Product Release Notes 21.1

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Product Manager

Contents

Main themes 4

Dashboard features 5

1. Dashboard categories 5
2. Numbers now align right on dashboard 6

System Manager 6

1. New user roles page 6
2. Excel export/import of groups 7
3. Delete row with attachment will delete the attachment rather than send it to the header 7
4. Calendars now supported in Aico to calculate workdays 8

   Combine your calendar with Formula to calculate specific headers 9
5. Parameter to allow User to return to themselves in the workflow 9
6. Company attributes added 10
7. User attributes added 10
8. SFTP support for archive files 10
9. New formulas added 11
   a. Value in List 11
   b. Approval limit 11
   c. Row Count Distinct 11
   d. User Valid 11
   e. Workflow phase 11
   f. Attachment count 11
10. Currencies now a customer maintainable value set 12
11. User group mailing uses individual users if no single address is set 12
12. Headers set to not visible in dashboards 13

Automation Manager 14

1. Default smart tags for task type configuration 14
2. Custom calendars supported (i.e. non calendar financial years and 4,4,5 type periods) 14
3. Task type configuration to remove unused task types (e.g. don't show eBS in an SAP customer) 15
4. Mass force refresh task 15
5. Identify task template code that was used to create task (parent only) 16
6. New parameter filter on task Export/Import 16

Journals 17

1. Validation task to check that User has correct authorisations when creating postings for other company codes 17

2. Journal split by company code, currency and/or number of lines (allowing for over 999 lines) 17

ERP specific functionality 18

1. Oracle Fusion integration for Account reconciliation and journals. 18

2. Enhanced Z function to allow reconciliation data to be imported for parallel ledgers, local currency 2 and 3 18

Main themes

Dashboard features:

- Dashboard categories
- Numbers to align right on dashboard

System Manager:

- New user roles page
- Excel export/import of groups
- Delete row with attachment will delete the attachment rather than send it to the header
- Calendars now supported in Aico to calculate workdays
- Parameter to allow User to return to themselves in the workflow
- Company attributes added
- User attributes added
- SFTP support for archive files
- New formulas added
- Currencies now a customer maintainable value set
- User group mailing uses individual users if no single address is set
- Headers set to not visible in dashboards

Automation Manager:

- Default smart tags for task template
- Custom periods supported (i.e., non calendar financial years and 445 type periods)
- Task type configuration to remove unused task types (e.g., don't show eBS in an SAP customer)
- Mass force refresh task
- Identify task template code that was used to create task (parent only)
- New parameter filter on task Export/Import

Journals:

- Validation task to check that User has correct authorisations when creating postings for other company codes
- Journal split by number of lines (allowing for over 999 lines)

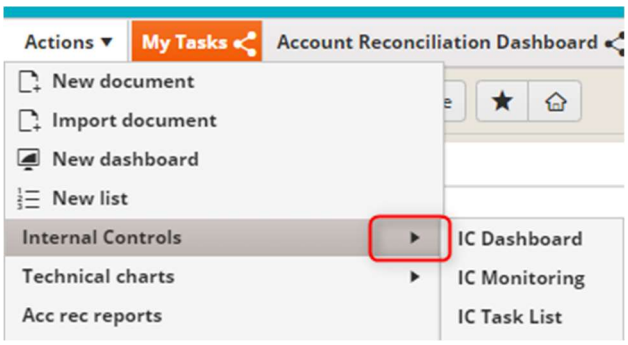
ERP specific functionality:

- Oracle Fusion integration for Account reconciliation and journals.
- Enhanced Z function to allow reconciliation data to be imported for parallel ledgers, local currency 2 and 3

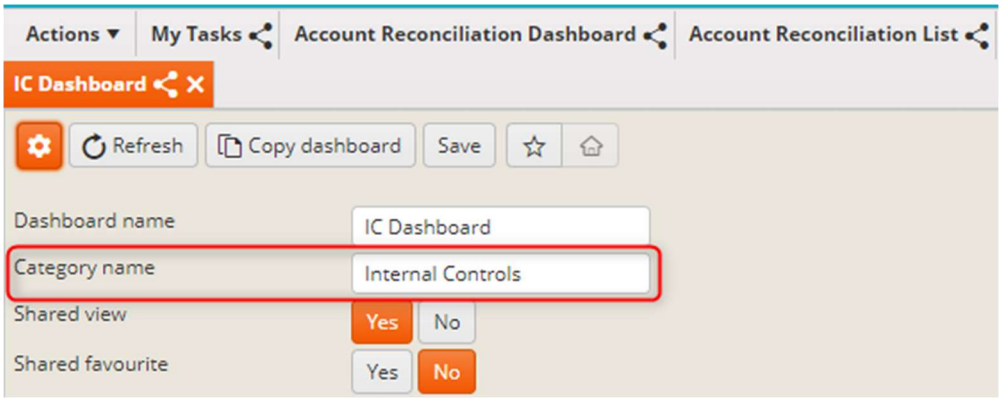
Dashboard features

1. Dashboard categories

- Dashboard categories allow dashboards to be grouped together. On the **Actions** tab, you will see dashboard categories by the arrow to the right of the name which signifies a further sub level of dashboards.

