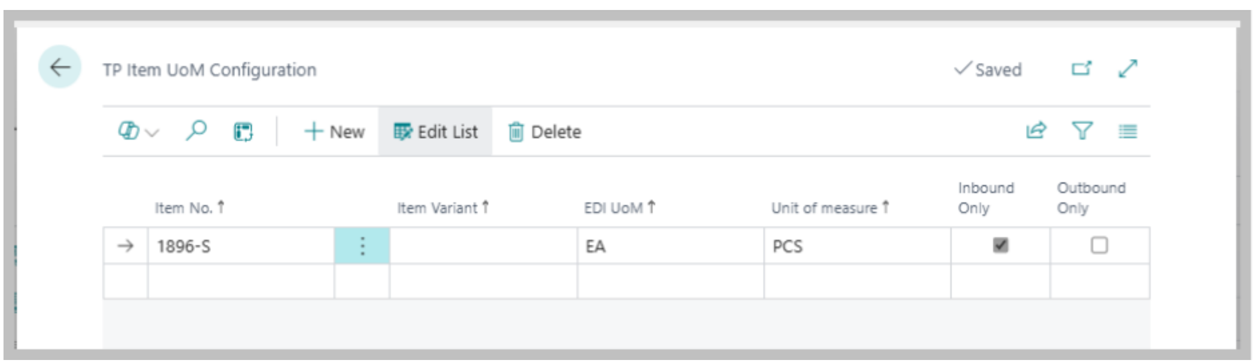
- Item: Enter the item number you want to map.
- EDI UofM: Input the unit of measure code used by the trading partner.
- Internal UofM: Select the corresponding internal unit of measure.

4. Set Transaction Direction

- At the end of each line, you’ll find checkboxes for Inbound and Outbound:
  - Inbound: Mapping applies only to inbound EDI transactions.
  - Outbound: Mapping applies only to outbound EDI transactions.
  - Neither selected: Mapping applies to both inbound and outbound transactions.

5. Optional: Leave Item Blank

- If the Item field is left blank, the mapping will apply to any item processed by EDI365, regardless of item number.

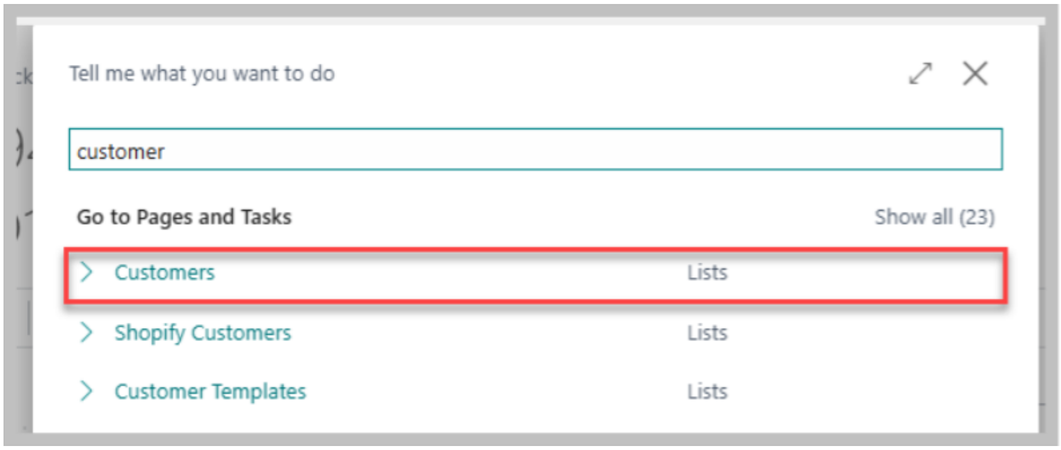


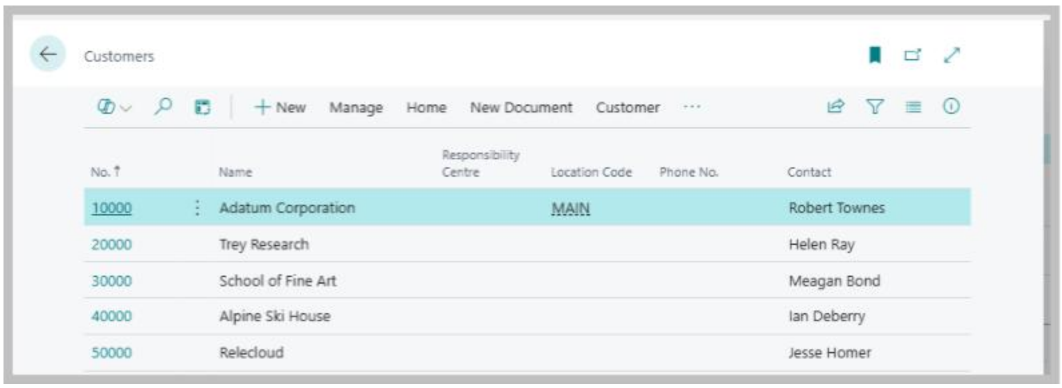
Customer Set Up and Requirements for Trading Partner

This scenario involves a customer trading type partner. Now that the trading partner is set up, we must assign the trading partner to a customer in Microsoft Dynamics 365 Business Central.

Note: This scenario assumes you already have an established system and Customers are already configured. As such this document will not go over the basics of creating a new customer.

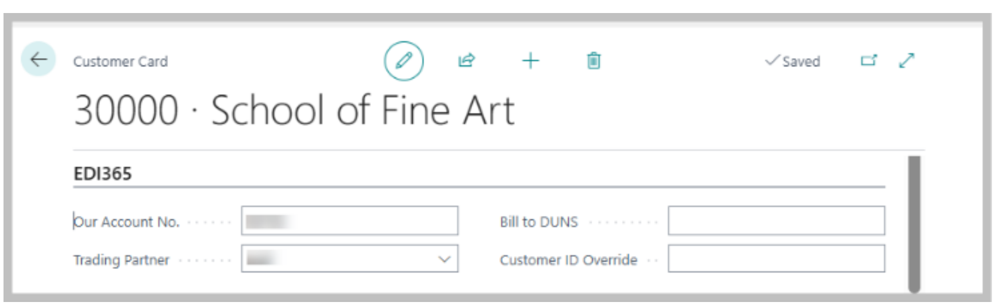
Search for “Customers” and select the customer you want to assign the trading partner to.





Scrolling down the customer details will be an EDI section for the customer. In the section users must enter:

- Account Number (the users account number the customers has record of)
- Trading Partner (select the trading partner created)



5.2 Assigning Ship-to Address IDs

Best Practice

Although not required, it is considered a best practice to assign a Ship-to Address ID and corresponding details for each customer in Microsoft Dynamics 365 Business Central when using EDI transactions.

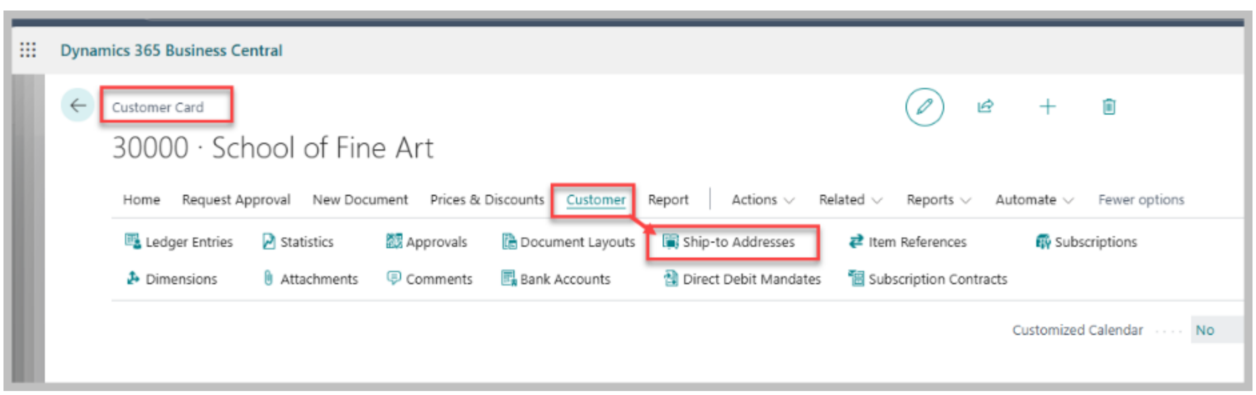
- Why This Matters:

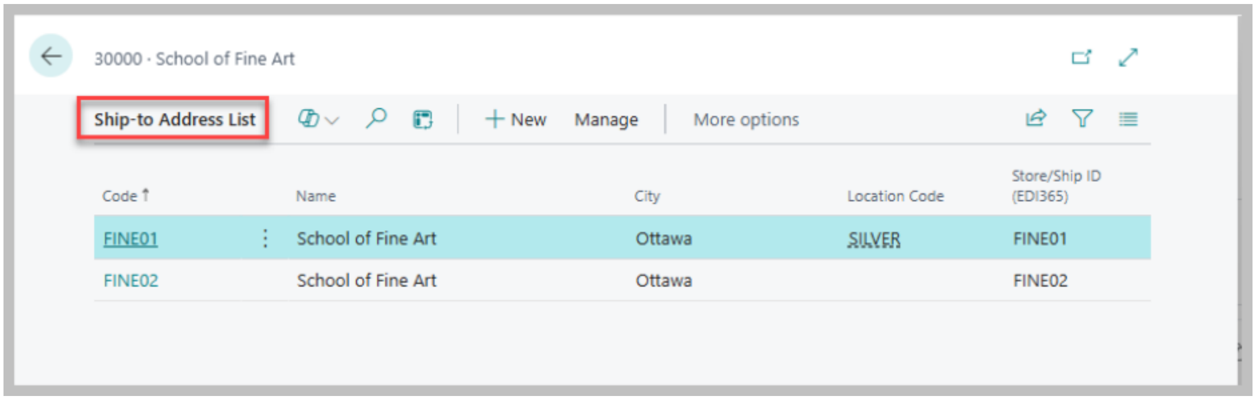
  Many trading partners may send EDI documents (such as purchase orders or shipping notices) that include only a Ship-to Address ID, without full address details. If this ID is not set up in Business Central, it can result in processing errors or failed transactions.

How to Set Up a Ship-to Address ID

- In Business Central, navigate to the Customer record.
- Expand the Navigate tab in the ribbon.
- Select Ship-to Addresses.
- Follow the standard procedure to create a new Ship-to Address ID, entering all relevant address details.

This setup ensures that incoming EDI documents referencing a Ship-to ID can be properly matched and processed by the system.





If creating a new address ID select the “New” Button. If you need to update an existing ID select the ID from the list.

5.3 EDI Fields on the Ship-to Address

When editing or creating a Ship-to Address for a customer, an EDI section will be available. This section includes the following key fields:

1. Store ID / DUNS

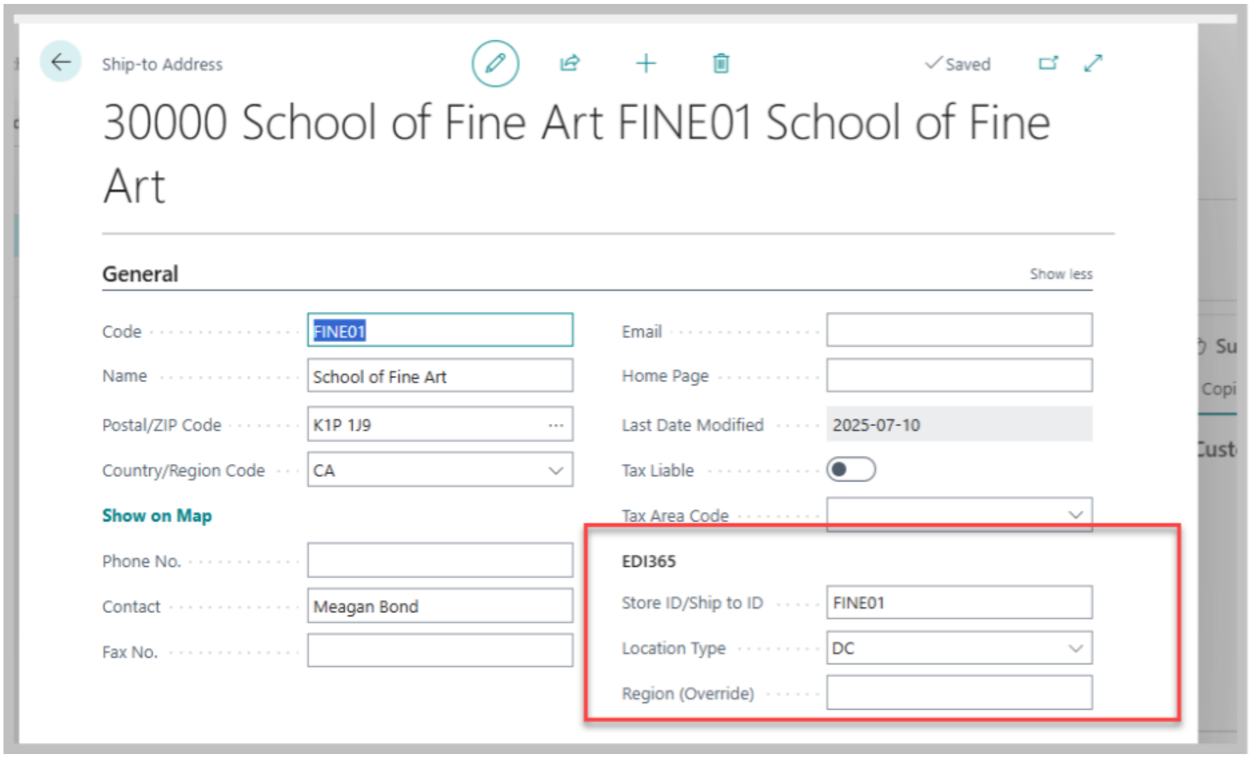
- This is the unique identifier (Store ID or DUNS number) used by the trading partner for the ship-to location.
- It allows the system to match the incoming Ship-to ID from EDI 850 (Purchase Order) documents to the correct internal Ship-to Address.
- Enter the Store ID/DUNS if your trading partner uses it in their EDI transactions.

2. Location Type

Indicates the type of location where goods are delivered.

- Options:
    - DSD – Direct Store Delivery
    - DC – Distribution Center
    - R – Residential
    - C – Commercial
- Helps categorize the delivery location for logistics and routing purposes in EDI transactions.

3. Region Override



Once these are entered this ship-to address set ups should be complete for the customer in EDI.

Now that the customer and ship-to address for the customer is set up, the customer is ready to process EDI transactions.

5.4 Inventory Set Up and Requirements for Trading Partner

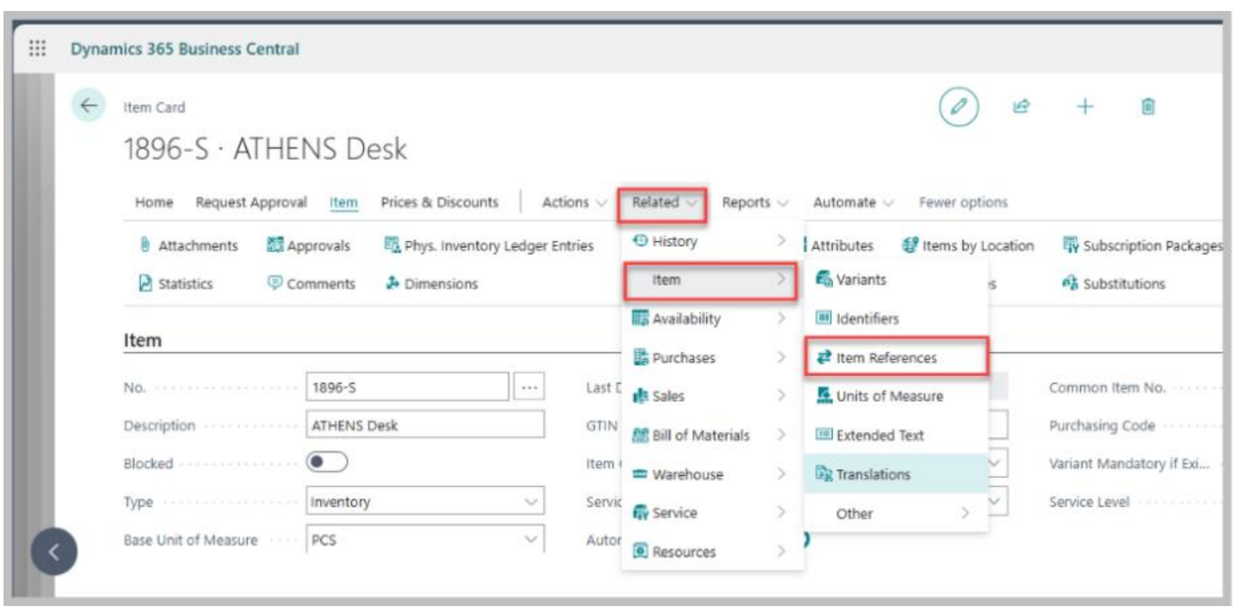
Since this scenario involves inventory items being sold to a customer trading partner, it's important to ensure that item data is properly configured for EDI transactions.

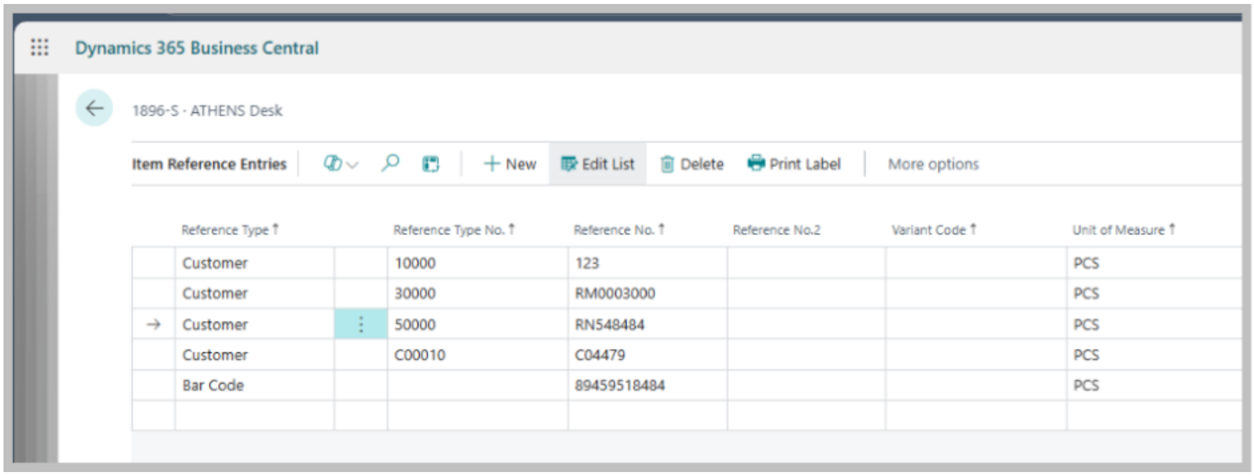
Note:

This guide assumes that your system is already set up and that inventory items have been created. It does not cover the basics of creating new items.

5.5 Item Cross References

- Trading partners may use different item codes or UPCs than your internal item numbers. To ensure accurate item matching in EDI transactions, you must set up Item Cross References.
- How to Set Up Item Cross References
  - Navigate to the Item you want to configure.
  - Select Related > Item > Item References.
  - In the Cross Reference window:
    - Select Cross Reference Type
- Choose the appropriate Cross Reference Type based on the trading partner's identifier:
  - Customer – if the trading partner uses a different item code.
  - Bar Code – if the trading partner uses a UPC.
- Enter Cross Reference Details
  - If Type = Customer:
    - In the Cross-Reference Type No. field, select the Customer (trading partner).
    - In the Cross-Reference Number field, enter the customer's item code.
- If Type = Bar Code:
    - In the Cross-Reference Number field, enter the item's UPC.
- Once the line details are entered, the cross reference is complete. The system will now recognize and correctly map the trading partner's item code or UPC during EDI processing.



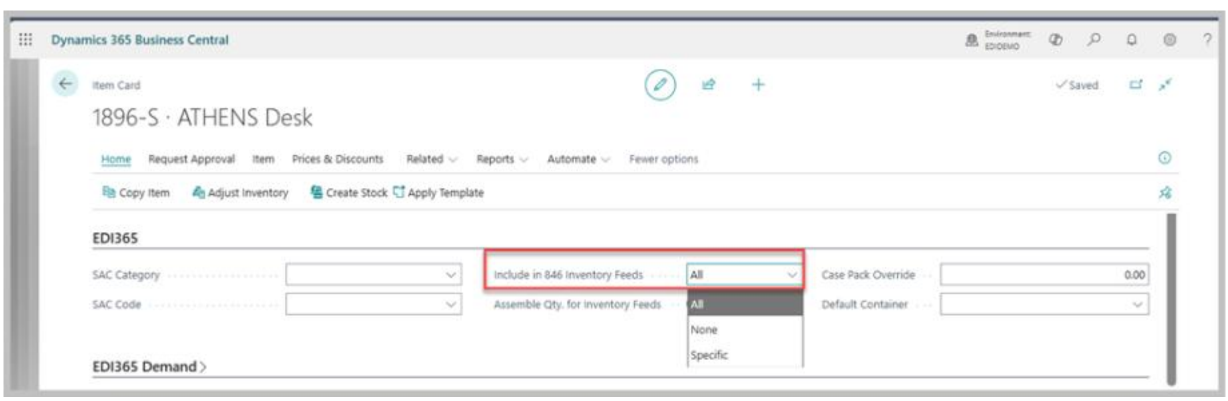


If items need to be shown on outbound documents an additional set up is needed in the EDI Trading Partner mapping for outbound documents like 846 (Outbound Inventory).

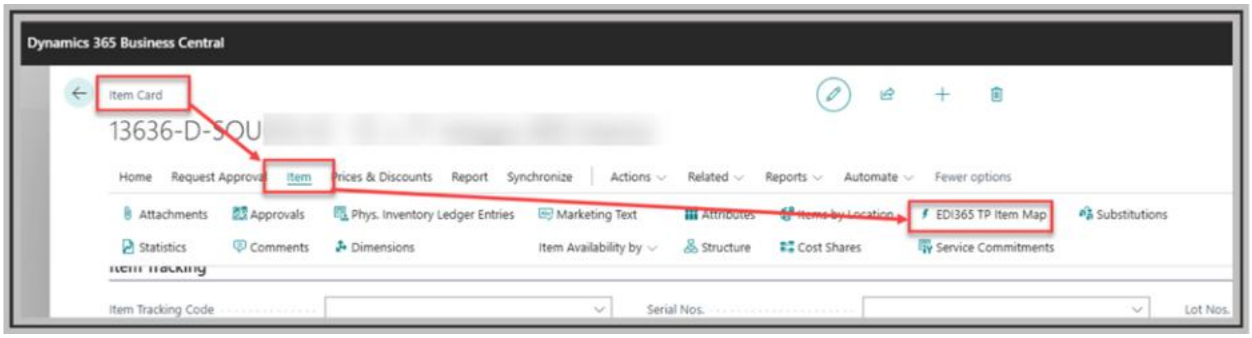
Search "**Items**" and select the item to associate with your trading partner.

In the item setup move to the EDI365 section now found in the window. In this section, you can define whether you'd like to include that specific item in the inventory feed to the Trading Partner or not. In this section the only field required for this scenario is the "Include in 846 Inventory Field". This field has the following options:

- All - include for All Trading Partners that you have.
- None - do not include in Inventory Feeds to any Trading Partner.
- Specific- you can select specific trading partners only to include in the inventory feed.



If you need more control and want to configure granular, trading partner–specific settings for an item, you can use the EDI365 TP Item Map feature in Microsoft Dynamics 365 Business Central.

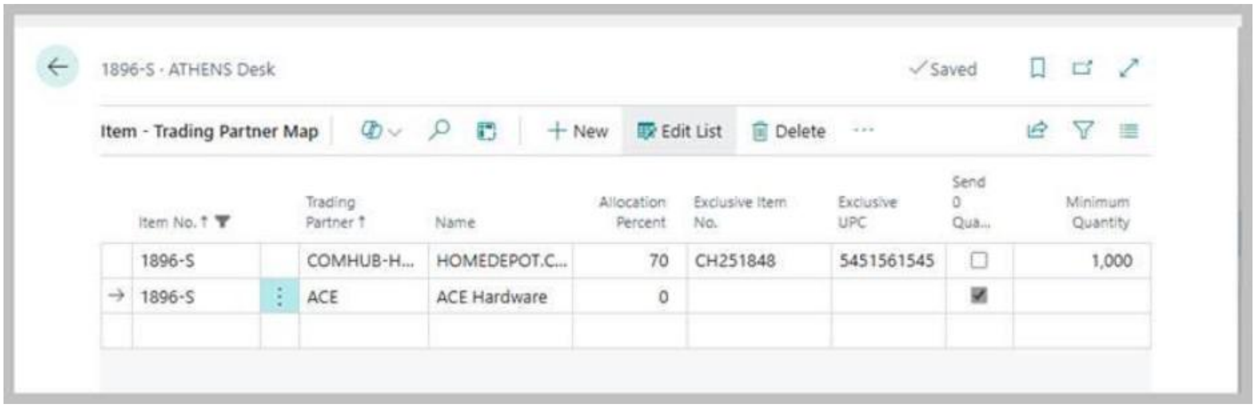


You can define advanced options for a specific item/TP the following

- **Allocation percent** - you can set up allocation % of available inventory to be sent to the Trading Partner, for example, if you have 10 items in inventory, you can report only 50% of that to as specific Trading Partner as available.
- **Send 0 Qty** - you can always send 0 quantity despite of the actual inventory you have in BC.
- **Minimum Qty** - If set, this quantity will be sent as the minimum for the specified trading partner
- **Exclusive UPC**- If set, this UPC will be used for outbound EDI365 documents, replacing the one assigned as a bar code in the cross references.

The EDI365 TP Item Map allows you to define exclusive item identifiers that a trading partner expects to see on EDI documents. This ensures that the correct item codes or UPCs are used in outbound transactions such as invoices, packing slips, and shipping notices.

Note: The Exclusive Item Number or Exclusive UPC is the identifier that the trading partner expects to see on documents they receive. This mapping ensures that your internal item is correctly translated for that partner during EDI processing.

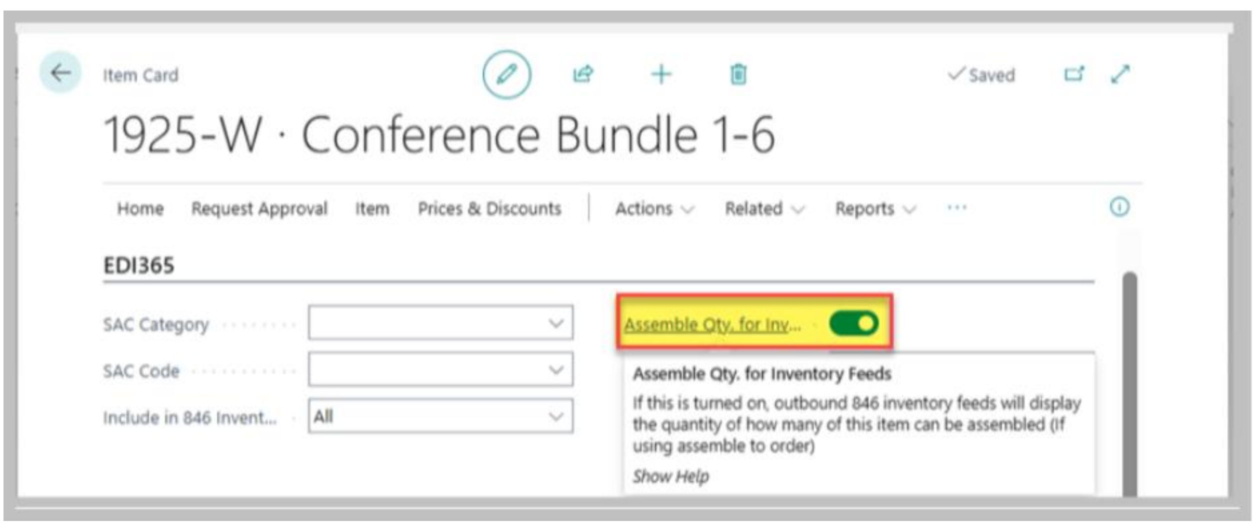


5.6 Assembled Qty for Outbound Inventory Feeds

For EDI Trading Partners where their items are made to order, the current inventory levels are always zero. Instead of showing current stock, they can send an OB846 report to reflect how many units can be assembled within their designated lead time.

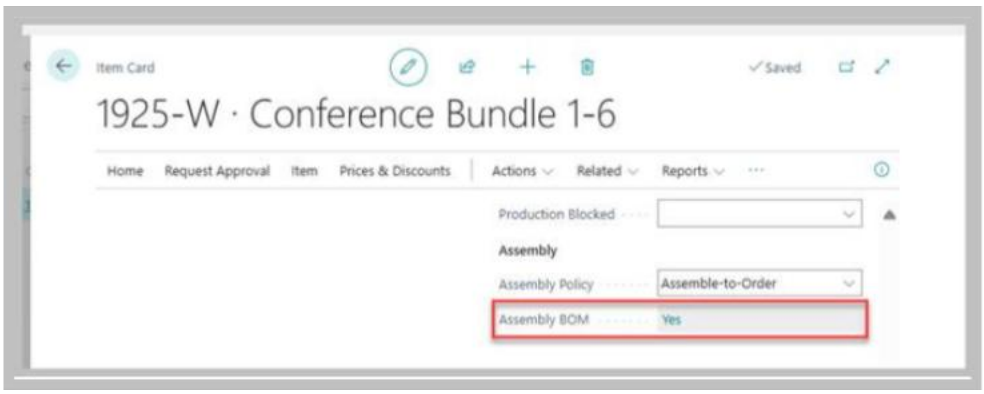
To support this, the system can calculate the assembled quantity based on the availability of components—giving a more accurate view of what can be produced and shipped.

This guide explains how the system calculates the Assembled Quantity for items when the "Assembled Qty for Inventory Feeds" option is enabled. This feature helps determine how many units of an assembled item can be made based on the availability of its components.



5.6.1 WHEN IS AN ITEM CONSIDERED AN ASSEMBLY FOR EDI 846 PURPOSES?

An item is treated as an Assembly BOM for EDI846 Outbound Inventory Feed if it has any BOM components, regardless of its replenishment method.



5.6.2 HOW THE CALCULATION WORKS

When the "Assembled Qty for Inventory Feeds" setting is turned on for an item:

1. The system checks the item's BOM (Bill of Materials) to identify all required components.
2. It then looks at the available quantity of each component.
3. The assembled quantity is calculated based on the lowest available component—this determines how many full units can be assembled.

Example

Let’s say you have an assembled item with the following BOM:

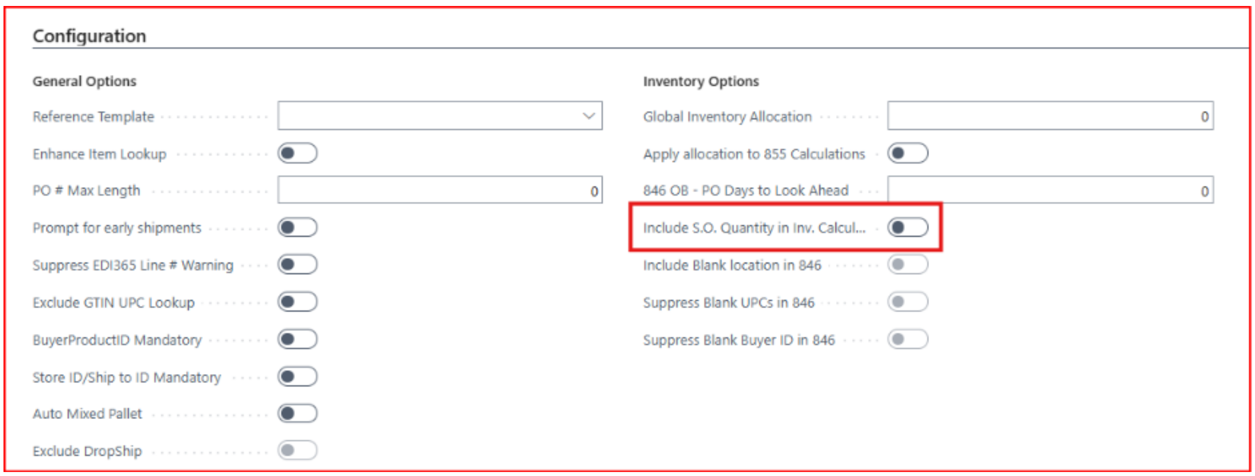
Component	Required per Unit	Available Qty
A	2	10
B	1	3
C	4	20

- Component B is the limiting factor (only 3 available).
- Therefore, the system will calculate that 3 units of the assembled item can be made.

5.6.3 ADDITIONAL INVENTORY SETTING

If the "Include S.O. Quantity in Inv. Calculations" setting is enabled in the Trading Partner:

- The system will subtract any quantities already committed to sales orders from the available amount.
- This ensures the final number reflects what's truly available to assemble and ship.



Additional Notes

- This calculation is only based on inventory availability of the components.
- The system does not currently support calculating producible quantity based on Production BOM components.

Workaround to Support Sending >0 Qty to Trading Partners for Produced Items (Make to Order)

- If clients are producing the items, they can customize the data they send to the trading partners with more granularity.
- To do this, go to the Item Card → Item → EDI365 TP Item Map, where they can configure special scenarios for each item and trading partner combination.

