incadea

User Scenario Documentation

Edition 1, February 28, 2021

incadea Automotive365 Accounting

1.0.0.0

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1 Preface

1.1 Contact Data & Disclaimer

Contact

In case of questions contact:

incadea GmbH

St.-Martin-Straße 61

81669 Munich | Germany

Phone: +49 89 69338-222

Email: *support@incadea.com*

Disclaimer

This documentation does not replace the existing Microsoft Dynamics™ 365 Business Central. It describes extensions to the standard modules and new modules of **incadea Automotive365 Accounting** and their functionality.

1.2 Symbols and Conventions

Note

This symbol means note and marks special and additional information and hints. Text is formatted in italics.

Caution

CAUTION!
This symbol means caution and warns of possible problems. Text is formatted in italics.

GUI Elements

All GUI elements are formatted **like this text**.

Example: The **Customer Card** opens.

Keys

All keys are formatted **[like this text]**.

Keys are used whenever you have to press a certain key on your keyboard.

Example: Press **[F5]** to refresh the page.

User Input

User input is formatted "`like this text`".

Example: Type in the customer's last name, e.g. "`Smith`".

Code

Program code is formatted `<like this text>`.

Example: The parameters of the Job Line in trigger `<OnPreReport>` are now used in the report.

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2 Setup

How to set up incadea Automotive365 Accounting

1. Install the app from *https://appsource.microsoft.com*
2. Run the RapidStart-Package (delivered separately)
3. Search for **Auto365 Integration Setup**.
   ⇨ The setup page for the app opens.

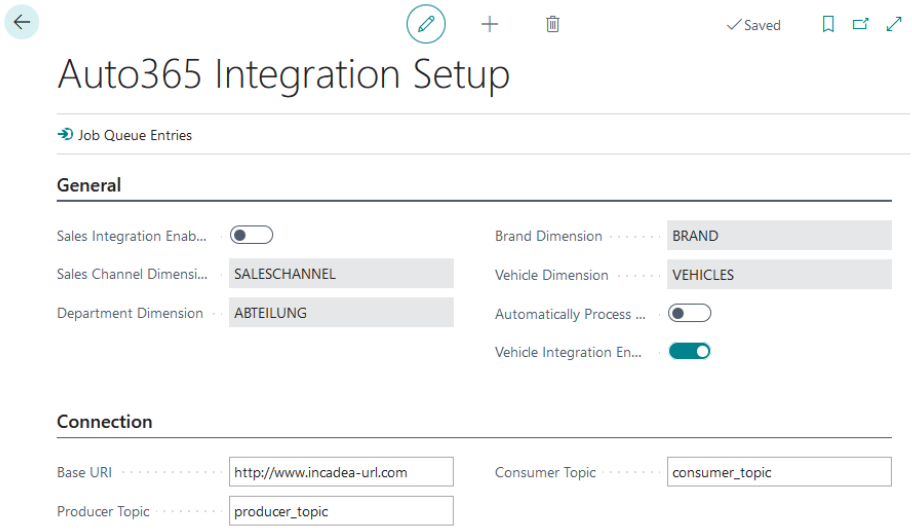

Fig. 1: Auto365 Integration Setup Page

4. Activate **Sales Integration Enabled**.

   By activating this field you also enable the link to the **Connection** for the Sales Documents integrations and setup synchronization.
5. Select "`Saleschannel`" for the field **Sales Channel Dimension**.
6. Select "`Abteilung`" for the field **Department Dimension**.
7. Select "`Brand`" for the field **Brand Dimension**.
8. Select "`Vehicles`" for the field **Vehicle Dimension**.
9. Activate **Automatically Process Sales Documents**. By activating this field imported invoices and credit memos are created and posted.
10. Activate **Vehicle Integration Enabled**.

    By activating this field vehicles, which are involved in a posted document, are automatically created.

The values, which you have to select for step 4-7 are only example ones. You can select any Dimension Code you want to, since there is no "pre-defined" value to select. But you have to make sure, that each field is assigned to a unique Dimension Code.

As for the **Connection** FastTab, enter the following information (this connection setup is also used for pushing the setup tables):

CAUTION!

*The information for **Connection** has to be entered by a e.g. system administrator, since this information is more technical.*

1. In the field **Base URl** enter the URL for the Connection link, e.g. *http://www.incadea-url.com*.
2. In the field **Producer Topic** enter the respective value, e.g. producer_topic.
3. In the field **Consumer Topic** enter the respective value, e.g. consumer_topic.

Job Queue Entries

*When **Automatically Process Sales Documents** is enabled, a new job queue is created in order to process the pending records (Codeunit 70675576 INCA Auto365 Sales Doc Mgmt.).*

*When **Sales Integration Enabled** is activated, the system verifies that both Base URL and Consumer Topic fields are not empty and creates a new job queue in order to periodically exchange data (Codeunit 70675577 INCA Auto365 Sales Data Integr.).*

*When **Vehicle Integration Enabled** is activated, there is also a job queue created, which is responsible for creating a vehicle entry and vehicle ledger entries (Codeunit 70675580 INCA365 Vehicle Management).*

*You can check these job queue entries by clicking on **Job Queue Entries** on the setup page.*

3 Workflows

Role Centers

incadea Automotive365 Accounting comes with two Role Centers:

- **Auto365 Accountant** and
- **Auto365 Manager**.

You can select the Role Center by clicking on **Settings ➔ My Settings**. For the field **Role Center** select one of the mentioned above.