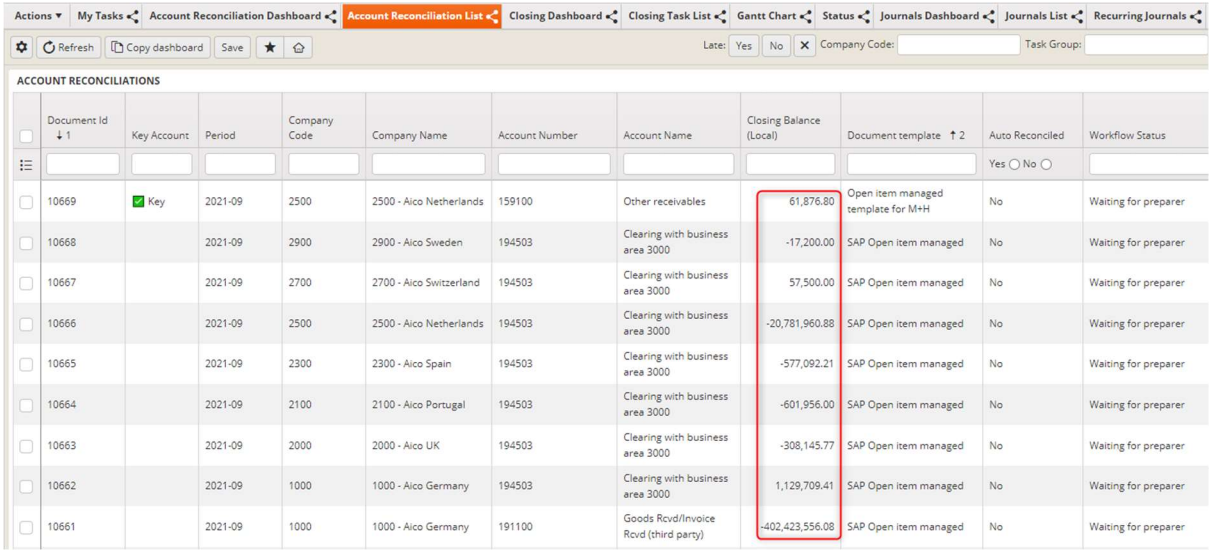


- In the configuration view behind the cogwheel, link your dashboard to a Category.



2. Numbers now align right on dashboard

Dashboard numbers historically aligned on the left which made it more difficult to compare numbers. This has been updated to align right.

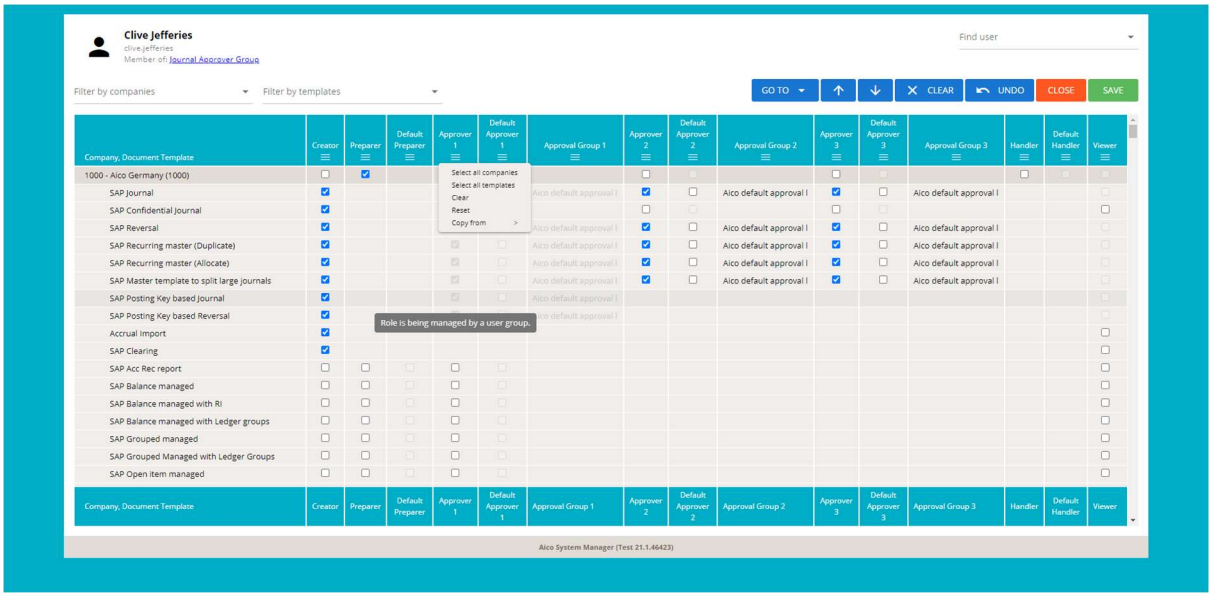


Document Id ↓1	Key Account	Period	Company Code	Company Name	Account Number	Account Name	Closing Balance (Local)	Document template ↑2	Auto Reconciled	Workflow Status
									Yes ◯ No ◯	
10669	Key	2021-09	2500	2500 - Aico Netherlands	159100	Other receivables	61,876.80	Open item managed template for M+H	No	Waiting for preparer
10668		2021-09	2900	2900 - Aico Sweden	194503	Clearing with business area 3000	-17,200.00	SAP Open item managed	No	Waiting for preparer
10667		2021-09	2700	2700 - Aico Switzerland	194503	Clearing with business area 3000	57,500.00	SAP Open item managed	No	Waiting for preparer
10666		2021-09	2500	2500 - Aico Netherlands	194503	Clearing with business area 3000	-20,781,960.88	SAP Open item managed	No	Waiting for preparer
10665		2021-09	2300	2300 - Aico Spain	194503	Clearing with business area 3000	-577,092.21	SAP Open item managed	No	Waiting for preparer
10664		2021-09	2100	2100 - Aico Portugal	194503	Clearing with business area 3000	-601,956.00	SAP Open item managed	No	Waiting for preparer
10663		2021-09	2000	2000 - Aico UK	194503	Clearing with business area 3000	-308,145.77	SAP Open item managed	No	Waiting for preparer
10662		2021-09	1000	1000 - Aico Germany	194503	Clearing with business area 3000	1,129,709.41	SAP Open item managed	No	Waiting for preparer
10661		2021-09	1000	1000 - Aico Germany	191100	Goods Rcvd/Invoice Rcvd (third party)	-402,423,556.08	SAP Open item managed	No	Waiting for preparer

