

Auto E-Mail Notification For Sage 100 2018

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Installation Instructions and Cautions

PLEASE NOTE: SAGE 100 must already be installed on your system before installing any IIG enhancement. If not already done, perform your SAGE 100 installation and setup now; then allow any updating to be accomplished automatically. Once SAGE 100 installation and file updating is complete, you may install your IIG enhancement product by following the procedure below.

Wait! Before You Install – Do You Use CUSTOM OFFICE?

THIS IS AN IMPORTANT CAUTION: If you have Custom Office installed, **and** if you have modified any SAGE 100 screens, you must run **Customizer Update** after you do an enhancement installation.

Q 🔬

2. Address

But wait! BEFORE you run Customizer Update, it is very important that you print all of your tab lists. Running An **asterisk** in a *Customizer Update* will clear all Tab settings; your printed tab window's title bar list will help you to reset your Tabs in Customizer Update. indicates that the *Custom Office* is installed on your system if there is an asterisk in the title bar of some of the screens. The asterisk screen has been indicates that the screen has been changed. modified. This means that Custom Office is installed. S Sales Order Entry (ABC) 12

14

Order Type

<u>3</u>. Lines

D1

9. E

4. Totals

Ship To Addr

Terms Code

Ship Via

Follow all the instructions on this page before you run **Customizer Update**!

Сорч

5. Payment

6

Q

Q,

Order Number

1. Header

Order Date

Customer No.

Cust PO

Ship Date

Registering IIG products

IIG Enhancement should be registered to be able to use it. If registration is not performed, the enhancement will work in a demo mode for a limited time period. The registration can be still done during the demo period.

Select the **IIG Product Registration** program under the **Library Master Setup** menu of the SAGE 100.

If this option is not listed under the Library Master Setup menu, go to the main menu, and select **Run** from the **File** menu. Type in SVIIGR and click **OK**.

S	IIG Ma	ster Develope	er Enhancement Re	egistration	- 🗆 🗙
Registered Customer IIG	- Glendale				
Registration Information Reseller Name					
Serial Number	1111111				
Customer Number	2222222222				
User Key	3333333333	3333333			
Product Key	55555 5	5555 55555	55555 55555		
Enhancement	Level	Release Date	Serial Number	Unlocking Key	<u>0</u> K
IIG Enhancement	6.00		مممممممممممم	BBBBB	<u>U</u> ndo
Enhancement	Level	Release Date	Serial Number	Unlocking Ke	y
IIG Enhancement	6.00		ΑΑΑΑΑΑΑΑΑΑΑΑΑΑΑΑ	A BBBBB	
<					>
Print Registration Form]				
				lig	ABC 12/16/2016

Enter **Serial Number** and **Unlocking Key** provided by IIG, and click **OK**.

If multiple IIG Enhancements are installed, Serial Numbers and Unlocking Keys should be entered for each enhancement. Use the **Print Registration Form** button to print IIG Registration Form.

ODBC Security

After installing an **IIG Enhancement**; it is **very important to verify** whether or not the **Enable ODBC Security within Role Maintenance** check box is selected in the **System Configuration** window of your system. If it is selected you must assign ODBC security permissions and allow access to custom data tables/fields for the Roles defined in your system.

ODBC Security

Enable ODBC Security within Role Maintenance

Role Maintenance

After installing an **IIG Enhancement**, permissions must be configured for newly created Tasks and Security Events.

S Role Main	tenance (ABC) 6/28/2018				
Role	ADMIN Copy Role				
Description	Admin				
<u>1</u> . Tasks	2. Security Events 3. Module Options 4. SData Security 5. ODBC Security				
🕀 🗹 Pu	rchase Order				
🕀 🗹 Re	turn Merchandise Authorization				
	ge Intelligence Reporting				
	les Order				
	Explorer View				
	Inquiry Maintenance (Dista Entry				
	Maintenance/Data Entry Miscellaneous Tasks				
	Reports/Forms				
	Setup Options				
🗉 🗹 Sales Order Options					
🕀 🗹 Shipping Setup Options 🗸 🚽					
Search	Accept Cancel Delete 🖶 🕢				

Introduction

IIG's **Auto E-Mail Notification** Enhancement allows users to automatically send to their customers copies of orders, at any time, copies of invoices at the moment they are updated, or re-send invoices from the Invoice History.

