

INVOICE VERIFICATION

- Once you received notification for invoice verification, you can click on the Execute Work item link or access your Workflow inbox.

Invoice Release 5105600813 2014, Completed by SRM_SERVICE

Workflow Administration <sap-noreply@iwk.com.my>

- If there are problems with how this message is displayed, click here to view it in a web browser. Click here to download pictures. To help protect your privacy, Outlook prevented automatic down message.

Sent: Thu 6/11/2014 8:23 PM

To: Idrus Ab Majid

Message Workflow Inbox.SAP (#50 B)

The following work item requires processing in your SAP Workflow inbox in sy

Invoice Release 5105600813 2014, Completed by SRM_SERVICE
If you deem it to be correct, release invoice/credit memo 5105600813 2014, whi SRM_SERVICE, for posting.

If there there is still something wrong with it, enter a note and choose 'Reject'. I then automatically be forwarded for correction.

[Execute Work Item](#)

Open the relevant attachment to access your Workflow inbox or process the wo

- The invoice verification only shows release/reject/cancel button

Decision Step in Workflow

Workflow Create Import

Invoice Release 5105600791 2014, Completed by SRM_SERVICE

Choose one of the following alternatives

Release Invoice

Reject Invoice

Cancel and keep work item in inbox

Description: If you deem it to be correct, release invoice/credit memo 5105600791 2014, which was completed by SRM_SERVICE, for posting. If there there is still something wrong with it, enter a note and choose 'Reject'. The document will then automatically be forwarded for correction.

Objects and attachments: No attachments or objects

- To view the documents go to MIR6. Enter the invoice no and click Execute button. Make sure the relevant checkbox below are tick.

Invoice overview - selection criteria

Document Number: 5105600791

Fiscal Year: to

Processor: to

Invoicing Party: to

Company Code: to

Document Date: to

Posting Date: to

Document Type: to

Reference: to

Document Header Text: to

Entry Type

Background Invoicing Plan

Invoices Verified Online Cancellation

ED1 Revaluation

BAPI Held/Parked

ERS Invoices Posted in SRM

Transfer Prices

SOA A2A SOA B2B

Invoice Status

Background Verif. Released Held

With Errors Parked

Posted (Not Completed) Parked As Complete

Posted Parked and Released

- Click on the glass button to view the details

Invoice Overview: Invoice Documents

St...	Doc. no.	M...	C...	B...	V...	L...	Aggregation	Q...	U...	F...	Invoicing ...	Name of invoicing party
	5105600791										100540	NBC COMPU-TAPES SDN BHD

- When you view the invoice make sure all the entry is in order. You may change the table layout.

Display Invoice Document 5105600791 2014

Transaction: Invoice 5105600791 2014

Vendor: 0000100

26 & 26A, JALAN RAJAWALI 3, BANDAR PUCHONG JAYA 47100 PUCHONG 038070 0380752793 ALLIANCE BANK MALAYSIA BERHAD

Inv. recpt date: 05.11.2014
Invoice date: 05.11.2014
Posting date: 05.11.2014
Reference: 363995

Amount: 110.25
Tax Amount: 0.00
Paymt terms: 60 Days net
Baseline Date: 05.11.2014

Item	Purchase ...	Item PO Text	Quantity	Q...	Amount	Tax Code	Layout	PO Quantity	Received	Settled
1	3240000013	INK CART PHOTOS	1 UN		31.50	10ST	Purchase order - delivery no. ...	11	1	
2	3240000013	INK CART PHOTOS	1 UN		26.25	10ST		11	1	
3	3240000013	INK CART PHOTOS	1 UN		26.25	10ST		11	1	
4	4340000013	INK CARTPHOTOSM	1 UN		26.25	10ST		11	1	

- Go back to Step 2 to release, reject or cancel.