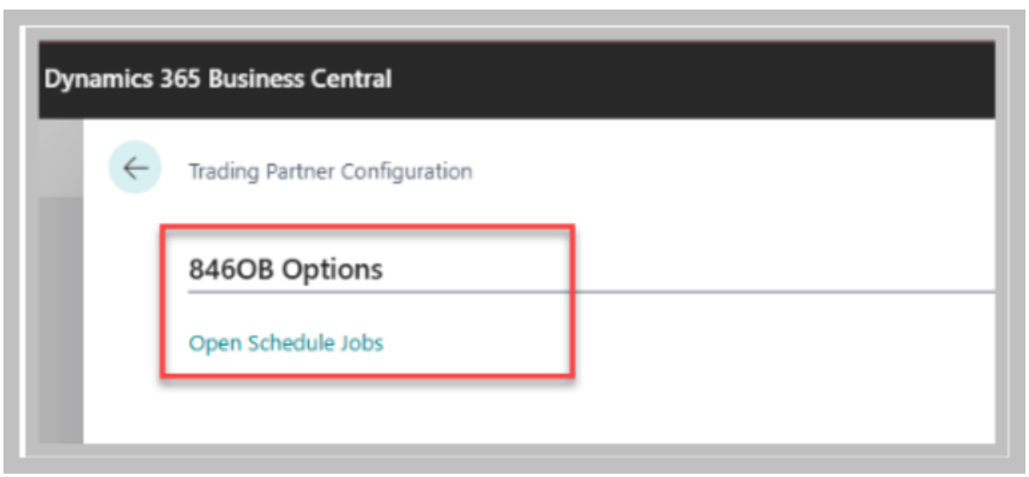
- They can define specific rules for individual item/trading partner setups. In this case, they need to define the Minimum Qty.
  - Minimum Qty: If this field is set, the system will send this value as the minimum quantity for the selected trading partner.
  - This allows clients to tailor the data feed based on their business needs and partner requirements.

5.7 Set the Inventory Feeds Schedule

Additional set up in the Trading Partner is required to have the 846 automatically generate per schedule. User should now create a schedule on when they want the feeds to be sent to the Trading Partner.

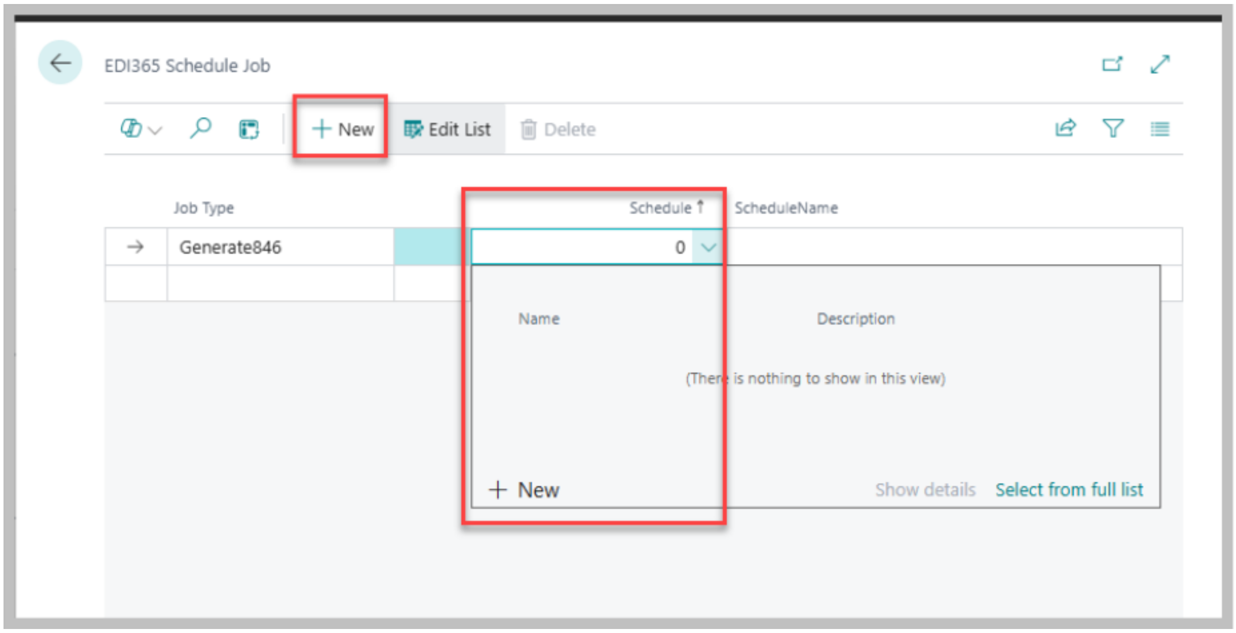
Search for "Trading Partner" in BC and open the TP in question.

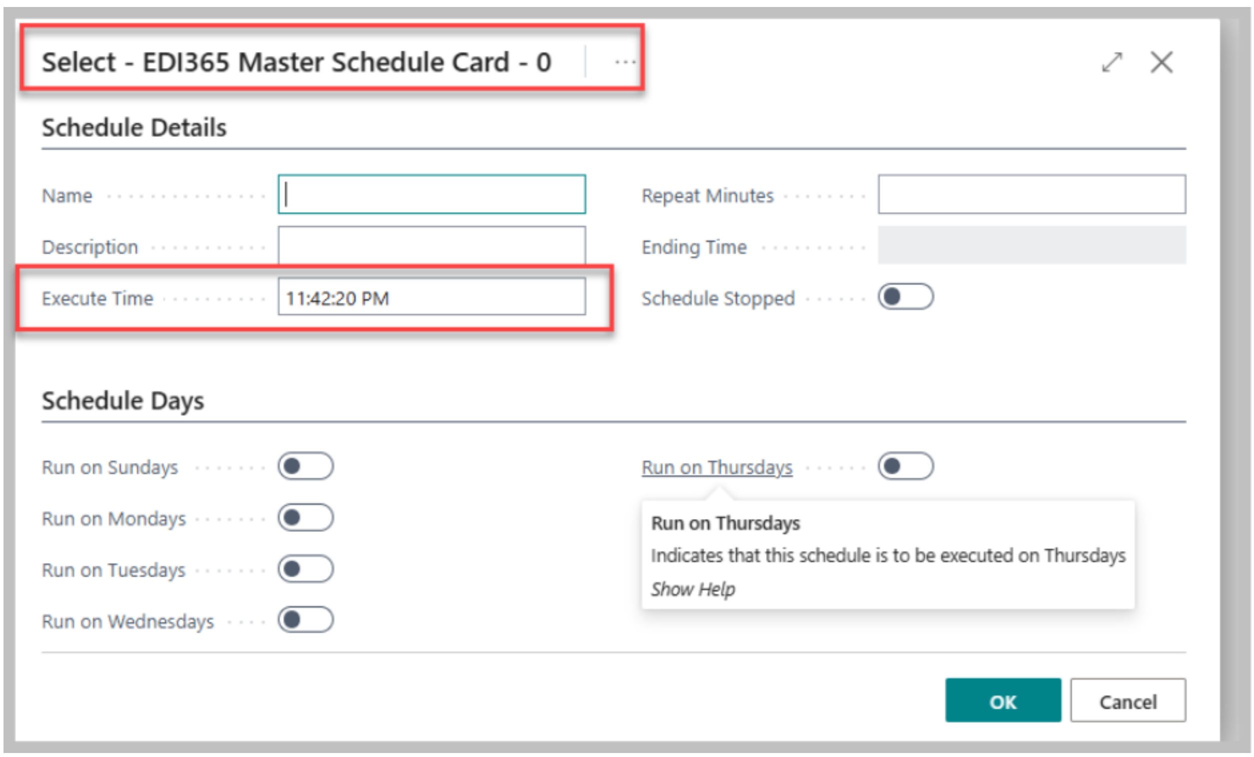
Under the 846OB Options, click Open Schedule Jobs.



Create +New and then on the Schedule dropdown, click +New.

Set the schedule and define the time you want the 846OB feed to be sent. You can also set this as recurring.

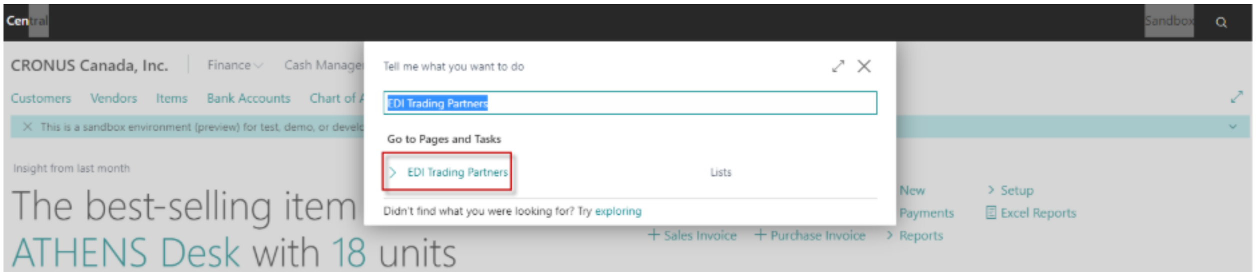




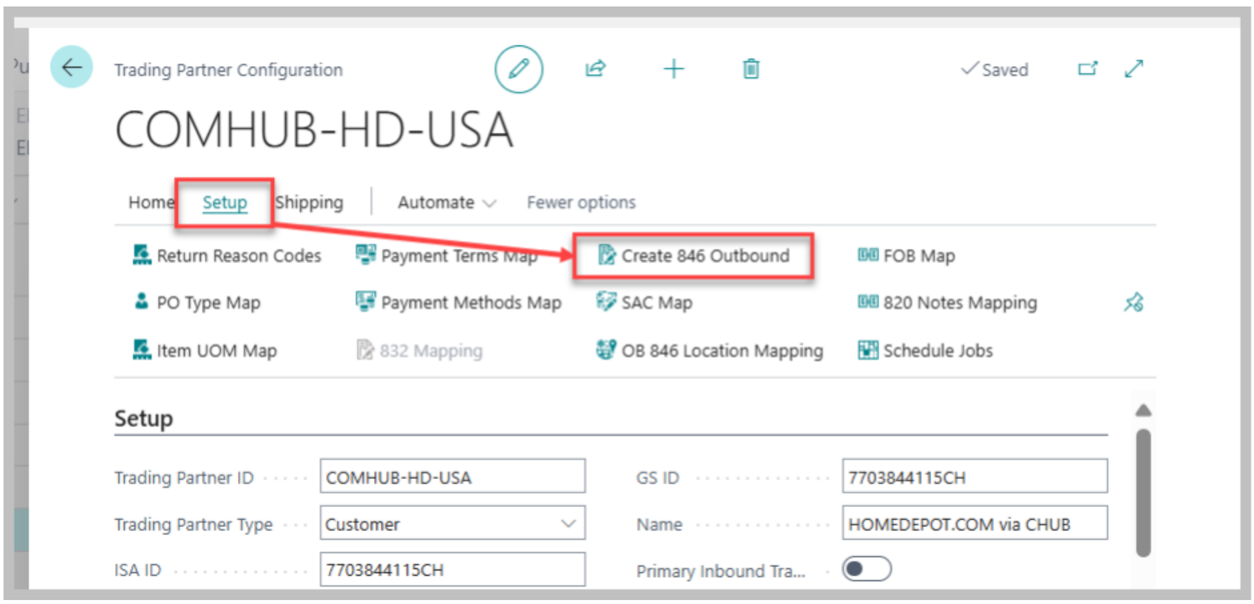
Users can also create the OB846 manually. Below scenario will show the process of creating the 846 manually.

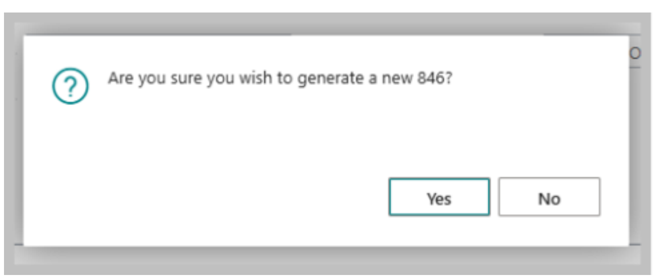
5.8 Transaction Process

Search for “EDI Trading Partner” and select the Trading Partner in question.

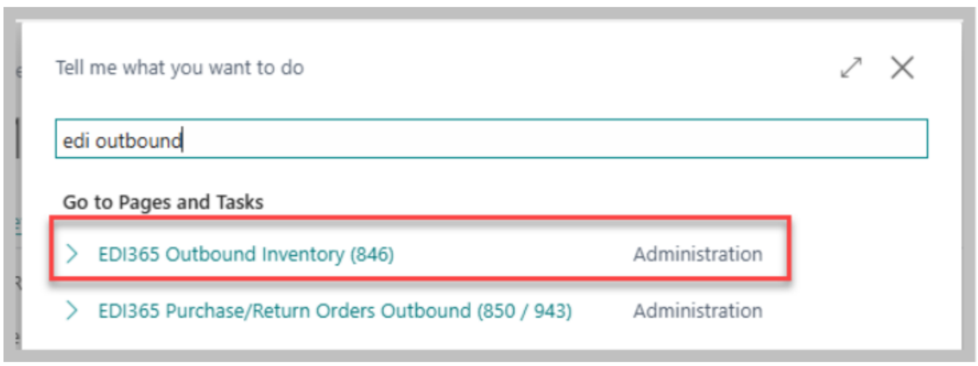


To create and send the 846 document simply select the “Create 846 Outbound” button.



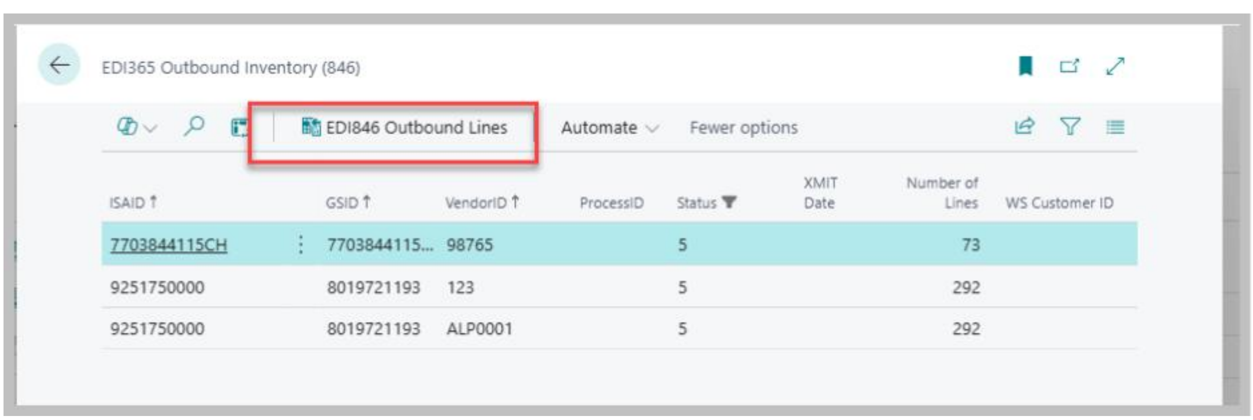


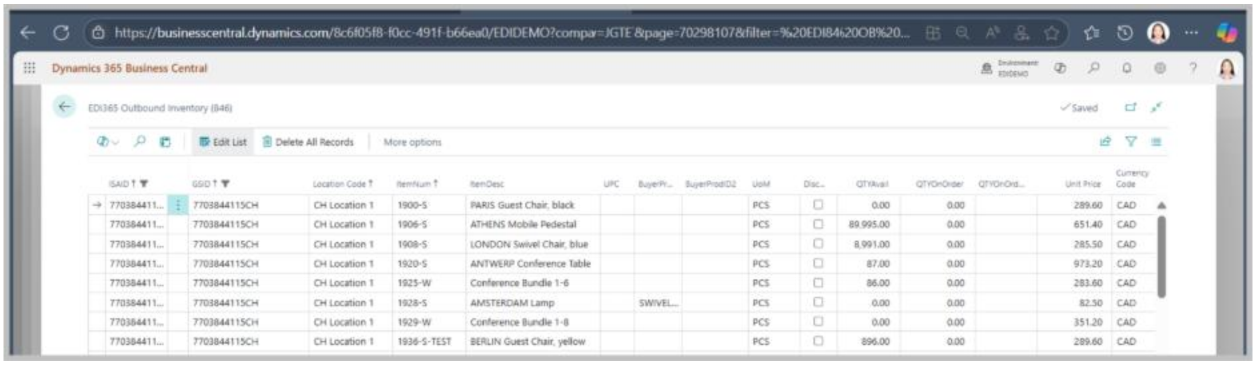
Once processed the 846 will get created and sent out to the trading partner. To review the 846-document search for “EDI Outbound Inventory 846”



This will display the list of entries created in the 846 that day per trading partner.

To view the details, click on the EDI846 Outbound Lines. These are the line record that are sent to the trading partner.





This concludes the setup and transaction process users will take for this scenario using the functionality of the EDI365 app.

6 SCENARIO 3

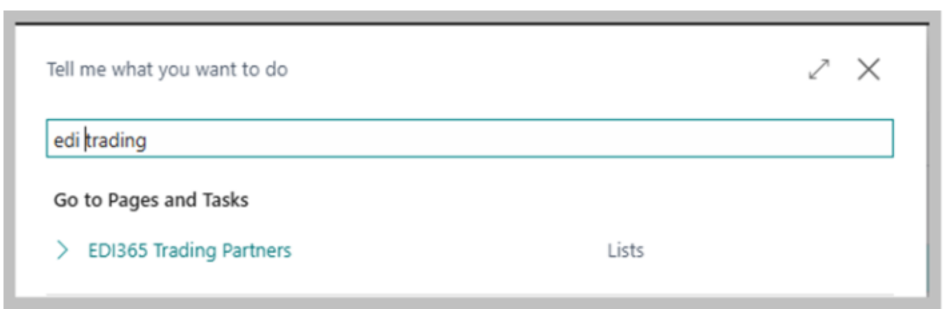
6.1 Sending a trading partner a Price Catalog (832) document

6.1.1 TRADING PARTNER SET UP

The steps outlined below cover only the user-level setup required within Microsoft Dynamics 365 Business Central. Additional backend configurations are necessary to connect Business Central to the EDI services provided by Rand Group. Please contact Rand Group to get those back end set ups completed for you.

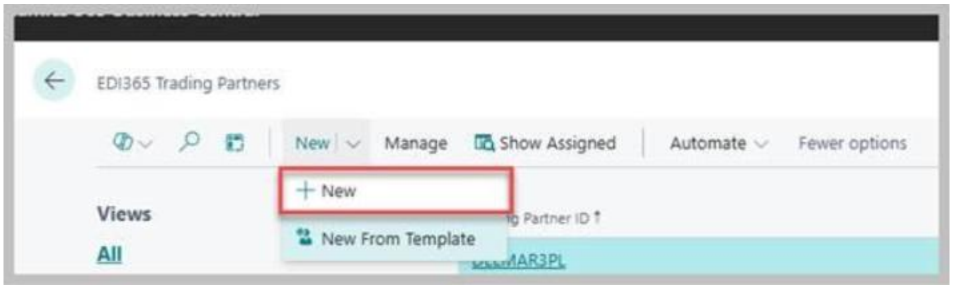
First users need to set up a trading partner. An EDI trading partner is simply another company that you exchange documents with.

Start by searching for the “EDI365 Trading Partner” in Microsoft Dynamics 365 Business Central.



This will then open the list of all active trading partners set up in Microsoft Dynamics 365 Business Central.

Click the “new” button to open the trading partner configuration window and set up a new trading partner.

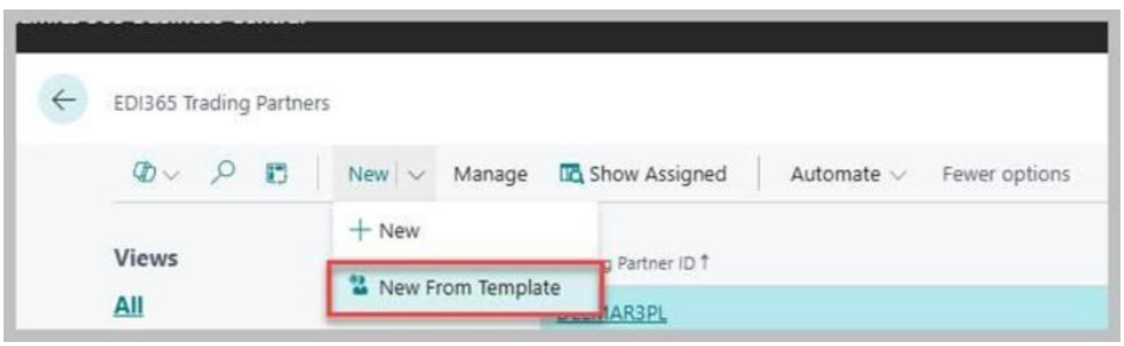


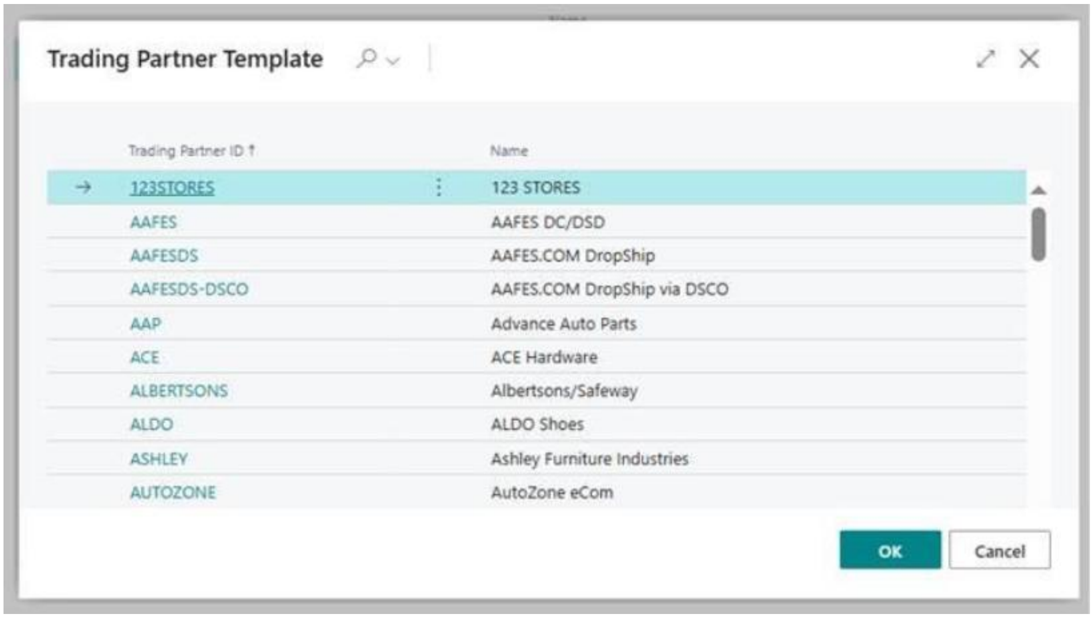
In the configuration window first fill in the set-up information. The mandatory fields here are the

- Trading Partner ID
- Type
- ISA ID

Note: Trading Partner Type will dictate what types of transactions users can enable. Once a type is selected, certain documents will be greyed out, prevent users to enable it for that trading partner.

Alternatively, use the +New from Template button and then choose the EDI Trading Partner from the available templates. (This is the recommended approach)





For this scenario since the trading partner is purchasing items from us the trading partner type should be a Customer.

- Following the configuration section there is the:
- Inbound Documents
- Outbound Documents
- SAC Default setting
- Different options/configurations per EDI Document (810 Options, 856 Options, 945 Options and others)
- Enable Raw Document Data

Inbound Documents are the types of transaction that would be sent by the trading partner and recorded into Microsoft Dynamics 365 Business Central. These documents may depend on the type of trading partner.

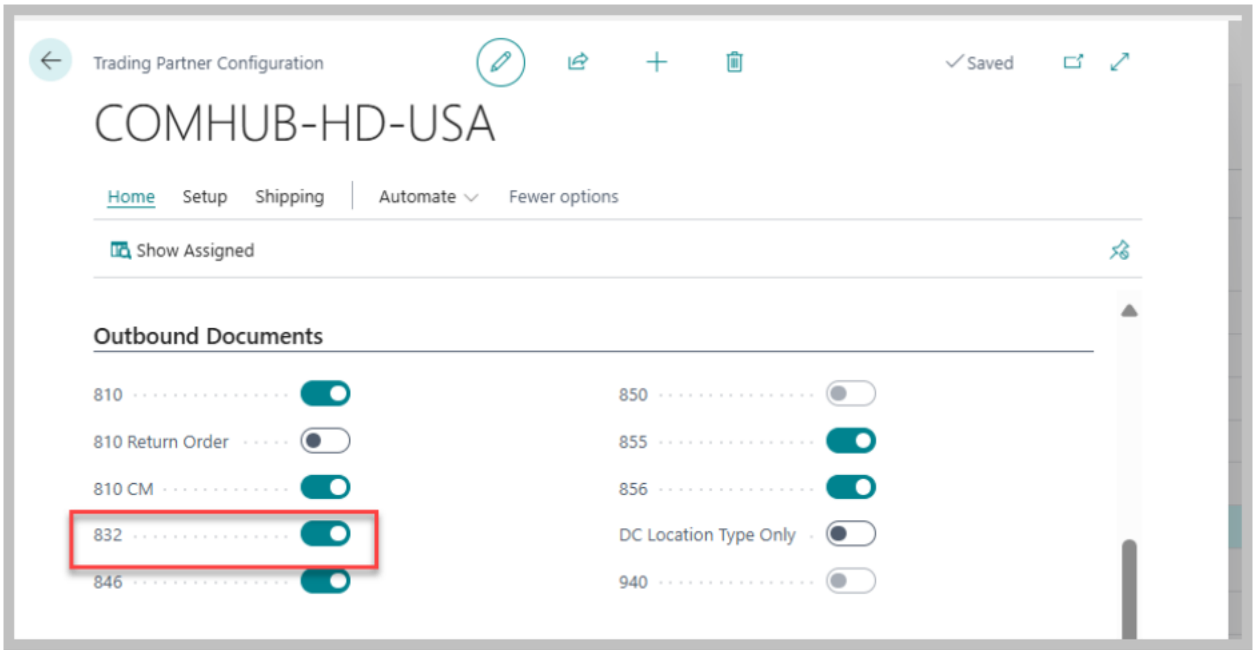
Outbound Documents are the types of transaction that would be sent from Microsoft Dynamics 365 Business Central to a trading partner, this may also depend on the trading partner type.

Enable Raw Document Data is available for Inbound Transactions. Users may opt to enable this setting to see the raw data (X12 or otherwise). Data on this table will be purged as well if purge document is enabled in the General Setup.

Transactions in EDI follow a specific code number. These codes are mentioned above and will be shown in the Inbound and Outbound document set ups section of the window. User can also hover over the code to see the description.

In this scenario only EDI 832 documents need to be enabled. 832 is automatically enabled and does not require user set up.

The EDI 832 is a digital catalog that suppliers use to share detailed product and pricing information with their trading partners (e.g., retailers, distributors). It replaces traditional paper catalogs and enables real-time updates.



Key Contents of an EDI 832 Document:

- Product descriptions
- Pricing and discount details
- Product identifiers (e.g., SKU, UPC)
- Availability and minimum order quantities
- Packaging information

Benefits:

- Reduces manual data entry errors
- Speeds up procurement and inventory management
- Ensures consistent and up-to-date product information
- Improves communication between suppliers and buyers

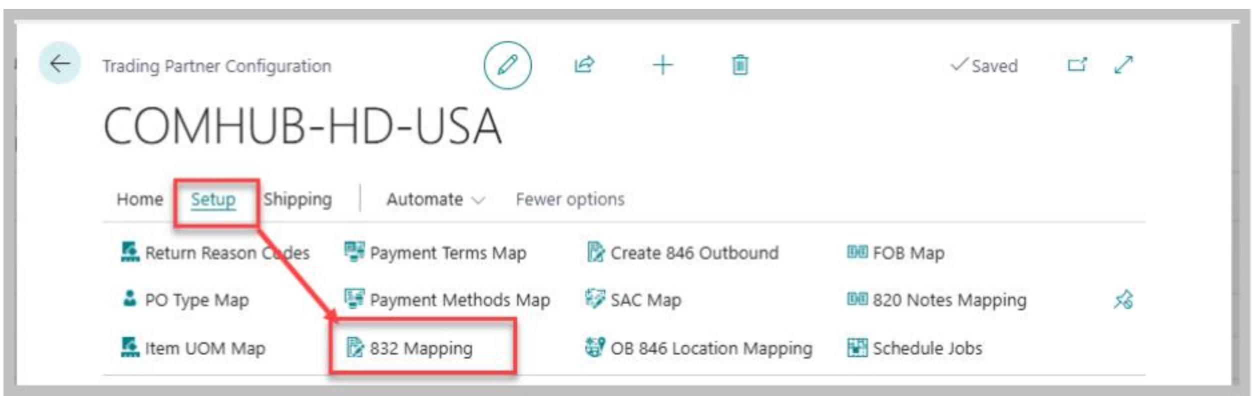
Common Use Cases:

- Retailers checking supplier catalogs
- Manufacturers updating distributors on new products
- Wholesalers managing large inventories

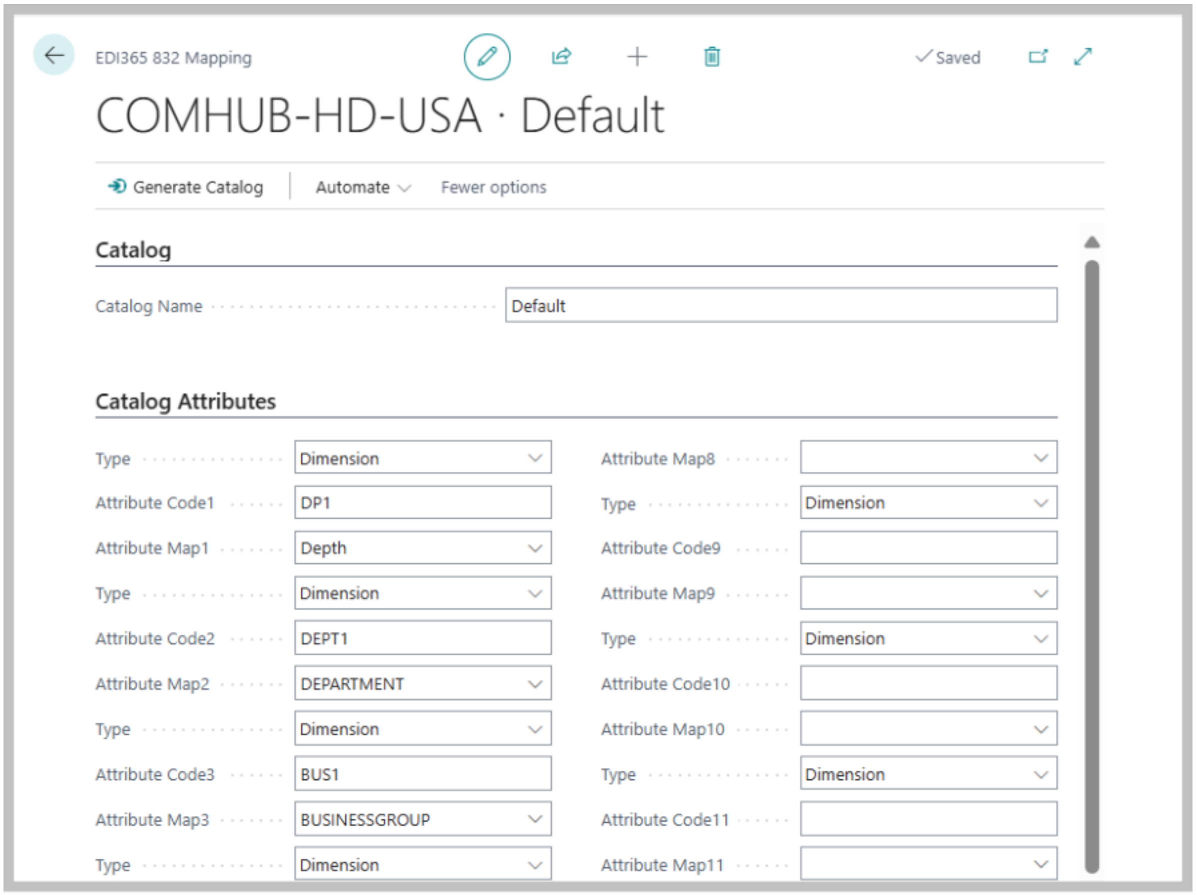
6.1.2 SETTING UP PRICE CATALOG MAPPINGS

If your trading partner requests data that you have configured as item attributes or dimensions, you must configure the appropriate mappings to ensure accurate data transmission.

- Navigate to the Trading Partner screen.
- Click the “832 Mapping” button.
- Map the relevant item attributes or dimensions as required by the partner’s specifications.



