

# Invoice Reprints (PRONTO)



This guide is for the PRONTO ERP system only.

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## Overview

Let your B2B customers reprint invoices for all other orders online 24/7 - regardless of the entry point (Online, POS, etc). They can do this online without your assistance by:

1. selecting an invoice and requesting a reprint
2. entering an email address
3. selecting a format (.pdf or .csv.)

Invoice reprint requests are sent from the web to your ERP, and then 'printed' using either email2me, or TrueForms Director.



If you do not have all of the prerequisites listed in the table below, please contact Commerce Vision to discuss your needs.

1. Your network has a printer named 'email2me' set up, OR TrueForms Director is installed in your ERP environment.
2. For PRONTO, version 670 or above is required.
3. A version of the Commerce Vision program proledb.spl dated after 27/11/13 for TrueForms, OR proledb version 4.25 for email2me.
4. Shell access to the ERP Server.
5. A knowledge of ERP System Administration.
6. UNIX editor skills such as vi skills.

## Step-by-step guides

### In PRONTO

#### Using email2me

1. Ensure the **latest proledb.spl** import program is installed.
2. Access the Override program table (**SYS.M359**)
3. Set **CSS\_INVPRT** to 'E2ME'
4. If the default email2me printer queue is NOT email to me
  - a. Set CSSE2ME to '<printer name>'
  - b. (Refer to \$PRONTO/lib/printers for the name or consult the customer)

#### Using TrueForms Director / TrueForms NEO

1. Ensure the **latest proledb.spl** import program is installed.
2. Set up a new entry in the **\$PRONTO/lib/printers** file as follows:  
**cssinvoice, type=trueform, lpr=/xxx/lib/cssinvoice \$1, no\_ff, no\_form\_type,**  
where xxx is the pronto directory (e.g. /home/pronto/lib/cssinvoice would be the full path if /home/pronto was the PRONTO directory)
3. `cd $PRONTO/lib`
4. `vi cssinvoice`
5. insert the following code: (use i for insert)  
`cat $1 >/tmp/cssinvoice`
6. **Save** the file (:wq!)
7. `chmod +x cssinvoice`
8. Determine the PRONTO **virtual printer** for emails from TrueForms - its normally called "email" or "ztf-email" or similar
9. Login to PRONTO
10. Access the Override program table (**SYS.M359**)  
Enter the following codes:
  - a. **CSS\_EMAIL**: set the the name of the virtual printer (from h. above)
  - b. **CSS\_FR\_EM**: the name of the from address (e.g. accounts)

- c. `CSS_FR_DM`: the domain name (e.g. `bhp.com.au`) - this would make the full from email = [accounts@bhp.com.au](mailto:accounts@bhp.com.au)
  - d. `CSS_INVPRT`: set to TF or TFN  
(If you are using True Forms Director - TF or True Forms NEO - TFN)
- Ensure the Commerce Vision user (normally `commvisi`) does not have the "spool" option set in the Credit Release Officers table (`SYS.X053`).

## On the Integrator

1. Select the **Settings** gear icon.
2. Select the **Timing Items** tab.
3. In the **Reprints** section, check the **'Invoices'** box.

Site 'CSSDemoToBPDUAT' Integration Settings

Settings changes will take effect on the next restart of the site

OK Cancel Apply

Disk Space

Timing ERP Internet Custom Tables Custom Fields Advanced Notifications Images Discounts & Special Pricing Documents Timing Items Local Cache Data Filters Metrics

Discounts + Special Pricing

- ☒ Stock Restrictions
- ☒ Customer Group Discounts
- ☒ Stock Special Price
- ☒ Stock Retail Special Price and Stock Retail Price Audit
- ☒ System Table Discounts
- ☒ Warehouse Address
- ☒ Retail Details and Stock Contract Price
- ☒ Stock Price Discount

CRM Master

- ☒ Mailer Campaign Master
- ☒ Crm Master
- ☒ Crm Contact
- ☒ Crm Attribute Master
- ☒ Crm Attribute Master Value
- ☒ Crm Attribute