Setup Activities

Note: If you are using SAGE100 Premium server you will need to check if the "SyzIIG" file exists in the "...Sage\Client\Mas90\SOA" folder. If not, it is necessary to run the "IIG_Folders.exe" from the .. Client\Mas90\SOA" folder.

Auto E-Mail Notification Options

Select the **Auto E-Mail Notification Options** program in the **Sales Order Setup** menu.

Send Customer's E-r	mails To 🛛 🛛 🛛	'rimary Contact'	s E-mail Address	•		
BCC Send E-mails 1	io a	o aaa@aaaaa.am				
E-Mail Flags Send Customer E-ma	ails 🔍 Send Salesperson E-mails 🖳					
Choose PDF Output Folder						
d:\MAS\MAS600\4	EN\MAS90\A	EN_SPOOL\		e		
SMTP (Mail) Server-			HTML E-mails			
Use SMTP server in	stead of MS [[senc	HIMLE-Mails			
Address						
Port		25				
From E-Mail address	jws	mith@example	com			
	voice	1		Order		
IFI	VOICE			Jraer		
Invoice Form Code	STANDARD		0.	Designer		
	Preprinted La	ser	N	()		
Inline Text	_ ·		• ~~INVOICE~~			
	in Adobe Acr					
	Download the free Adobe Acrobat Reader at					
	http://www.adobe.com/					
			_			
CC To The E-Mail A)rder 📝			

The Manual button allows for viewing AEN enhancement document in a PDF format.

In the Send Customer's E-Mails To drop-down box, select Customer E-Mail Address, Primary Contact's E-Mail Address or Customer & Contacts.

S Auto E-Mail Options (ABC)	6/28/2018	
Send Customer's E-mails To	Primary Contact's E-mail Address	
	Customer E-mail Address	
	Primary Contact's E-mail Address Customer & Contacts	
	Customer & Contacts	

If **Customer E-mail Address** is selected E-Mails will be sent to the Customer's email address.

For the second option if the **Primary Contact** has no E-Mail address specified, the Customer E-Mail address will be used.

If **Customer&Contacts** is selected emails are sent to the Customer's email and CC to the Customer's Contacts having the **Send Order Confirmation Emails** and **Send Invoice Emails** checkboxes selected in the **Contact Maintenance.**

BCC Send E-Mails To field is intended for sending confirmation emails to a blind email account.

When adding a new customer in **Customer Maintenance**, **Sales Order Entry** (on-fly), **S/O Invoice Data Entry** (onfly), **A/R Invoice Data Entry** (on-fly) and **E-Business**, the **E-Mail Flags** will be automatically set based on the **E-Mail Flags** settings (the **Send Customer / Send Salespersons E-Mails** checkboxes).

Choose AEN Output Folder- The **AEN_Spool** directory is automatically added in the system upon installing the AEN 5.40_ CD and the AEN Options program defaults to this directory for its working directory. The UNC path of the **AEN_Spool** directory is automatically set as the **AEN Output Folder** path.



Check the Use SMTP server instead of MS option, and enter the SMTP server's Address, Port, and the From E-Mail address to send to the SMTP server specified.

SMTP (Mail) Server Use SMTP server instead of M	IS 🔲 Send HTML E-mails 🗌		
Address	192.168.1.207		
Port	25		
From E-Mail address	jwsmith@example.com		

NOTE: If the SMTP server instead of MS box is unchecked, the MS Outlook (MS Office package) must be installed and functioning on your computer. When this check box is cleared, or any of the three fields is empty, the E-Mails will be sent to the MS Outlook.