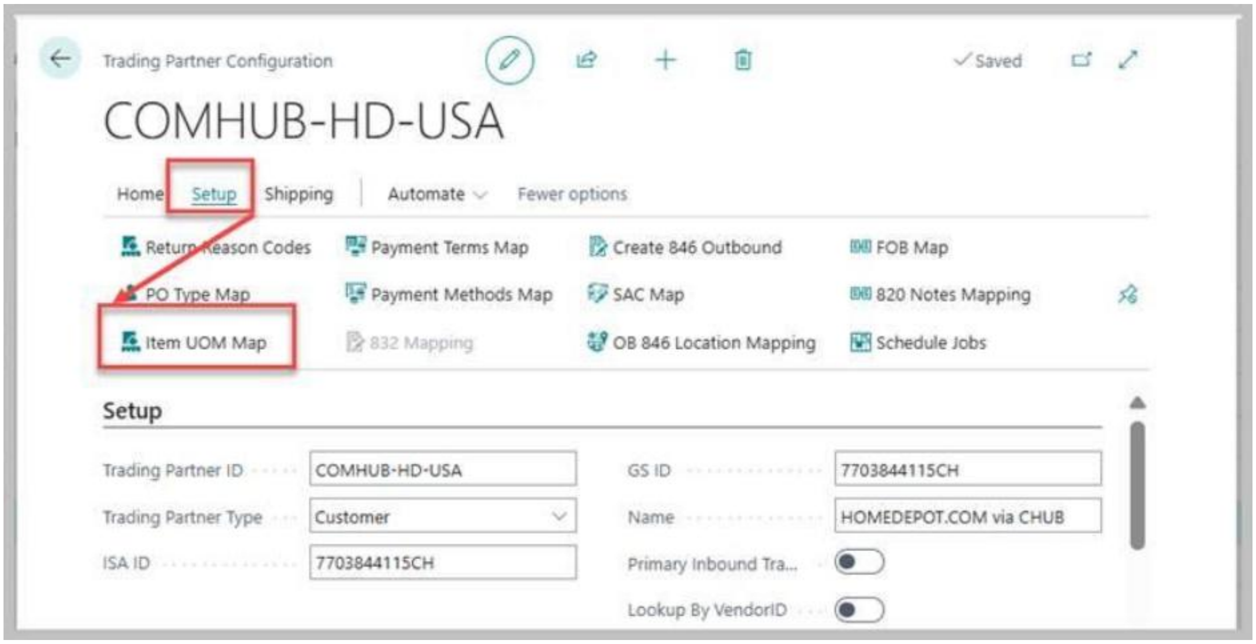
This will open the catalog attribute details where users can adjust what attributes of the item show on the documentation. Users can map item attributes or dimension attributes for the catalog. This allows users to send the trading partner up to 15 values per item which can be item attribute or dimensions.



The final step in the item setup process involves configuring Unit of Measure (UOM) mappings. This step is essential when a customer or trading partner uses their own UOM codes that differ from your internal codes. Proper mapping ensures that transactions are interpreted correctly between systems.

To begin, search for "EDI365 Trading Partner" in the system. Once you locate and open the relevant trading partner record, navigate to the "Item UOM Map" section. Here, you can define how each external UOM code corresponds to your internal unit of measure.

Completing this mapping ensures seamless data exchange and prevents discrepancies in item quantities during transactions.



Use this guide to complete the Unit of Measure mapping for a trading partner in the system. This setup is necessary when the trading partner uses different UOM codes than your internal system.

Steps to Map Unit of Measure:

1. Open the EDI Trading Partner Record

- Search for "EDI Trading Partner" in the system.
- Select the relevant trading partner from the list.

2. Access the UOM Mapping

- Within the trading partner record, select "Item UOM Map."

3. Enter Mapping Details

- Item: Enter the item number you want to map.
- EDI UofM: Input the unit of measure code used by the trading partner.
- Internal UofM: Select the corresponding internal unit of measure.

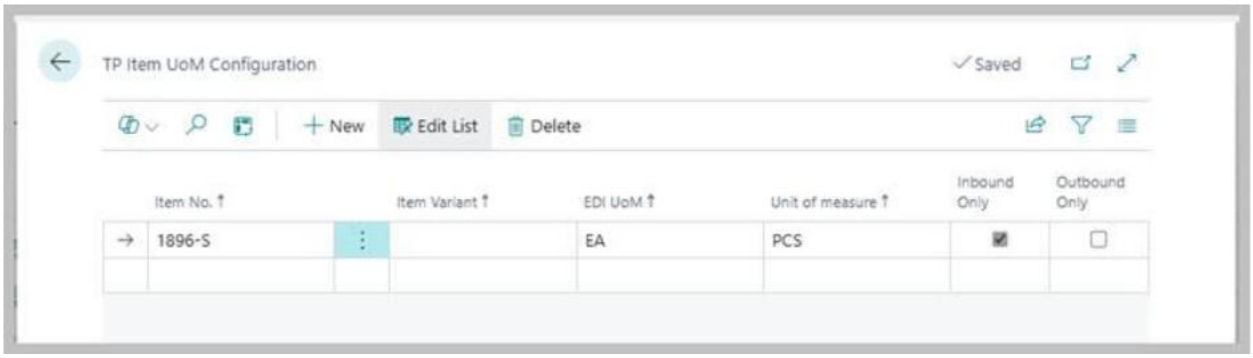
4. Set Transaction Direction

- At the end of each line, you'll find checkboxes for Inbound and Outbound:

- Inbound: Mapping applies only to inbound EDI transactions.
- Outbound: Mapping applies only to outbound EDI transactions.
- Neither selected: Mapping applies to both inbound and outbound transactions.

5. Optional: Leave Item Blank

- If the Item field is left blank, the mapping will apply to any item processed by EDI365, regardless of item number.



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This scenario involves a customer trading type partner. Now that the trading partner is set up, we must assign the trading partner to a customer in Microsoft Dynamics 365 Business Central.

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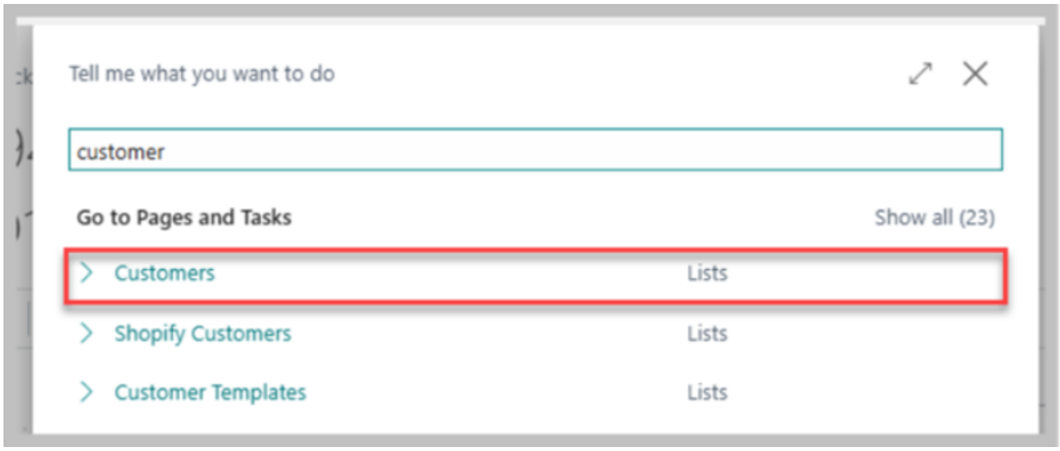
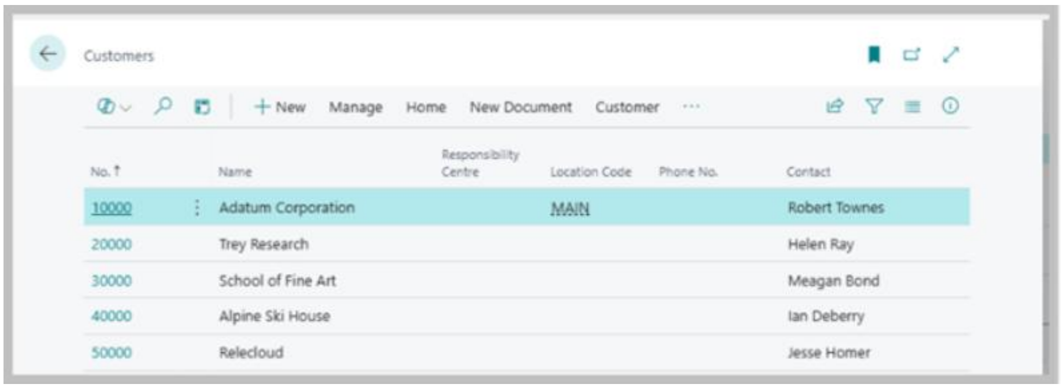
Search for "Customers" and select the customer you want to assign the trading partner to.





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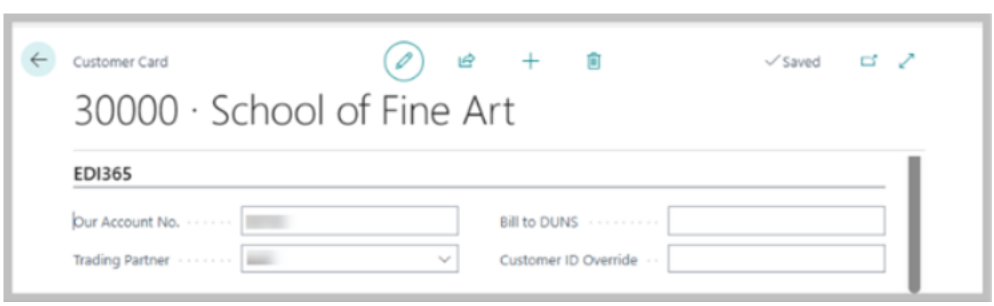

6.3 Assigning Ship-to Address IDs

Best Practice

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  Many trading partners may send EDI documents (such as purchase orders or shipping notices) that include only a Ship-to Address ID, without full address details. If this ID is not set up in Business Central, it can result in processing errors or failed transactions.

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- Expand the Navigate tab in the ribbon.
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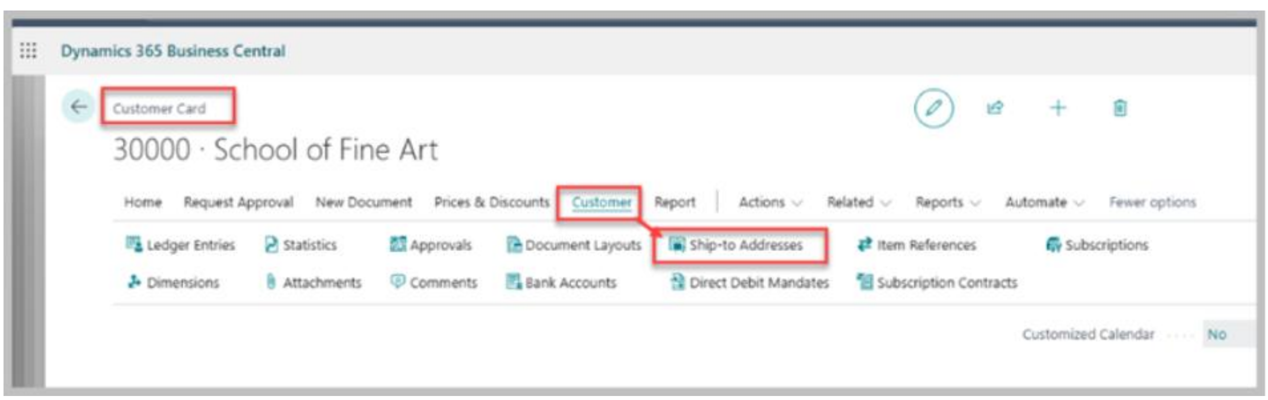
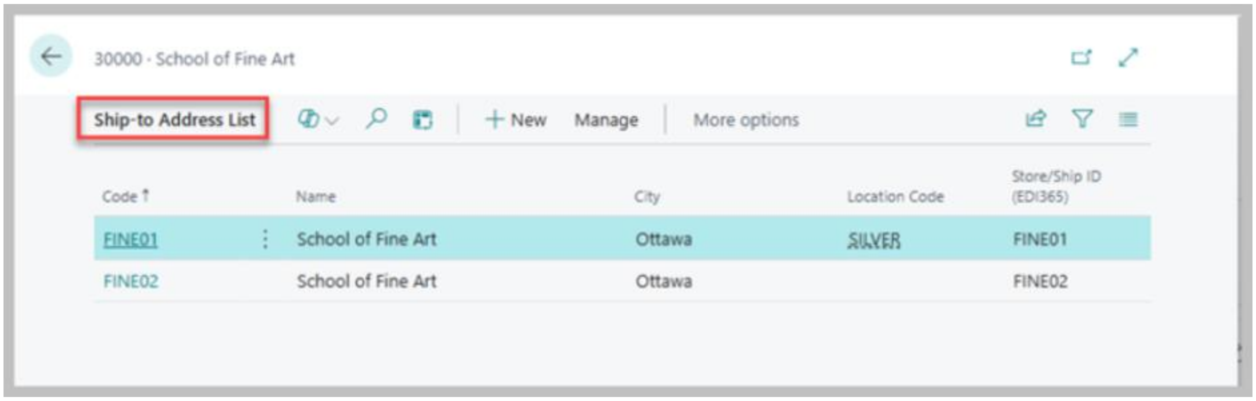
This setup ensures that incoming EDI documents referencing a Ship-to ID can be properly matched and processed by the system.





If creating a new address ID select the "New" Button. If you need to update an existing ID select the ID from the list.

6.3.1 EDI FIELDS ON THE SHIP-TO ADDRESS

When editing or creating a Ship-to Address for a customer, an EDI section will be available. This section includes the following key fields:

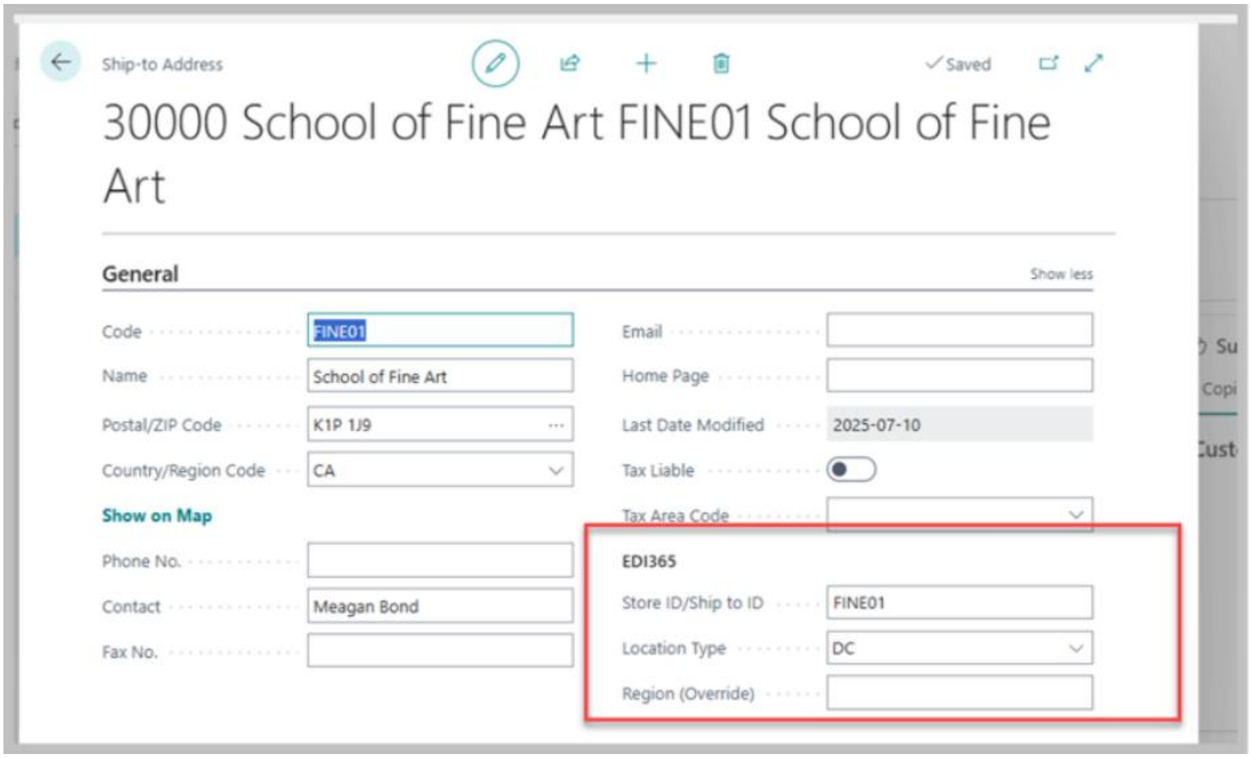
1. Store ID / DUNS

- This is the unique identifier (Store ID or DUNS number) used by the trading partner for the ship-to location.
- It allows the system to match the incoming Ship-to ID from EDI 850 (Purchase Order) documents to the correct internal Ship-to Address.
- Enter the Store ID/DUNS if your trading partner uses it in their EDI transactions.

2. Location Type

- Indicates the type of location where goods are delivered.
- Options:
    - DSD – Direct Store Delivery
    - DC – Distribution Center
    - R – Residential
    - C – Commercial

- Helps categorize the delivery location for logistics and routing purposes in EDI transactions.



Once these are entered this ship-to address set ups should be complete for the customer in EDI.

Now that the customer and ship-to address for the customer is set up, the customer is ready to process EDI transactions.

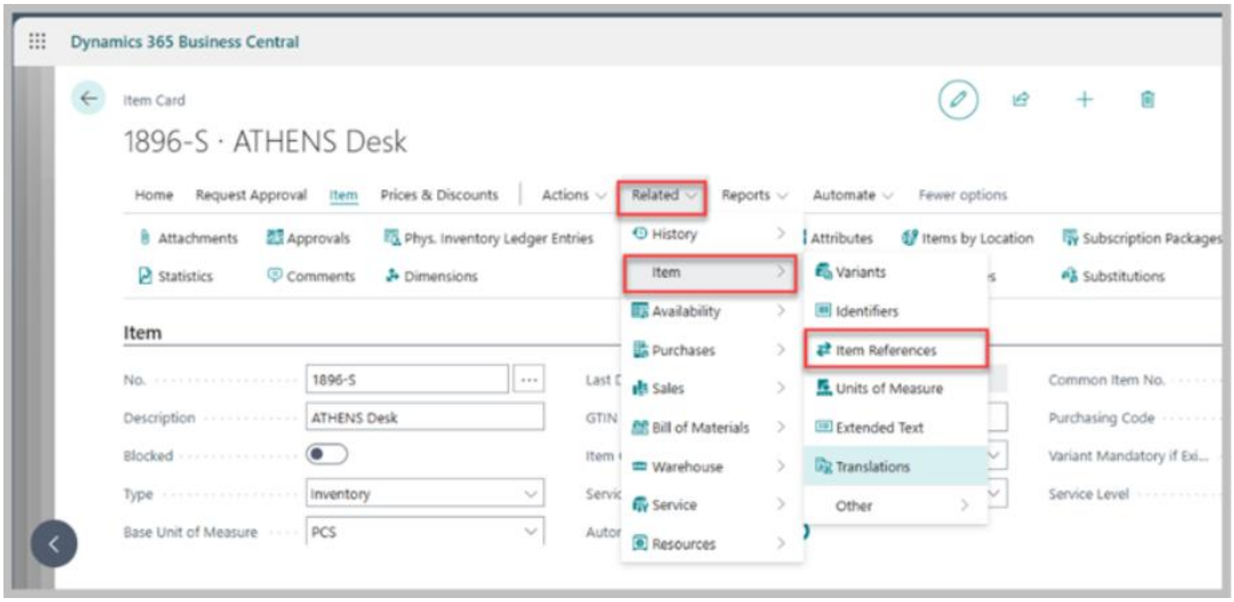
6.4 Inventory Set Up and Requirements for Trading Partner

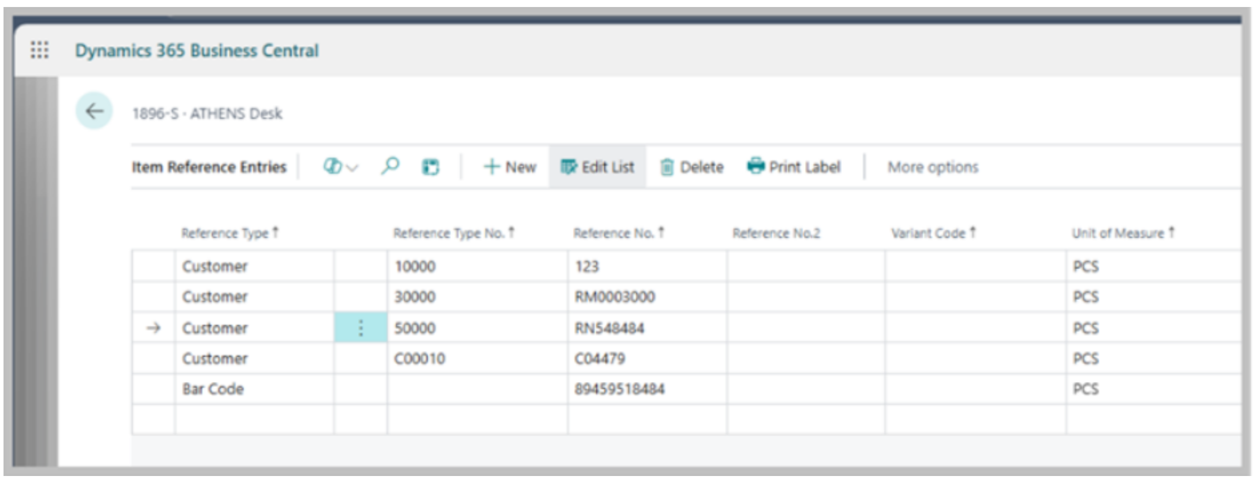
Since this scenario involves inventory items being sold to a customer trading partner, it's important to ensure that item data is properly configured for EDI transactions.

Note: This guide assumes that your system is already set up and that inventory items have been created. It does not cover the basics of creating new items.

6.4.1 ITEM CROSS REFERENCES

- Trading partners may use different item codes or UPCs than your internal item numbers. To ensure accurate item matching in EDI transactions, you must set up Item Cross References.
- How to Set Up Item Cross References
  - Navigate to the Item you want to configure.
  - Select Related > Item > Item References.
  - In the Cross Reference window:
- Select Cross Reference Type
  - Choose the appropriate Cross Reference Type based on the trading partner's identifier:
    - **Customer** – if the trading partner uses a different item code.
    - **Bar Code** – if the trading partner uses a UPC.
- Enter Cross Reference Details
  - If Type = Customer:
    - In the Cross-Reference Type No. field, select the Customer (trading partner).
    - In the Cross-Reference Number field, enter the customer's item code.
  - If Type = Bar Code:
    - In the Cross-Reference Number field, enter the item's UPC.
- Once the line details are entered, the cross reference is complete. The system will now recognize and correctly map the trading partner's item code or UPC during EDI processing.





Reference Type	Reference Type No.	Reference No.	Reference No.2	Variant Code	Unit of Measure
Customer	10000	123			PCS
Customer	30000	RM0003000			PCS
Customer	50000	RN548484			PCS
Customer	C00010	C04479			PCS
Bar Code		89459518484			PCS

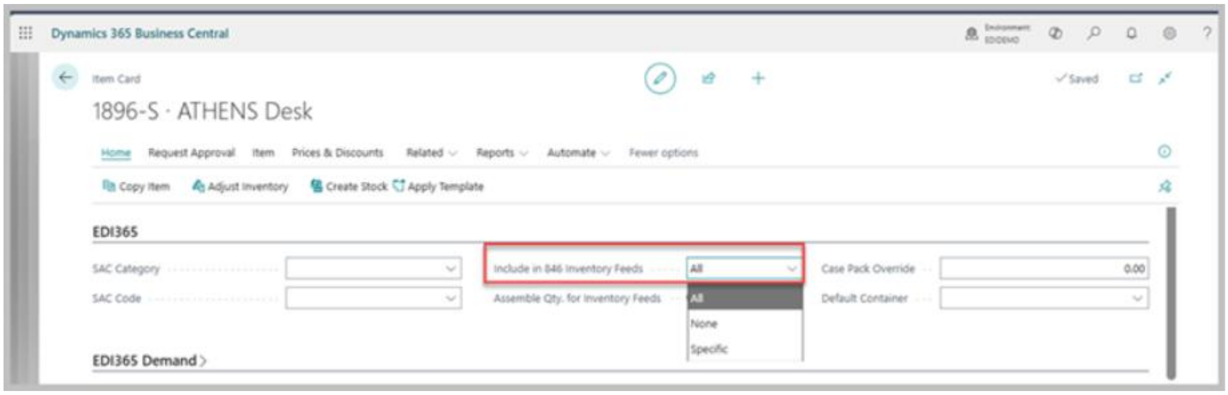
If items need to be shown on outbound documents an additional set up is needed in the EDI Trading Partner mapping for outbound documents like 846 (Outbound Inventory).

Search “**Items**” and select the item to associate with your trading partner.

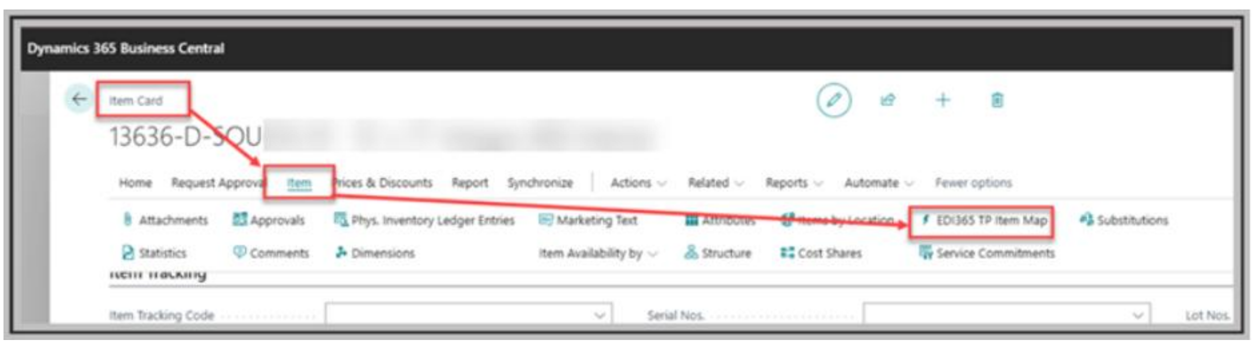
In the item setup move to the EDI365 section now found in the window. In this section, you can define whether you'd like to include that specific item in the inventory feed to the Trading Partner or not. In this section the only field required for this scenario is the “Include in 846 Inventory Field”. This field has the following options:

- All - include for All Trading Partners that you have.
- None - do not include in Inventory Feeds to any Trading Partner.

- Specific- you can select specific trading partners only to include in the inventory feed



If you need more control and want to configure granular, trading partner–specific settings for an item, you can use the EDI365 TP Item Map feature in Microsoft Dynamics 365 Business Central.

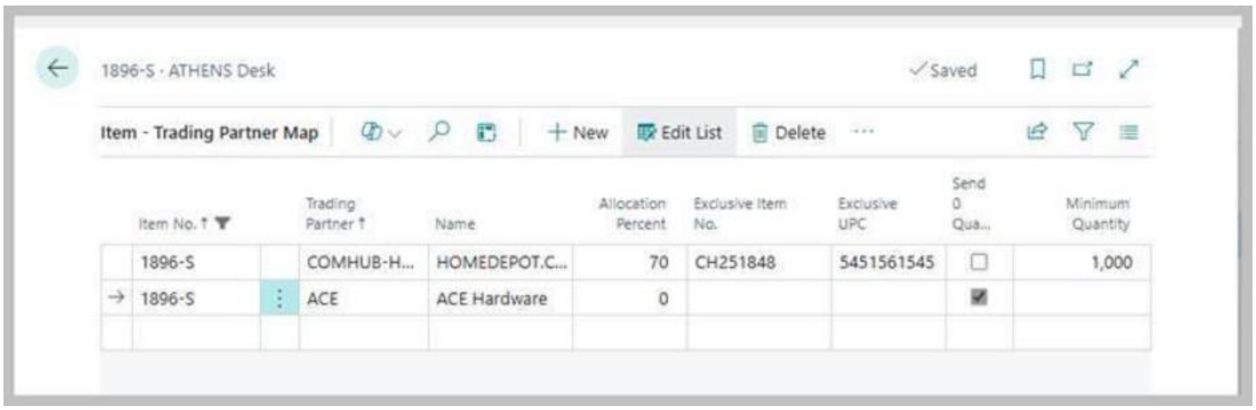


You can define advanced options for a specific item/TP the following

- **Allocation percent** - you can set up allocation % of available inventory to be sent to the Trading Partner, for example, if you have 10 items in inventory, you can report only 50% of that to as specific Trading Partner as available.
- **Send 0 Qty** - you can always send 0 quantity despite of the actual inventory you have in BC.
- **Minimum Qty** - If set, this quantity will be sent as the minimum for the specified trading partner
- **Exclusive UPC**- If set, this UPC will be used for outbound EDI365 documents, replacing the one assigned as a bar code in the cross references.

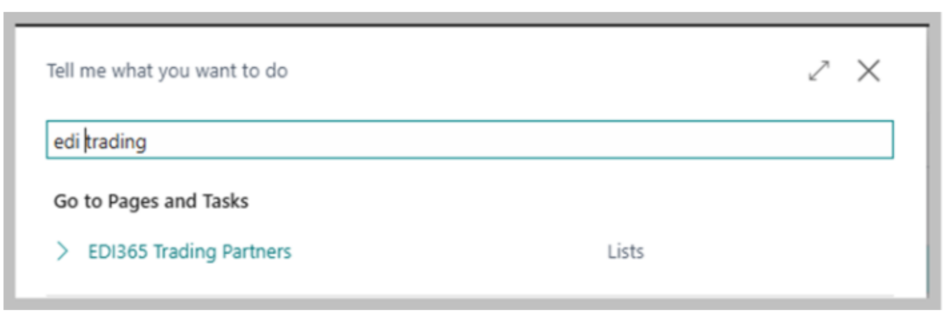
The EDI365 TP Item Map allows you to define exclusive item identifiers that a trading partner expects to see on EDI documents. This ensures that the correct item codes or UPCs are used in outbound transactions such as invoices, packing slips, and shipping notices.

Note: The Exclusive Item Number or Exclusive UPC is the identifier that the trading partner expects to see on documents they receive. This mapping ensures that your internal item is correctly translated for that partner during EDI processing.

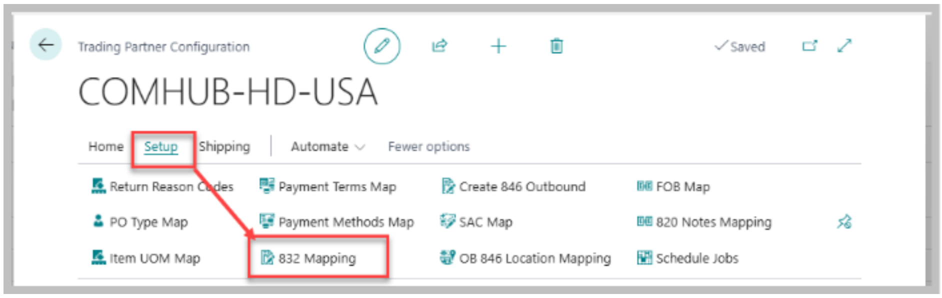


6.4.2 TRANSACTION PROCESS

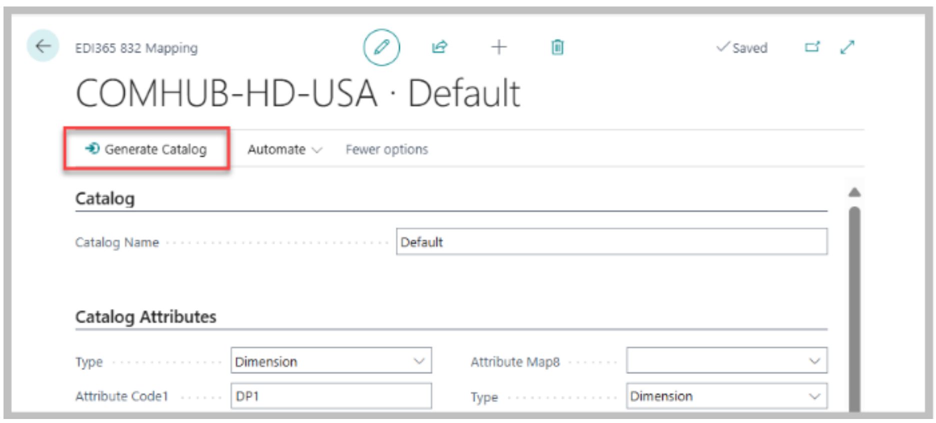
To process an 832 document and send it out to a trading partner, open the trading partner window in questions by searching for “EDI Trading Partner” and selecting the trading partner.

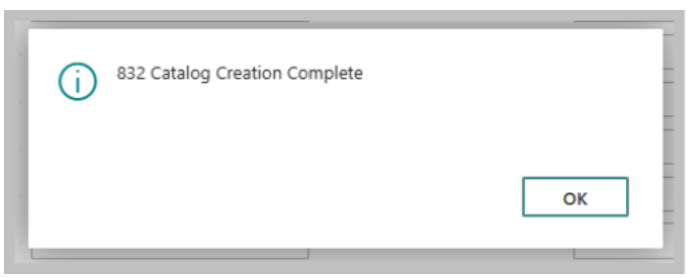


Once you have the trading partner open, select the 832 mapping button.