System Manager

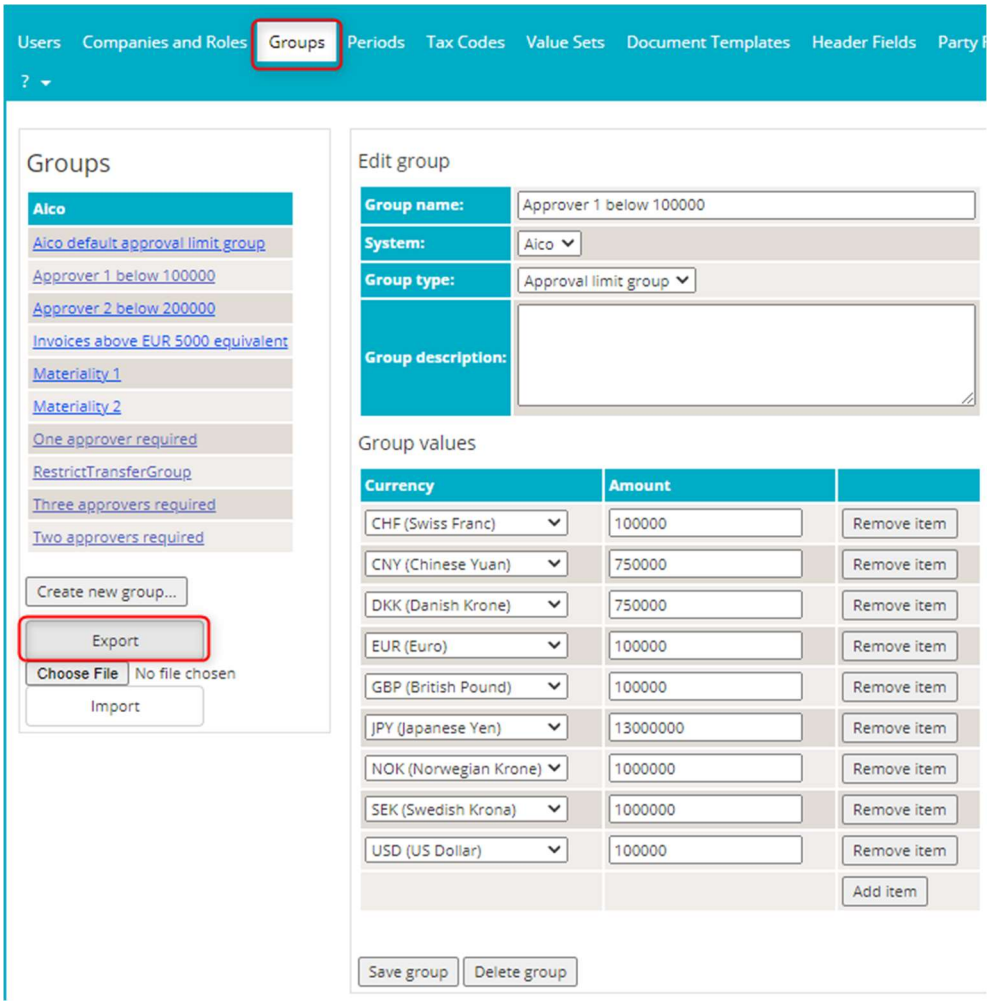
1. New user roles page

A new user roles page has been introduced to both improve the performance when saving large numbers of changes and also improved filtering to simplify setting roles for multiple companies and templates.



2. Excel export/import of groups

It is now possible to export approval limit group to excel, update them and then re-import back in.



3. Delete row with attachment will delete the attachment rather than send it to the header

Historically, when row level attachments were deleted, only the reference was removed, and the attachments would still be visible but now in the Header level attachments area. This has been updated to remove the attachment altogether.

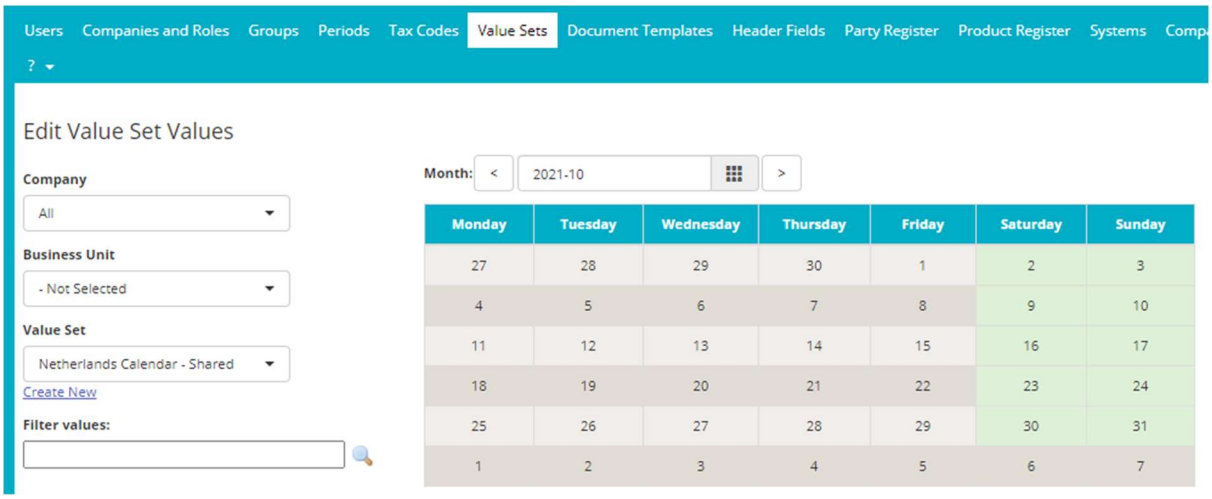
4. Calendars now supported in Aico to calculate workdays

Holiday calendars are a standard feature of Automation manager for Account reconciliation and Closing tasks and are used to determine the Preparer/Approver due days however it has not been possible to apply the same concepts in for example Journals where Automation manager is not used.