The **Send HTML E-mails** option enables sending email notifications in the desirable HTML format (Refer to <u>Appendix</u> for details). This option is enabled only if the *SMTP server instead of MS* box is selected otherwise it is disabled.

The program will load the **Address**, **Port**, and **From E-Mail address** values from the **Company Maintenance** of **Library Master module**, when the **Options** are opened for the first time. You can change the settings at any time, after that.

Invoice tab

A **Form Code** must be selected to define the layout of the document.

Inline Text will be added to the body of mail. Standard text can be changed on the corresponding tabs for **Invoices** and **Orders**.

Invoice			Order	
Invoice Form Code	STANDARD Preprinted Laser	Q]	Designer
Inline Text	Attached is a copy of invoice ~~INVOICE~~			
	Download the free Adobe Acrobat Reader at			
	http://www.adobe.co	om/		
CC To The E-Mail A	ddress Associated Witl	h The Order		

The CC To The E-Mail Address Associated With The

Order checkbox allows for sending a copy of the Invoice report to the e-mail address associated with the order. The CC feature is applied only to the emails sent to the customer.

The settings of the **Order** tab are similar to the ones on the Invoice tab except of the **Use Order Email Address** checkbox. If this checkbox is selected and the **Email To Customer** is selected in the Sales Order Entry then the Sales Order printing will be emailed by the email address specified on the Sales Order Header. If this checkbox is not selected or there is not an email address specified on the **Sales Order Header** the emails will be sent based on the setting of the **Send Customer's E-Mails To** drop-down box.

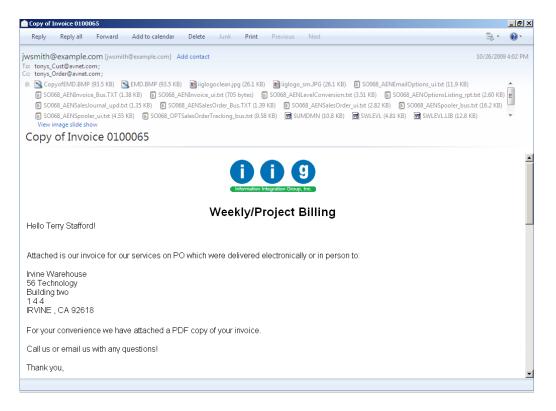
Invoice)[Order	
Order Form Code	STANDARD	٩,		<u>D</u> esigner
	Preprinted Laser			
Inline Text	Attached is a copy of sales order ~~ORDER~~			
	in Adobe Acrobat format.			
	Download the free Adobe Acrobat Reader at			
http://www.adobe.com/				
Use Order E-Mail Address				

Appendix

Setting up HTML Email Templates

IIG has created 3 different HTML templates to be used for Sales Order, Credit Memo and Invoice: so_mail_template.htm, cr_mail_template.htm and in_mail_template.htm. The email will be sent using the HTML forms with a .PDF file of the Order/Invoice attached. The following keywords are used by templates: ~~CONTACT~~ ~~INVOICE~~ ~~AMOUNT~~ ~~PONUM~~ ~~SHIPNAME~~ ~~SHIPADDR~~ ~~SHIPCITY~~ ~~SHIPST~~ ~~SHIPZIP~~

While installing **AEN** those templates are copied to the **AEN_TEMPLATES** folder created during the installation. When sending email the email Body is replaced correspondingly with Sales Order or Invoice header information and the Tracking Information is replaced with corresponding tracking information of the Invoice.



The user can attach also files for advertising to each email. It is necessary to place the files for advertising in the AEN_Ads folder created in your MAS system after the CD is installed. Before sending an email the program will check whether there is a file(s) in this folder or not, and if yes will attach it (them) to each email being sent.