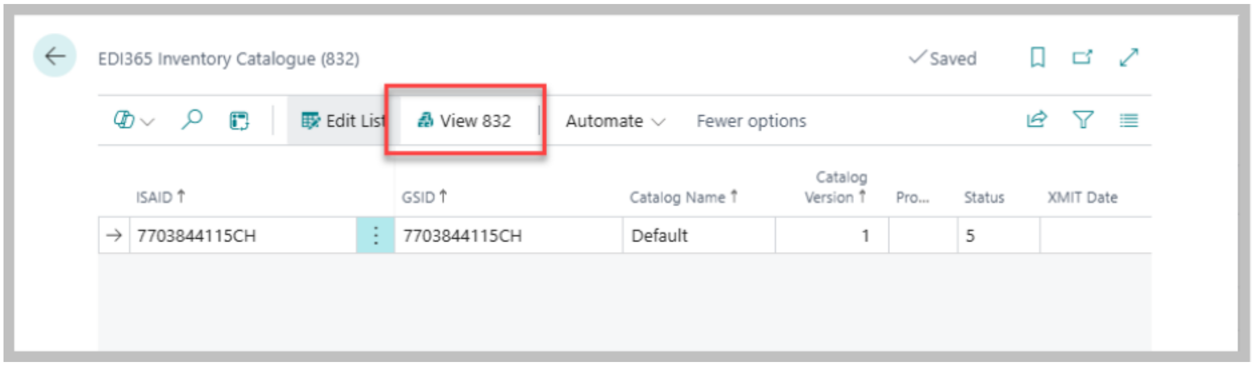
Assuming the attributes needed for the 832 are set up simply click the "Generate Catalog" button. This will create the 832 document and send it to the trading partner.



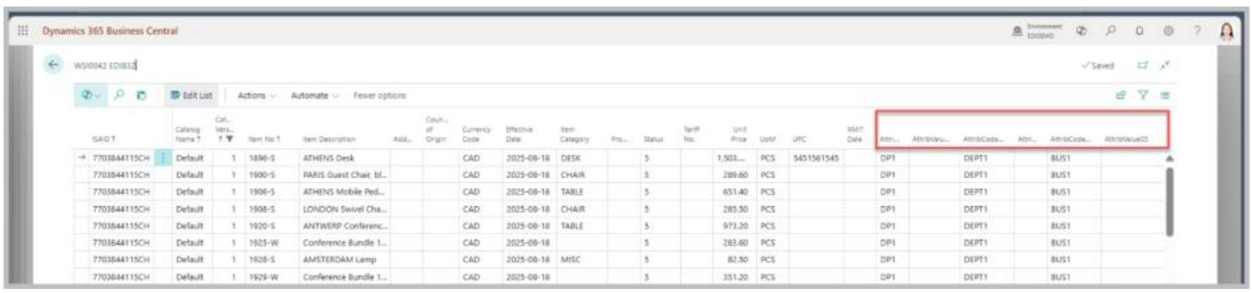


To locate and review the details of the 832 Price/Sales Catalog document sent to a trading partner, follow the steps below.

1. Search for "832"
2. Use the system's search functionality to locate the 832 document.
3. This will display the header details of the price catalog that was sent.
4. To review the line details, click View 832.



5. The window will show product pricing and catalog information included in the 832 document.



6. Reprocessing the 832

- If the 832 is processed again for the same or a different trading partner:
- The window will update to reflect the latest catalog creation.
- Previous data will be replaced with the most recent version.

Note: Ensure that any reprocessing is intentional, as it will overwrite the previous catalog view.

This concludes the setup and transaction process users will take for this scenario using the functionality of the EDI365 app.

7 SCENARIO 4

A standard Sales Order and Warehouse Shipment is created in Microsoft Dynamics 365 Business Central where the warehouse trading partner must be advised to ship the sales items. A Warehouse Shipping Order (940) document will be created and sent out to the warehouse and the warehouse will send back an Inbound Warehouse Shipping Advice (945) document to acknowledge the shipment has been sent which will post the warehouse shipment and update the order.

7.1 Trading Partner Set Up

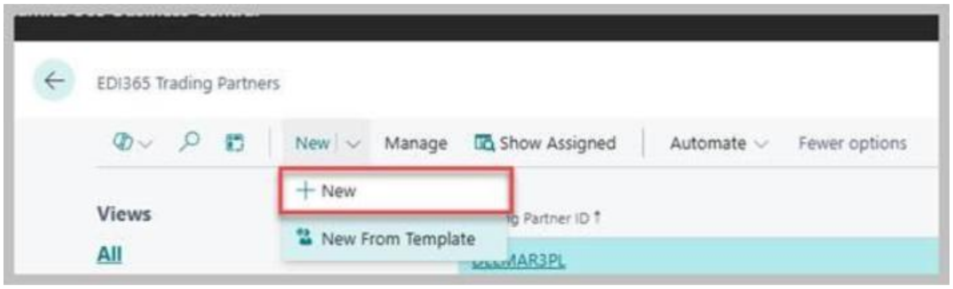
The steps outlined below cover only the user-level setup required within Microsoft Dynamics 365 Business Central. Additional backend configurations are necessary to connect Business Central to the EDI services provided by Rand Group. Please contact Rand Group to get those back end set ups completed for you.

First users need to set up a trading partner. An EDI trading partner is simply another company that you exchange documents with.

Start by searching for the "EDI365 Trading Partner" in Microsoft Dynamics 365 Business Central.

This will then open the list of all active trading partners set up in Microsoft Dynamics 365 Business Central.

Click the "new" button to open the trading partner configuration window and set up a new trading partner.

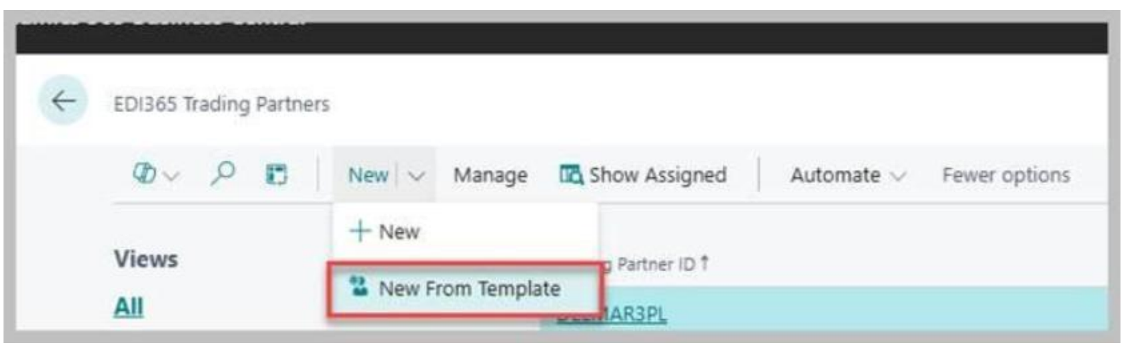


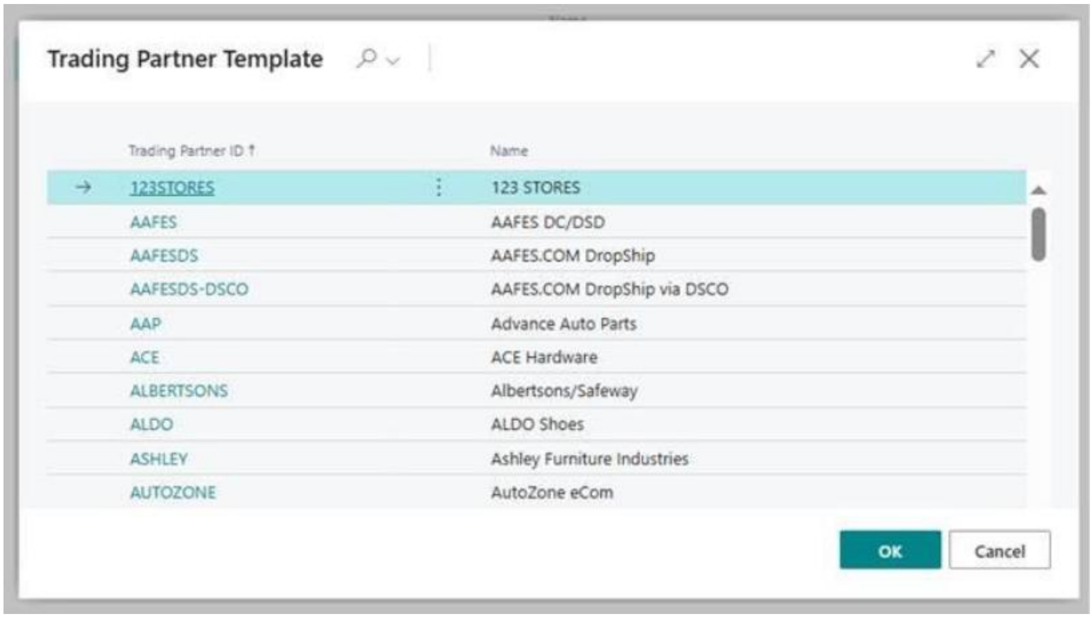
In the configuration window first fill in the set-up information. The mandatory fields here are the

- Trading Partner ID
- Type
- ISA ID

Note: Trading Partner Type will dictate what types of transactions users can enable. Once a type is selected, certain documents will be greyed out, prevent users to enable it for that trading partner.

Alternatively, use the +New from Template button and then choose the EDI Trading Partner from the available templates. (This is the recommended approach)





For this scenario since the trading partner is a Warehouse 3PL (Third-Party Logistic) will be involved in order fulfillment, inventory updates, or shipping communications the trading partner type should be a Location.

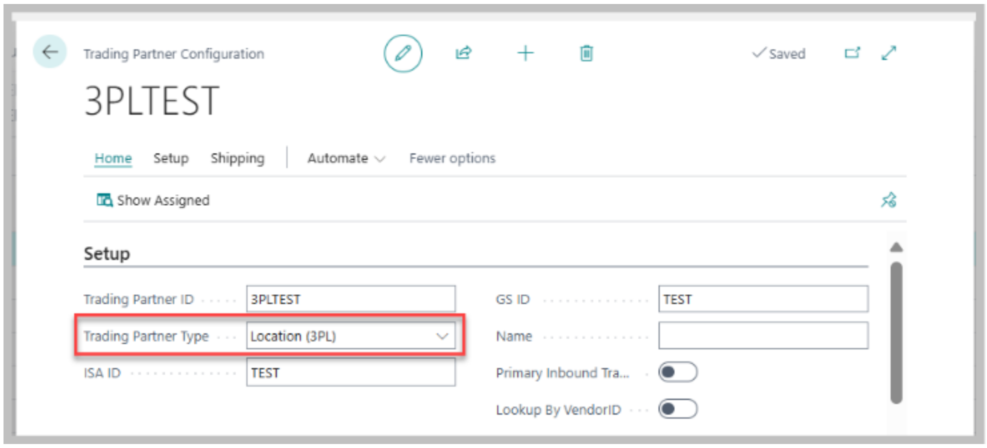
- Following the configuration section there is the:
- Inbound Documents
- Outbound Documents
- SAC Default setting
- Different options/configurations per EDI Document (810 Options, 856 Options, 945 Options and others)
- Enable Raw Document Data

Inbound Documents are the types of transaction that would be sent by the trading partner and recorded into Microsoft Dynamics 365 Business Central. These documents may depend on the type of trading partner.

Outbound Documents are the types of transaction that would be sent from Microsoft Dynamics 365 Business Central to a trading partner, this may also depend on the trading partner type.

Enable Raw Document Data is available for Inbound Transactions. Users may opt to enable this setting to see the raw data (X12 or otherwise). Data on this table will be purged as well if purge document is enabled in the General Setup.

Transactions in EDI follow a specific code number. These codes are mentioned above and will be shown in the Inbound and Outbound document set ups section of the window. User can also hover over the code to see the description.



In this scenario, we will enable the following EDI documents:

- For inbound section enable Warehouse Shipping Advise (945) document
- For outbound enable Warehouse Shipping Order (940) document

7.2 EDI 940 – Warehouse Shipping Order

Purpose:

The EDI 940 is used by a supplier or seller to instruct a third-party warehouse to ship goods to a buyer or customer.

Key Use Case:

When a company outsources its warehousing to a third-party logistics provider (3PL), it sends an EDI 940 to tell the warehouse what to ship, to whom, and when.

Typical Data Included:

- Ship-to information (customer address)
- Item details (SKU, quantity)
- Shipping instructions
- Carrier and service level
- Requested ship date

Example Scenario:

Your company sells electronics online and stores inventory in a 3PL warehouse. When a customer places an order, your system sends an EDI 940 to the warehouse to fulfill and ship the order.

7.3 EDI 945 – Warehouse Shipping Advice

Purpose:

The EDI 945 is sent by the warehouse to confirm that the shipment has been made.

Key Use Case:

After the warehouse ships the goods, it sends an EDI 945 back to the supplier to confirm what was shipped, when, and how.

Typical Data Included:

- Shipment confirmation
- Items shipped (SKU, quantity)
- Carrier and tracking number
- Ship date
- Any discrepancies (e.g., backorders)

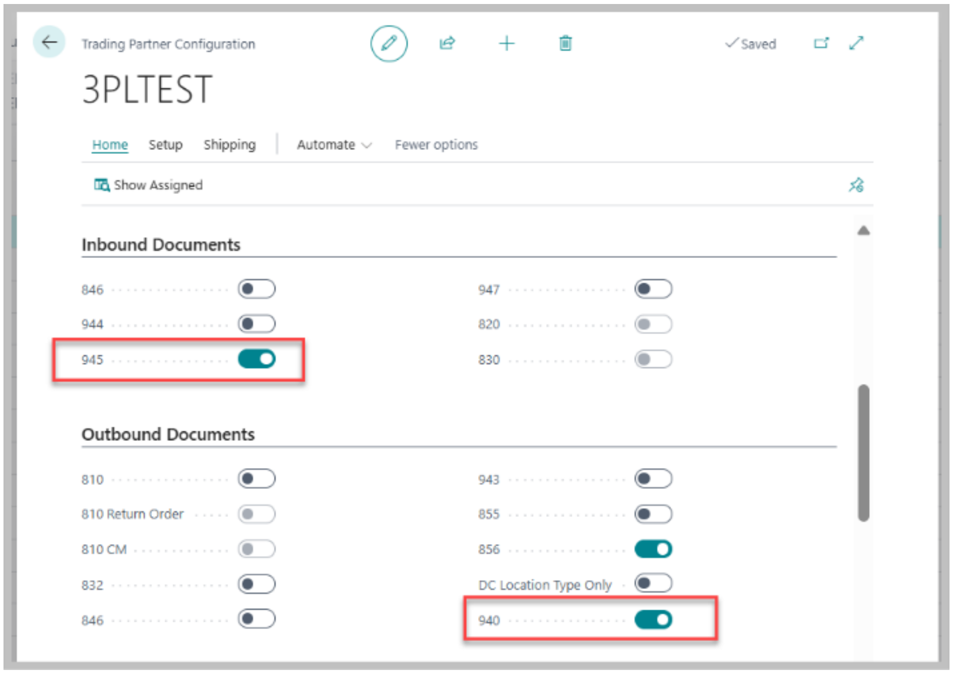
Example Scenario:

After fulfilling the order from the EDI 940, the warehouse sends an EDI 945 to confirm that 10 units of product X were shipped via FedEx on August 17, with tracking number XYZ123.

How They Work Together/Common Workflow

1. Retailer/Distributor sends a Purchase Order (EDI 850) to the supplier (if customer is also tied to a Trading Partner = Type Customer, otherwise, Sales Order can be manually created in the system [BC]).
2. The supplier sends an EDI 940 to the warehouse to fulfill the order.
3. Warehouse ships the goods and sends back an EDI 945 (Warehouse Shipping Advice).
4. Supplier may then send an EDI 856 (ASN) and EDI 810 (Invoice) to the retailer.

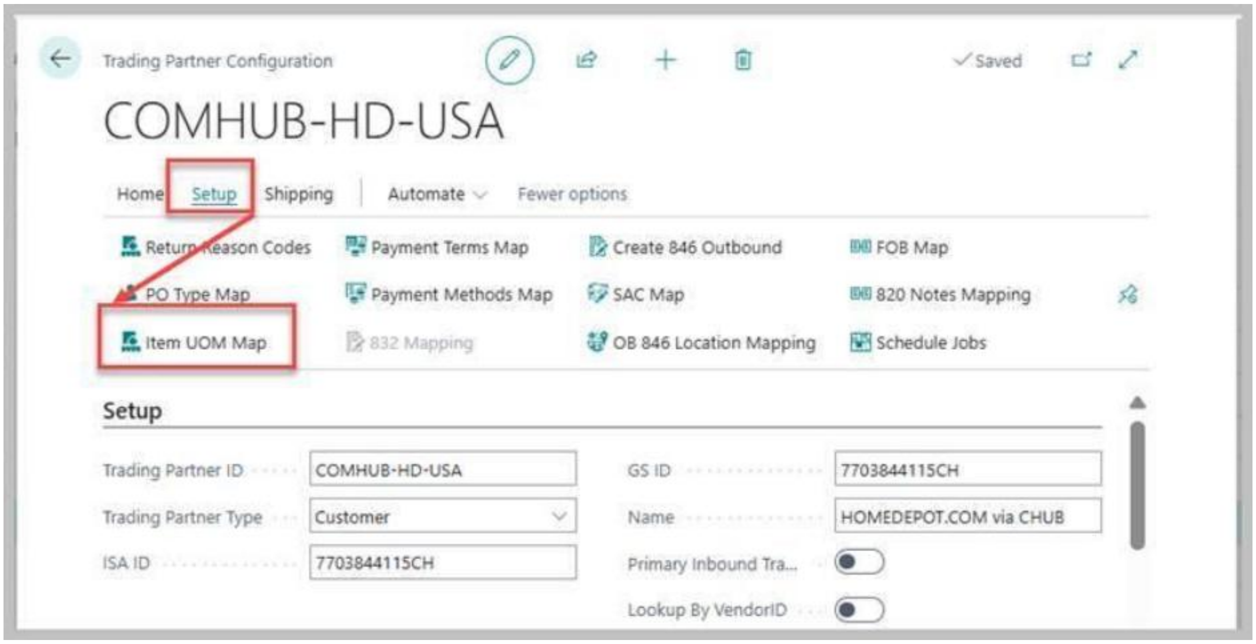
This exchange helps automate and streamline order fulfillment, reduce errors, and improve visibility in the supply chain.



The final step in the item setup process involves configuring Unit of Measure (UOM) mappings. This step is essential when a customer or trading partner uses their own UOM codes that differ from your internal codes. Proper mapping ensures that transactions are interpreted correctly between systems.

To begin, search for "EDI365 Trading Partner" in the system. Once you locate and open the relevant trading partner record, navigate to the "Item UOM Map" section. Here, you can define how each external UOM code corresponds to your internal unit of measure.

Completing this mapping ensures seamless data exchange and prevents discrepancies in item quantities during transactions.



Use this guide to complete the Unit of Measure mapping for a trading partner in the system. This setup is necessary when the trading partner uses different UOM codes than your internal system.

Steps to Map Unit of Measure:

1. Open the EDI Trading Partner Record

- Search for "**EDI Trading Partner**" in the system.
- Select the relevant trading partner from the list.

2. Access the UOM Mapping

- Within the trading partner record, select "Item UOM Map."

3. Enter Mapping Details

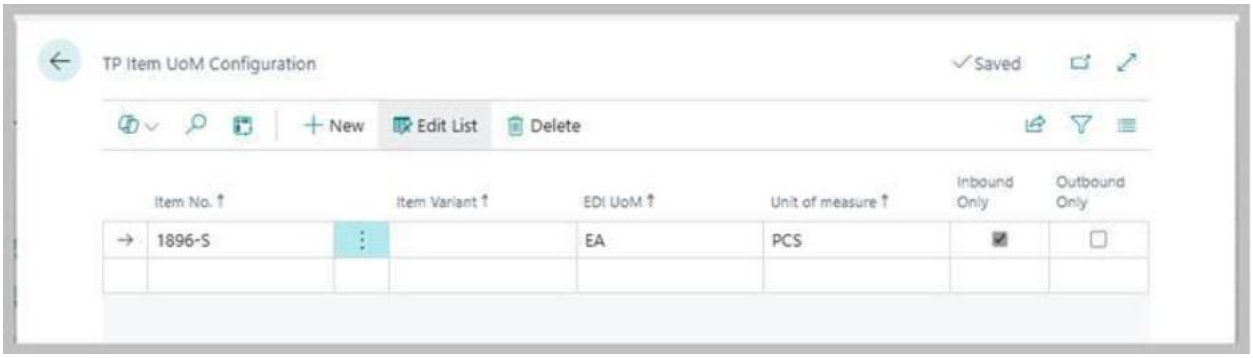
- **Item:** Enter the item number you want to map.
- **EDI UofM:** Input the unit of measure code used by the trading partner.
- **Internal UofM:** Select the corresponding internal unit of measure.

4. Set Transaction Direction

- At the end of each line, you'll find checkboxes for Inbound and Outbound:
  - **Inbound:** Mapping applies only to inbound EDI transactions.
  - **Outbound:** Mapping applies only to outbound EDI transactions.
  - **Neither selected:** Mapping applies to both inbound and outbound transactions.

5. Optional: Leave Item Blank

- If the Item field is left blank, the mapping will apply to any item processed by EDI365, regardless of item number.

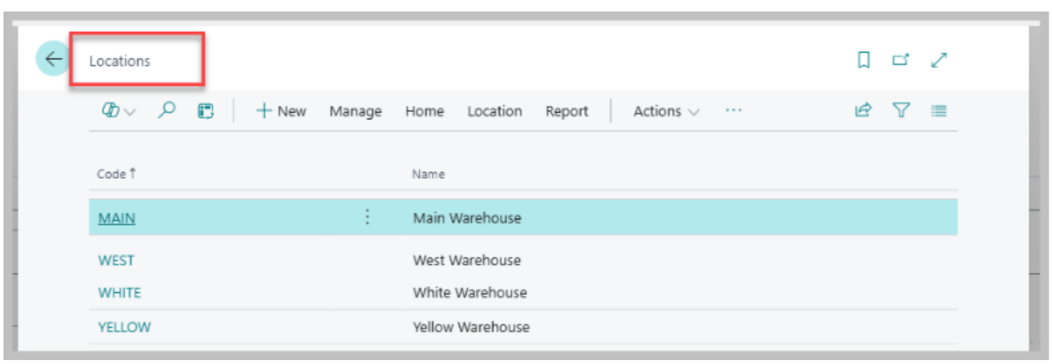


7.4 Location Setups

To enable a location for inventory-related EDI transactions, it must be assigned an EDI Trading Partner. This step ensures that the system can correctly route and process EDI communications for inventory operations.

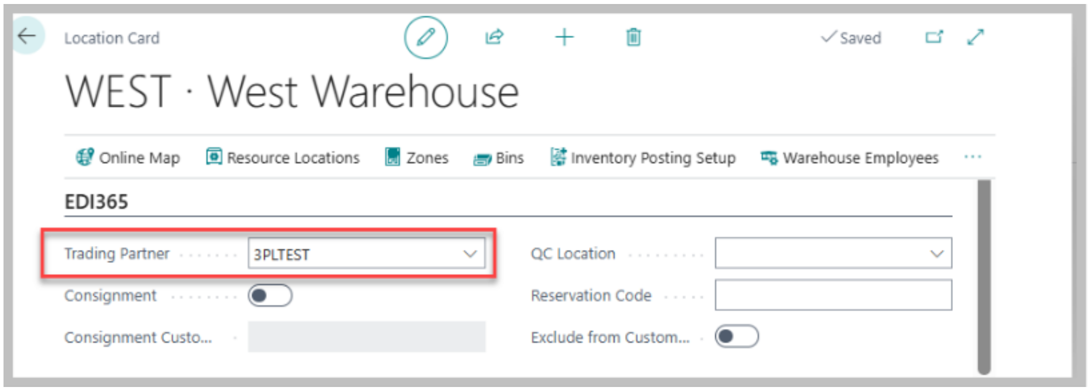
Note: This guide assumes that Locations have already been created and configured. It does not cover the process of creating new Locations.

1. Navigate to the Location Card for the location you want to configure.



2. Locate the EDI section within the Location Card.
3. Assign the EDI Trading Partner

- In the EDI Trading Partner field, enter or select the appropriate trading partner.
- This links the location to the trading partner for EDI inventory transactions.



4. Set the QC Location

- If applicable, enter a QC Location.
- This is a priority/reserve location used when a trading partner requires a dedicated space for a specific quantity of inventory.

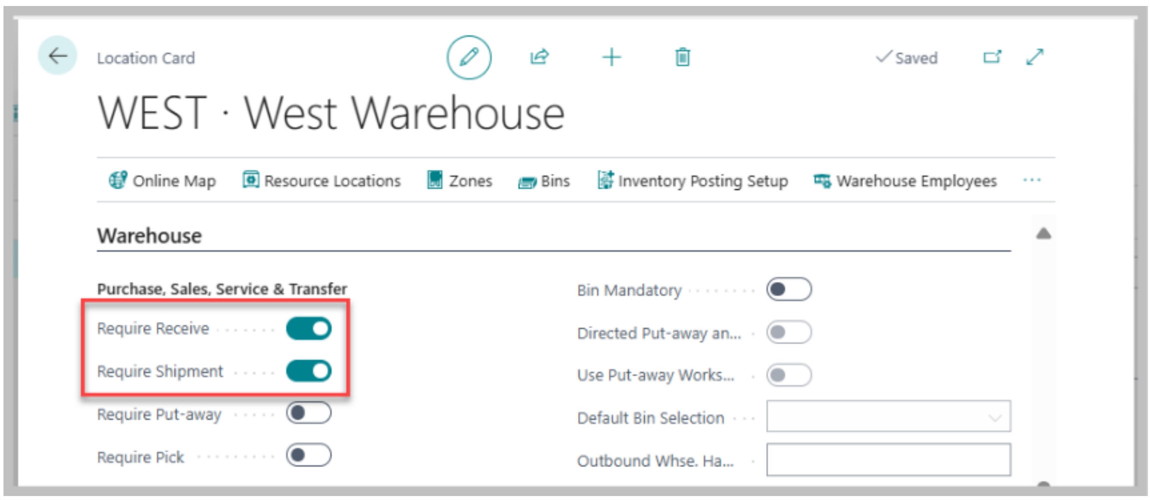
Other EDI setup applicable

- Consignment toggle – enable this toggle for Consignment Locations
- Consignment Customer – select the applicable Customer No. to be linked to this Consignment Location
- Exclude from Customer 846 – enable this toggle to exclude this location when generating 846
- Reservation Code - Flag used for setups where multiple locations have the same trading partner to determine which location to use.
  - This Reservation Code is set on the Outbound (940) and comes back on the Inbound (945) lines.
  - Reservation Code is needed on the 945 as it needs to lookup / match lines on the order, it uses location in the filtering (as the order could have lines with multiple locations).
  - It would need the reservation code if there were more than 1 possible location for the trading partner, so it filters the correct location code.

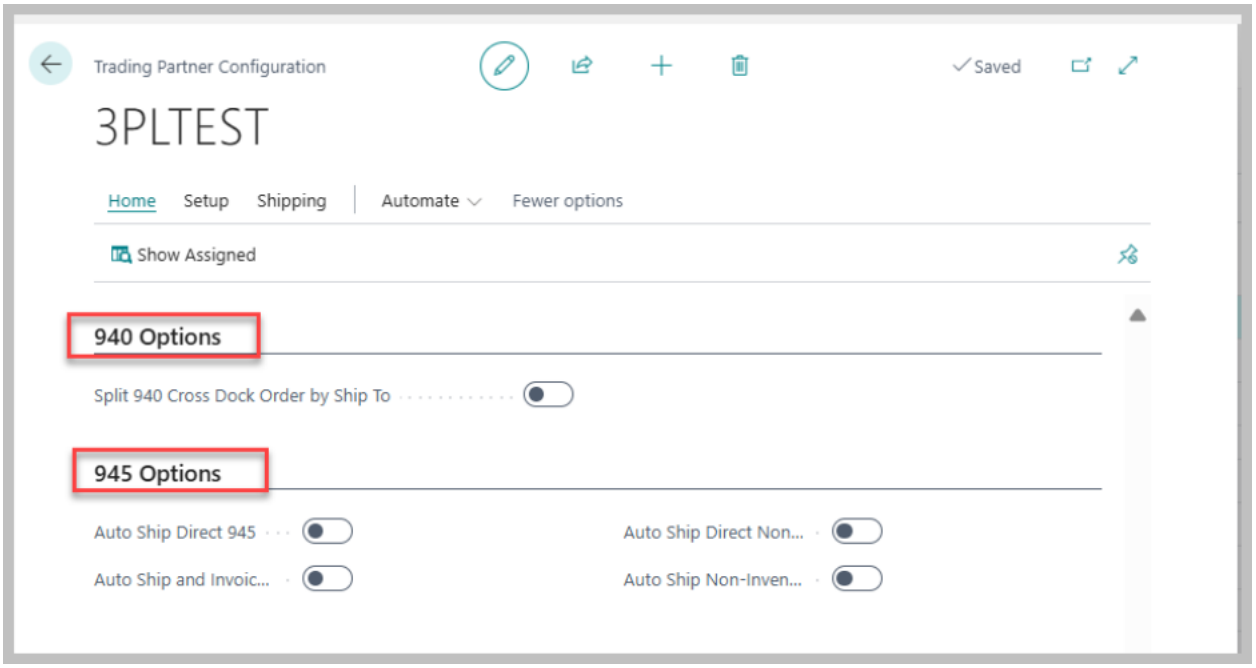
For this scenario it is also important that “Require Receive” and “Require Shipment” is enabled for the location in question. These are standard system settings that are essential for:

- Generating the 940 document to create a warehouse shipment.
- Processing the 945 document to update the sales order.

However, Direct (Non-Warehouse) is also supported, which means 940 and 945 can be generated and processed even if the Require Receive and Require Shipment is not enabled.

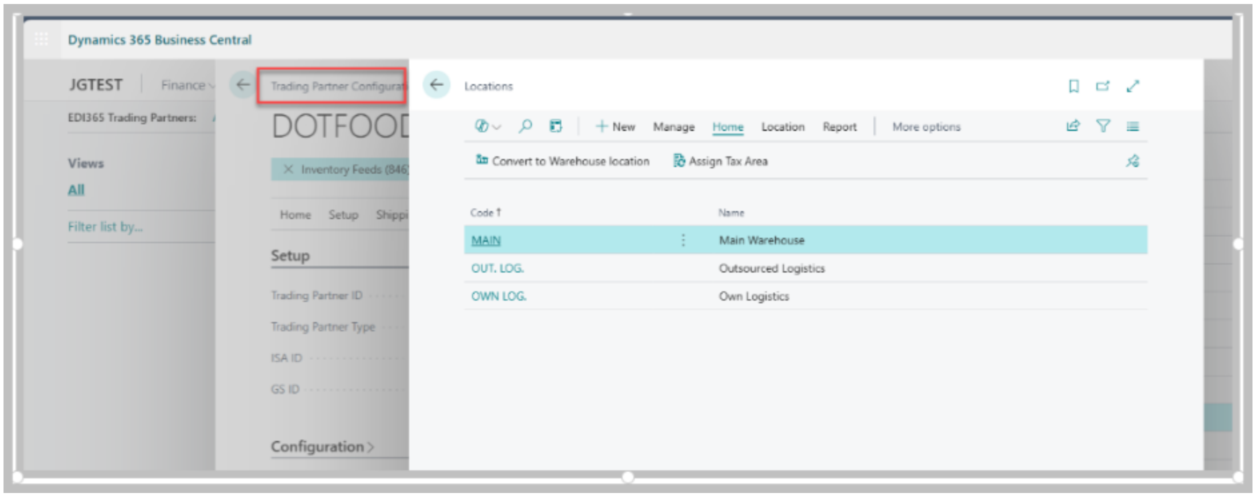


7.5 940 and 945 Options in Trading Partner Setup



7.5.1 940 OPTIONS

- **Split 940 Cross Dock Order by Ship-to** - If enabled, when 940s are created, individual 940s will be created from this order for each unique store ID
- **EDI 940 Generation Logic** - In EDI365 in Business Central, a 3PL Location Type of Trading Partner can be tied to multiple locations. User can easily check the locations tied to a particular Trading Partner by going into the EDI365 Trading Partner list, selecting the TP and clicking Show Assigned.



- **Line-Level Location Code**
  - The system evaluates the Location Code set on each Sales Order line.
  - This location must be tied to a Trading Partner with Type = 3PL.
- **Trading Partner Validation**
  - If the location is linked to a valid EDI Trading Partner (Type = 3PL), the system will generate a 940 document for that location.
- **No Trading Partner = No 940**
  - If the location on the Sales Order line is not associated with a Trading Partner, no 940 will be generated for that line.

7.5.2 945 OPTIONS

- **Auto Ship Direct 945** - In some EDI setups, 945 documents are received directly from a trading partner without involving a warehouse shipment process. These are referred to as non-warehouse 945s.
  - **What Happens During Automatic Processing**
    - When a direct 945 is received and processed automatically:
- **System Matches the 945 to the Sales Order**
  - Based on identifiers like order number, item, and location.
- **Shipment is Posted Automatically**
  - The system posts the shipment for the Sales Order without requiring manual warehouse handling.

  - This updates inventory and order status.
  - If the sell-to customer in the BC Sales Order is also tied to a Trading Partner (Type = Customer) and such TP has 856 (ASN) enabled, then ASN will be generated upon posting the Shipment in BC.
- **Sales Order is Updated**
  - Shipped quantities are reflected.
  - The order progresses toward invoicing or completion.
- **Auto Ship and Invoice Direct 945** In scenarios where EDI 945 documents are received directly—without involving warehouse shipment steps—Business Central can be configured to automatically post both the shipment and the invoice.
  - **What Happens During Automatic Processing**
    - When a direct 945 is received:
- **System Matches the 945 to the Sales Order**
  - Based on order number, item, and location.
- **Shipment is Posted Automatically**
  - The system posts the shipment for the Sales Order.
  - Inventory is updated accordingly.
  - If the sell-to customer in the BC Sales Order is also tied to a Trading Partner (Type = Customer) and such TP has 856 (ASN) enabled, then ASN will be generated upon posting the Shipment in BC.
- **Invoice is Posted Automatically**
  - The system generates and posts the invoice for the shipped items.
  - The Sales Order is marked as invoiced and completed.
  - If the sell-to customer in the BC Sales Order is also tied to a Trading Partner (Type = Customer) and such TP has 810 (Invoice) enabled, then 810 (Invoices) will be generated upon posting the Invoice in BC.