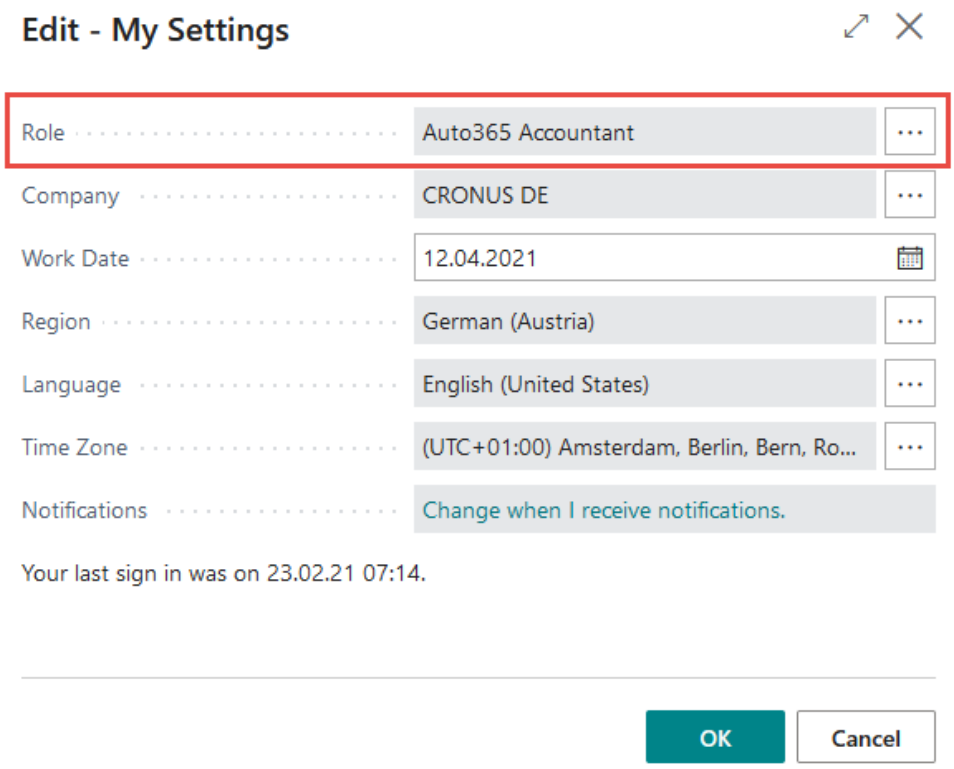

Fig. 2: My Settings - Role Center Selection

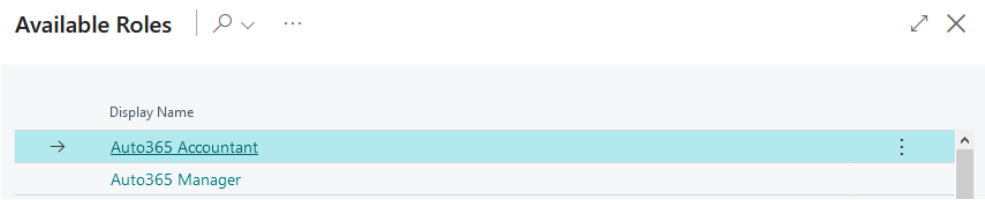

Fig. 3: Role Center Selection - Available Roles

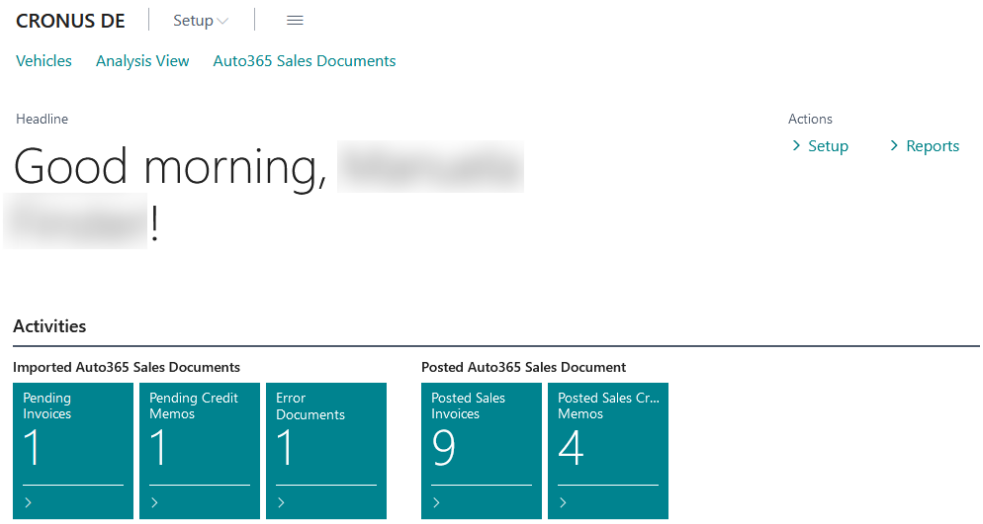

Fig. 4: Role Center Page

Importing Sales Invoices/Credit Memos to Automotive365 Accounting App

The import of sales invoices/credit memos is triggered by incadea Connection, if you have **Enabled** the **Sales Integration** in the Setup. You can see the number of imported sales documents on the Role Center page.

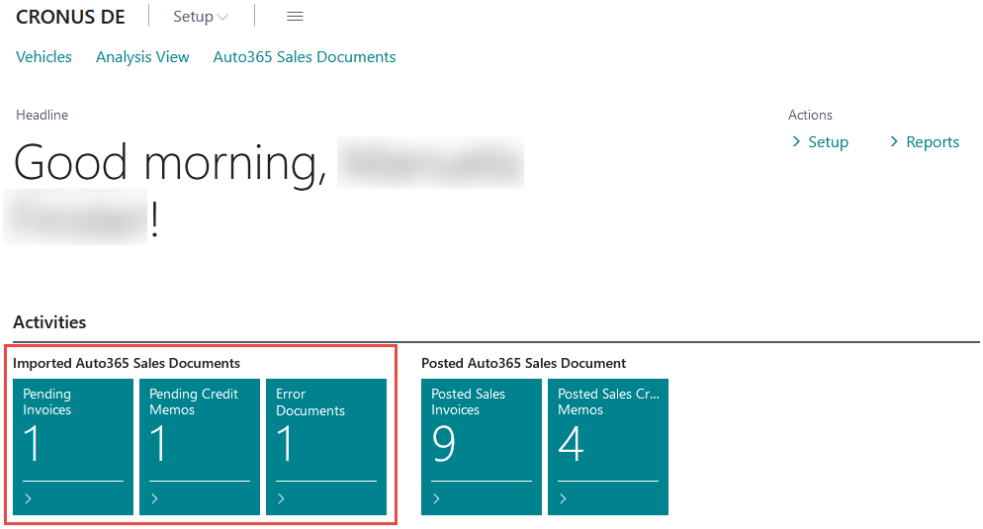

Fig. 5: Imported Sales Docs on Role Center

1. Click on one Cue to see the entries of the imported sales documents, e.g. pending invoices.

⇨ Page **Pending Invoices opens**.