Set E-Mail Flags Utility

The **Set E-Mail Flags Utility** program has been added under the **Accounts Receivable Setup** menu to allow automatically adding E-Mail Flags.

Report Setting	STANDA	RD		Q			
	Update E	Update Email Flags					
Setting Options							
Update Option	Both	-	Se	end Customer Emails	Numb	er of Copies	1 🌲
		V	Se	nd Salesperson Emails			
Select Field		Operand		Value			
Customer Numbe	er -	All	•				
Customer Name		All	•				
Salesperson		All	-				
Customer Type		All	•				
Sort Field		All	•				
State		All	•				
ZIP Code		All	•				
Tax Schedule		All	•				
		-		-			

In the Report Setting field specify the type of the report.

E-Mail Flags can be updated selecting the **Update Option**. There are the following Update Options: Both, Customer, and Salesperson. Select **Both** if you want to have both the **Send Customer E-Mail** and **Send Salesperson E-Mail** flags set.

In the **Number of Copies** field specify the number of copies to be printed. In the below grid specify the range to print.

Here is an example of printout:

A Report		/1 ∰ €. •		_
Update Email Flags				
Sorted by Customer	Number			
			ABC Distribution and Service Corp. (ABC)	- 11
CustomerNumber:	CustomerName:	Customer Send E-mail?	Salsperson Send E-mail?	
01 - AVNET	AvnetProcessing Corp	No change	Y	
01 - BRESLIN	Breslin Parts Supply	Y	Nochange	
01 - HILLSB	Hillsboro Service Center	Y	Y	
01 - MAVRK	Maverick Papers	Y	Y	
01 - RSSUPPL	R & S Supply Corp.	Y	Y	- 81
01 - SHEPARD	Shepard Motorworks	Y	Y	- 81
02 - ALLENAP	Allen's Appliance Repair	Y	Y	- 81
02 - AMERCON	American Concrete Service	Y	Y	- 11
02-ATOZ	A To Z Carpet Supply	Y	Y	- 11
02-AUTOCR	AutocraftAccessories	Y	Y	- 81
02 - BAYPYRO	Bay Pyrotronics Corp.	Y	Y	- 81
02 - CAPRI	Capri Sailing Ships Custom Craft Products	Y Y	Y Y	- 81
02-CUSTOM 02-GREALAR		Ý	Y	- 81
02-JELLCO	GreaterAlarm Company JellcoPacking	No change	Y	- 81
02-ORANGE	Orange Door & Window Co.	No change	Y	- 81
02-ORANGE	Orange Door & Window Co.	No change	1	- 81
				- 81
				- 81
				- 81

If no change to customer E-Mail flags is found (for the specified range), the following message appears.

S Sage	e 100
(i)	No changes to customer e-mail flags found in this range to print.

Customer Maintenance

A customer must have an E-Mail address specified so that the program is able to send E-Mail to the customer. The E-Mail address is entered on the **Main** tab in the **Customer Maintenance** program under the **Accounts Receivable Main** menu.

S Customer Mair	ntenance (ABC) 6/28/2018	
	AVNET 🔍 🗟 🚺 🏼 🕨	Copy From Renumber Contacts
<u>1</u> . Main	<u>2</u> . Additional <u>3</u> . Statistics <u>4</u> . Summary <u>5</u>	i. History <u>6</u> . Invoices <u>7</u> . Transactions <u>8</u> . S/Os
Address	3361 W. Kenosha 🔗 Powers Building Suite 100	Terms Code O1 Q Net 30 Days Primary Contact TONY SCHUL Q Tony Schultz Ship Code UPS BLUE Q Version
ZIP Code City	53120 Racine State WI	Primary Ship To 2 V Irvine Warehouse
Country Residential Addr		Tax Schedule WI Q Wisconsin Exemptions
<u>Salesperson</u> Telephone Fax	O200 Shelly Westland Split Comm (414) 555-2635 Ext	Credit Hold
E-mail Address	tonys@avnet.com	Credit Limit 7,500.00
URL Address	www.avnet.com	
		Accept Cancel Delete 🖨 📀

If the **Only E-Mail Invoice** check box is selected on the Customer Maintenance the **SO Invoice Printing** program will not print the invoices for those customers.