- **Auto Ship Direct Non-Inventory 945** –EDI 945 processing can also be configured to automatically post non-inventory items.
  - What Happens During Automatic Processing
    - System Matches the 945 to the Sales Order
    - Based on order number, item, and location.

- **Shipment is Posted Automatically** (If Auto- Ship Direct is enabled)
  - The system posts the shipment for the Sales Order.
  - Inventory is updated for inventory items.
- **Shipment & Invoice is Posted Automatically** (If Auto-Ship and Invoice Direct is enabled)
  - The system generates and posts the shipment and invoice for the shipped items.
  - The Sales Order is marked as invoiced and completed.
- **Non-Inventory Items Are Set as Shipped**
  - Any non-inventory items (e.g., services or charges) included in the Sales Order are automatically shipped.
  - This ensures they are included in the invoice without requiring manual shipment posting.
- **Auto Ship Non-Inventory 945** - When processing warehouse EDI 945 documents, Business Central automatically handles non-inventory items on the associated Sales Order to ensure complete and accurate fulfillment.
  - Behavior Overview
    - Non-inventory items (e.g., services, fees, or charges) are automatically marked as shipped when:
    - The 945 document is processed (Warehouse Shipment is posted and related order line is shipped)
    - All inventory items on the Sales Order have been shipped.
- This ensures that the Sales Order can be fully invoiced without requiring manual posting of non-inventory items.

7.6 Inventory Set Up and Requirements for Trading Partner

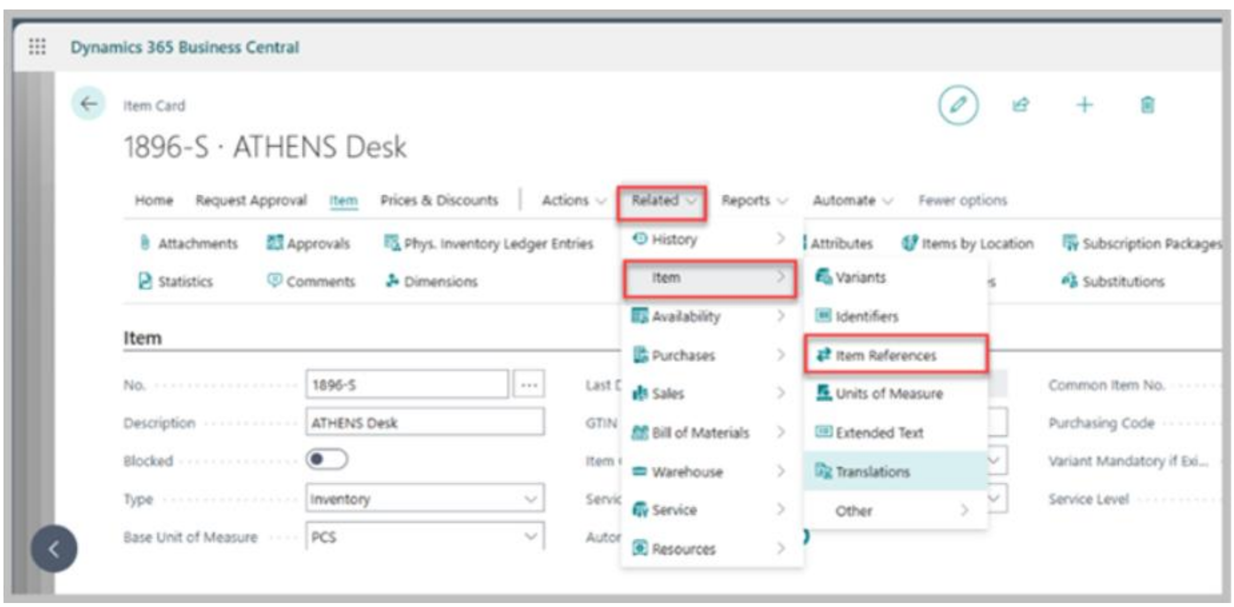
If items need to be shown on outbound documents an additional set up is needed.

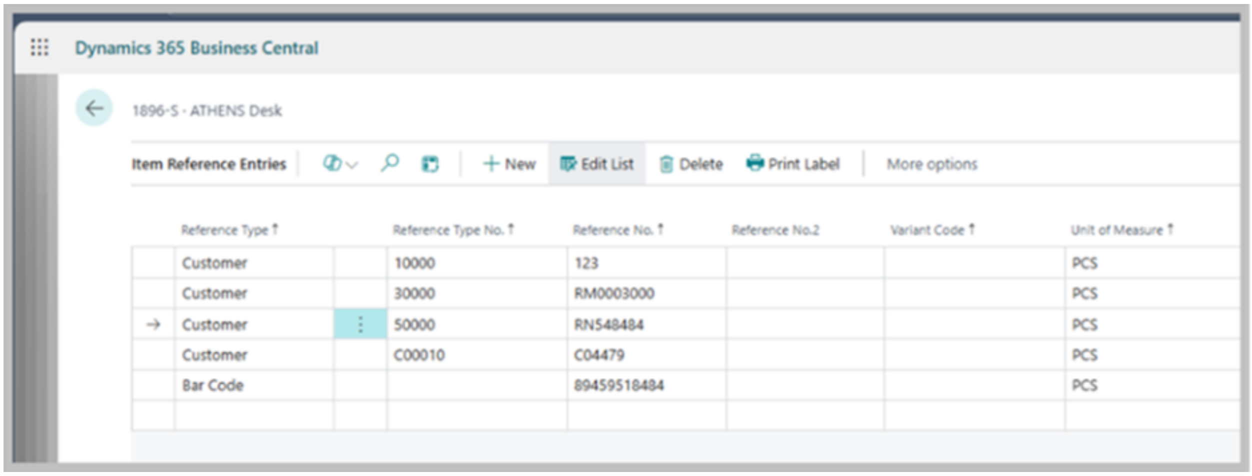
7.6.1 ITEM CROSS REFERENCES

- Trading partners may use different item codes or UPCs than your internal item numbers. To ensure accurate item matching in EDI transactions, you must set up Item Cross References.
- How to Set Up Item Cross References

- Navigate to the Item you want to configure.
- Select Related > Item > Item References.
- In the Cross Reference window:

- Select Cross Reference Type
  - Choose the appropriate Cross Reference Type based on the trading partner's identifier:
    - **Customer** – if the trading partner uses a different item code.
    - **Bar Code** – if the trading partner uses a UPC.
- Enter Cross Reference Details
  - If Type = Customer:
    - In the Cross-Reference Type No. field, select the Customer (trading partner).
    - In the Cross-Reference Number field, enter the customer's item code.
  - If Type = Bar Code:
    - In the Cross-Reference Number field, enter the item's UPC.
- Once the line details are entered, the cross reference is complete. The system will now recognize and correctly map the trading partner's item code or UPC during EDI processing.





7.7 Transaction Process

This guide outlines the required setup for creating a **Sales Order** in Microsoft Dynamics 365 Business Central that will be processed through EDI, specifically when the Customer is not linked to a Trading Partner (Type = Customer).

Prerequisites

- Locations and EDI Trading Partners are already configured.
- Users are familiar with standard Sales Order creation.

Note: This guide does not cover the basics of creating a Sales Order.

7.8 Required Sales Order Details

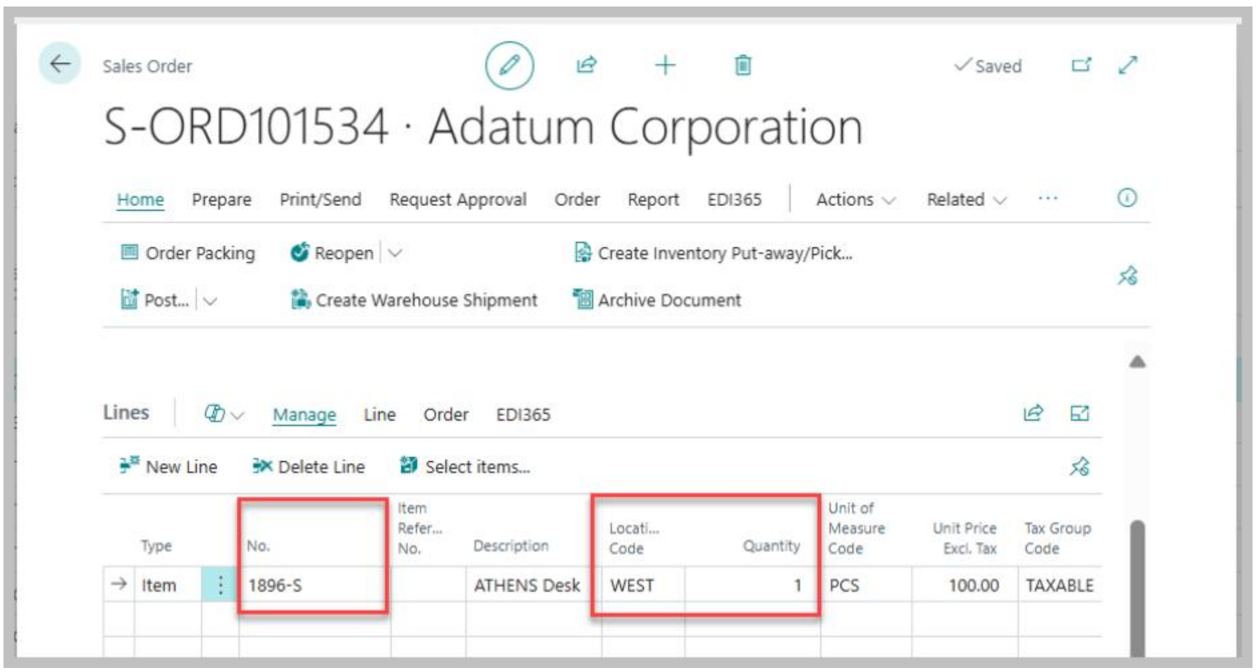
- When creating the Sales Order, ensure the following fields are correctly populated:
  - **Line Item**
    - Must be associated with an item configured for EDI transactions.
  - **Location Codes**
    - Sales Header Location Code: Must be set to a location tied to an EDI Trading Partner (Type = 3PL).
    - Sales Line Location Code: Must also be set to an EDI-enabled location.

- **Other Fields**
  - Can be configured based on your sales scenario.
  - These fields are not relevant for EDI processing.

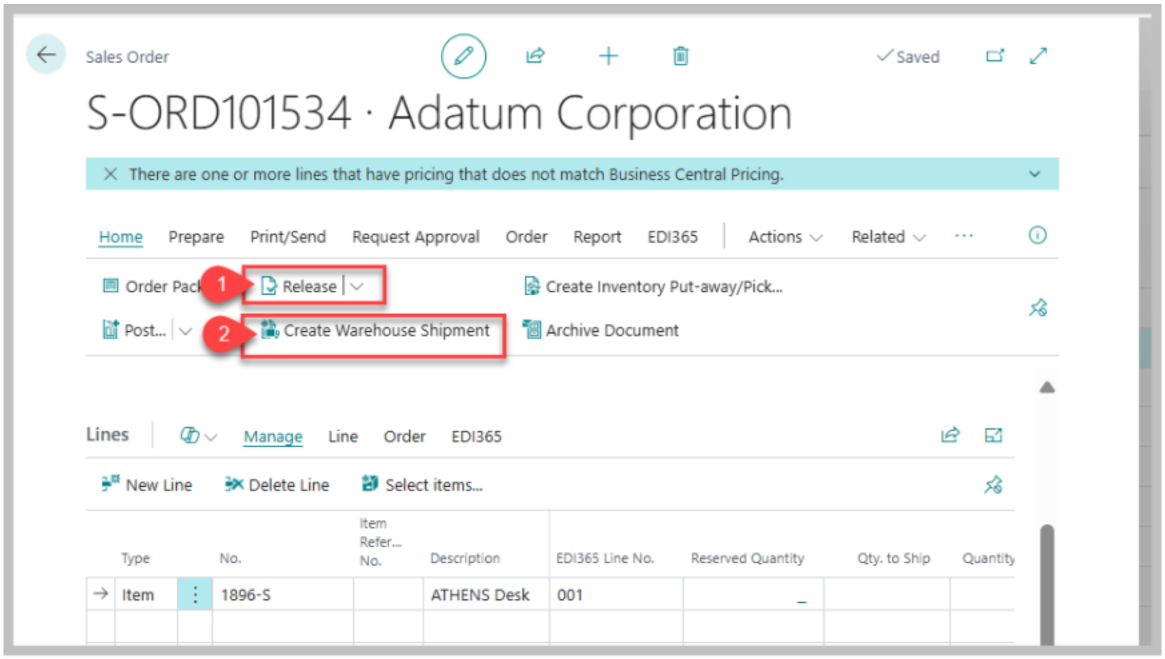
Since the Customer is not tied to a Trading Partner (Type = Customer):

- **No EDI 850** (Purchase Order) will be received into the BC staging table.
- **No EDI 856** (Advance Ship Notice) will be generated.
- **No EDI 810** (Invoice) will be generated.

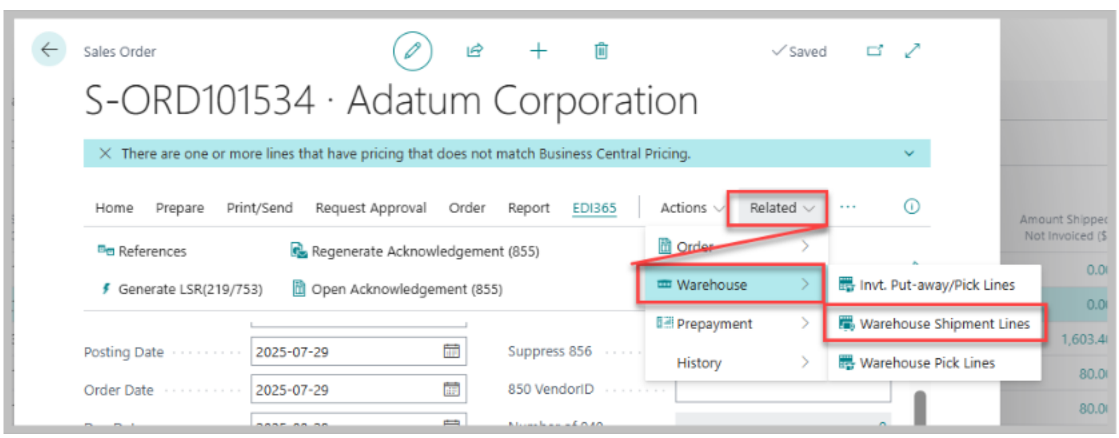
This scenario assumes manual order entry and outbound fulfillment via EDI only for warehouse operations (e.g., 940/945).



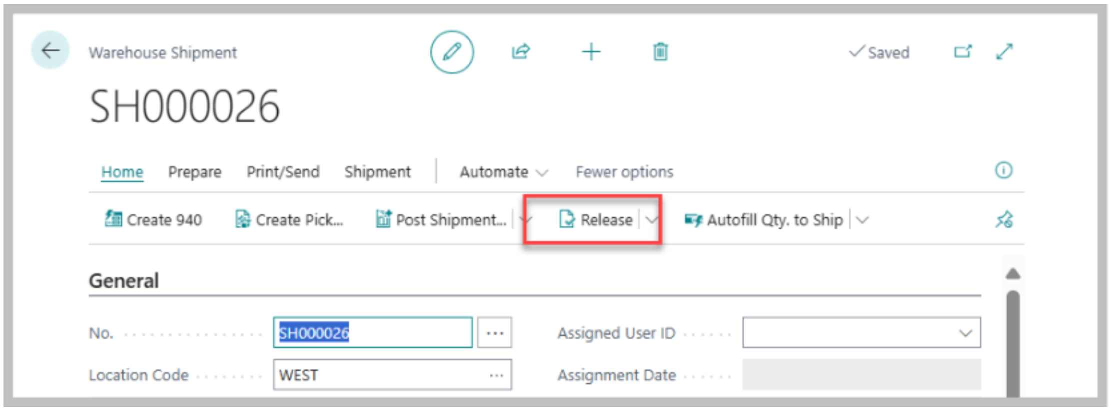
Once the Sales Order is created, release the order. The next step is to create the warehouse shipment. This can be done in the sales order by navigating to **Home --> Create Warehouse Shipment.**



Once selected this will create the warehouse shipment for the sales order. Navigate to Related -> Warehouse -> Warehouse Shipment Lines. Then click Show Document.

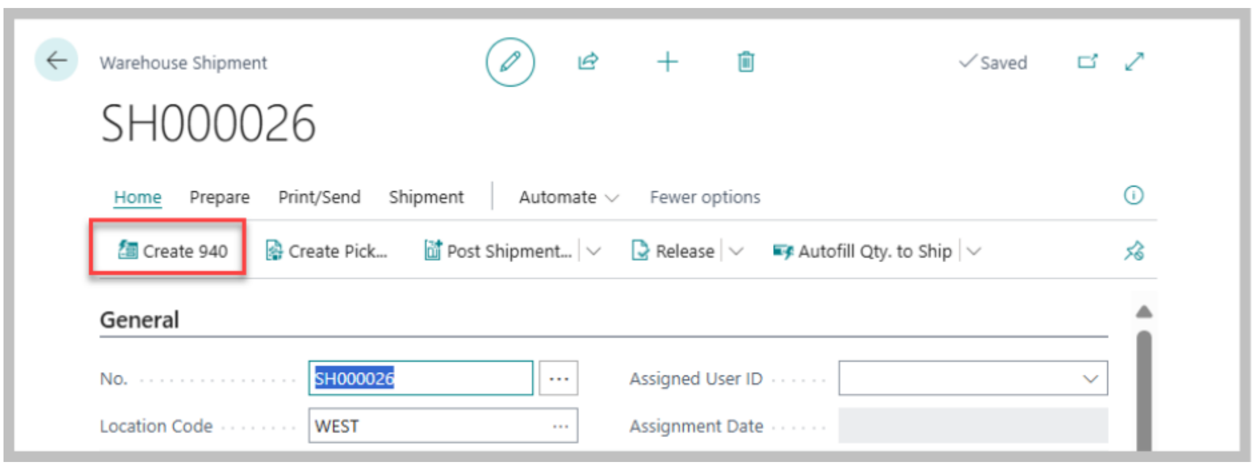


To create and send out the 940 documents to the trading partner, release the warehouse shipment.

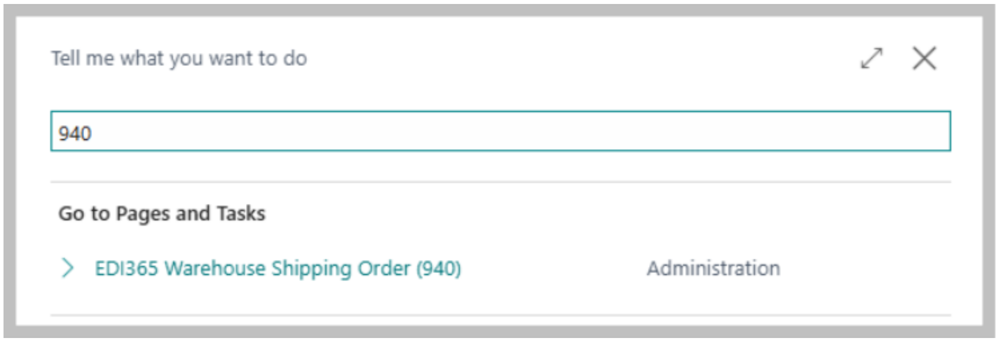


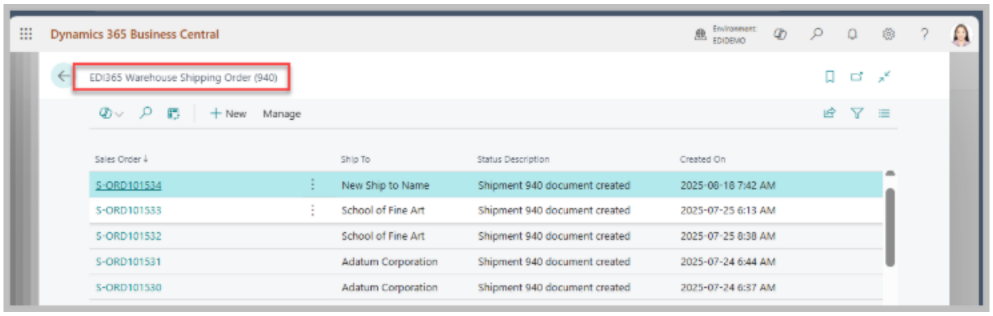
Once released the 940 record will be created and sent to the Trading Partner.

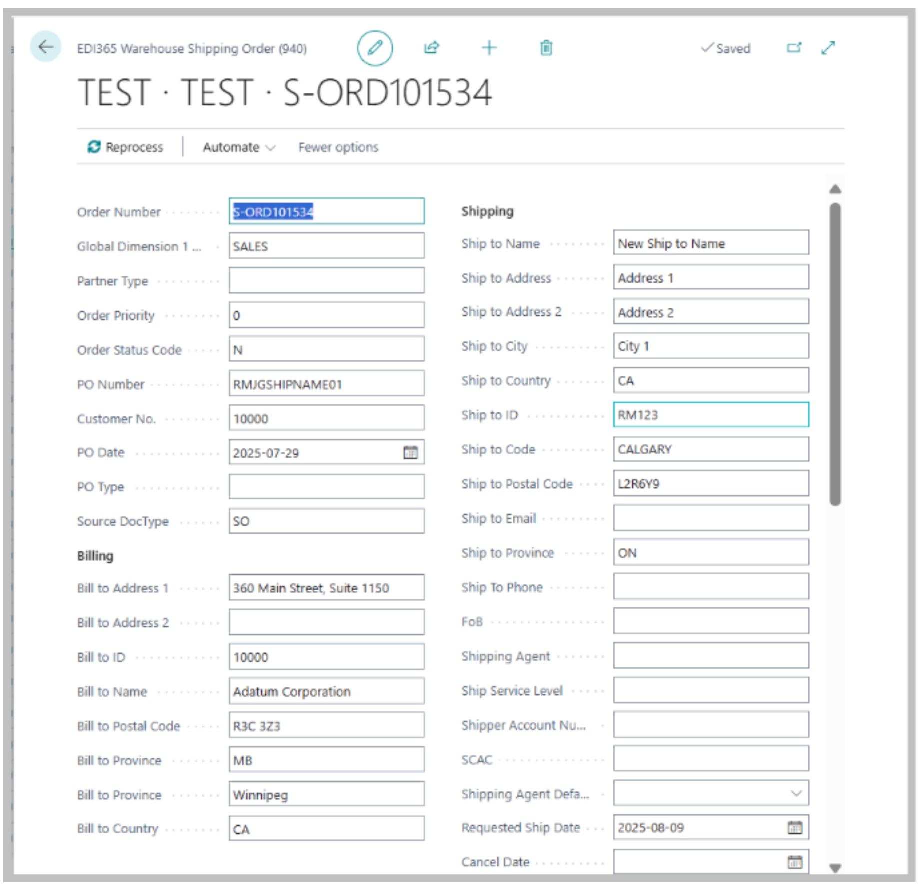
In some cases where the 940 was not generated, user can click on Create 940 button on the warehouse shipment menu.

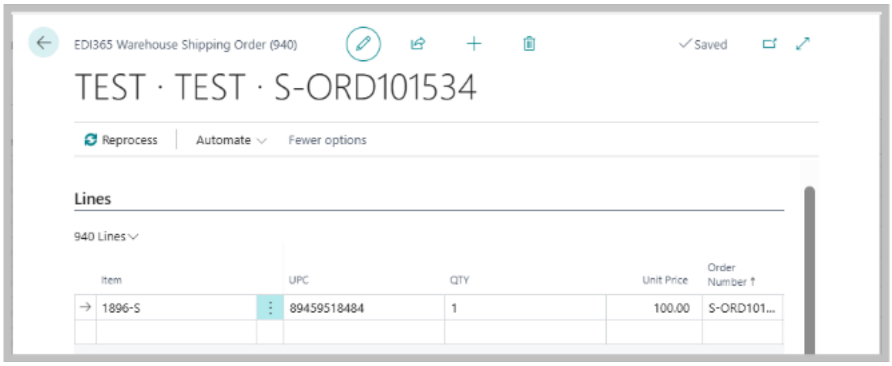


To find the record, search for “EDI Warehouse Shipping Order 940” and select the newly created 940 record.


Tell me what you want to do
940
Go to Pages and Tasks
EDI365 Warehouse Shipping Order (940)
Administration


Dynamics 365 Business Central
EDI365 Warehouse Shipping Order (940)
New
Manage
Sales Order
Ship To
Status Description
Created On
S-ORD101534
New Ship to Name
Shipment 940 document created
2025-08-18 7:42 AM
S-ORD101533
School of Fine Art
Shipment 940 document created
2025-07-25 6:13 AM
S-ORD101532
School of Fine Art
Shipment 940 document created
2025-07-25 8:38 AM
S-ORD101531
Adatum Corporation
Shipment 940 document created
2025-07-24 6:44 AM
S-ORD101530
Adatum Corporation
Shipment 940 document created
2025-07-24 6:37 AM


EDI365 Warehouse Shipping Order (940)
Saved
TEST · TEST · S-ORD101534
Reprocess
Automate
Fewer options
Order Number
S-ORD101534
Global Dimension 1 ...
SALES
Partner Type
Order Priority
0
Order Status Code
N
PO Number
RMJGSHIPNAME01
Customer No.
10000
PO Date
2025-07-29
PO Type
Source DocType
SO
Billing
Bill to Address 1
360 Main Street, Suite 1150
Bill to Address 2
Bill to ID
10000
Bill to Name
Adatum Corporation
Bill to Postal Code
R3C 3Z3
Bill to Province
MB
Bill to Province
Winnipeg
Bill to Country
CA
Shipping
Ship to Name
New Ship to Name
Ship to Address
Address 1
Ship to Address 2
Address 2
Ship to City
City 1
Ship to Country
CA
Ship to ID
RM123
Ship to Code
CALGARY
Ship to Postal Code
L2R6Y9
Ship to Email
Ship to Province
ON
Ship To Phone
FoB
Shipping Agent
Ship Service Level
Shipper Account Nu...
SCAC
Shipping Agent Defa...
Requested Ship Date
2025-08-09
Cancel Date



After the order is sent to the warehouse via an EDI 940, the warehouse processes the shipment and sends back a 945 Shipping Advise. This document confirms that the shipment has been completed and allows users to update the Sales Order accordingly.

What Happens When the 945 Is Received

1. Warehouse Sends 945 Document

- Confirms shipment details for the Sales Order.
- Includes item quantities, shipment date, and tracking info (if applicable).

2. System Creates a 945 Record

- A new 945 record is created in Business Central for the corresponding Sales Order.
- This record will automatically post the warehouse shipment and update the Sales Order.

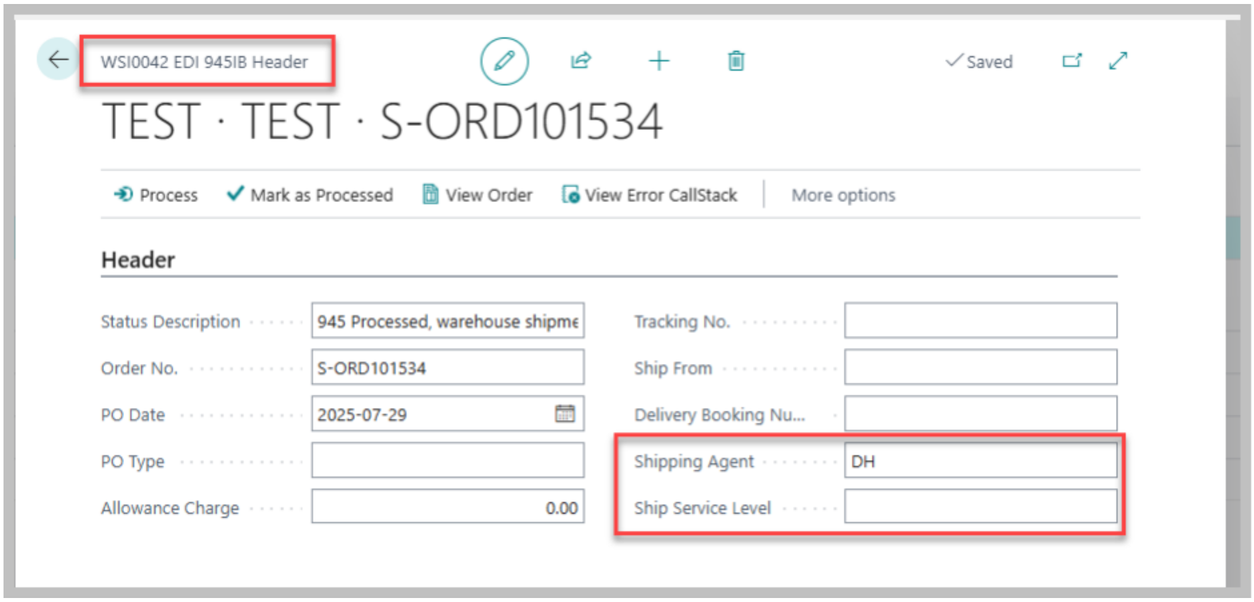
3. Sales Order Is Updated

- Inventory quantities are adjusted.
- Shipment status is marked as complete.

7.9 Shipping Agent Assignment Logic During Shipment Posting

This guide explains the logic used to determine which Shipping Agent is assigned when posting a shipment, based on data received from the 945 transactions.

Sample 945 data showing Shipping Agent



Step 1: Check for Carrier in 945

- If a carrier value is provided in the 945:
    - Check Shipper Mapping. Navigate to: Trading Partner → Shipper Mapping
        - If a mapping exists for the carrier, use the mapped Shipping Agent.
    - If no mapping is found:
        - Check if the Shipper value matches an existing SCAC code in the Shipping Agent setup.
        - If a match is found:
- Assign the Shipping Agent for that SCAC.
- Check if the service code from 945 exists for that agent:
    - If yes, assign the service.
    - If not, leave the service field blank.

Step 2: Fallback to Sales Order Header

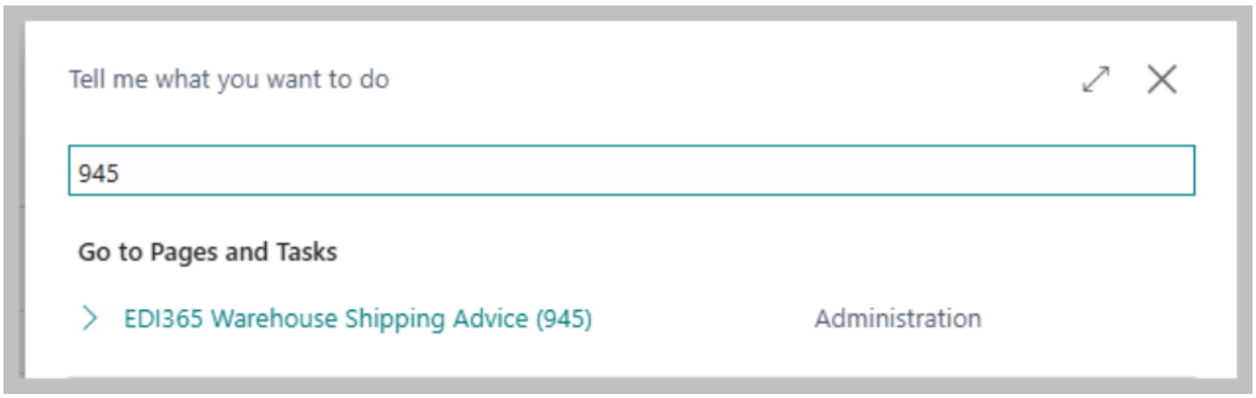
- If no valid mapping or SCAC match is found:
    - Use the Shipping Agent already assigned in the Sales Order header.

Step 3: Null Carrier in 945

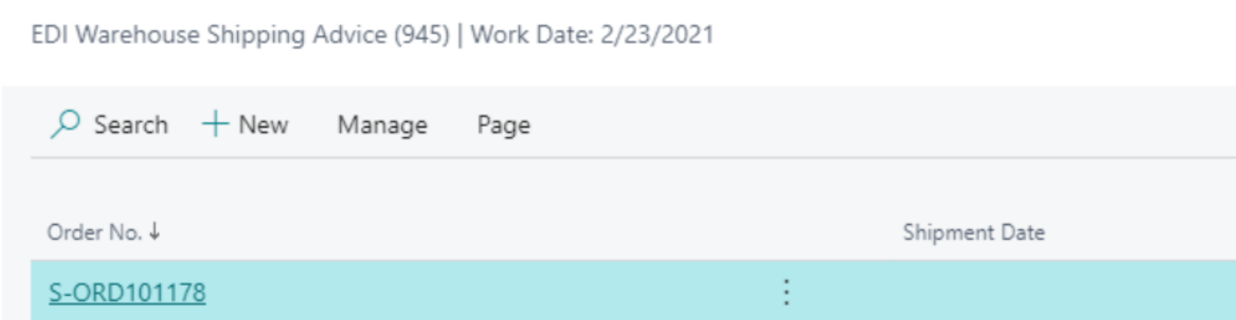
- If the carrier value is null in the 945:
    - Upon posting the shipment, the system will default to the Shipping Agent in the Sales Order header.