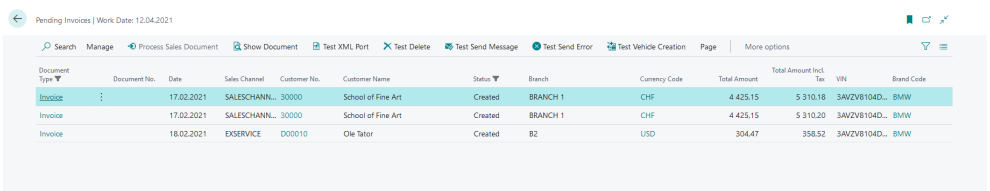

Fig. 6: Page Pending Invoices

2. If you click on **Document Type Invoice** the document opens so you can check the details:

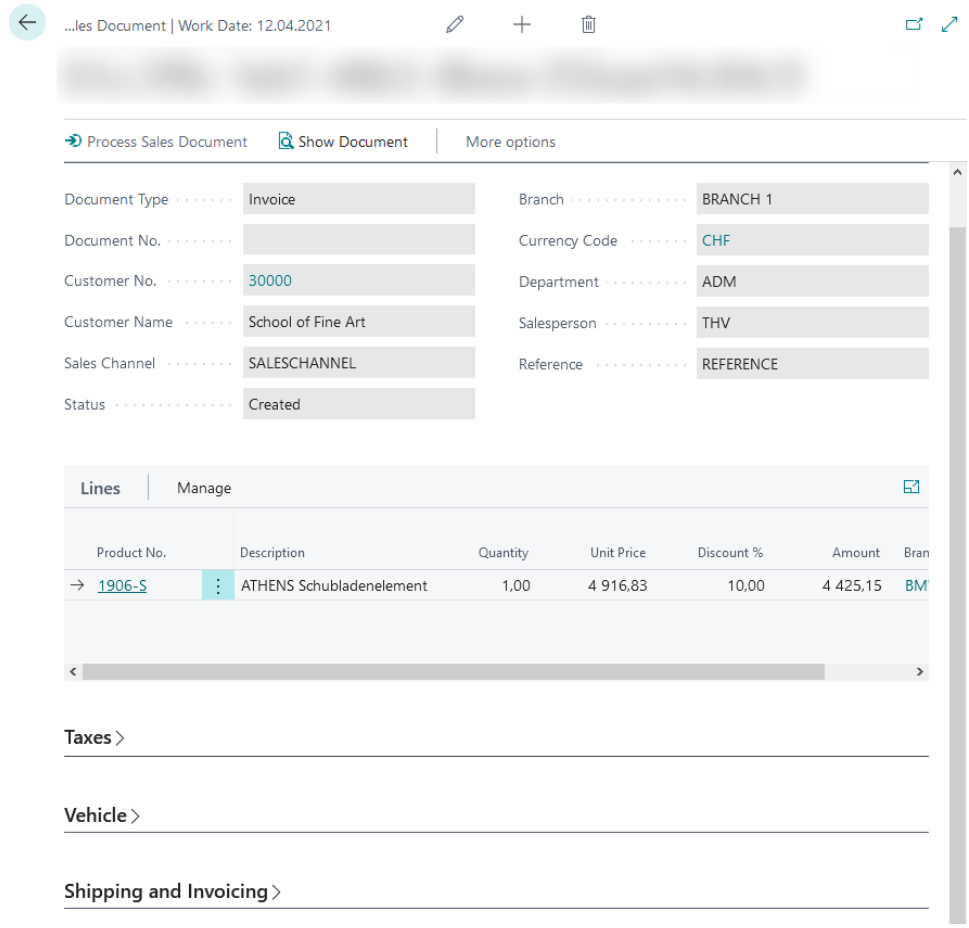

Fig. 7: Invoice Details

3. If you have set up, to automatically process sales documents, no further action is required on this page. The documents are scheduled automatically to be posted.

4. If you don't have enabled this function, you can select a document and click on **Process Sales Document**, to trigger the posting process. The system only created the sales invoices/credit memos but the user needs to manually trigger the posting.

This procedure is the same for **Pending Credit Memos**.

The cue **Error Documents** opens a view, where all documents are stored which have an error somewhere (e.g. Unknown Customer No.)

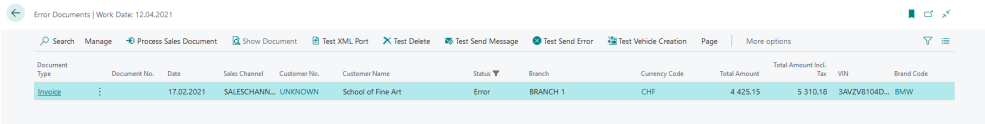

Fig. 8: Page Error Documents

Check Posted Sales Documents

On the Role Center, you have 2 cues, where you can check (1) **Posted Sales Invoices** and (2) **Posted Sales Credit Memos**.

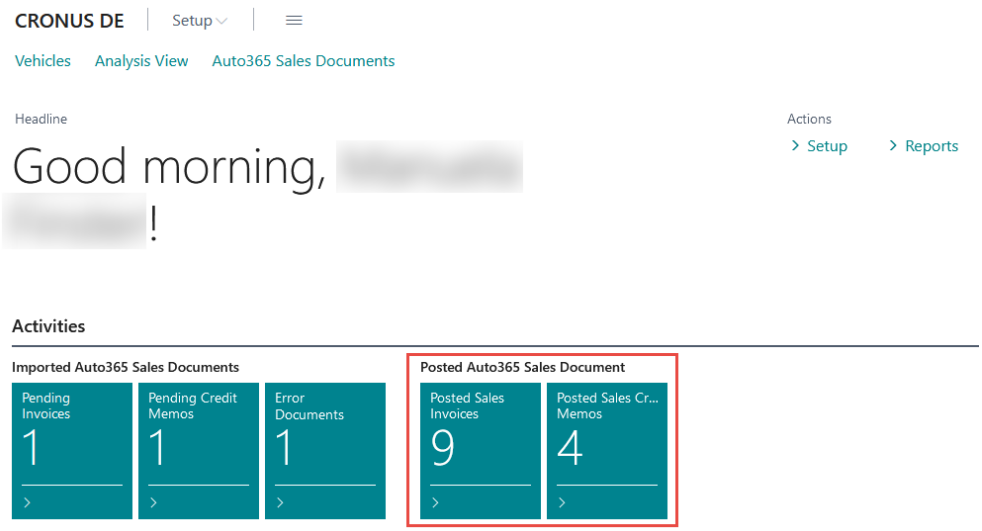

Fig. 9: Posted Auto365 Sales Documents

1. Click on one cue, to open the respective page (e.g. Posted Sales Invoices).

⇨ The page **Posted Sales Invoices** opens.

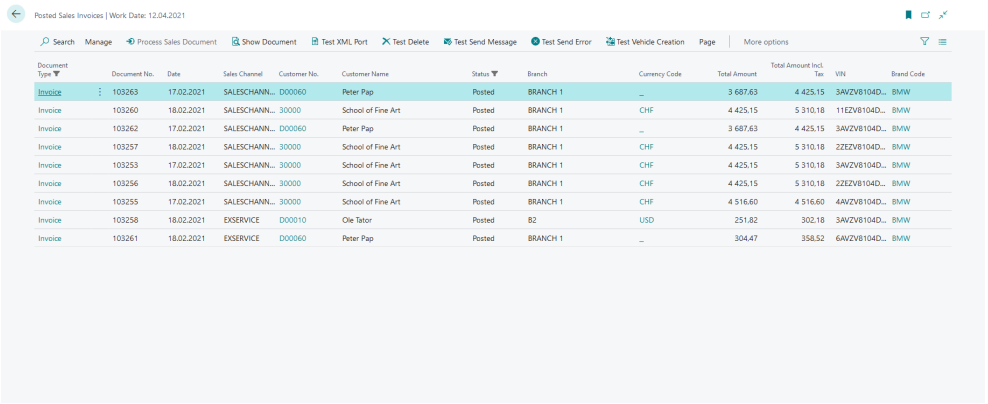

Fig. 10: Page Posted Invoices

⇨ On this page you see all invoices, where the posting process is complete. The same view is available for **Posted Sales Credit Memos**.