On the Additional tab of the Customer Maintenance screen, the program can be set to send E-Mail to the customer and/or salesperson, by default. Select the E-Mail orders/invoices to Customer and E-Mail orders/invoices to Salesperson boxes.

S Customer Maintenance (ABC) 6/28/2018	
Customer No. 01-AVNET See 14 4 Name Avnet Processing Corp	Copy From Renumber Contacts
<u>1</u> . Main <u>2</u> . Additional <u>3</u> . Statistics <u>4</u> . Summary	<u>5</u> . History <u>6</u> . Invoices <u>7</u> . Transactions <u>8</u> . S/Os
Comment Open Item Customer Customer Customer Active Inactive Reason	Printing Sort AVNET Customer Type A1 Batch Fax Statement Cycle M Print Dun Message Use Sage Data Cloud for Invoice Printing Image: Comparison of
Data Entry Price Level 1 Dflt Pymt Type NONE	Primary Payment Information Payment ID Payment Type
Discount Rate 5.000 % Fin Charge Rate 1.500% Item Code Q	Name Last Four Digits Expiration Date Credit Cards/ACH
	E-mail orders/invoices to Customer 🛛 🗐 E-mail orders/invoices to Salesperson 🖓
	Accept Cancel Delete

For a newly added customer, the **E-Mail order/invoices to Customer, Salesperson** checkboxes will be checked automatically, if the **E-Mail Flags** are checked in the **Auto E-Mail Notification Options** program.

Customer Contact Maintenance

The Send Order Confirmation Emails and Send Invoice Emails check boxes have been added to the Customer Contact Maintenance.

lame	Tony Schultz					Prima	ary 🗸		
Address	3361 W. Kenosha			0	Salutation	Mr.			
	Powers Building				Title	Acc	t Rec Mgr]	
	Suite 100			1	Telephone 1	(414) 555-2635	Ext 18	804
ZIP Code	53120				Telephone 2			Ext	
City	Racine	State	WL]	Fax	(414) 555-2800		
Country	USA 🔍 United States								
E-mail	tonys@sage.sample.com						Send Order Confi	rmation Ema	ils 🔽
Notes	Tony will be on vacation the w should be directed to Maria Le	veek of M sone, Fina	lemoria ance M	al Dag tanag	y. Any question: ger ext 1800	s 🄺	Send II	nvoice Emai	ls 🔳
Internet	0								
IT User ID	Q			erviso					_
Password			Allo	w Sul	bmission of Sale	s Orde	rs 📃 Susper	nd Access	
Confirm									

These options are used in the spooler program for scanning through the customer's contacts and adding the Contact's e-mail address to the "CC:" part of the e-mail.

E-Mail Flags for B2C New Customer

The E-Business Shopping Cart Update and Shopping Cart Auto Acceptance programs have been modified to set for new B2C Customers E-mail Flags from Auto E-Mail Notification Options program.

Auto E-Mail Processing

Sales Order Entry

On the **Sales Order Entry** screen, the program uses the settings for sending E-Mails from the **Customer Maintenance** screen. These settings can be changed on any current order. Check the **E-Mail to Customer** and/or **E-Mail to Salesperson** boxes in the **Totals** tab.