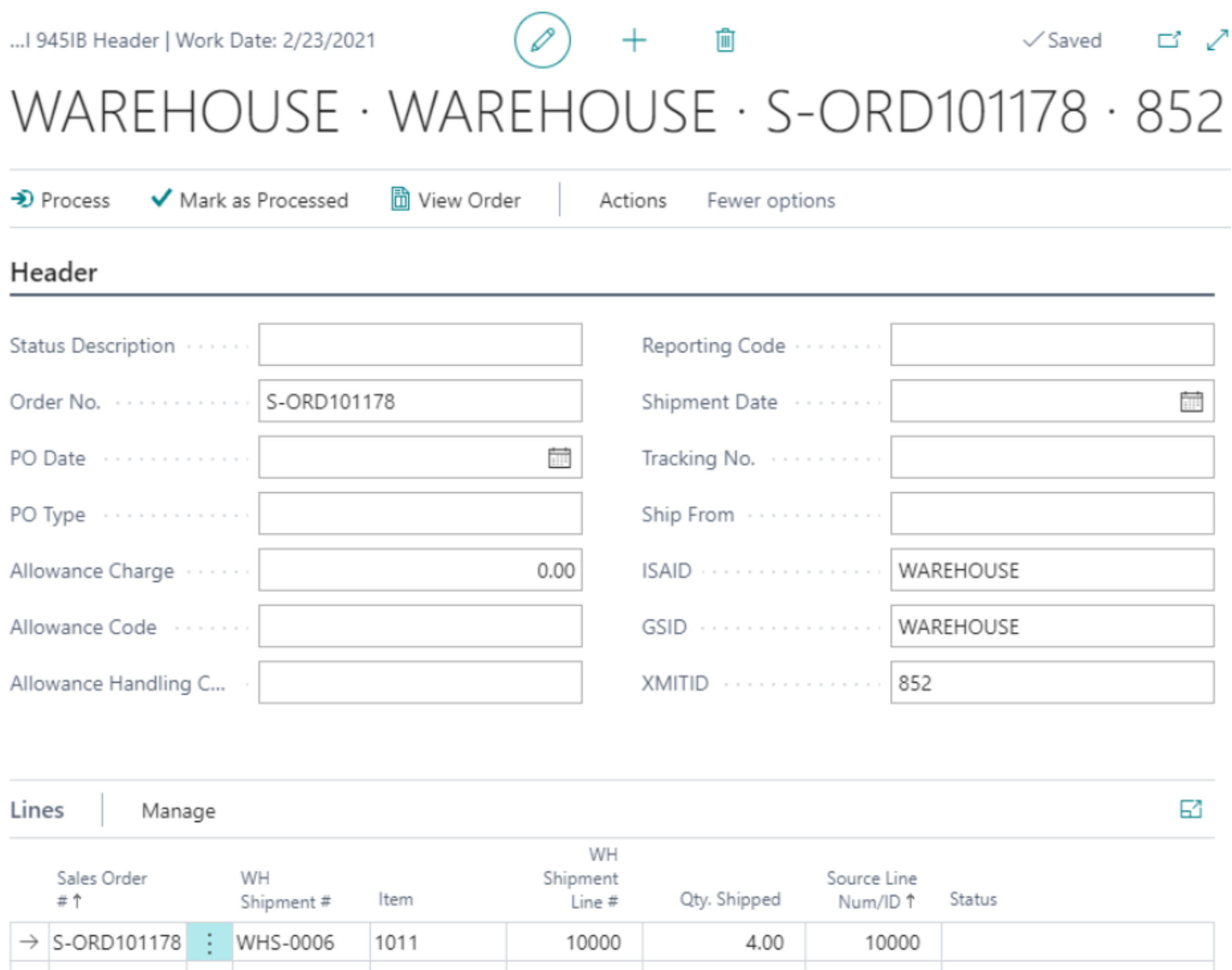
To locate and manage the 945 documents:

1. Search for “945” in the Business Central search bar.

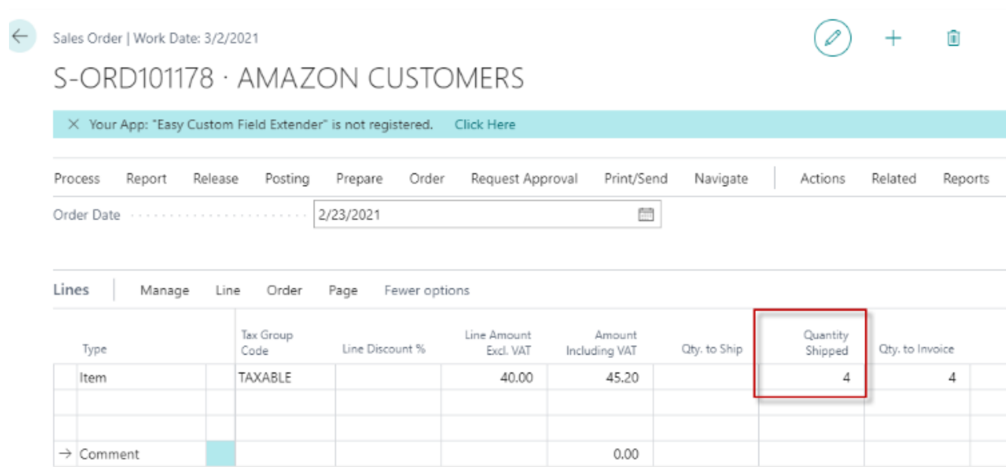


2. Open the EDI365 945 Warehouse Shipping Advice.
3. Find the Record associated with the Sales Order.





Once the record is in the system click the process button. This will post the Warehouse shipment and update the Sales Order showing quantity shipped.



This concludes the setup and transaction process users will take for this scenario using the functionality of the EDI365 app.

8 SECURITY

Conveniently simplify premier initiatives for multifunctional benefits. Monotonectally create e-business metrics vis-a-vis process-centric processes. Dynamically communicate end-to-end initiatives vis-a-vis dynamic manufactured products. Dynamically expedite 24/7 scenarios rather than turnkey quality vectors.

9 SCENARIO 5

Receiving an Inventory Advice (846) and Inbound Warehouse Inventory Adjustment Advice (947) from the warehouse trading partner which will create an Inventory Adjustment transaction to post.

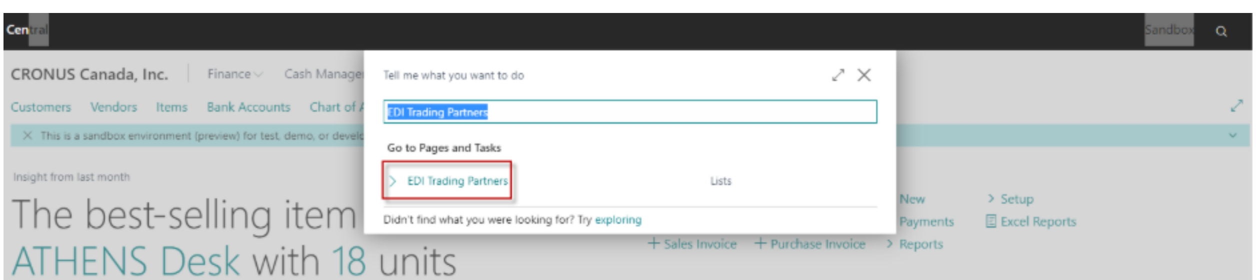
Both the 846 and 947 documents will create inventory adjustment entries inside an item journal for the items in Microsoft Dynamics 365 Business Central. Both documents however will process different types of adjustments. The 846 document advises the users what the current count of inventory is at the trading partners location. As such, the quantity entered on the 846 will update the quantities in system to be the same amount. The 947 document is a standard increase or decrease adjusting document. This document will advise if there needs to be an increase/decrease in inventory in a specific location and by how much. In this scenario both documents will be processed.

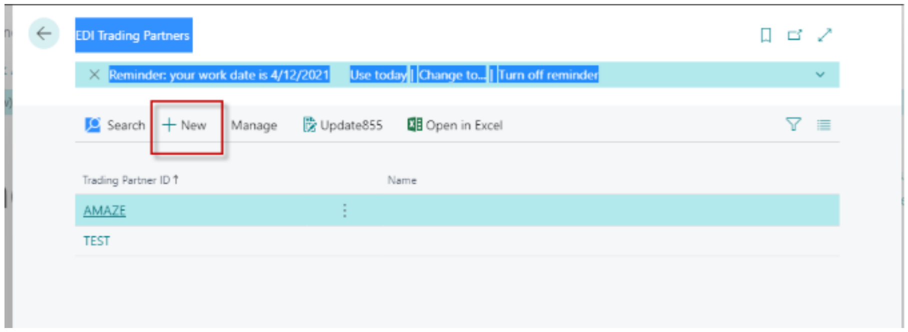
Please keep in mind that these are just the user set ups needed in Microsoft Dynamics 365 Business Central but that there are set ups that will need to be done in the back end to connect Microsoft Dynamics 365 Business Central to the EDI services provided by Rand Group. Please contact Rand Group in order to get those back end set ups completed for you.

9.1 Trading Partner Setup

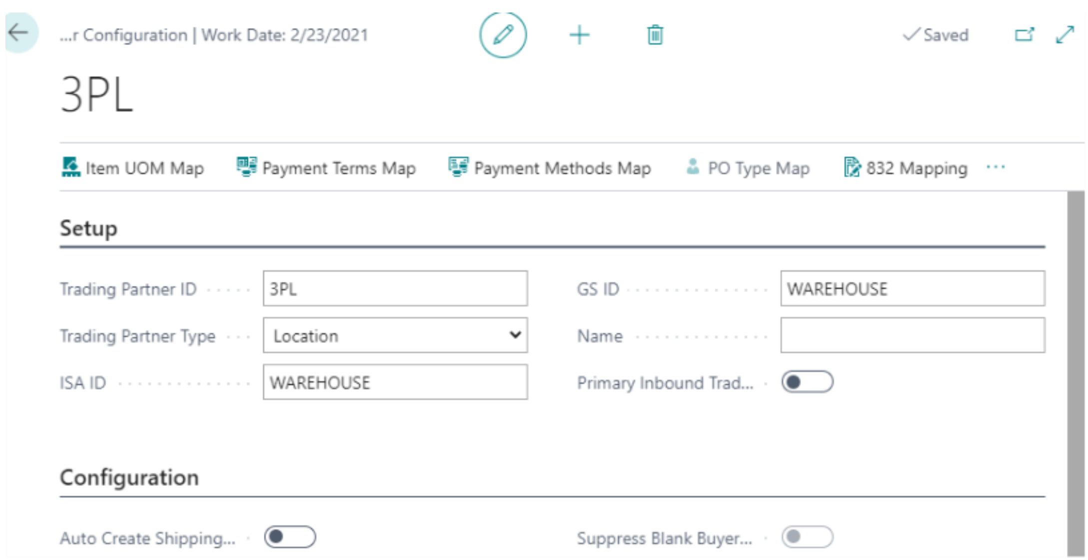
First set up a trading partner. In this scenario the trading partner is a third-party logistics entity who handles the companies inventory inflows and outflows. As such this is a location-based trading partner.

First search for EDI Trading Partner and select new to create the new trading partner.

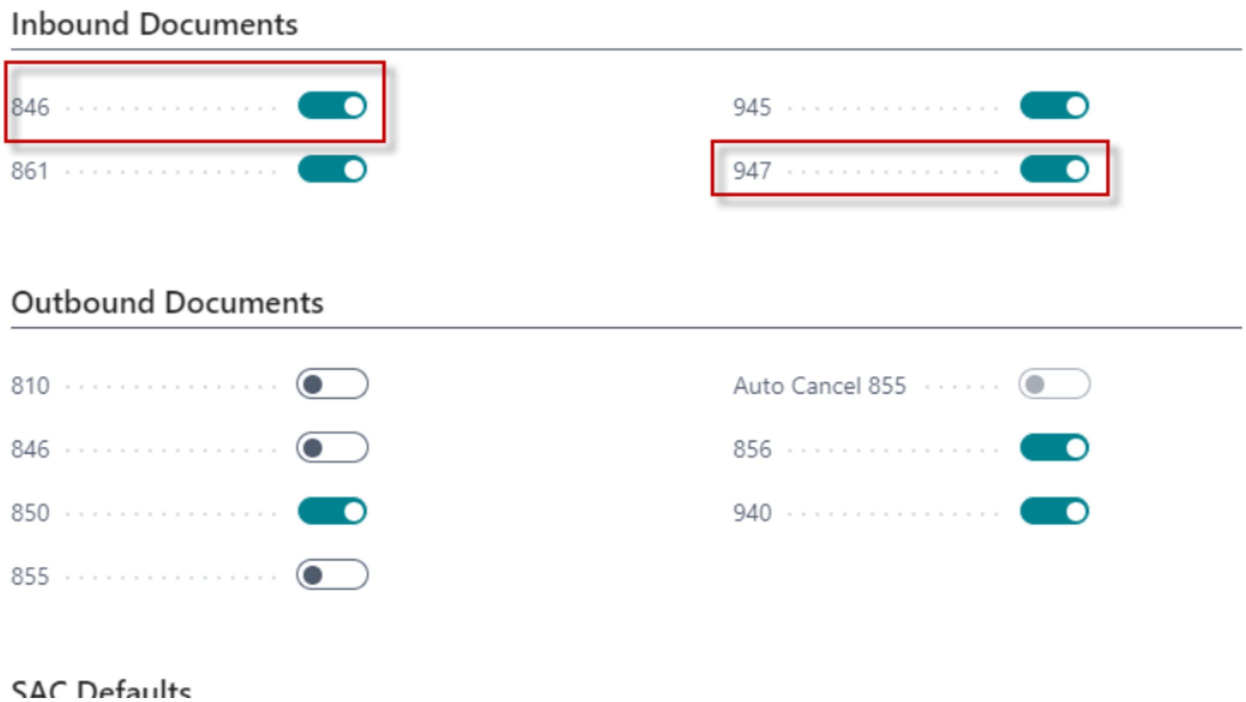




Enter the Trading Partner ID, ISA ID and GS ID. The Trading Partner Type would be location.

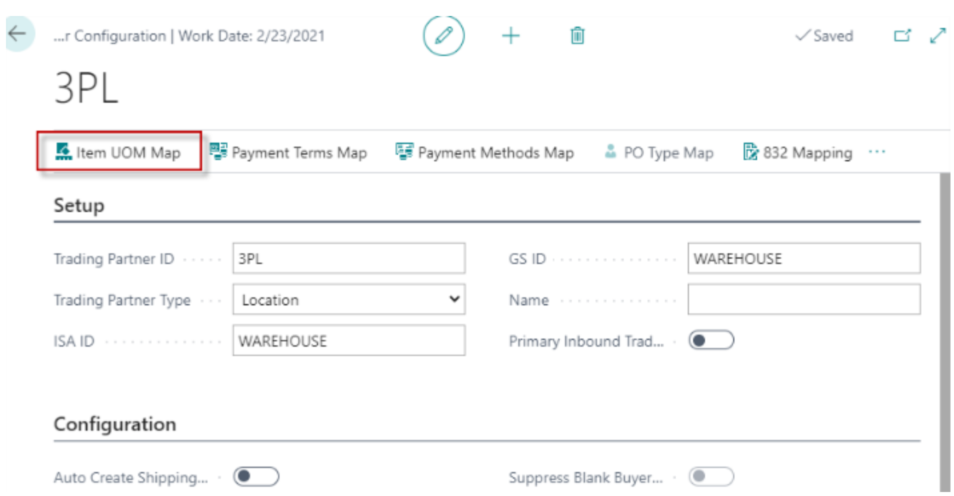


Next in the inbound section enable Inventory Advice (846) and Inbound Warehouse Inventory Adjustment Advice (947)



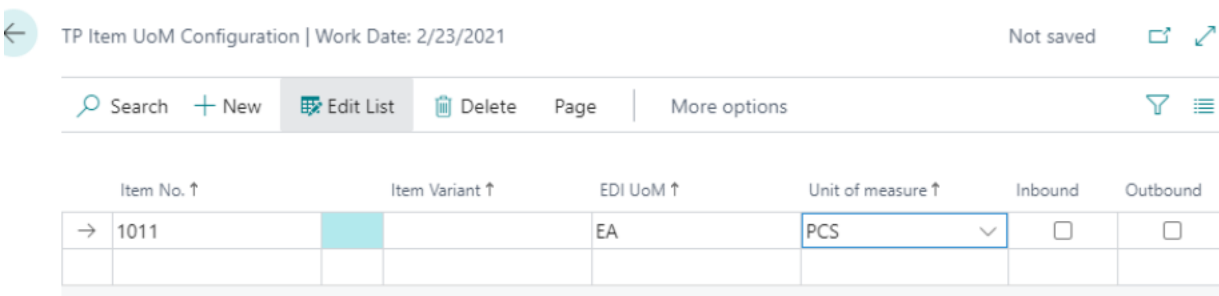
The final trading partner set up that should be completed is Unit of Measure mappings. This is required if the customer/trading partner has their own codes for an items unit of measure which would map to your internal unit of measures.

To map unit of measure search for "EDI Trading Partner" and select the trading partner in question. Once you have the trading partner open select the "Item UOM Map" option.



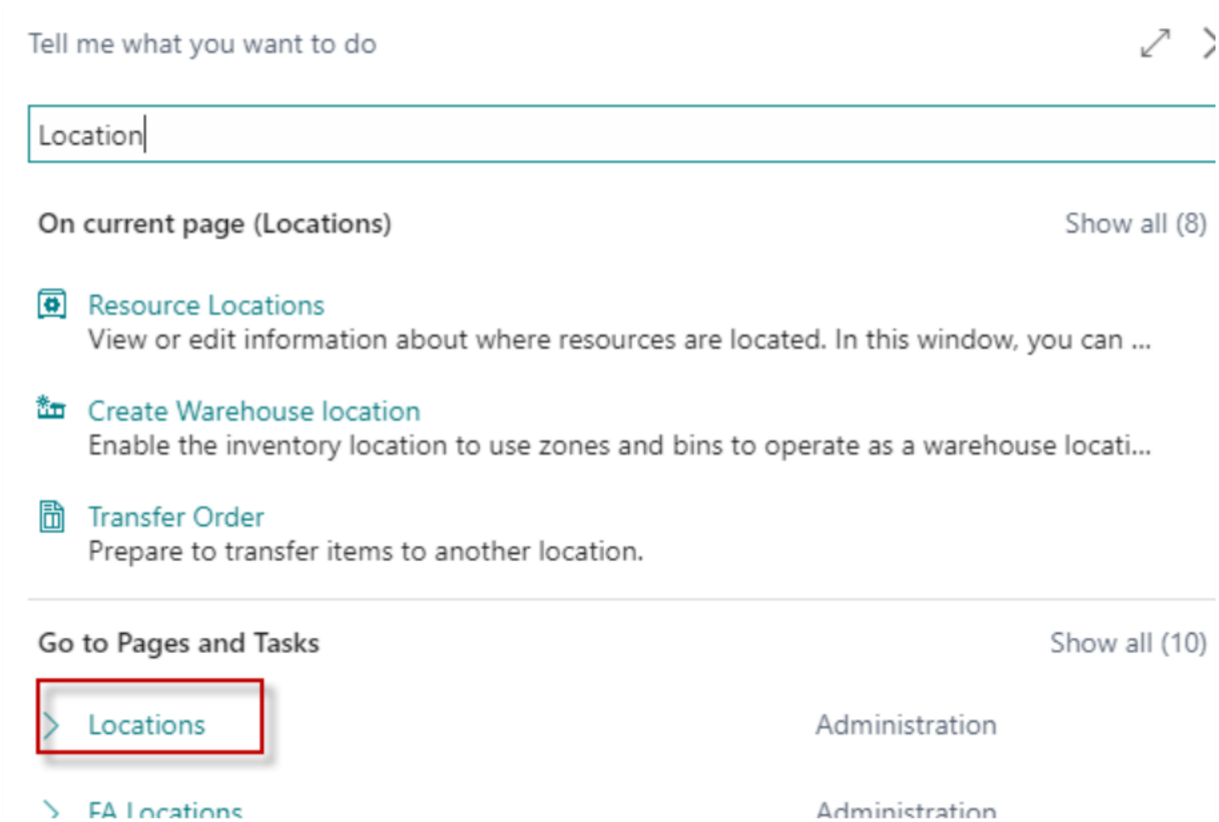
Once this window is open first enter the item in question to map the unit of measure. Then in the "EDI UofM" enter the unit of measure used by the trading partner. Finally select the internal unit of measure used to map to the trading partners. This will complete the unit of measure mapping set up.

At the end of each line are checkboxes that say inbound or outbound. Selecting inbound will mean only inbound EDI transaction will use this unit of measure mapping. Selecting outbound will mean only outbound EDI transaction will use this mapping. If you select both or leave both unmarked the unit of measure mapping will apply to both types of transactions.



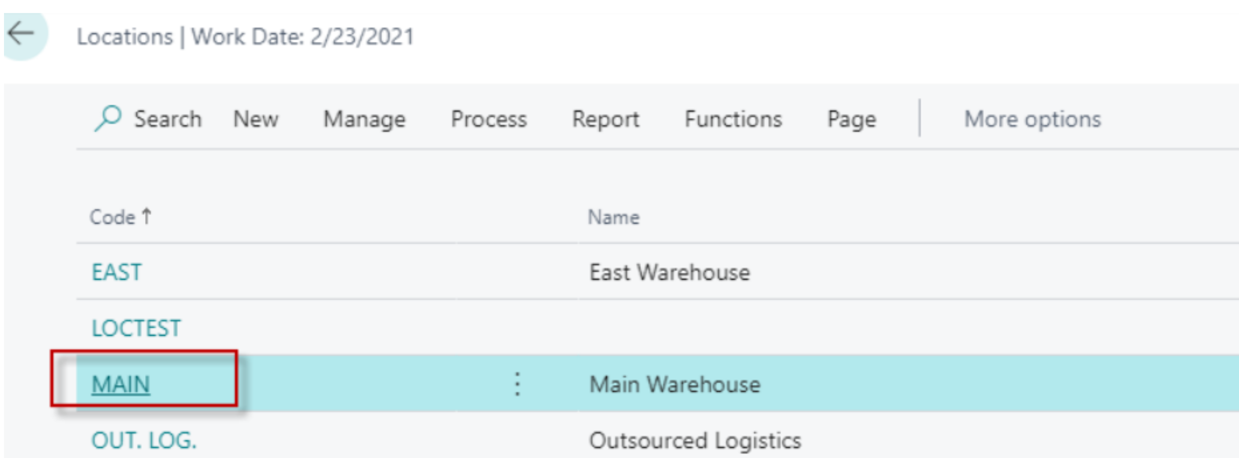
9.2 Location Setups

A location will need to be assigned to an EDI Trading partner in order to use that location for inventory related EDI transactions.

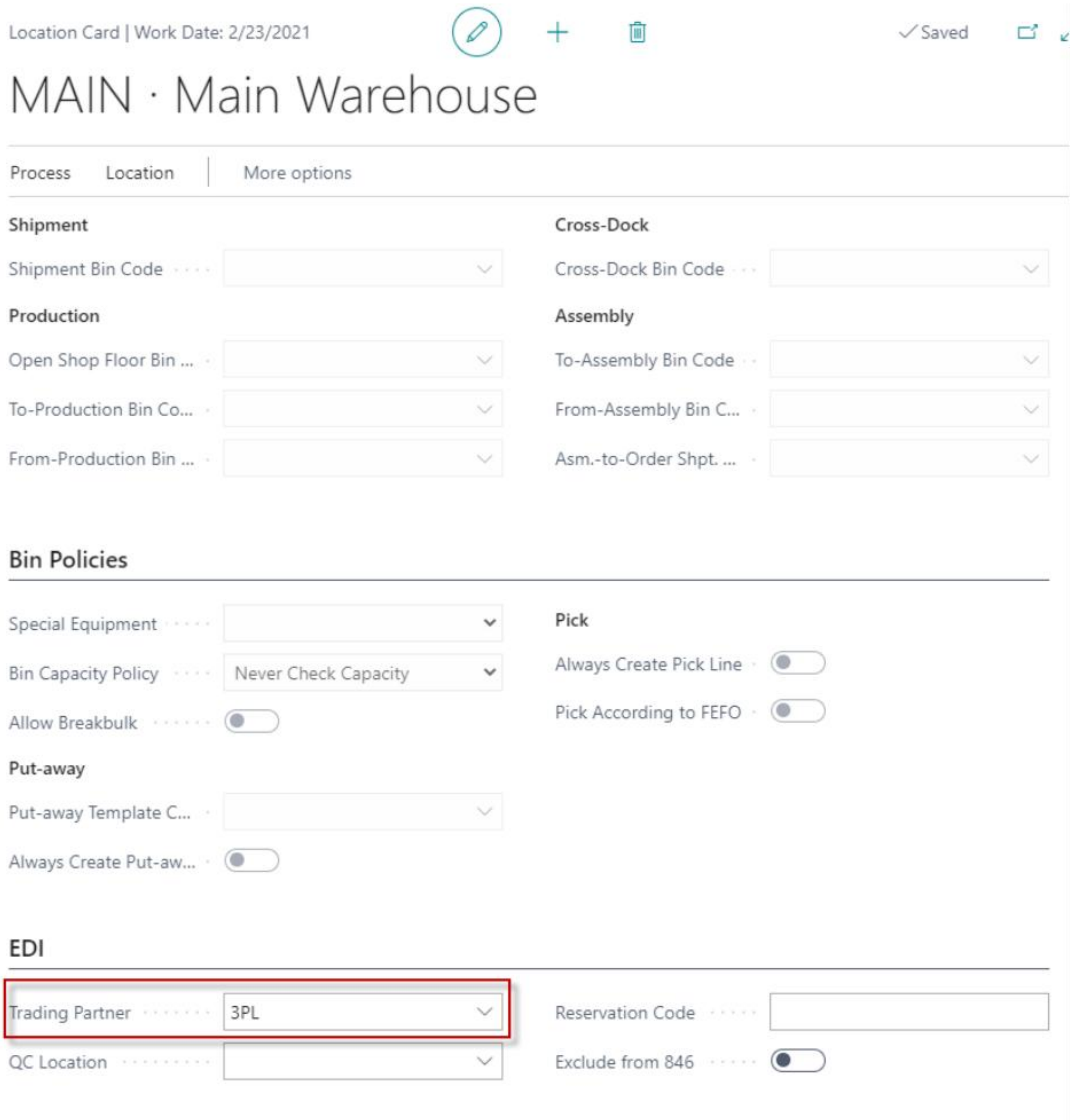


Next Select the location to assign to EDI transactions.

Note: This scenario assumes you already have an established system and Locations are already configured. As such this document will not go over the basics of creating a new Location.



In the location card scroll down to the EDI section. Enter the EDI Trading Partner to assign this location to. This should complete the location set up needed for this scenario.

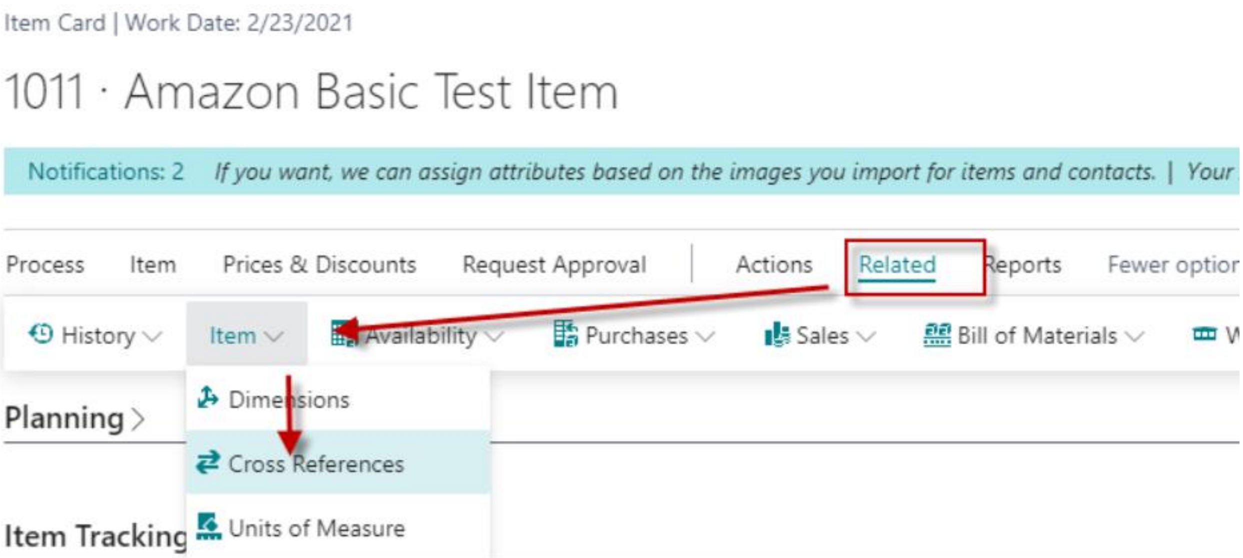


You can also set the QC location optionally. The QC Location field is a priority/reserve location that can be set if a trading partner wants a reserve location to store a certain amount of inventory.

9.3 **Item Setups**

Next is to set up the Item Cross References. This set up is needed if a Trading Partners item code for an item is different than your internal code or if there is a barcode that the trading partner uses for the item. This is also important to set if the items EDI trading partner type was set to specific.

To set up cross referencing in the specific item select the Related > Item > Cross References.

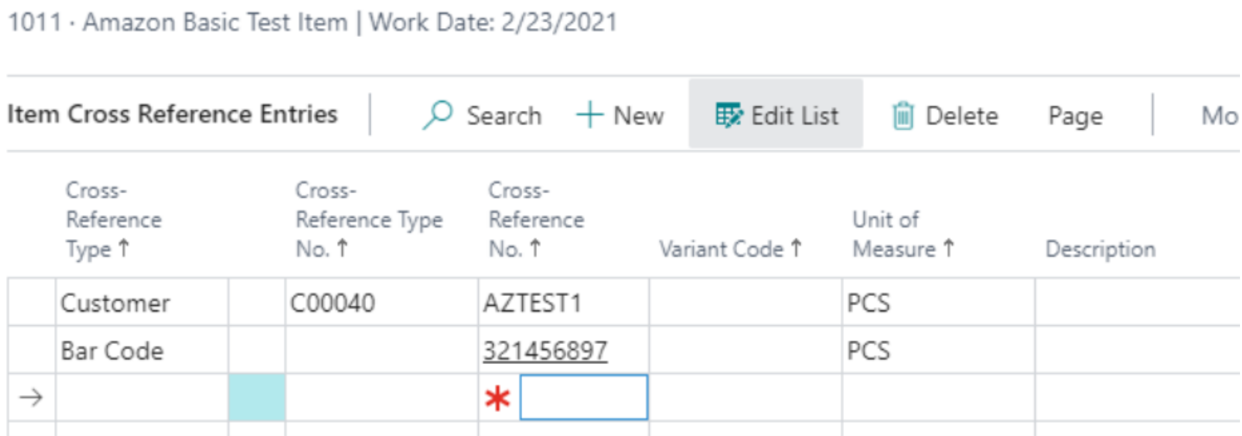


In the Cross Reference Entry window first select the cross reference type. In this scenario the type can be customer if the customer/trading partner has a different item code or the type can be barcode if the customer/trading partner has a barcode.

If type = customer then enter the customer in question in the cross reference type number field and then enter the customers item code in the cross reference number field.

If type = Bar Code enter the item bar code into the Cross Reference Number field

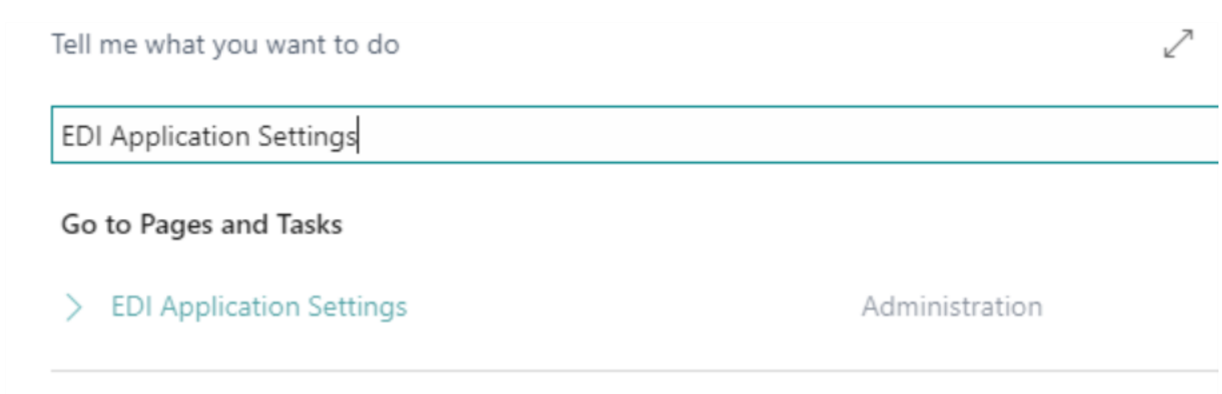
Once the line details are set up the cross references are completed.