2. If you select one line and click on **Show Document** the document opens.

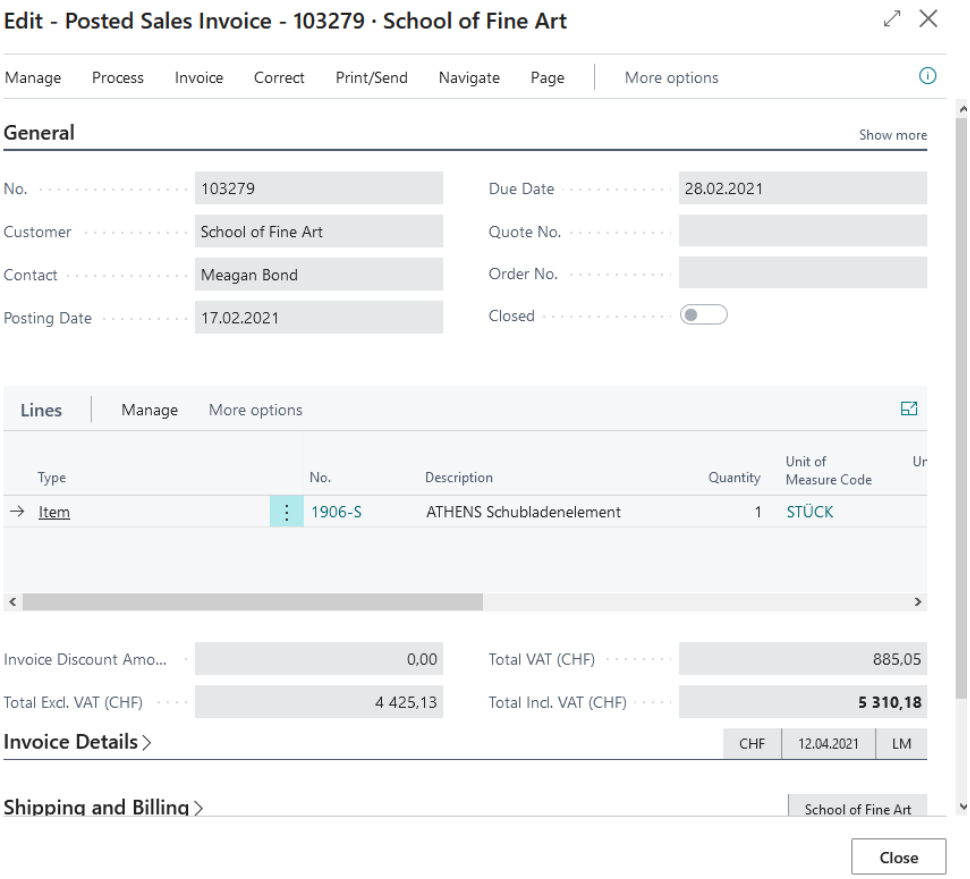

Fig. 11: Posted Sales Invoice - Show Document

3. If you click on **Document Type Invoice** on the list page, the invoice also opens:

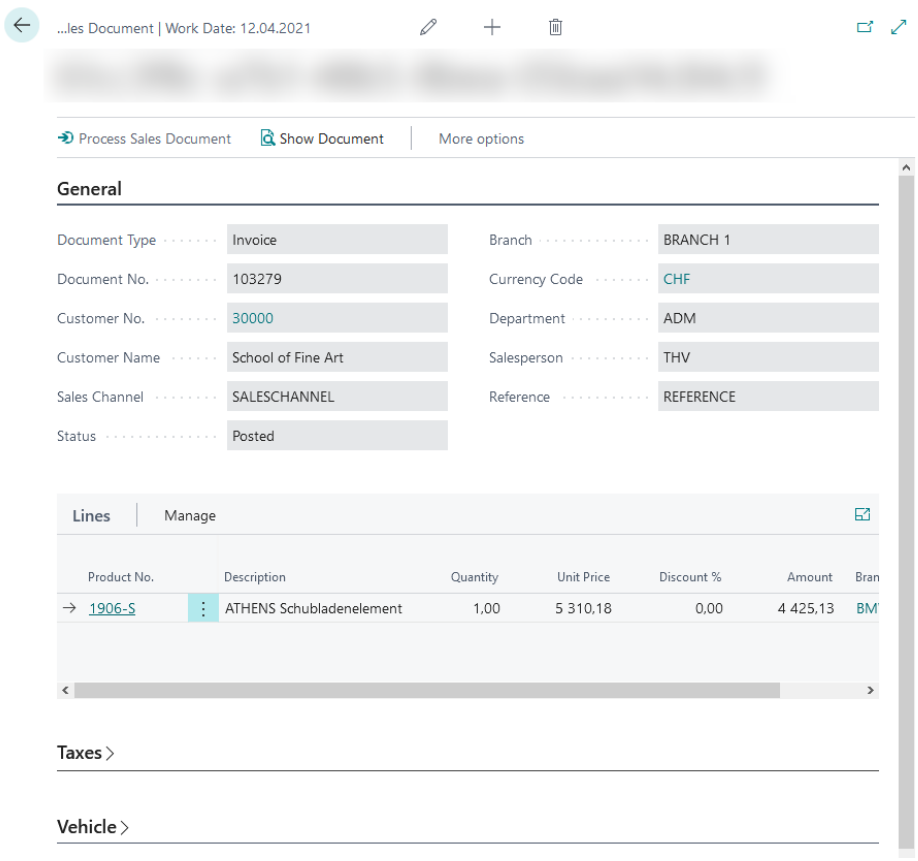

Fig. 12: Posted Invoice

Vehicles

Once a sales document is posted, a **Vehicle Card** is automatically created, if the vehicle integration is enabled in the setup and the respective job queue entries exists.