Sales Order Entry (ABC) 6/2	28/2018		The second se	
Order Number 0000203	VB 14 4 D	···	by <u>From</u> Defaults Customer	
<u>1</u> . Header <u>2</u> . Address	<u>3</u> . Lines	<u>4. Totals <u>5</u>. Payment</u>	User useriig	æ
Order Date 6/28/2018	Order Type	Standard Order		Ta <u>x</u> Detail
Customer No. 01-AVNET	A	vnet Processing Corp	Sale	esperson 0200
Amount Subject to Discount	.00	Deposit Payment Type	NONE	
Discount Rate	5.000%	Check Number		
Discount Amount	.00	Deposit Amount	.00	
Taxable Amount	.00	Commission Rate	8.000%	
Non-Taxable Amount	.00	Sales Tax Amount	.00	
		Order Total	.00	
Ship Zone	Q			
Ship Weight	00000 🔍	E-mail to C	ustomer 🔲 E-mail to Salespersor	
Freight Amount	.00			
5		Form Code	~	
		Description		
Print <u>O</u> rder Print Pic <u>k</u> 🦪	Recalc Price		<u>A</u> ccept <u>C</u> ancel	

If the E-Mail to Customer and/or E-Mail to Salesperson

boxes are checked, during the entry of a new order, clicking the **E-Mail** button will automatically initiate E-Mails. The E-Mail will be queued at the E-Mail Spooler, which can be run at any time to send E-Mail.

If an order is opened for the purpose of review, the E-Mail button is available only if it has not been previously used to email the order. To resend E-Mail, clear the check box next to the E-Mail button and then click the button.

The **Form Code** field allows the user to select a specific form code for each order. If no **Form Code** is selected the one specified in the AEN options is used.

S/O Invoice Data Entry

On the **Totals** tab of the **S/O Invoice Data Entry** screen, the email flags can be set to **E-Mail to Customer** and **E-Mail to Salesperson**. These check boxes are based on the settings of the corresponding Sales Order. If the invoice is a 'one-step' invoice, and not associated with any Sales Order, the settings reflect those set forth in the **Customer Maintenance** program.

Mail records are sent to the E-Mail Spooler during the Sales Journal Update.

S/O Invoice Data Entry (ABC)	6/28/2018				X
Invoice No. 0100081 Q 🛃	14 4 D DI 🗐	<u>4. Totals <u>5</u>. Payment</u>	De <u>f</u> aults	Customer	Credit
Invoice Date 6/28/2018	Invoice	Type Standard Invoice		Taz	Detail
Customer No. 01-AVNET	A	vnet Processing Corp		Salesperson (200
Amount Subject to Discount Discount Rate Discount Amount	1,100.00 5.000% 55.00	Deposit Payment Type Check Number Deposit Available Deposit Amount	NONE ▼ .00		
Taxable Amount Nontaxable Amount	1,045.00 .00	Commission Rate Sales Tax Amount	8.000%		
Ship Zone Ship Weight Freight Amount	00070 🔍 .00	Invoice Total Net Invoice	1,120.76 1,120.76		
		E-mail to Customer	E-mail to Salesperson		
Quic <u>k</u> Print			Accept (ancel Delete	₽ 0:

The **Form Code** field allows the user to select a specific form code for each Invoice. If no **Form Code** is selected the one specified in the AEN Options is used. The form code specified for the Invoice will be used when email is resent from the A/R Invoice History Inquiry.

To send a copy of an invoice from Invoice History, simply click the **Resend Email** button on the **Header** tab of the **Invoice History Inquiry** screen.

A/R Invoice H Invoice No. 0100 <u>1</u> . Main	istory Inquiry (ABC) 6/28/2 1081 🔍 📎 🕅 🔌 🕨 <u>2</u> . Lines	1018 Type INV Source S/0	Date 6/28/2018 Order No. 0000203	Current Tax Detail Split Comm Shipping
Customer No. Ship To Source Journal	01-AVNET 2 Irvine Warehouse S0-000023 🐼 RMA No.	Avnet Processing		Addresses Resend
Terms Code Ship Via FOB Customer PO	01 Net 30 Days MAIL	S Sage 100	ess: tonys@avnet.com	1,100.00 .00 .00 75.76
Salesperson	01-0200 Shelly Westland	Apply I o	Discount	55.00
Confirm To	Tony Schultz	IT User ID	Invoice Tota	al 1,120.76
Comment			Deposit	.00
E-mail	tonys@avnet.com		Net Invoice	1,120.76
Fax	(949) 555-2223	Batch Fax 📃		
			Balance	1,120.76
				<u>o</u> k 🔒 🕜

The CC To The E-Mail Address Associated With The

Order feature is available also when resending email from History.