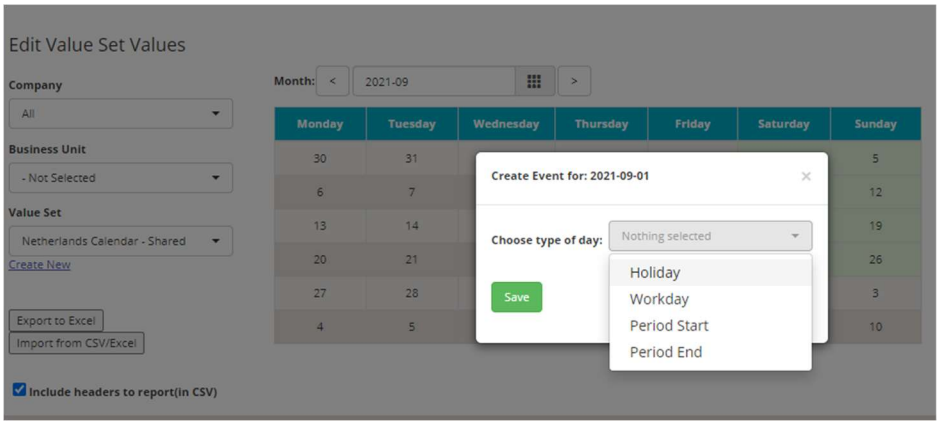
Support for holiday calendars to be able to calculate dates based on workdays has now been added to System manager which allows dates to be calculated based on workdays. Use case examples could be for example, determining how many workdays taken to approve a journal.

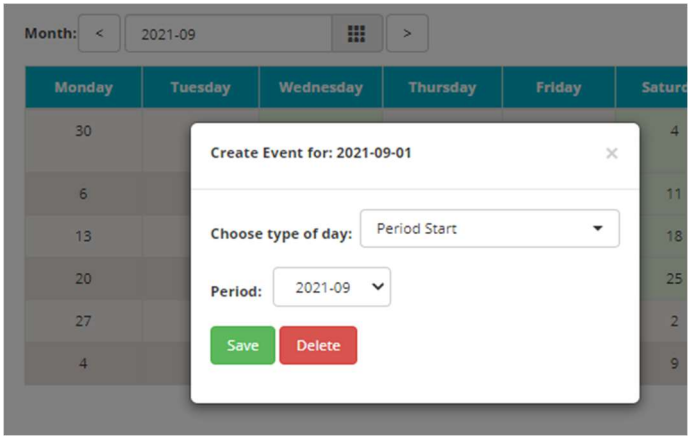
Calendars are required in System manager to calculate workdays where you need to be able to set holidays in a specific calendar. By default, Aico will consider Saturday and Sunday to be holidays, therefore calendars are only required where this is not sufficient.

Calendars are set up as a type of Value set.



- Once saved, open your newly created calendar from the Value Set list and enter your day settings.





Combine your calendar with Formula to calculate specific headers

Once the calendar is set up then it can be used with formula to set header fields in the template for example if you want to know what date is workday 3 then a formula can be used to calculate this.

=WORKDAY(3, DATEADD(accountingDate,1,"MO"), "Netherlands Calendar") gets the 3rd working day in the month following a posting date using a custom calendar to specify the holidays.

Common formula that can be used in conjunction with the calendar.

- =NEXTWORKDAY(): Returns the first date which is a workday starting from this date. Sat-Sun are considered holidays
- =NEXTWORKDAY(dateField, "My Calendar"): Returns the first date that is a workday starting from date parameter. Given calendar specifies holidays
- =ISWORKDAY(): Is the current date a workday, uses "default" calendar of Mon-Fri are workday, Sat-Sun are holidays
- =ISWORKDAY(dateField): Is the given date a workday
- =WORKDAY(2): Returns the 2nd workday in the current month.
- =WORKDAY(5) = DATE(YEAR(),MONTH(),DAY())
- =CALENDARDAY(3, "2020-12", "My Calendar")
- =CALENDARDATEDIF(startDate, endDate, "H", "My calendar")

There are many other formula possibilities.

5. Parameter to allow User to return to themselves in the workflow

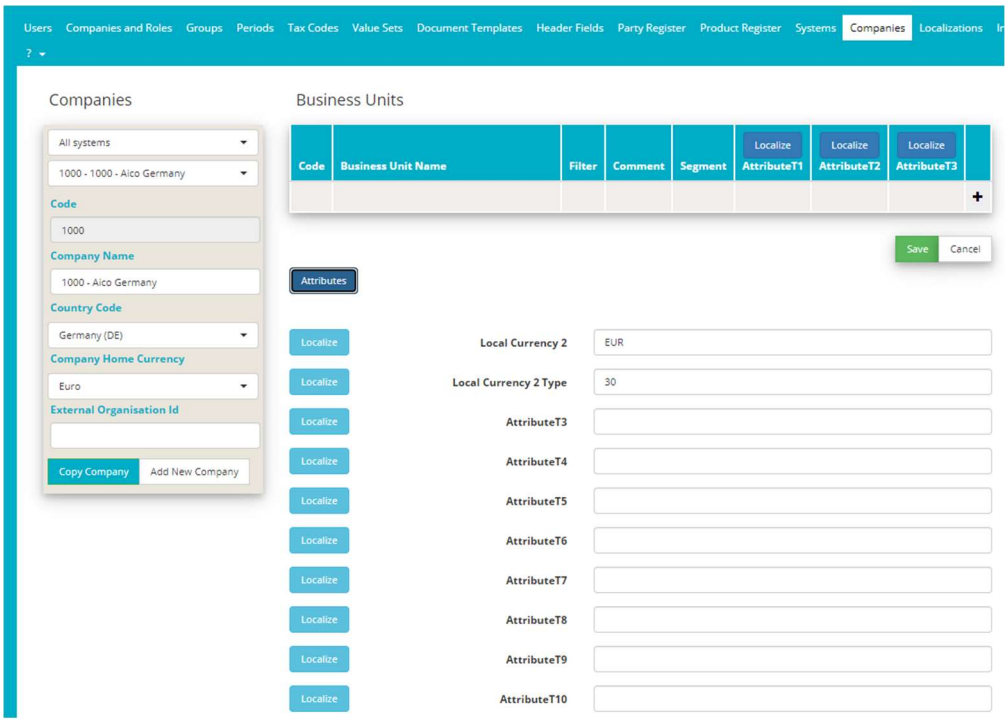
“Return to earlier role allowed” This is a new parameter which determines if an earlier role can pull this document back in the workflow without reference to the current role that has the document.