9.4 EDI Application Setup

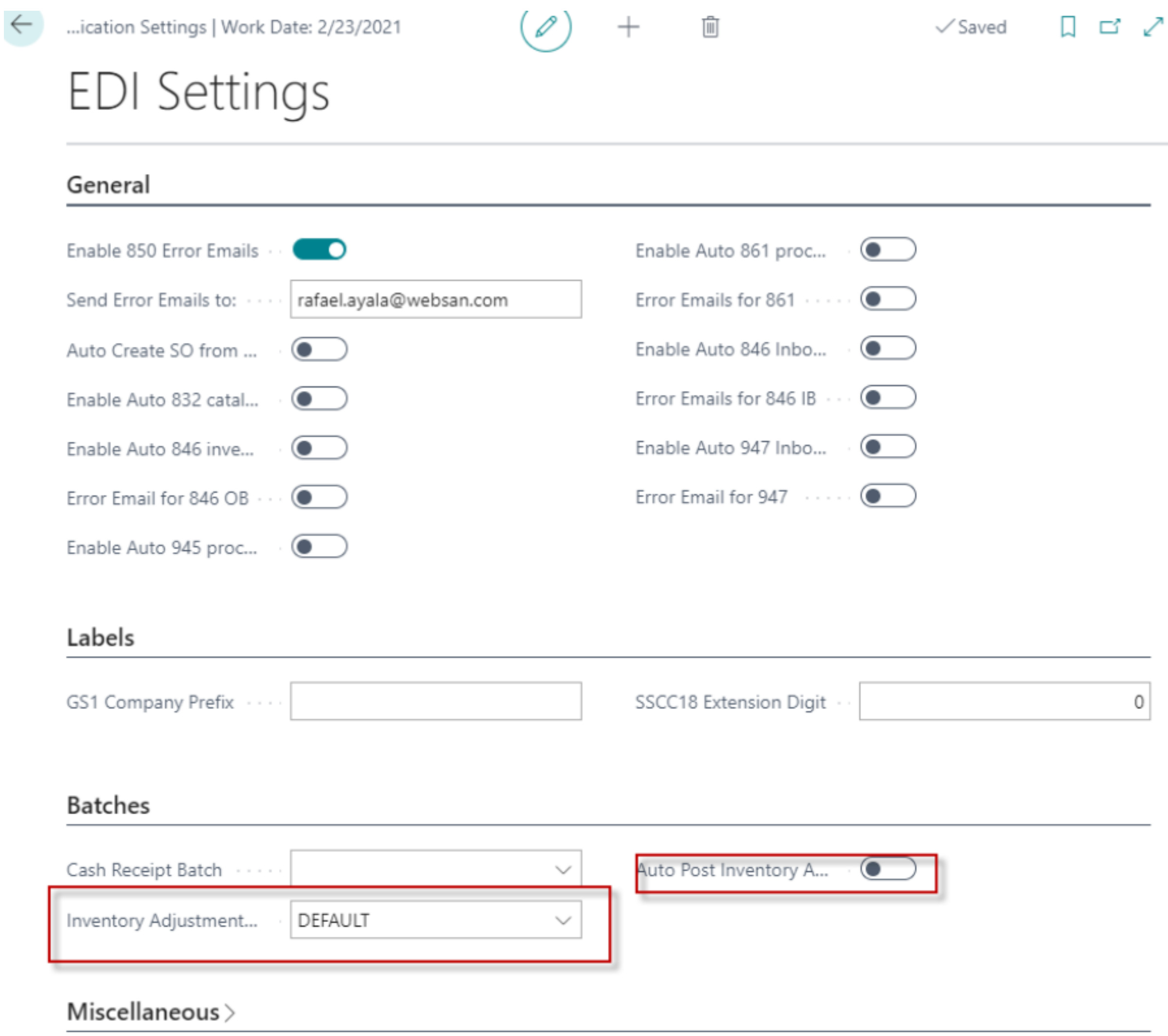
Additional set up in the application settings are needed for this scenario and for these types of transactions.

Search for "EDI Application Settings"



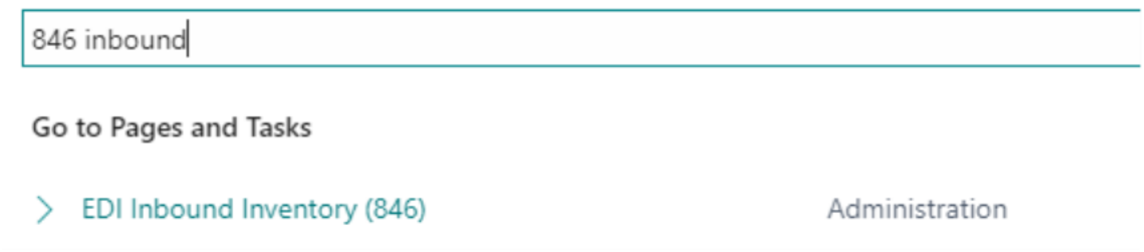
In the application settings window move down to the batches sections. Set a batch for inventory adjustments. In Microsoft Dynamics 365 Business Central you can set multiple batches for standard inventory adjustments transactions, as such for EDI you need to set a default batch to always be associated with EDI based transactions.

Another optional setting is the "Auto Post Inventory Adjustment" which can be enabled. This set up will force Microsoft Dynamics 365 Business Central to auto post the inventory adjustment record that gets created when the 846 or 947 record has processed in the system. Keeping this disabled will mean the user has to manually post the adjustment entry. For the sake of showing this process overall, this set up will remain disabled.

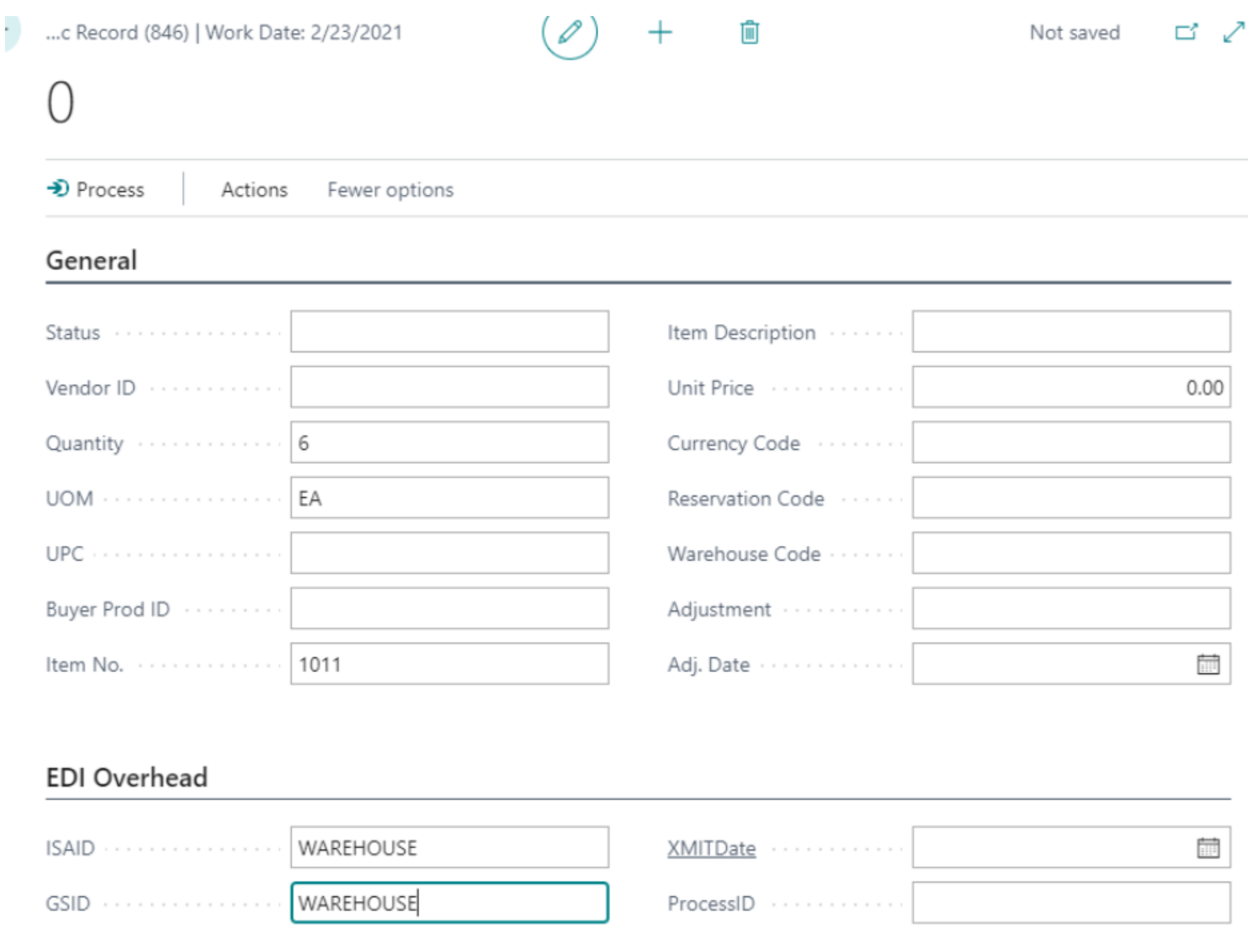


9.5 Transaction Process

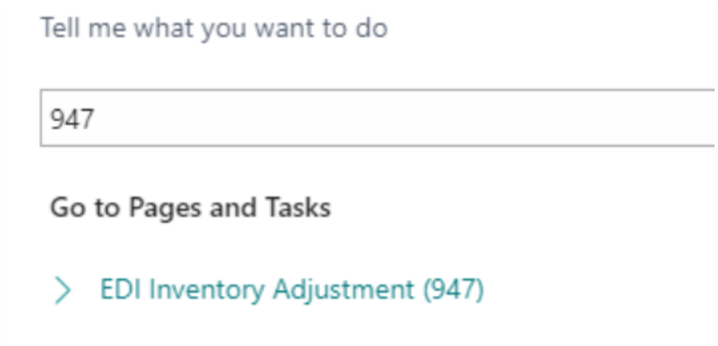
Since both 846 and 947 documents are inbound documents that come from the Trading Partner they will be automatically created in the system. User can also manually create these entries for testing purposes. Below is an example what the 846 document and 947 documents can look like from the Trading Partner. These can be found by simply searching “846 Inbound” and “947” respectively.



In the 846 record the only required fields needed to make the inventory adjustment is the ISA ID and GS ID to validate the Trading Partner and the Item Number, Quantity and Unit of Measure to make the inventory change. Location details are set up with the Trading Partner as was shown in the set up above so EDI365 will auto set the remaining data.

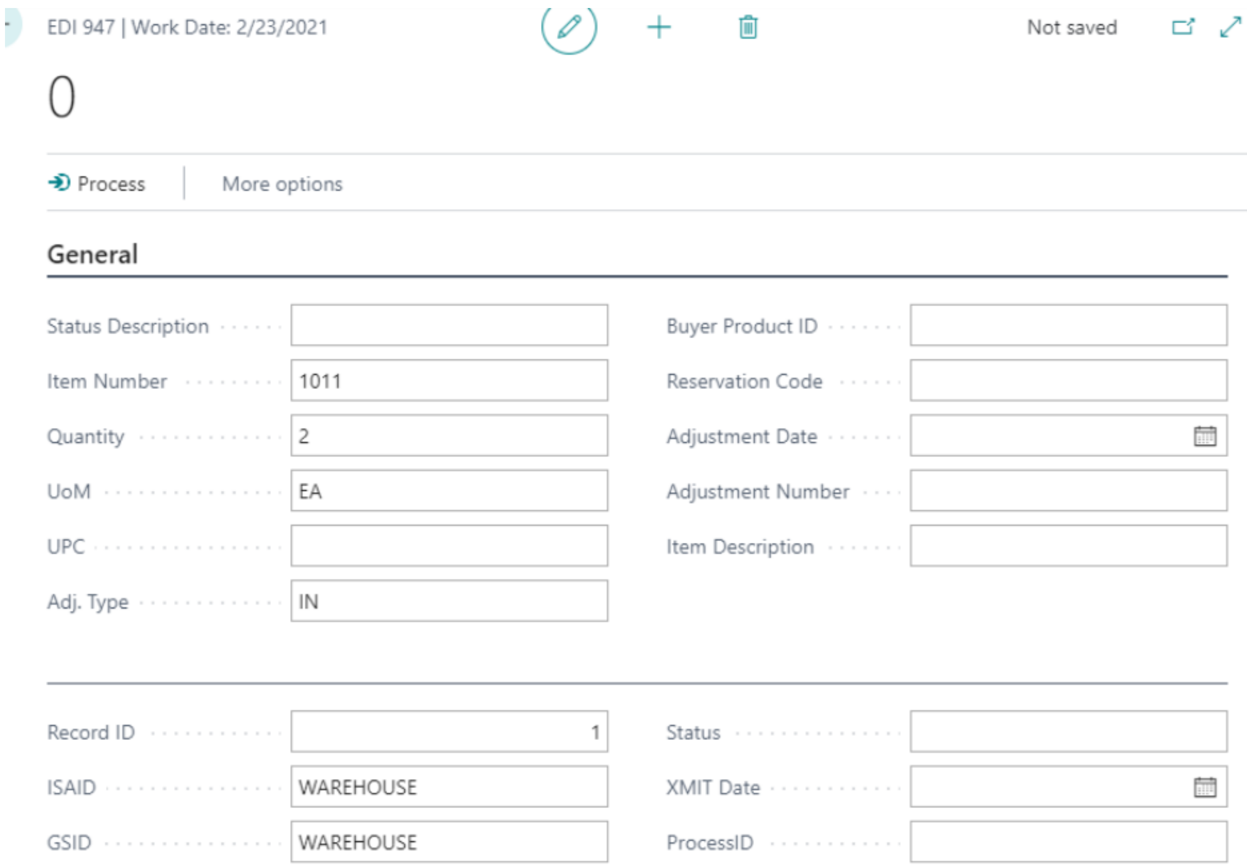


Select the "Process" button to process the record and create the inventory adjustment record. To find the inventory adjustment search of "Item Journal".



The 947 document is very similar to the 846 document. The same mandatory fields apply for the sake of the inventory adjustment which are the ISA ID and GS ID to validate the Trading Partner and the Item Number, Quantity and Unit of Measure to make the inventory change. Additional the Adjustment Type is important for the 947. The adjustment type defines what type of adjustment the entry should make to the inventory. Below are the optional available.

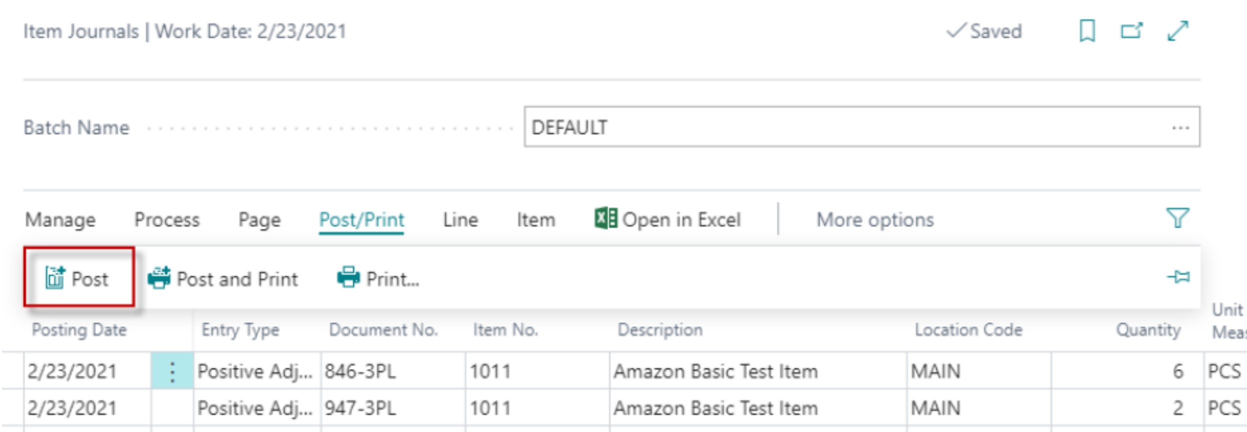
1. IN – Increase Adjustment
2. DE – Decrease Adjustment
3. LK – Lock (move qty entered in 947 from the trading partner default/selected location to the QC location set up on the location EDI settings)
4. UN – Unlock (move qty entered in 947 from the QC location into the trading partner default/selected location set up on the location EDI settings)



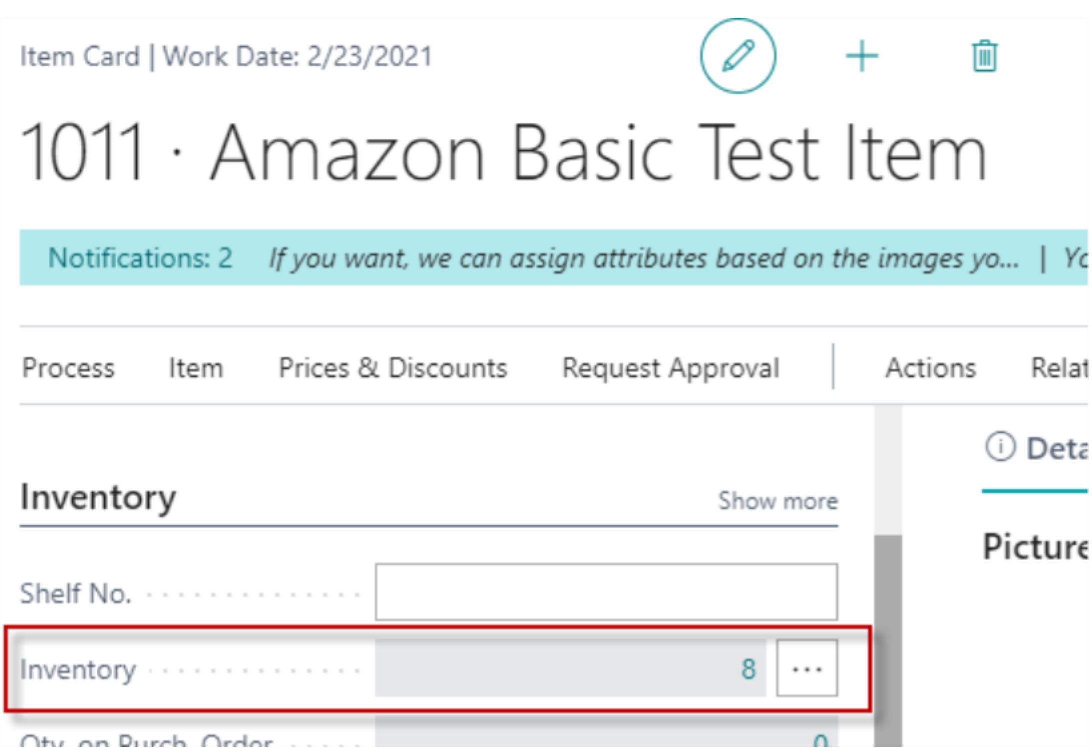
Select the “Process” button to process the record and create the inventory adjustment record. To find the inventory adjustment search of “Item Journal”.

As you can see below since both the 846 and 947 documents were processed to entries were created the item journal entries. The 846 document said the quantity is 6 and it created a increase adjustment entry of 6 to update quantity to 6 (original quantity = 0). The 947 document was an increase adjustment of 2 and has created the increase adjustment entry for 2.

Post the item journals to update inventory.



The updates will be made to inventory which can be found by searching the item in question and seeing the update to inventory. Selecting the button next to inventory will show the posted adjustment records.



This concludes the setup and transaction process users will take for this scenario using the functionality of the EDI365 app.

10 SCENARIO 6

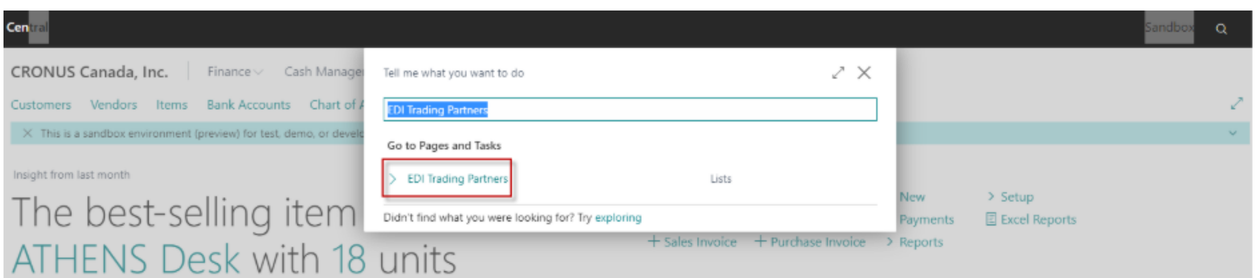
Creating a Purchase Order (850) and sending it to a warehouse trading partner and make a purchase and receiving an Inbound Receiving Advise/Acceptance Certificate (861) from the warehouse that the items were received from the vendor.

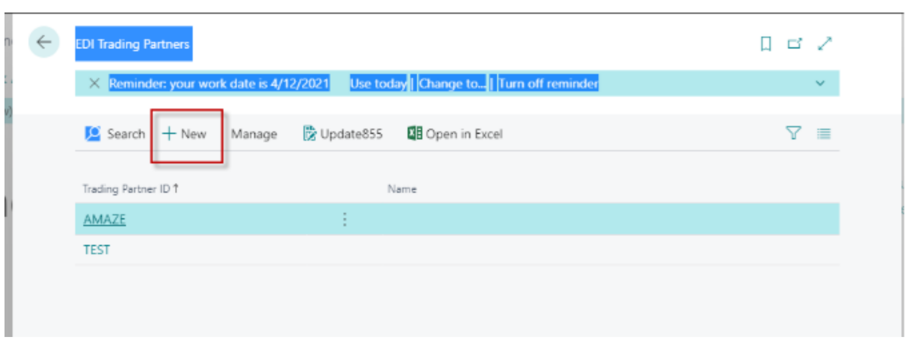
Please keep in mind that these are just the user set ups needed in Microsoft Dynamics 365 Business Central but that there are set ups that will need to be done in the back end to connect Microsoft Dynamics 365 Business Central to the EDI services provided by Rand Group. Please contact Rand Group in order to get those back end set ups completed for you.

10.1 Trading Partner Setup

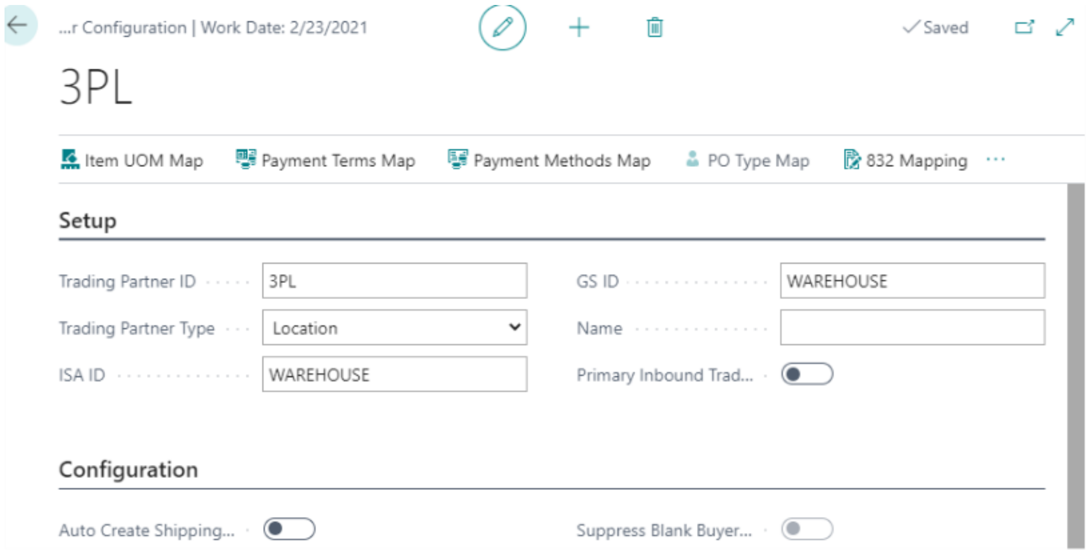
First set up a trading partner. In this scenario the trading partner is a third-party logistics entity who handles the companies inventory inflows and outflows. As such this is a location-based trading partner.

First search for EDI Trading Partner and select new to create the new trading partner.



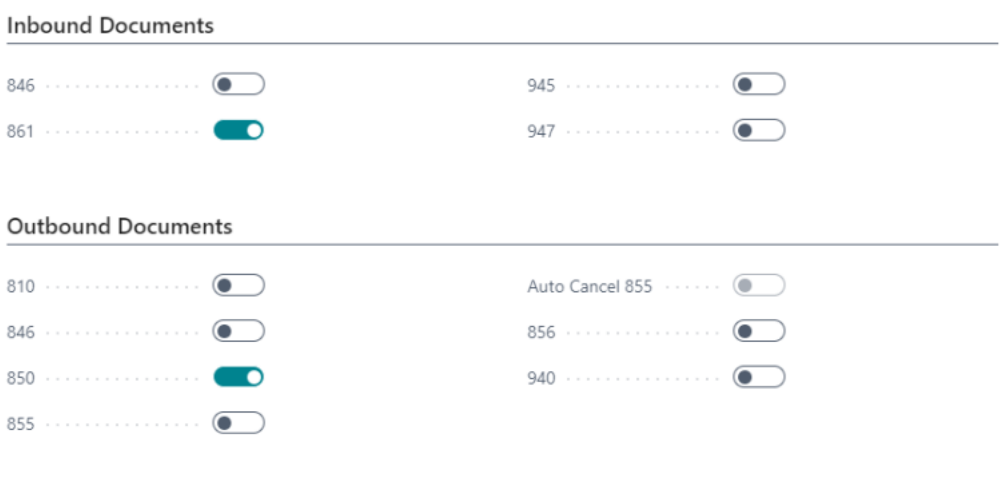


Enter the Trading Partner ID, ISA ID and GS ID. The Trading Partner Type would be location.



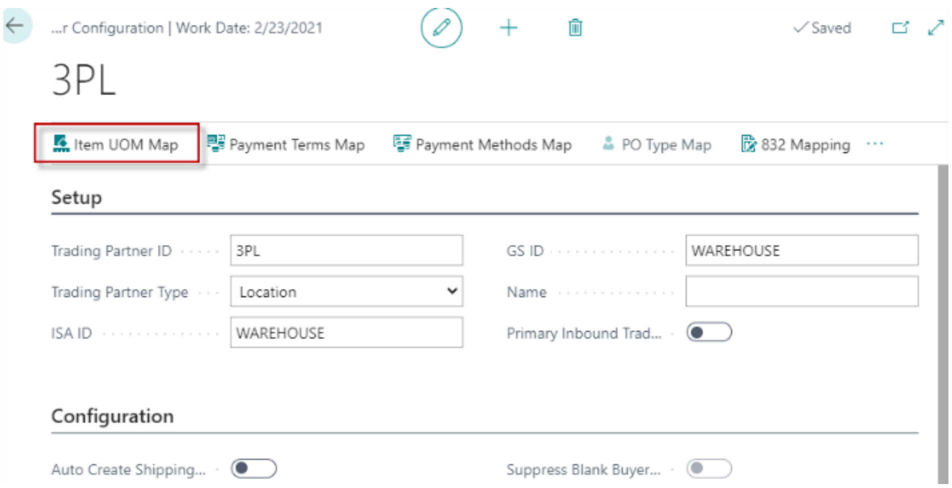
Next in the inbound section enable 861 – Inbound Receiving Advise/Acceptance Certificate

In the outbound section enable 850 – Outbound Purchase Orders



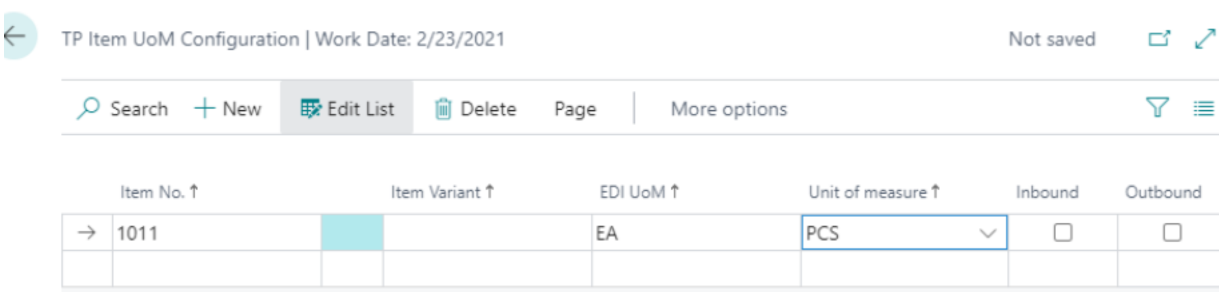
The final trading partner set up that should be completed is Unit of Measure mappings. This is required if the customer/trading partner has their own codes for an items unit of measure which would map to your internal unit of measures.

To map unit of measure search for “EDI Trading Partner” and select the trading partner in question. Once you have the trading partner open select the “Item UOM Map” option.



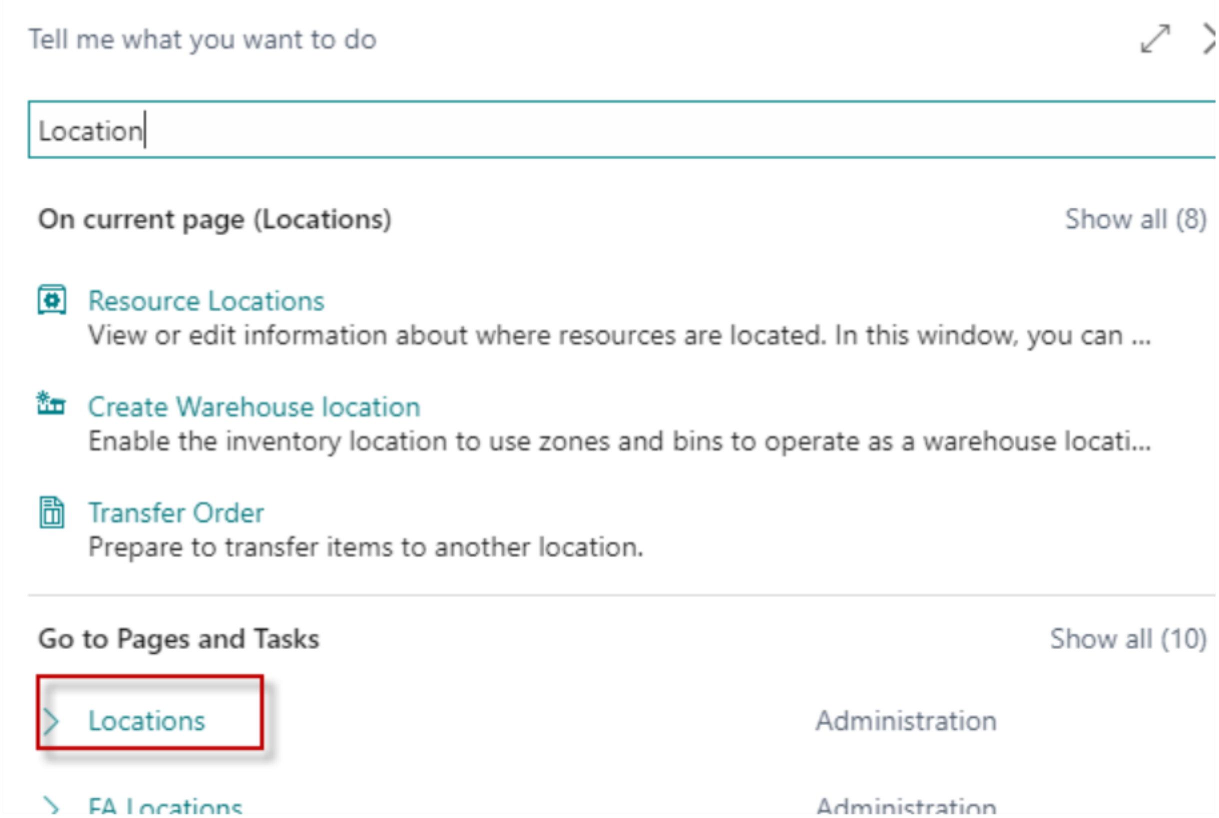
Once this window is open first enter the item in question to map the unit of measure. Then in the "EDI UofM" enter the unit of measure used by the trading partner. Finally select the internal unit of measure used to map to the trading partners. This will complete the unit of measure mapping set up.

At the end of each line are checkboxes that say inbound or outbound. Selecting inbound will mean only inbound EDI transaction will use this unit of measure mapping. Selecting outbound will mean only outbound EDI transaction will use this mapping. If you leave both unmarked the unit of measure mapping will apply to both types of transactions.



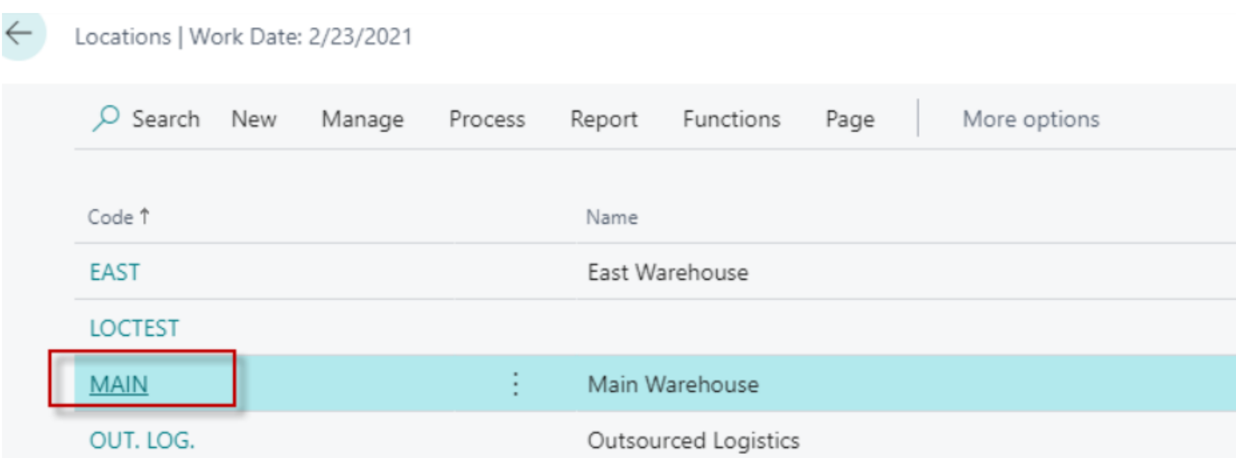
10.2 Location Setups

A location will need to be assigned to an EDI Trading partner in order to use that location for inventory related EDI transactions.