Reprints

- ☒ Invoices
- ☒ Statements

4. Click **'Apply'**, then **OK**.
5. [Stop and restart the Integrator](#).

## Online (website)

1. In the CMS, navigate to **Advanced Settings System Preferences**.
2. Select the **Browse** tab.

3. Tick **Enable ERP Invoice Reprint**.

**Order Search Options**

Use APN instead of Product Code : ☐

Remove Price information : ☐

Show Nett Price for Line Items : ☐

Include all MultiAccount Customers Orders : ☒

Restrict Order search to Warehouse :

Show Warehouse Code : ☐

Enable ERP Invoice Reprint : ☒

Include User Id On OrderTrack : ☐

Include Approver Email For Approvals On OrderTrack : ☐

**Multiple Account Options**

Force Account selection after logon : ☒

Navigation to display Account Code and :

Account Select to Display Number of Address Lines :

4. Click **Update**.

5. For a BPD site, that's it.

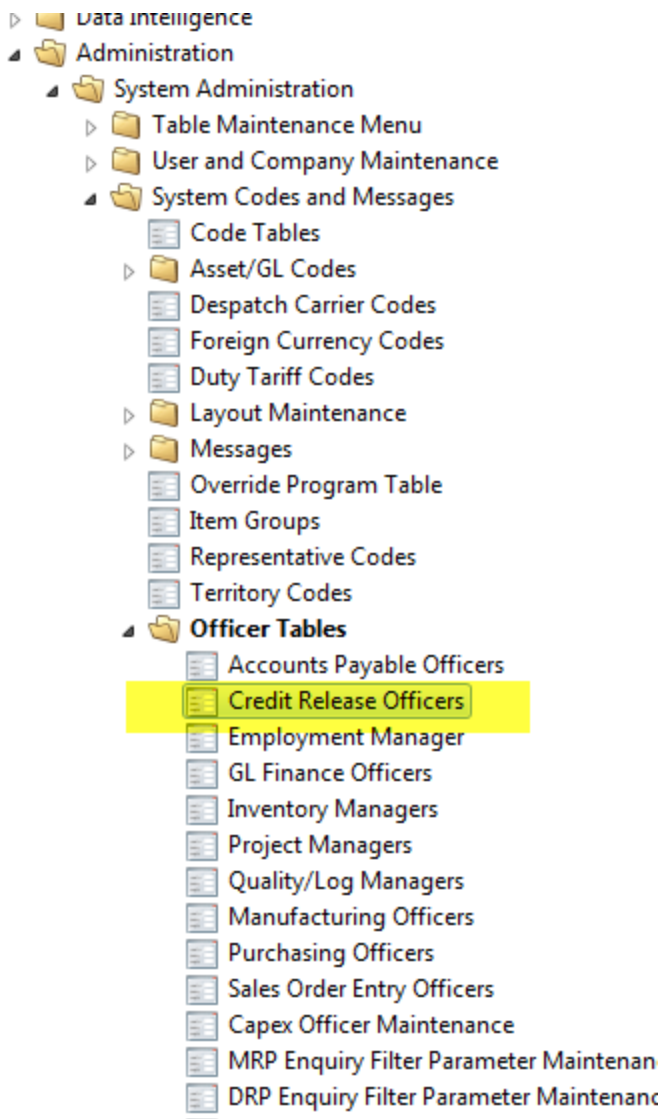
6. For a Classic site: Create a new content template for the message to show customers once the request has been made.

7. Navigate to **Content' Assign Default Templates**.

8. Assign your new template in the **Invoice Re-print Confirmation Template** field.

9. Click **Update**.

Path to Credit Limit Officers Table:



## Additional Information

- Reduces cost to serve by eliminating contact with Accounts Receivable staff for invoice reprints.
- Ability for end users to get invoice reprints 24 / 7.
- PRONTO version 670; proledb version depends on method used.

Minimum Version Requirements	--
Prerequisites	See <a href="#">required items</a> .
Self Configurable	Yes
Business Function	Orders
BPD Only?	No
B2B/B2C/Both	B2B

Third Party Costs	\$ -
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Related help

- [Web Category and Product maintenance in PRONTO](#)
- [Preferred Delivery Date](#)
- [How Order Integration Works](#)
- [Standing Orders Settings](#)
- [Order Templates](#)