If this is not checked then the role that currently has the document must return it.

6. Company attributes added

It is now possible to set up to 10 custom attributes against a company code which can then be pulled into the document template using formula. These can be used to associate for example a region or local currency 2 or 3 or predefined approval groups against a company.

Note that this is in addition to Currency, Country and External organisation ID which were originally supported.



Formula is then created as follows =COMPANYATTRIBUTE("AttributeT1",companyCode) to bring in the value from the attribute.

7. User attributes added

In a similar way to Company attributes described above, you can link attribute to Users. For example, a User could belong to a specific Team or be identified as being part of an outsourced organisation.

Formula is then created as follows =USERATTRIBUTE(2,"userId")

8. SFTP support for archive files

It is now possible for the customer to set up an SFTP server to which Aico can store the archive files as they are created.

9. New formulas added

a. Value in List

Returns TRUE if the value is in the list and FALSE if it is not. Used to detect if a value (typically imported from excel) is part of the Value set values linked to that header.

=VALUEINLIST(header, "myValueList")

b. Approval limit

Returns the limit for a specific currency from a named approval limit group

=APPROVALLIMIT("Group name", currency)

c. Row Count Distinct

Counts the number of distinct values in a column

=ROWCOUNTDISTINCT("columnName")

d. User Valid

Checks if a user is valid (active) or not

=USERVALID(approver)

e. Workflow phase

Returns a number representing the current workflow

Creation = 0,
Preparation = 1,
Approval1 = 2,
Approval2 = 3,
Approval3 = 4,
Handling = 5,
Review = 6,
Completion = 7

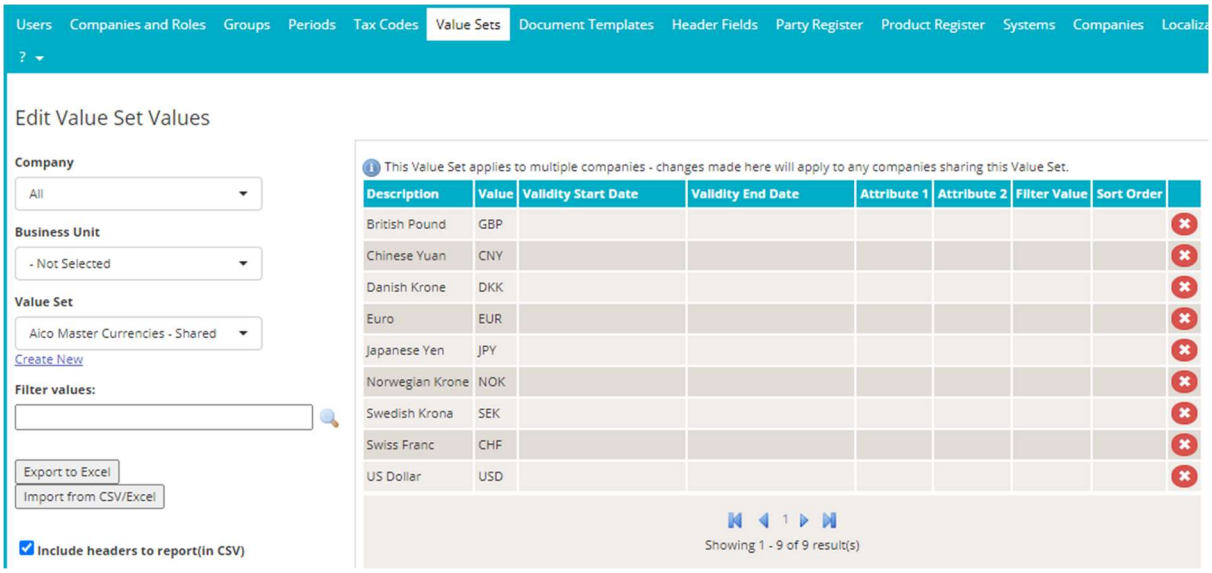
=WORKFLOWPHASE(workflowStatus)

f. Attachment count

Formula to set the number of attachments at either header or row or both levels.

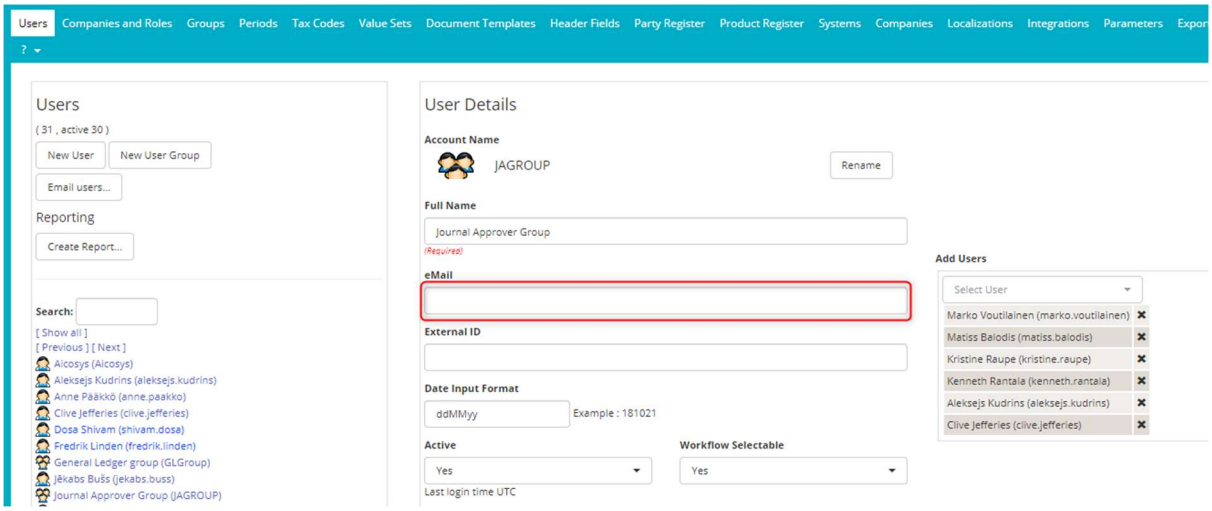
10. Currencies now a customer maintainable value set

Historically the master currency table was only maintainable directly in the database, but this can now be maintained as a Value set allowing the customer to add and remove currencies as required.