E-Mail Spooler

The **E-Mail Spooler** program is run from the **Sales Order Main** menu.

S E-mail Spooler (Al	BC) 6/28	3/2018			
Batch Date Batch Time		/28/2018 36:01 PM	Average time to process Estimated time completed	5	
Active Records		0	Actual Transaction Time	0	
			Customer Name		
St	atus	Spooler St	opped	S tart	
Last action:					
E-mail Spooler Stoppe E-mail Spooler Startup	ed! P				^
					-

Note: If E-mail spooler is run in Client/Server mode, the path of PDF Output Folder specified in Auto E-Mail Options must be in a UNC format, otherwise the following message box will be displayed:

S Sage	e 100
(į)	Data directory paths on the Sage 100 Server must be in a UNC format (no local or mapped drives).

If the AEN options are not setup, the following message box will be displayed while running the **E-Mail Spooler** program:



Click the **Start** button to start processing active records. After these records are processed, the program will continue to process any new records added to the spooler.

S E-mail Spooler (A	BC) 6/28	3/2018			X
Batch Date	6.	/28/2018	Average time to process	5	
Batch Time	05:	00:00 PM	Estimated time completed		
Active Records		0	Actual Transaction Time	0	
St	atus	Waiting for	Customer Name	Stop	
Last action:					
E-mail Spooler Startu	P				*
					Ŧ

After starting the E-Mail Spooler, the **Start** button is replaced with the **Stop** button.

Click the **Stop** button to stop processing records.

The **Last action** pane displays the description of the action last performed by the spooler. If there is an error (for example, an order is deleted, or no address is specified), the error description is displayed. 22

Batch Date	6/28/2018	Average time to process	5	
Batch Time	05:21:38 PM	Estimated time completed	1 m 25 s	
Active Records	7	Actual Transaction Time	0	
Invoice Number	0100080	Customer Name Avnet Proc	essing Corp	
S	tatus Waiting fo	r records	Stop	
Last action:				
Last Processed: Inv Sent successfully Sending the Copy o		vnet Processing Corp		C

The following is an example of an Adobe Acrobat file sent as an attachment by the Auto E-Mail program.

0100057.pdf		×	-		-	-			-
😹 Page: 🚺 /1 🔶 📣		⊙ 💬 Find	:		•	•	[∂] A		
ABC Distribution and Service Corp.							0100057-IN		
Abc Distribution and Service Corp.							6/28/2018		
							0000174		
							0000174 6/28/2018		
							0200		
							01-AVNET		
Avnet Processing Corp				Irvine Wa					
3361 W. Kenosha Powers Building				56 Techr Building					
Suite 100				IRVINE,	CA 92618				
Racine, WI 53120									
Terry Stafford									
MAIL					Net 30 Day	s			
1001-HON-H252	EACH	2.00		2.00	0.00		84.000	168.00	
HON 2 DRAWER LETTER FLE W/O LK 1001-HON-H252LK	EACH	Whse: 2.00	002	2.00	0.00		87.000	174.00	
HON 2 DRAWER LETTER FLE W/ LCK		Whse:	000	2.00	0.00		67.000	174.00	

The **E-mail Spooler** program processes the emails according to the **Customer & Contacts** option in the **Auto**

E-mail Options. In this mode, both the sales orders and invoices will be sent to the Customer E-mail Address as the "To:" e-mail address.