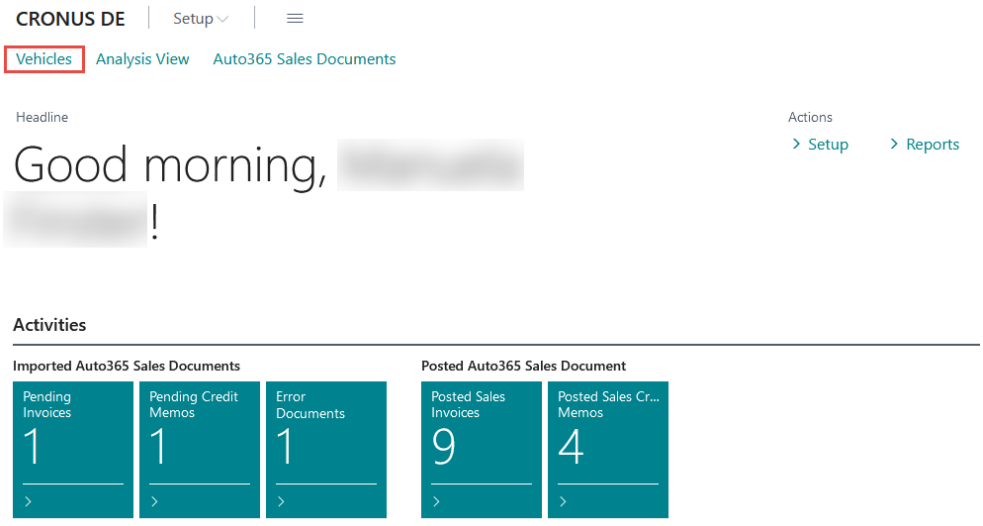

Fig. 13: Vehicles on Role Center

1. Click on **Vehicles** on the Role Center Page.
   ⇨ The **Vehicles** page opens.

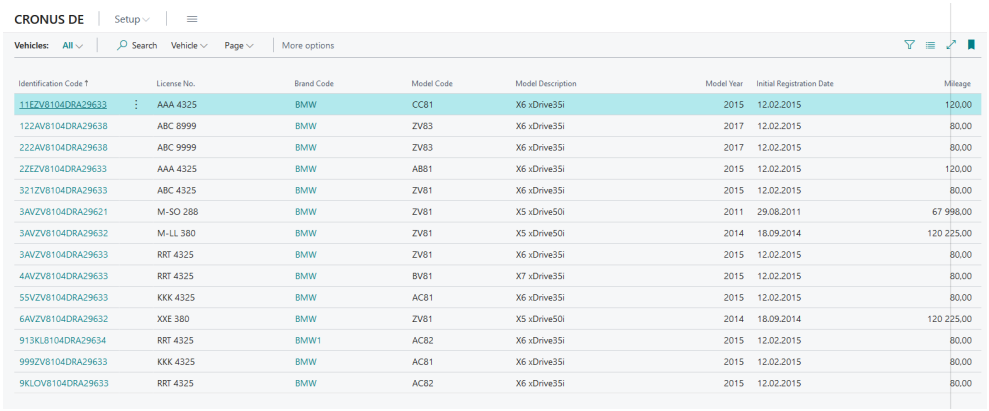

Fig. 14: Vehicles Page

2. To see details of one vehicle, click on the **Identification Code** of the respective vehicle.
   ⇨ The **Vehicle Card** opens.

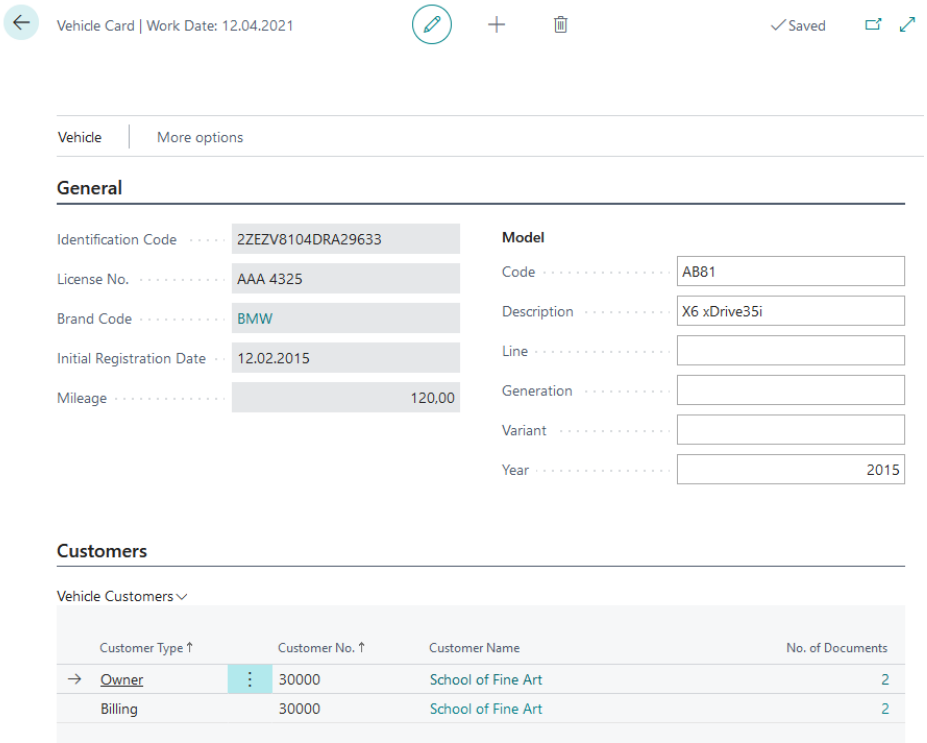

Fig. 15: Vehicle Card

⇨ Here you find all information related to the vehicle (e.g. Owner, License No., Brand, etc.)

3. To see, which ledger entries are created for the selected vehicle click on **Vehicle ➔ Vehicle Ledger Entries**

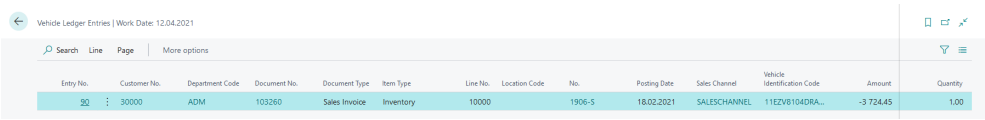

Fig. 16: Vehicle Ledger Entries

Auto365 Documents Overview

Click on **Auto365 Documents** on the Role Center page.

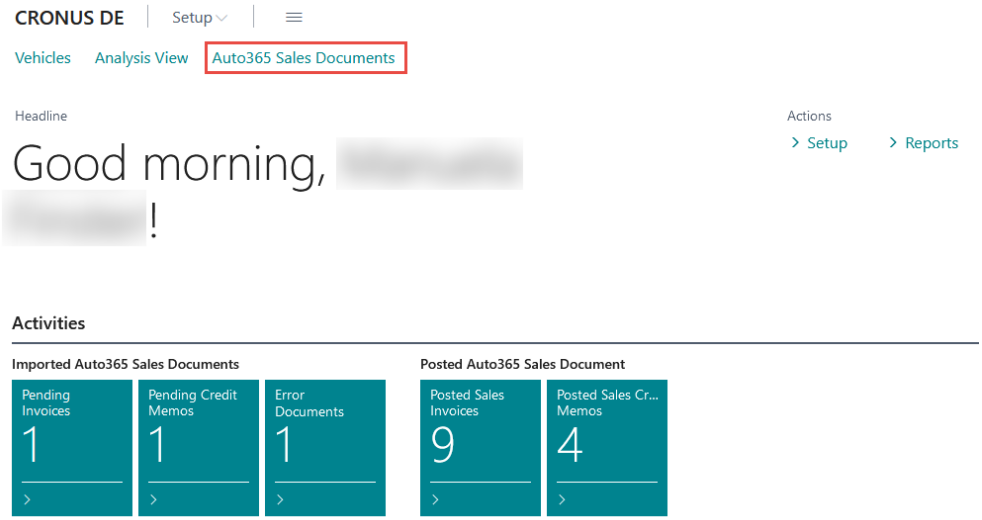

Fig. 17: Auto365 Sales Documents on Role Center

⇨ The **Auto365 Documents** page opens.