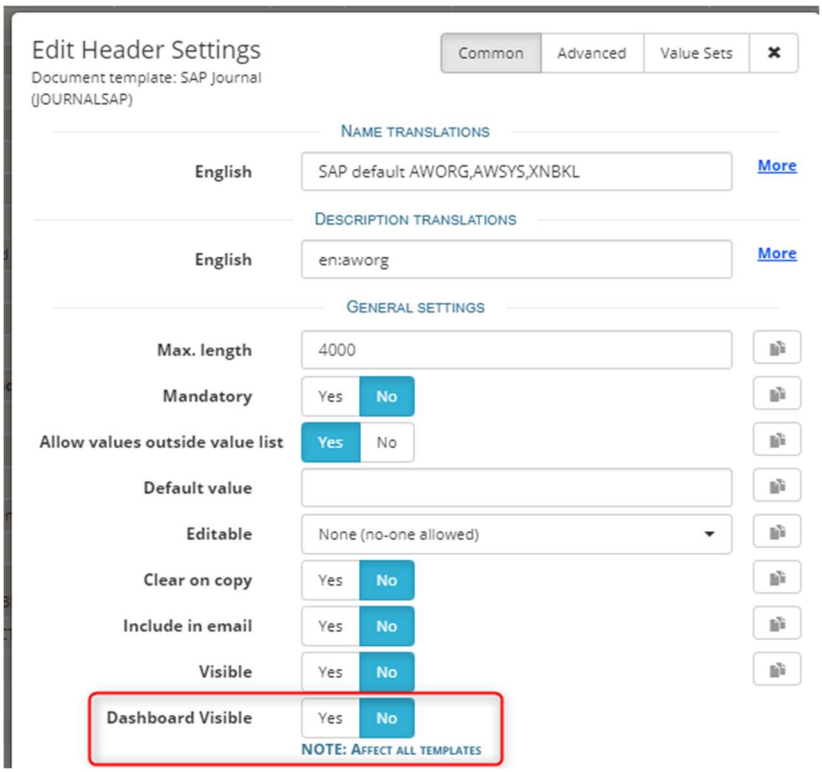
11. User group mailing uses individual users if no single address is set

Where no email address is set for a User group, Aico will now automatically generate individual emails to each user in the group who, individually, has their own email address set.

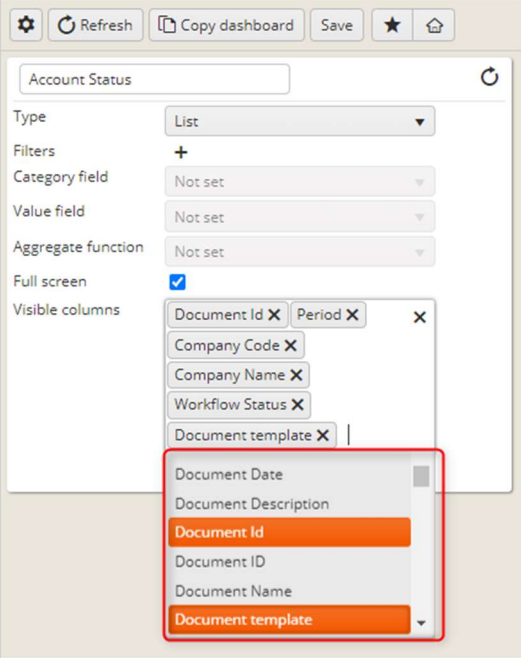


12. Headers set to not visible in dashboards

It is now possible to set headers as not Dashboard visible. This is especially useful for those technical headers which make no sense to show in the dashboards.



Once set these headers will no longer appear in the drop down for dashboards.



Automation Manager

1. Default smart tags for task type configuration

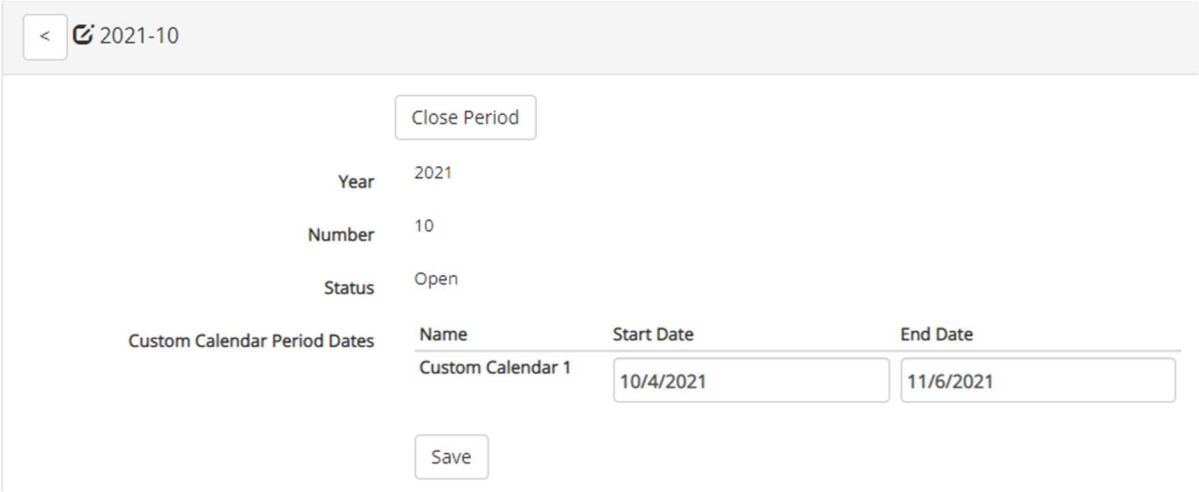
Historically it has been possible to use smart tags with formula to set task parameters on an individual task template. This new feature allows smart tags with formula to be set on the task type level and therefore applied to all tasks using the specified task type.

