SQUEEZE Document Validation

Voucher validation is the main working area of the application. Here the user checks the read documents, completes and confirms missing information.

Menu

Process

Open field training

The supplier-specific field training is opened over here.

Open line training

The supplier-specific position training is opened over here.

Recreate result

Here over the document is sent again to SQUEEZE to the extraction. There the Readout result re-evaluated based on current master data and training and then made available for collection again.

Start splitting

This is used to call the document separation. This is used if a supplier has sent several invoices in one PDF.

Autocomplete

The positions are automatically completed with the last validated position data of the vendor. This

function is only available for documents without purchase order reference.

Order match

The order comparison is opened here.

Validate

This is used to complete the validation process of the document.

Duplicate check

Over here, the duplicate check is performed manually.

Navigation

 Dimensions

Dimensions

Here you can reach the dimension menu to define dimensions for the document header.

Actions

 Use external viewer   Move Document to other Company   Download Attachments

Use external viewer

The viewer is undocked over here. This allows you to work on two monitors.

Move document

This is used to move a document to another client.

Download attachments

Over here you download the attachments of the document. Once the download is complete, they will be displayed in the Attachments infobox.

Fasttabs

Document

This area displays the document head information and the SQUEEZE Viewer.

Header fields

These fields are prefilled with the results from the document reading. The user checks these and corrects or enriches them with further data and thus completes the reading result.

The three dots highlight the location of the respective read result in the viewer.

Viewer

On the right side the SQUEEZE Viewer is displayed. This is not a PDF, but an integrated web component, which is remotely controlled from the validation. It serves for the pictorial representation of the document and for the highlighting of

Findings of read values. Furthermore, the supplier-specific field training is also carried out here.

Lines

In this area the read positions are displayed. The user checks these and corrects or enriches them with further data and thus completes the reading result.

Type	No.	Description	Quantity	Unit of Measure	Direct Unit Cost	Line Am
Item	70061	XPS 15 9570	2	STÜCK	1.400,00	2
Item	70062	Dockingstation TB 16	3	STÜCK	255,00	
Item	70063	Dis 24 Dell U2417H black Infi...	4	STÜCK	188,00	
Item	70064	Microsoft Surface Hub 2S	1	STÜCK	8.150,42	8
Item	70065	Microsoft Surface Studio 2 - ...	2	STÜCK	3.192,43	6
Item	70066	Microsoft Windows Server 20...	1	STÜCK	671,42	

Total Amount Excl. V...	41.083,93		Total Amount Incl. VAT	41.083,93
Total VAT Amount	0,00			

If the reading result is not sufficient for invoices with purchase order reference, the purchase order/goods receipt lines can be imported directly.

Dimensions

Here the shortcut dimensions 1 & 2 of the document are displayed.

Department Code ....   Project Code ....

SQUEEZE Details

SQUEEZE specific document information is displayed here.

| Document Class | Invoice / Credit Memo | API Document ID | 432 |

Infoboxes

The respective info boxes are only displayed depending on the situation.

Plausibility entries

All topics to be clarified for a successful validation are listed here.

Text
SQUEEZE Document Header is missing Posting Date.

Metadata boxes

The metadata mapping is only displayed if additional fields deviating from the standard have been transferred by SQUEEZE.

Metadata mapping header fields

Here additional fields from SQUEEZE are listed, which do not belong to the standard assignment of header fields.

Metadata mapping position fields

Here additional fields from SQUEEZE are listed, which do not belong to the standard assignment of the positions.

Order matching boxes

The order matching boxes are only displayed if one or more order numbers have been recognized on the document.

Order matching info (prices)

Here the price comparison is displayed for the selected line. The results of SQUEEZE, the delivery, the order and the current line are compared.

Caption		Value
SQZ Unit Price	⋮	1.400,00
Direct Unit Cost		1.400,00
Allocated Unit Price (Receipt)		1.400,00
Direct Unit Cost (Order)		1.400,00

Order matching info (quantities)

Here the quantity comparison is displayed for the selected line. The results of SQUEEZE, the delivery, the order and the current line are compared.

Caption		Value
SQZ Quantity	⋮	2,00
Quantity		2,00
Allocated Quantity (Receipt)		2,00
Quantity (Order)		2,00

Attachments

This info box is only displayed if the attachments have been downloaded before. The attachments can be removed again via the three dots.

Filename ↑	
Input-61f7e28e2c00e479251030.pdf	⋮

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