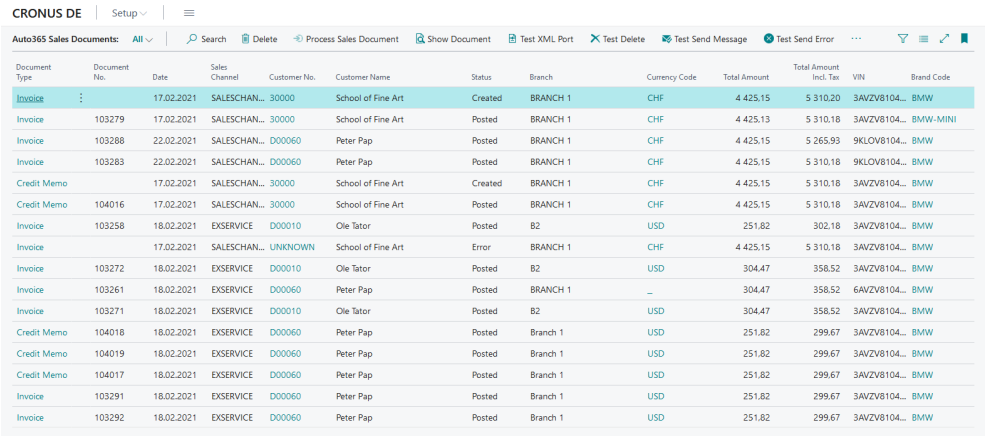

Fig. 18: Auto365 Sales Documents

In this view, all Sales Documents (Invoices and Credit Memos) are shown.

4 Reports

Analysis View

incadea Automotive365 Accounting introduces an entry on the **Analysis View** page. On the Role Center page you can access the **Analysis View** directly:

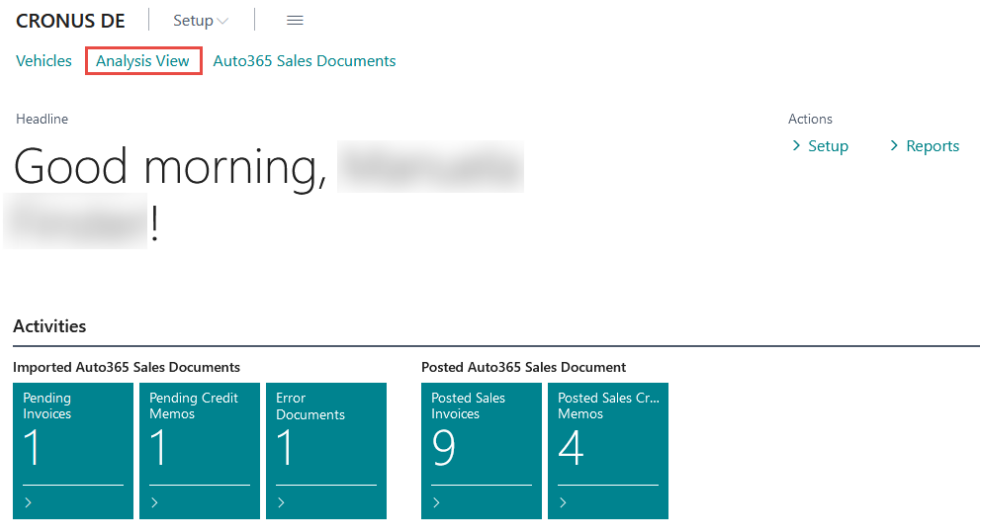

Fig. 19: Analysis View

The entry for **Automotive** is created once you enter the dimensions on the **Auto365 Integration Setup** page.

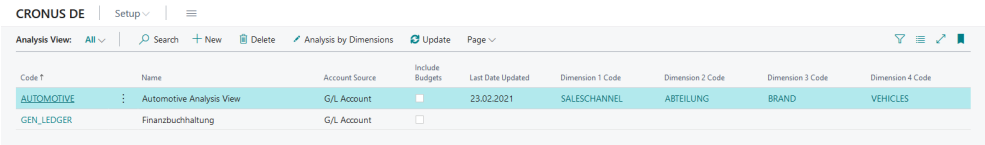

Fig. 20: Analysis View List Page

On this page, users can overview and edit the Analysis View according to the reporting needs of the company.

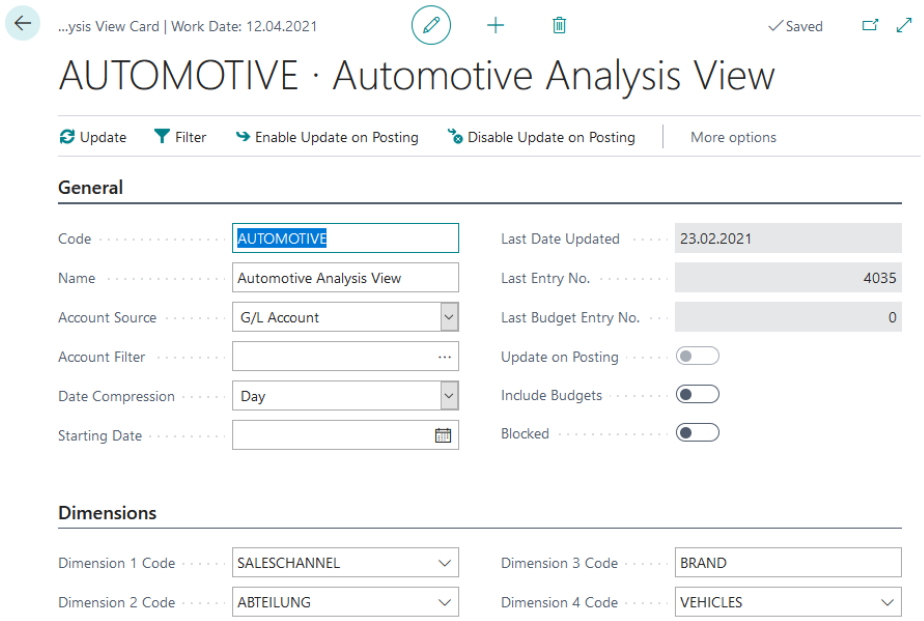

Fig. 21: Automotive Analysis View Card

Analysis by Dimension

For a more complex reporting, using the dimensions which have been set up can be done with the **Analysis by Dimension** report. This is also a standard functionality of Dynamics365 Business Central. **incadea Automotive365 Accounting** has a short cut to access this report for easier access.