The main use case has been in Account reconciliations to allow due dates to be set based on some other task parameter. For example, if the reconciliation task risk is High then it should be prepared on Workday 3 whereas if it is Medium then it should be Workday 5 etc. this will then apply to ALL reconciliations and the customer does not have to maintain this in the master data for each task.

2. Custom calendars supported (i.e., non calendar financial years and 4,4,5 type periods)

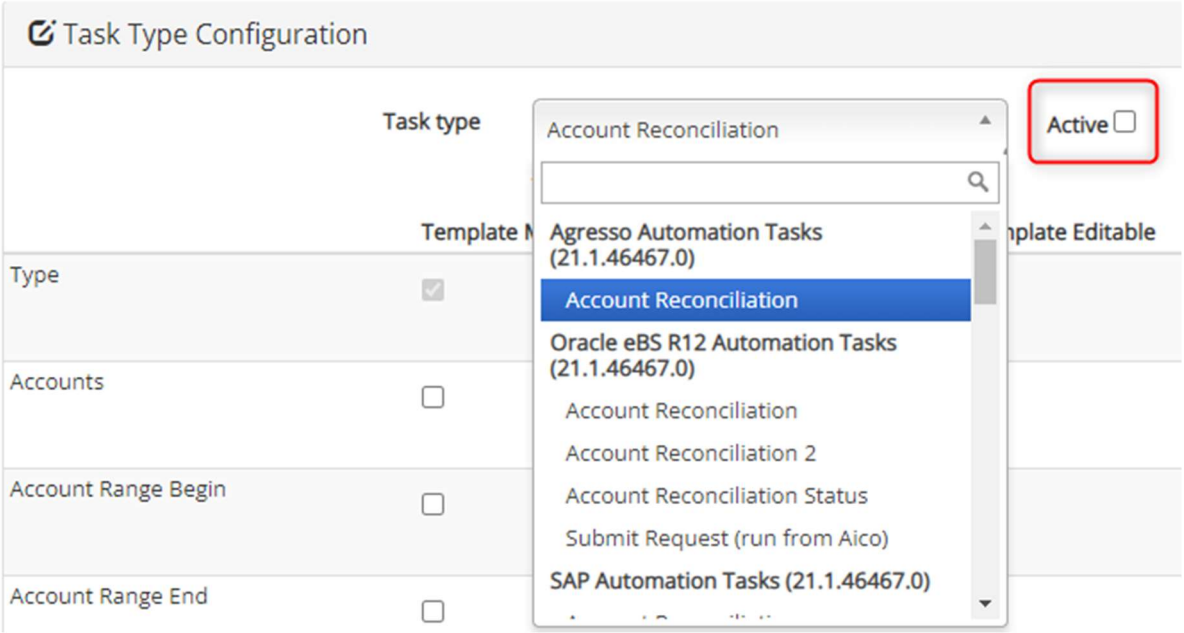
Custom calendars allow for the set up on non calendar periods and non calendar start and end dates for those periods. Each company can have its own period dates and you can even also connect different period numbers to different dates if, for example your period 1 is April.

Additionally Smart tags also react according to the dates and period number set.



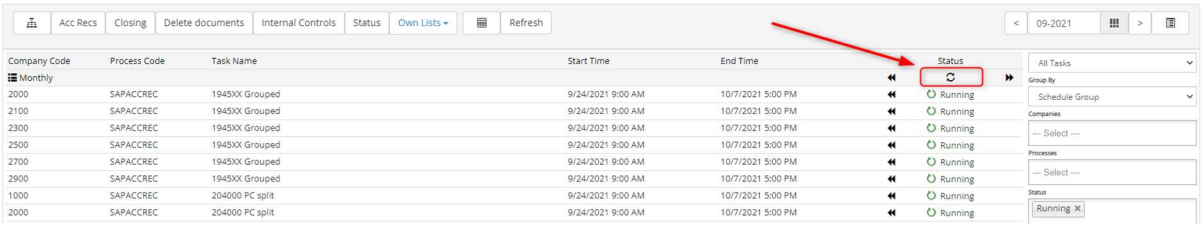
3. Task type configuration to remove unused task types (e.g. don't show eBS in an SAP customer)

This feature allows the customer to define which task types should be active for their system in order not to show unused task types in the various selection pages that offer task type as a parameter.