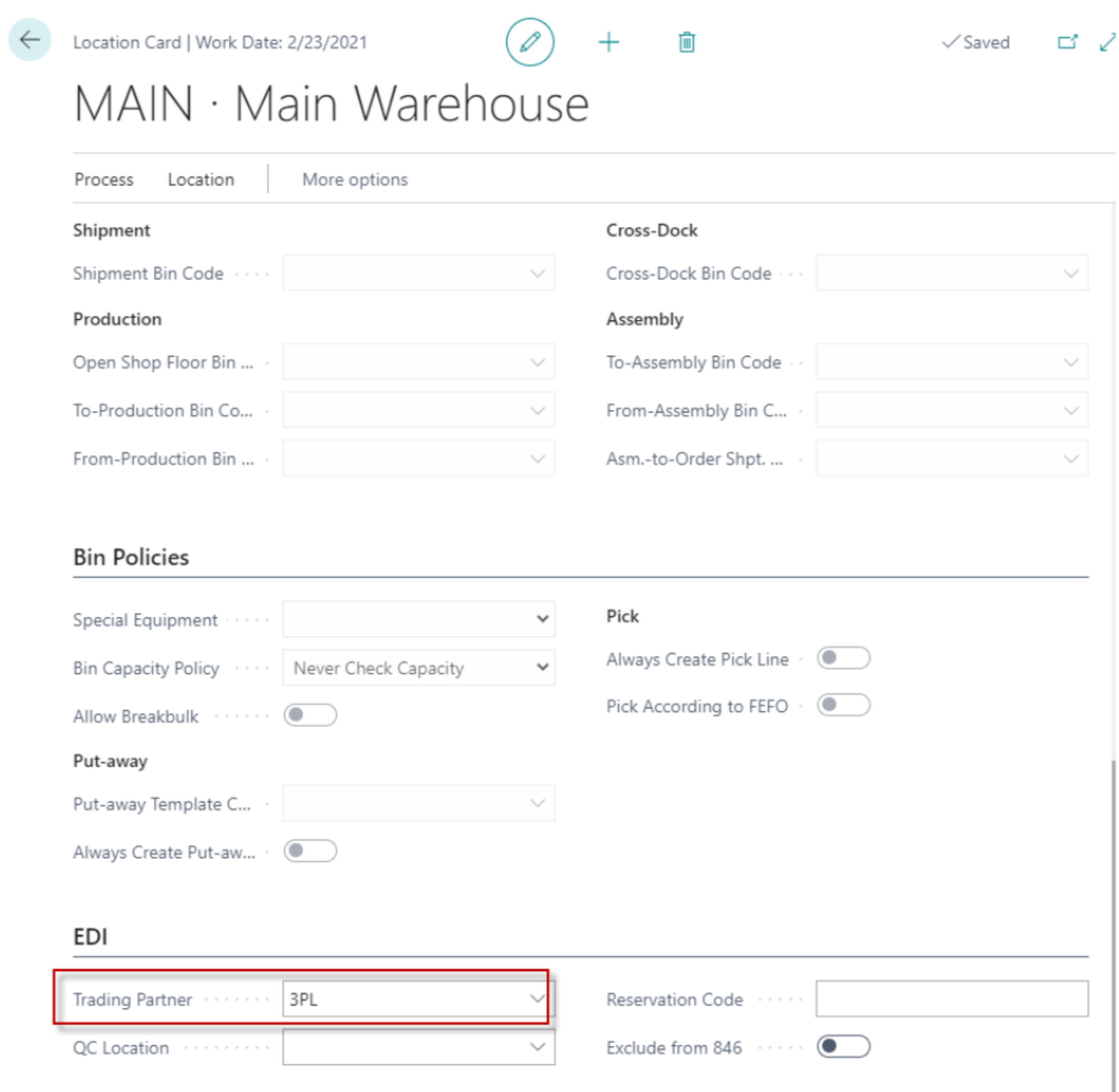
Next Select the location to assign to EDI transactions.

Note: This scenario assumes you already have an established system and Locations are already configured. As such this document will not go over the basics of creating a new Location.



In the location card scroll down to the EDI section. Enter the EDI Trading Partner to assign this location to. This should complete the location set up needed for this scenario.

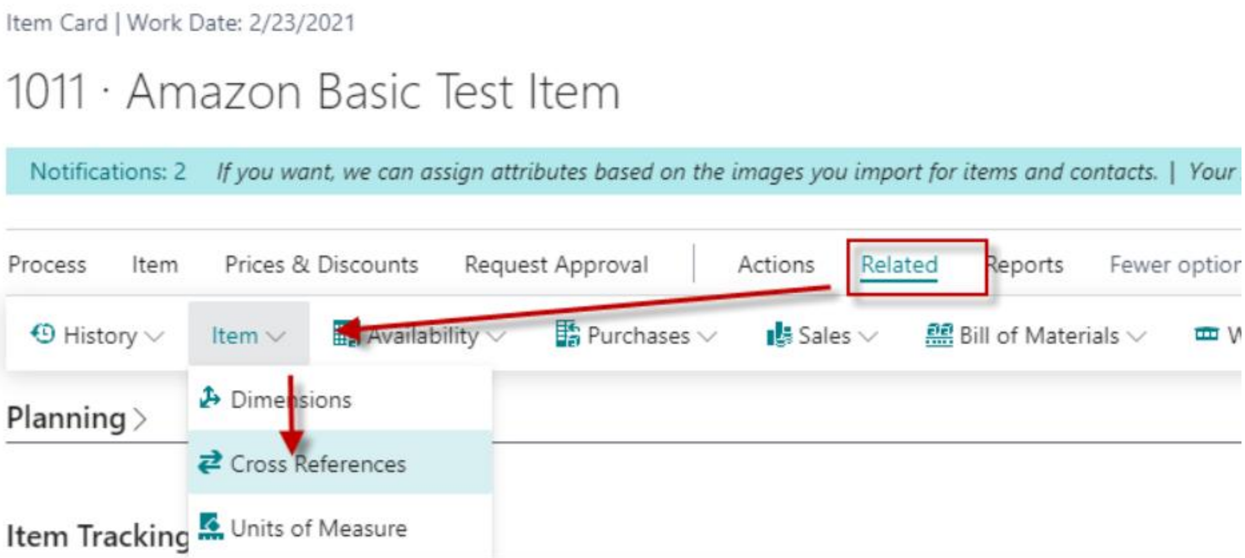
Note: You can also set the QC location optionally. The QC Location field is a priority/reserve location that can be set if a trading partner wants a reserve location to store a certain amount of inventory.



10.3 Item Setups

Next is to set up the Item Cross References. This set up is needed if a Trading Partners item code for an item is different than your internal code or if there is a barcode that the trading partner uses for the item. This is also important to set if the items EDI trading partner type was set to specific.

To set up cross referencing in the specific item select the Related > Item > Cross References.

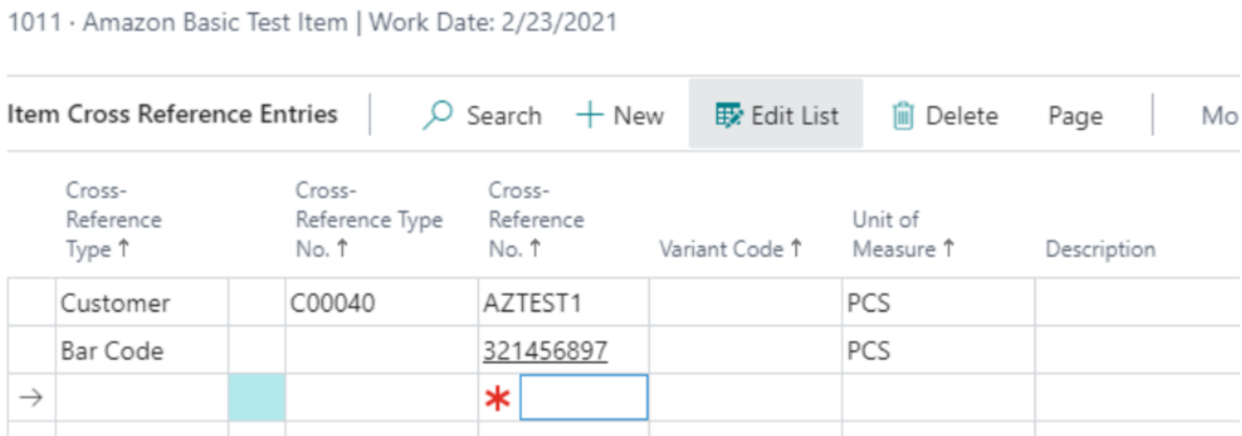


In the Cross Reference Entry window first select the cross reference type. In this scenario the type can be customer if the customer/trading partner has a different item code or the type can be barcode if the customer/trading partner has a barcode.

If type = customer then enter the customer in question in the cross reference type number field and then enter the customers item code in the cross reference number field.

If type = Bar Code enter the item bar code into the Cross Reference Number field

Once the line details are set up the cross references are completed.



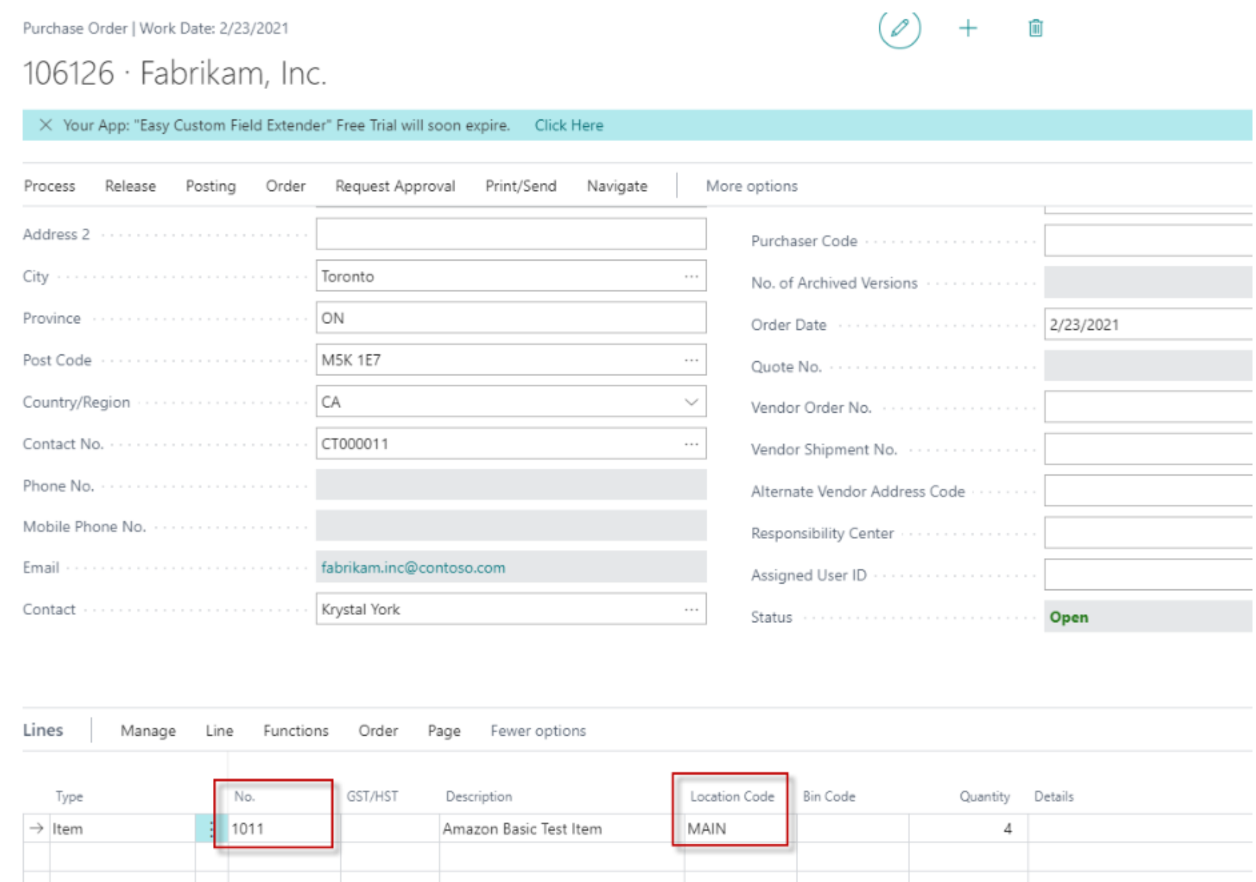
10.4 Transaction Process

Now that set ups are complete the transactions can be processed.

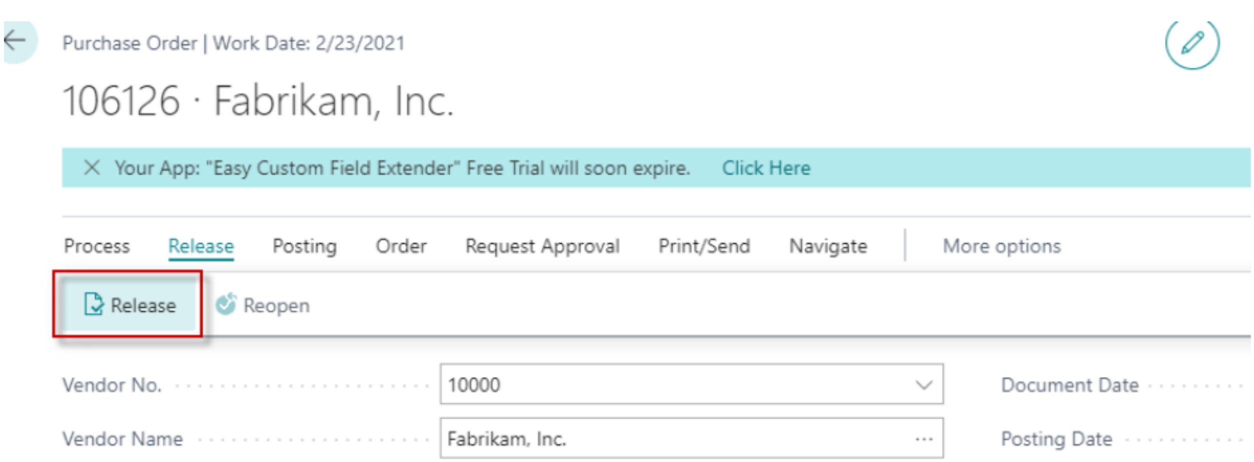
First start by creating a standard Purchase Order in Microsoft Dynamics 365 Business Central.

Note: This scenario assumes you already have an established system where standard Purchase Order creations are already known. As such this document will not go over the basics of creating a standard Purchase Order.

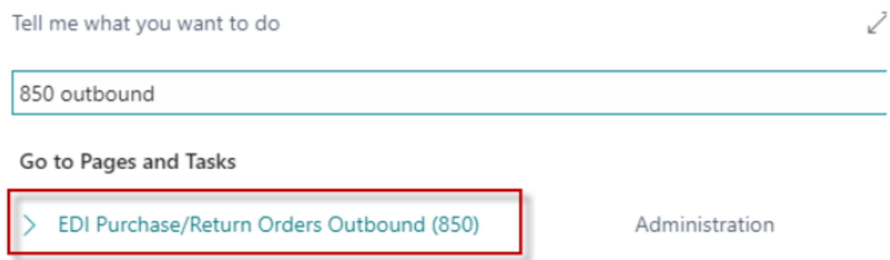
In order for the PO to work with the EDI transaction you must enter the item that's assigned to the trading partner and the location assigned to the trading partner. All other standard fields in the PO will not affect the EDI transfer.

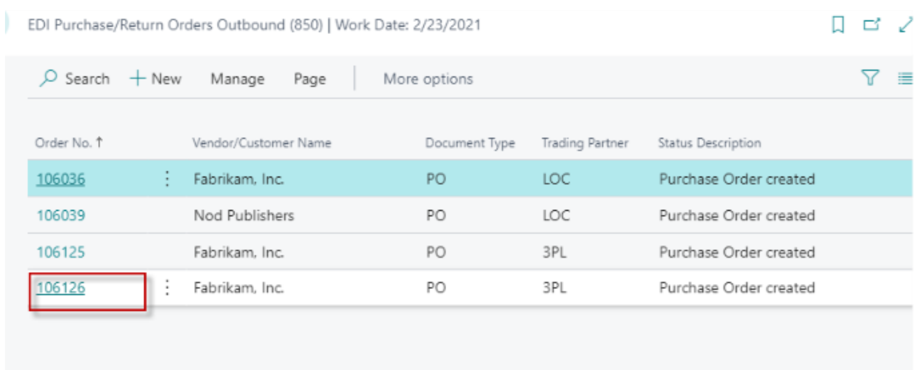


Once the PO is created, Release the PO

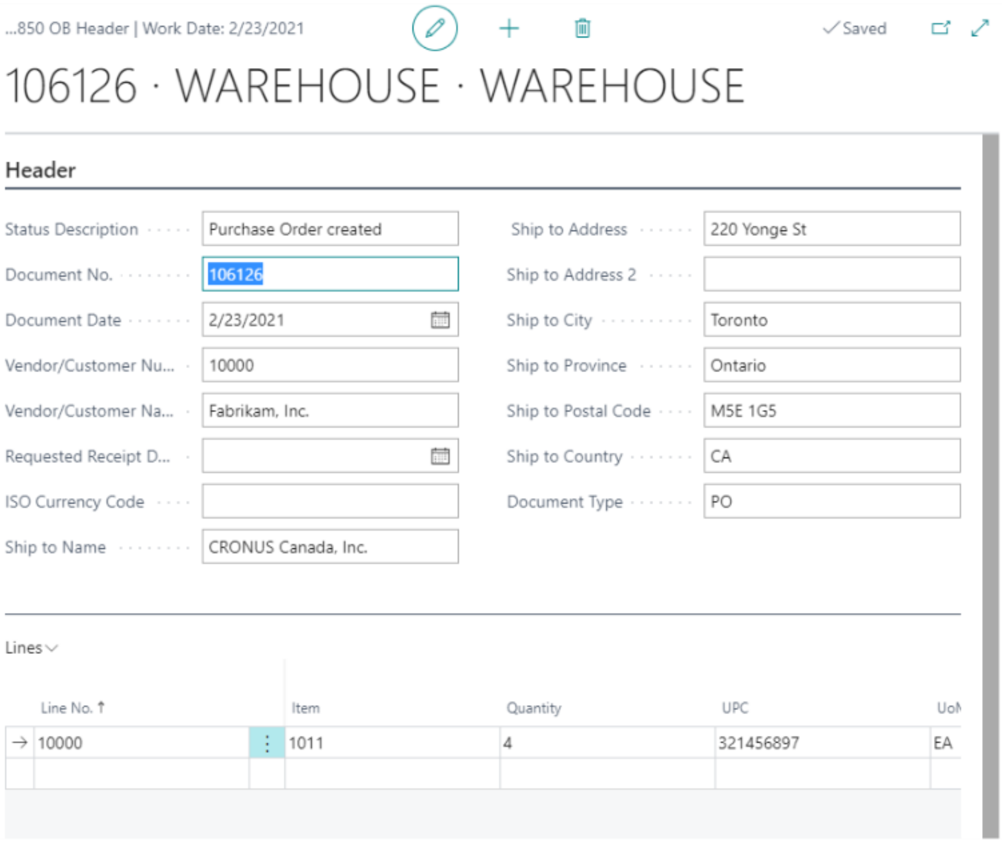


Once the PO is released, EDI365 will automatically creation an 850 outbound transaction which will then be transferred to the trading partner. Below is what the 850 outbound document looks like. This can be found by search “850 Outbound.”



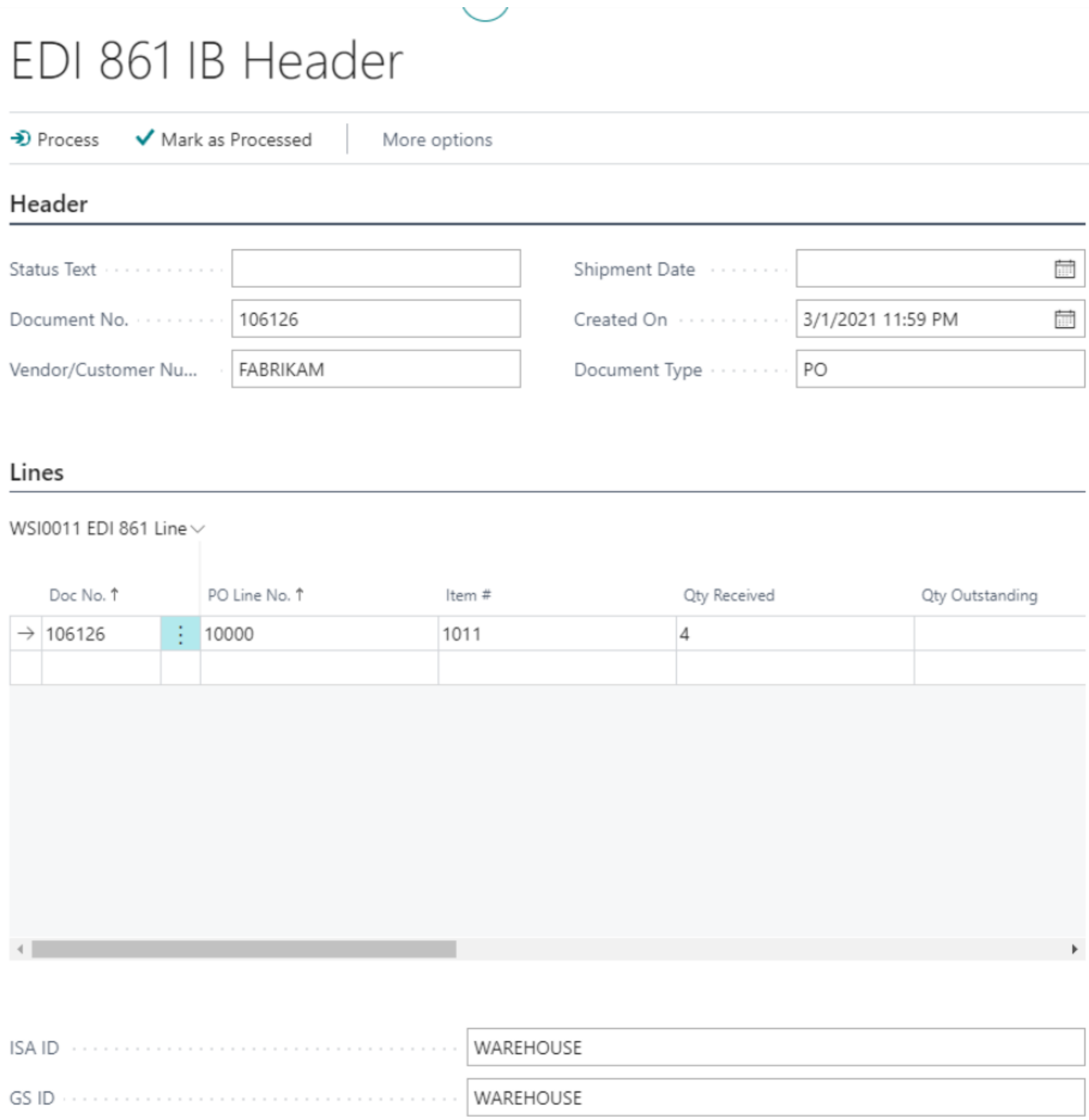


Order No. ↑	Vendor/Customer Name	Document Type	Trading Partner	Status Description
106036	Fabrikam, Inc.	PO	LOC	Purchase Order created
106039	Nod Publishers	PO	LOC	Purchase Order created
106125	Fabrikam, Inc.	PO	3PL	Purchase Order created
106126	Fabrikam, Inc.	PO	3PL	Purchase Order created

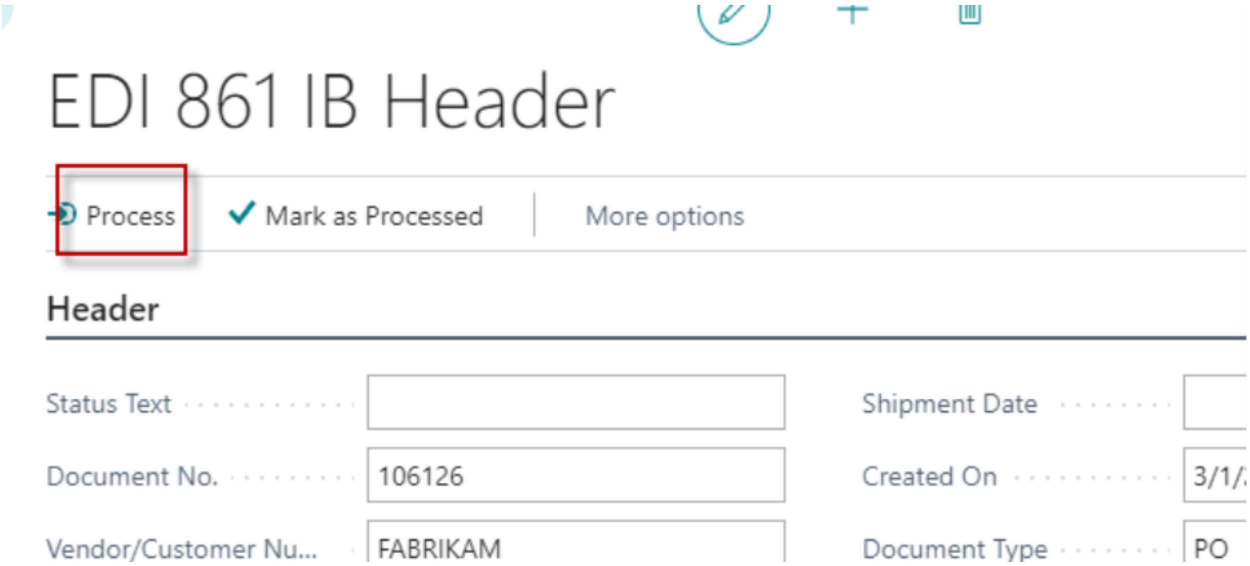


At this point the 850 has gone out to the Trading Partner and the Trading Partner will eventually send back an 861 – Inbound Receiving Advise/Acceptance Certificate to allow us to post a warehouse receipt and update the quantity received on the Purchase Order.

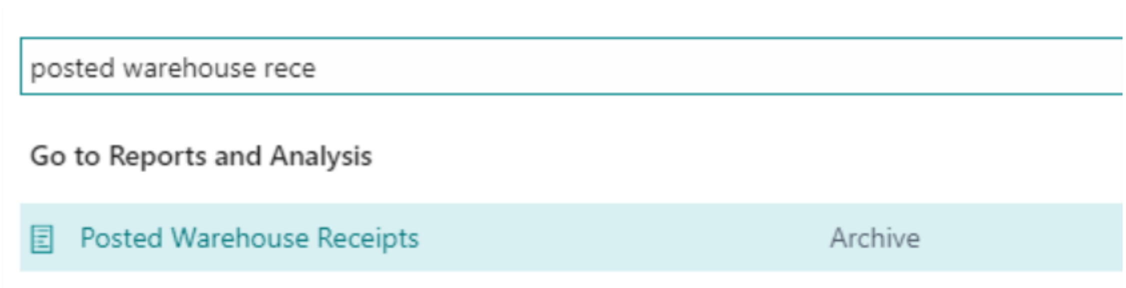
Below is what the 861 for this scenario will look like from the Trading Partner. This window can be found by searching for “861 Inbound”. This entry can also be manually created by the user but this should be created automatically by the Trading Partner assuming your Microsoft Dynamics 365 Business Central and EDI365 app is configured correctly.

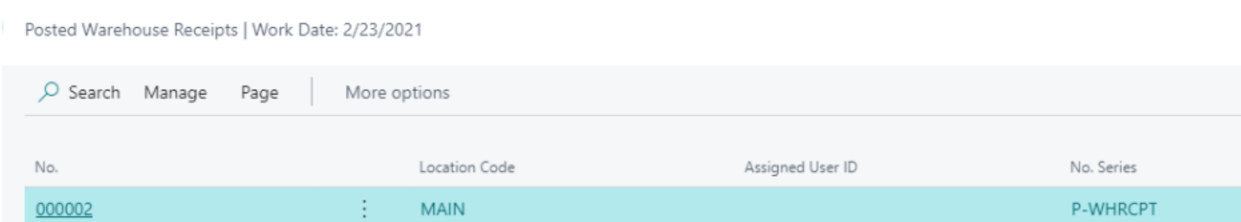


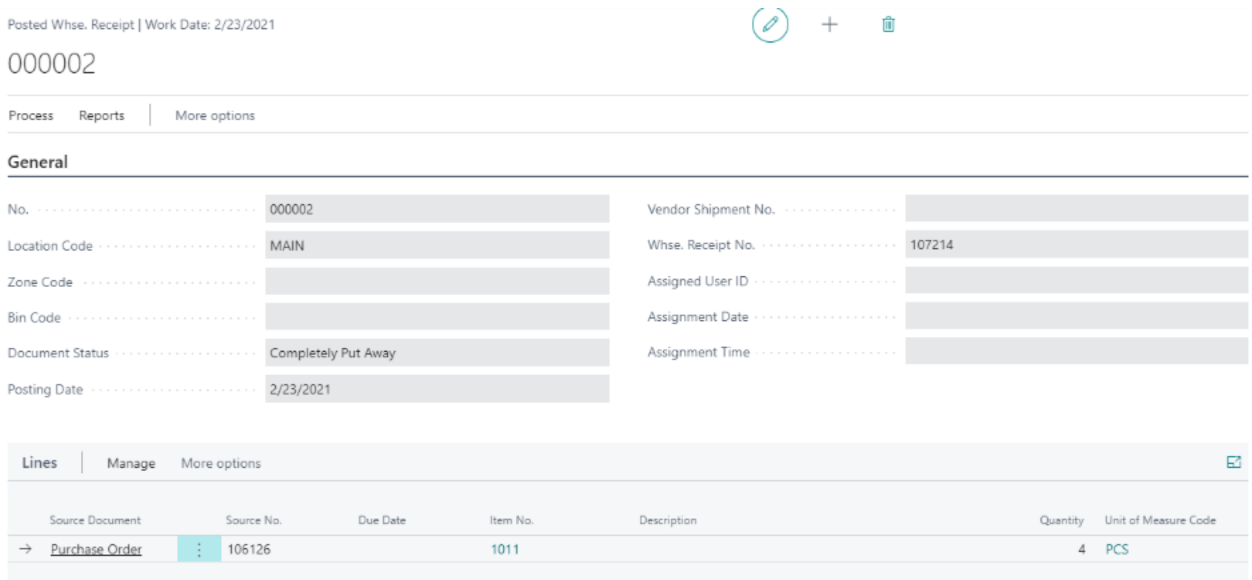
If 861 is set to auto process, then the system will create a warehouse receipt and post it in time interval specific in the job queue if auto processing is set up in the EDI application settings. If not set up, select the "Process" button to process the entry and create the warehouse receipts.



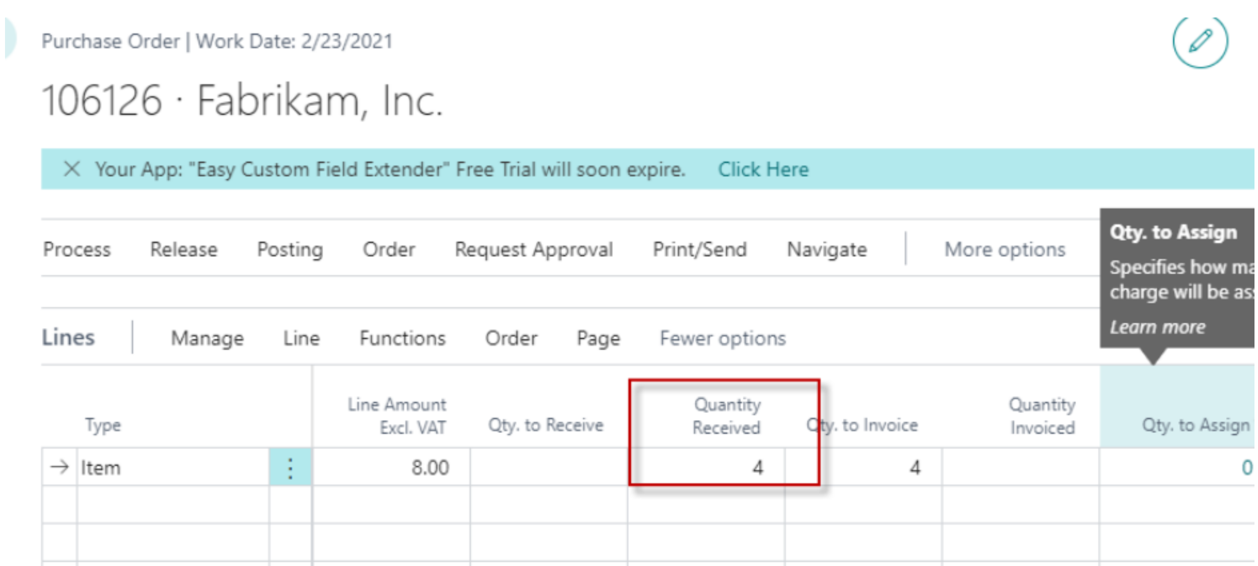
Next search “posted warehouse receipts”. Then open from the list the newly created receipt. This will show the warehouse receipt posted from the 861 documents.







You can also open the Purchase Order and see that the quantity received on the line level has also been updated.



This concludes the setup and transaction process users will take for this scenario using the functionality of the EDI365 app.