1. On the Role Center page click on **Reports** ➔ **Analysis by Dimension**.

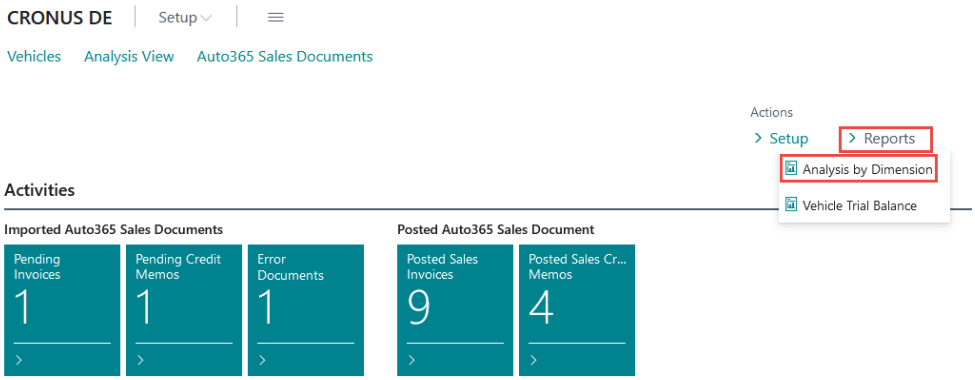

Fig. 22: Analysis by Dimension on Role Center

⇨ The page **Analysis by Dimensions** opens.

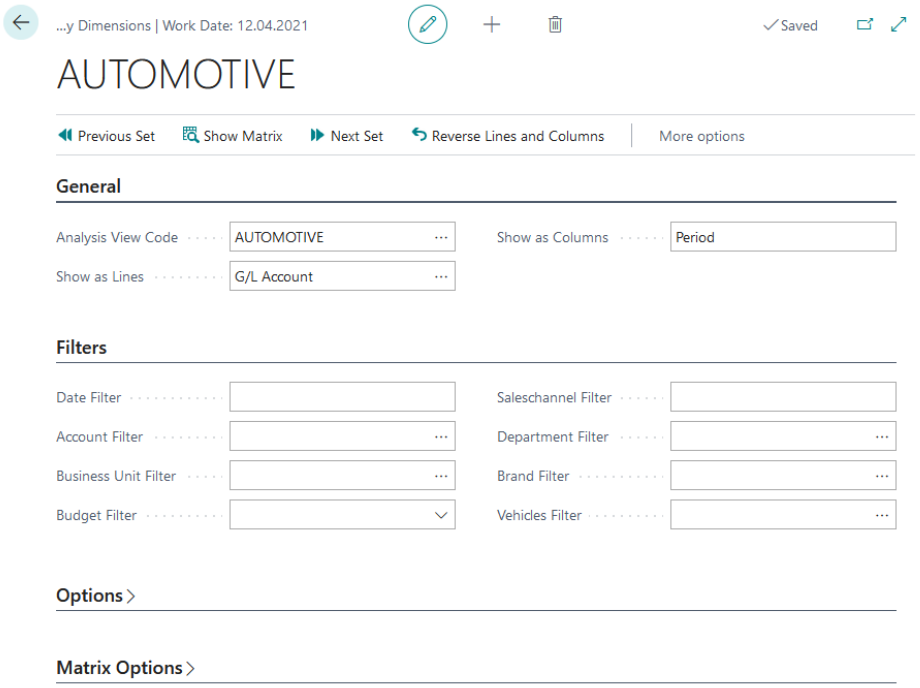

Fig. 23: Analysis by Dimension Page

2. Enter all the filters you need to (e.g. Brand Filter, Vehicle Filter, etc) and click on **Show Matrix**. An overview of all General Ledger accounts is opening on a new page. This view can be opened or/and exported to Excel, where you can further filter and/or work with the data.