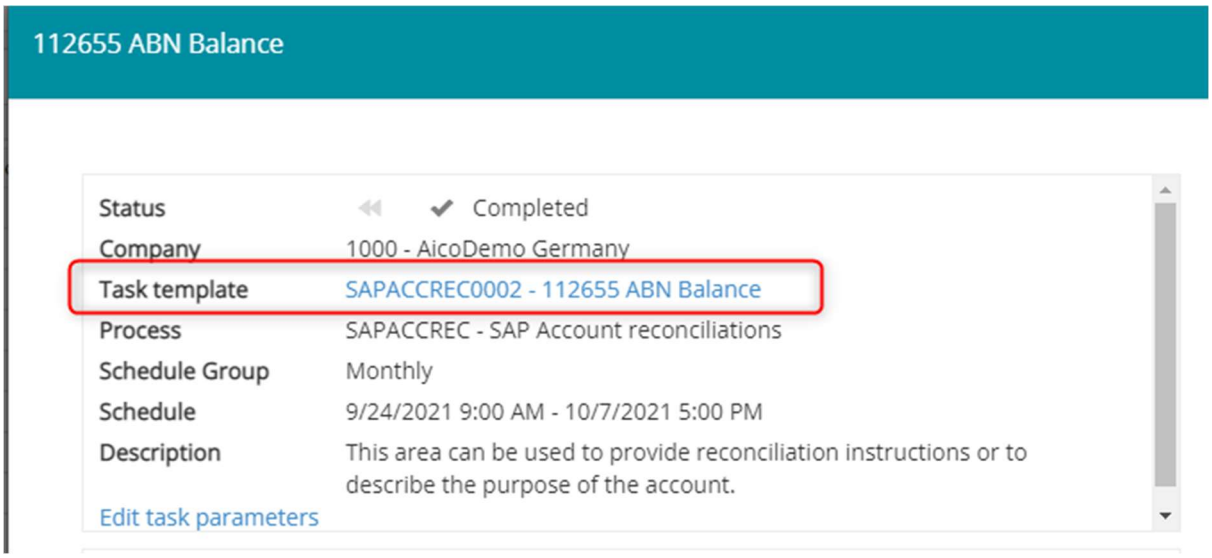
4. Mass force refresh task

The force refresh can be used on a list of generated tasks in order to force them to run the refresh action on the associated template. This will not affect the scheduled refresh interval which will run as normal regardless of whether this manual force refresh has been run.



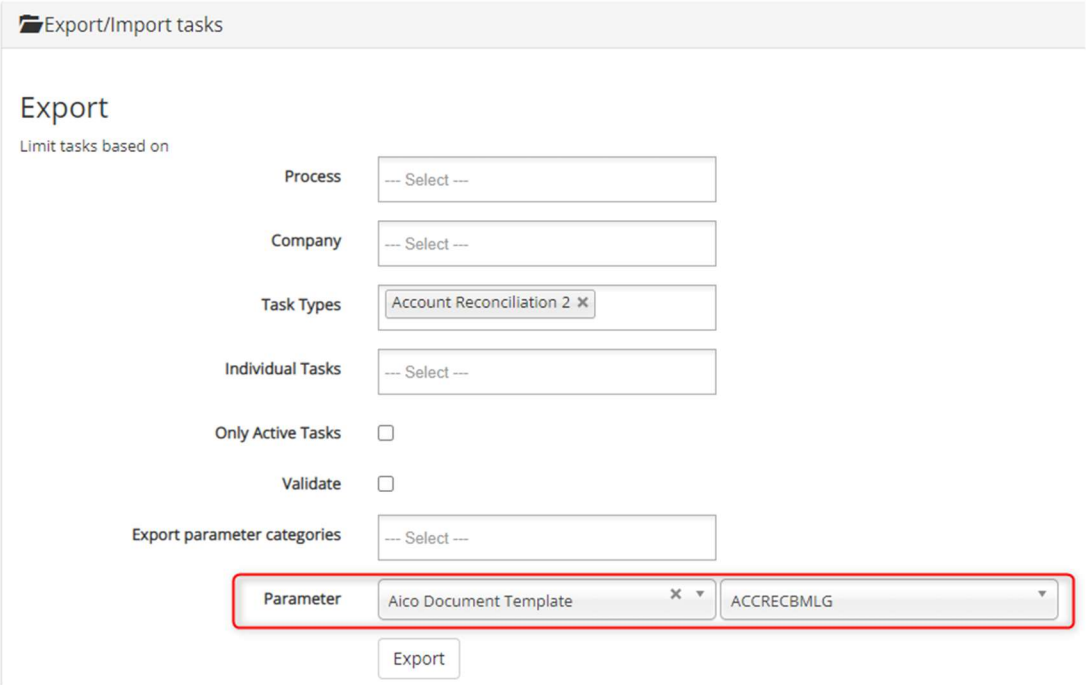
5. Identify task template code that was used to create task (parent only)

Generated “parent” tasks now contain a link to the associated task template that they were generated from. This allows the customer to identify the source task template and is particularly useful where the task template has been changed since the task was generated for the period.



6. New parameter filter on task Export/Import

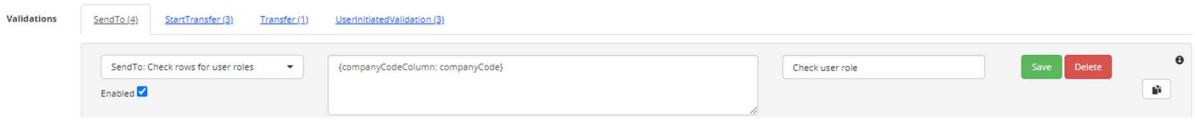
This new filter on the Task Export/Import allows you to filter the export further by any parameter saved on the task template. For example, you could additionally filter by document template in order to only export task templates linked to the Account reconciliation balance managed template.



Journals

1. Validation task to check that User has correct authorisations when creating postings for other company codes

This new validation task checks that the user has the correct authorisation roles when posting cross company. The task checks the row containing the cross company code and then checks that the User has the right to post into that company code.



2. Journal split by company code, currency and/or number of lines (allowing for over 999 lines)

This new feature leverages a number of already existing features in order to allow a customer to create a master template from which multiple individual journals can be created. It can be used to create:

- Journals of fewer than a predefined number of lines from a master template of many thousands of lines where the ERP cannot post more than the specified number of lines. For example, SAP can only post 999 lines.
- Journals for multiple companies and/or Journals in multiple currencies. The User can upload lines for multiple companies and currencies and Aico will split them by company and/or currency.

Once the journals are created then the master template can be sent through the workflow and the created journals approved and transferred together in a similar manner to recurring journals.

ERP specific functionality

1. Oracle Fusion integration for Account reconciliation and journals.

A new web service based integration to provide integration for Journals and Account reconciliations

2. Enhanced Z function to allow reconciliation data to be imported for parallel ledgers, local currency 2 and 3

A new Z function has been released to allow for data to be imported for parallel ledgers as well as the closing balance from the leading ledger in all currency types (Account, Local, Local 2 and Local 3)

Additionally, the Auto reconciliation rules have been enhanced to consider the values in the closing balance headers in the parallel ledgers. For example, if the “Balance” auto reconciliation rule is set to zero then Aico will also check that the closing balances of the parallel ledgers and ensure that all of these pass the rule set.