The spooler program also scans through the customer's contacts and, based on the **Send Order Confirmation Emails** and **Send Invoice Emails** options in **Customer Contact Maintenance**, adds that user's e-mail address (if valid) to the "CC:" part of the e-mail. This works for both HTML and Text emails generated by the E-mail Spooler.

If there is not a valid e-mail address in the customer master, but there are in the contacts that would be sent as a "CC:", then the program will load the contact emails as the "To:" e-mail addresses.

The E-mail Spooler creates logs in the **MAS90****AEN_Logs** directory, one log as a text file per day. The log records date, time, order or invoice, e-mail addresses sent to, and send status of the email. If the send status is not OK the program will record the error message returned by the e-mail server.

The log file name will have the following structure: AEN_*CompanyName_CreationDate*

Here is an example of a log file:

AEN_ABC_06282018.log - Notepad	3
File Edit Format View Help	
06282018 - 05:54:13 PM Document: Invoice No 0100066 Sent to: tonys@sage.sample.com CC to: BCC to: aaa@aaaaaa.am Status: Not Sent Error message: Invoice Number 0100066 Avnet Processing Corp	* III
06282018 - 03:32:05 PM Document: Invoice No 0100076 Sent to: tonys@avnet.com CC to: BCC to: aaa@aaaaa.am Status: Not Sent Error message: Sending to SMTP Server Failed: (0): Connect to SMTP	
06282018 - 03:33:10 PM Document: Invoice No 0100077 Sent to: tonys@avnet.com CC to: BCC to: aaa@aaaaa.am Status: Not Sent Error message: Sending to SMTP Server Failed:	
06282018 - 03:43:30 PM Document: Invoice No 0100076 Sent to: tonys@avnet.com	-
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AEN Log during Daily Sales Reports Updates

The **Daily Sales Reports/Updates** programs have been modified to print the log of invoices for AEN email spooler.

Yes	Spooler Report?	
AEN Log Report	1 /1 M , -	
▲ ▲ ↓		
Auto E-Mail Notification Log		ABC Distribution and Service Corp. (ABC)
Invoice No Customer Number	E-Mail Address	InvoiceTotalAmount
0100085 01-ABF	artie@sage.sample.com	237.90
0100086 01-BRESLIN		3,547.24
•	Report Total:	3,785.14
Current Page No.: 1	Total Page No.: 1	Zoom Factor: 100%

The Invoice/Sales Order Email address is printed on the report.

Visual Integrator

The files listed below have been added, or changed, in the Data Dictionary by AEN enhancement for Visual Integrator purposes.

Tables AR_Customer	Fields AR068_AENEmailToCust AR068_AENEmailToSals AR068_AENOnlyEmailInvoice
AR_CustomerContact	AR068_AENOrderConfirmEmails AR068_AENSendInvoiceEmails
AR_InvoiceHistoryHeader	AR068_AENEmailToCust AR068_AENEmailToSals AR068_AENSOOrderEmailAddress AR068_AENSOInvoiceFormCode
SO068_AENSpooler	All Fields
SO_InvoiceHeader	SO068_AENEMailToCust SO068_AENEMailToSals SO068_AENInvoiceFormCode SO068_AENOrderEmailAddress
SO_SalesOrderHeader	SO068_AENEMailToCust SO068_AENEMailToSals SO068_AENCheck SO068_AENOrderFormCode
SO_SalesOrderHistoryHeader	SO068_AENEMailToCust SO068_AENEMailToSals

ODBC Dictionary

The files listed below have been added or changed in the ODBC Dictionaries by this enhancement for Crystal Reports purposes.

Tables	Fields
AR_CustomerContactListingWrk	AR068_AENOrderConfirmEmails AR068_AENSendInvoiceEmails
AR_CustomerListingWrk	AR068_AENEmailToCust AR068_AENEmailToSals AR068_AENOnlyEmailInvoice
AR068_AENEmailUpdateWrk	All Fields
SO068_AENLogFileWrk	All Fields
SO068_AENOptionsWrk	All Fields