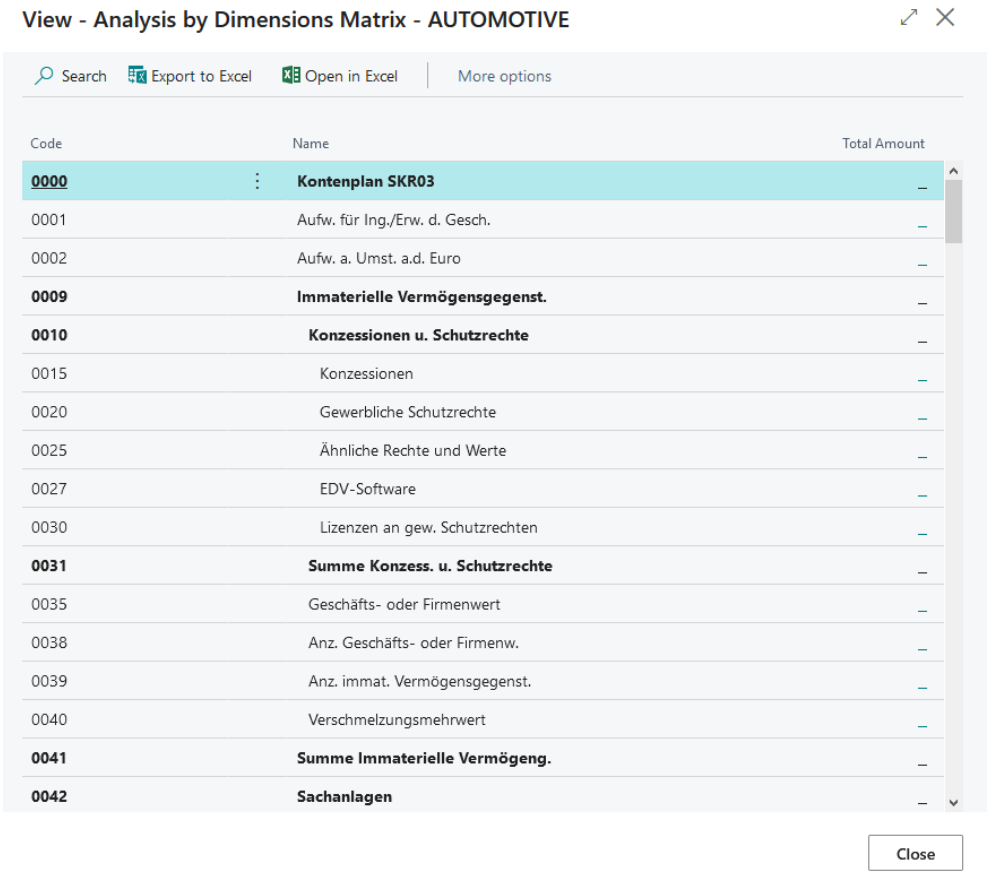

Fig. 24: View Analysis by Dimensions Matrix

Vehicle Trial Balance

You can create a **Vehicle Trial Balance**

1. On the Role Center page click on **Reports** ➔ **Vehicle Trial Balance**

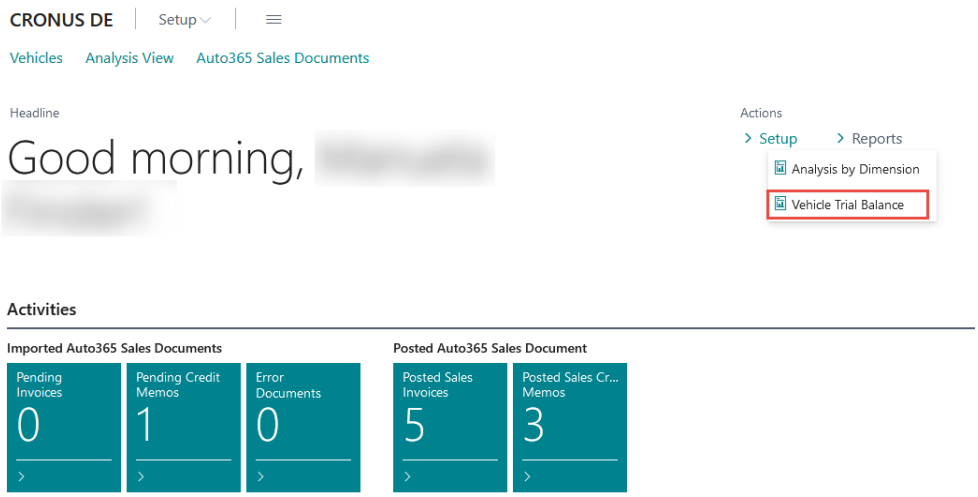

Fig. 25: Vehicle Trial Balance on Role Center

⇨ The **Vehicle Trial Balance** page opens.

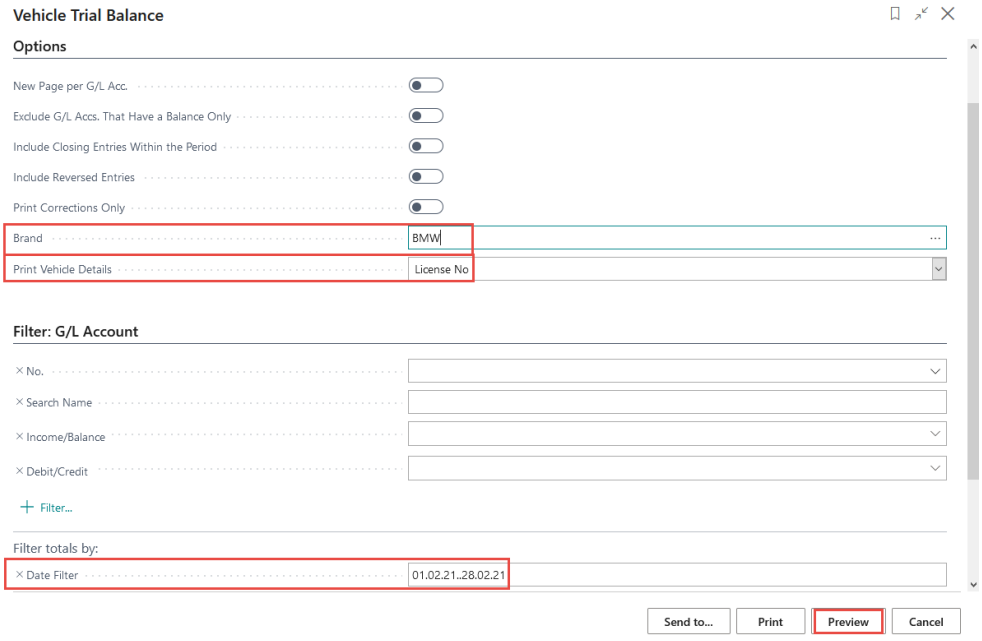

Fig. 26: Vehicle Trial Balance Page

2. Enter the filter criteria (e.g. Brand, Date, etc.) and click on either **Preview** to view the report on your screen, **Print** to send it to your standard printer or **Send to** to send the Report by mail.

Vehicle Trial Balance

Mittwoch, 3. März 2021
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FINSTERM

Period: 01.02.21..28.02.21
CRONUS DE

This also includes general ledger accounts that only have a balance.
G/L Account: Date Filter: 01.02.21..28.02.21
Brand Filter: BMW

								Net Change		
Posting Date	Document No.	External Document No.	Description	Brand	Department	Vehicle	VAT Amount	Debit	Credit	Balance
1005 Kasse										0,00
17.02.21	103264		Invoice 102284	BMW	ADM	KKK 4325	0,00	4 469,34		4 469,34
17.02.21	103265		Invoice 102285	BMW	ADM	KKK 4325	0,00	4 469,34		8 938,68
18.02.21	103254		Invoice 102262	BMW	PROD	M-SO 288	0,00	301,14		9 239,82
18.02.21	103258		Invoice 102272	BMW	PROD	M-SO 288	0,00	303,66		9 543,48
18.02.21	103261		Invoice 102281	BMW	PROD	XXE 380	0,00	358,52		9 902,00
18.02.21	103271		Invoice 102296	BMW	PROD	M-LL 380	0,00	360,28		10 262,28
18.02.21	103272		Invoice 102279	BMW	PROD	M-LL 380	0,00	360,28		10 622,56
18.02.21	103284		Invoice 102309	BMW	PROD	XXE 380	0,00	358,52		10 981,08
18.02.21	103285		Invoice 102311	BMW	PROD	M-SO 288	0,00	301,14		11 282,22
18.02.21	103286		Invoice 102313	BMW	PROD	XXE 380	0,00	356,01		11 638,23
18.02.21	103287		Invoice 102314	BMW	PROD	XXE 380	0,00	356,01		11 994,24
18.02.21	103289		Invoice 102316	BMW	PROD	XXE 380	0,00	356,00		12 350,24
18.02.21	103291		Invoice 102318	BMW	PROD	M-SO 288	0,00	301,14		12 651,38
18.02.21	103292		Invoice 102319	BMW	PROD	M-SO 288	0,00		-301,14	12 952,52
19.02.21	103280		Invoice 102305	BMW	ADM	ABC 4325	0,00	4 469,34		17 421,86
19.02.21	103281		Invoice 102306	BMW	ADM	ABC 4325	0,00	4 469,34		21 891,20
19.02.21	103282		Invoice 102307	BMW	ADM	ABC 4325	0,00	4 469,34		26 360,54
22.02.21	103283		Invoice 102308	BMW	ADM	RRT 4325	0,00	4 469,34		30 829,88
22.02.21	103288		Invoice 102315	BMW	ADM	RRT 4325	0,00	4 432,10		35 261,98
Kasse							**0,00**	**34 960,84**	**-301,14**	**35 261,98**

Fig. 27: Vehicle Trial Balance

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