XML Export and Continia Delivery Network

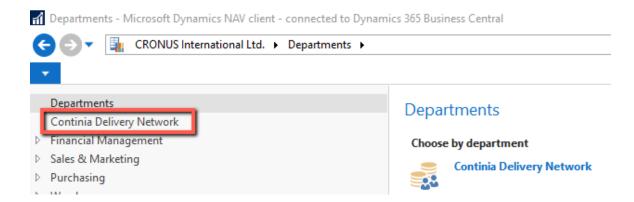
A user guide of how to use XML Export and Continia Delivery Network together with Document Output. XML Export is an Add-on to Document Output.

After installing the objects, running the Activation and setup wizard the following features are available.

Table of Contents

Continia Delivery Network Onboarding:	3
XML Export:	
E-Document Setup	
Output Profiles	
Customer Setup	
Sending the Documents	
-	
Outgoing Network Documents (Status)	10

Continia Delivery Network Onboarding:

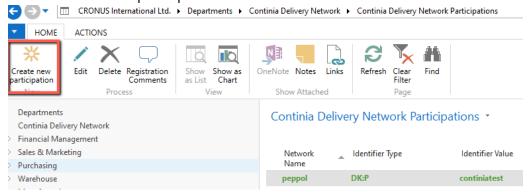


1. Choose Continia Delivery Network and choose Continia Delivery Network Participations to do the onboarding in the Peppol eDelivery Network.

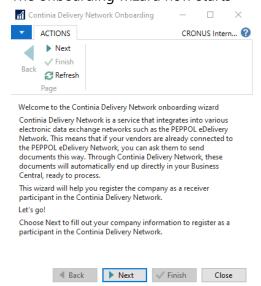
Continia Delivery Network



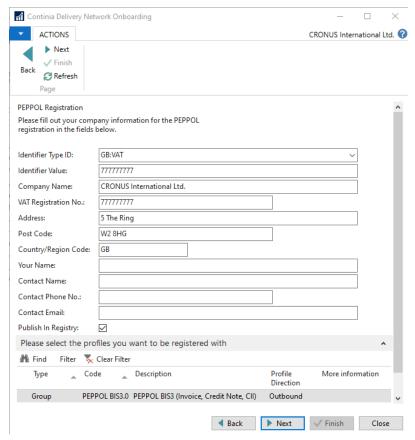
2. Choose Create new participation



3. The onboarding wizard now starts



4. Choose Next and fill out the required fields



Identifier Type ID: is the type of identifier your company should use e.g. Organisation number, VAT number or GLN number.

Identifier Value: is the number matching the identifier Type e.g. VAT or GLN number.

The rest of the fields are Company information, all fields are required.

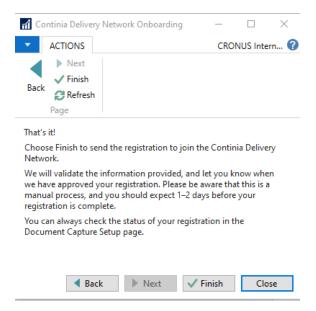
Make sure that there is a check mark in Publish In Registry if you want to registred in the public Peppol Directory.

Choose the profiles you need to send through the Continia Delivery Network.

See the information about profiles and Formats:

https://docs.continia.com/en-us/continia-document-output/getting-started/sending-electronic-documents/overview

5. Choose Next and then Choose Finish to send the Registration to join Continia Delivery Network.



6. You can check the registration status in the Continia Delivery Network Participations

Continia Delivery Network Participations



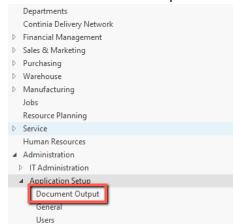
It can take up to 2 days before the onboarding process is complete and you have a status of Connected.

XML Export:

The XML Export is the feature that handles the setup on the customers and sending of the e-mail or the sending through the Peppol Network.

E-Document Setup

1. Go to the Document Output Menu



2. You now get a full list of the Document Output setup

Document Output

Lists

Templates
Template Groups
E-Mail Signatures
E-Mail Recipient Templates
Send Customer Statements
Customer Setup List
E-Mail Jobs
Document Output Queue
Print queue
Log
Output Profiles

Administration

E-Document Setup

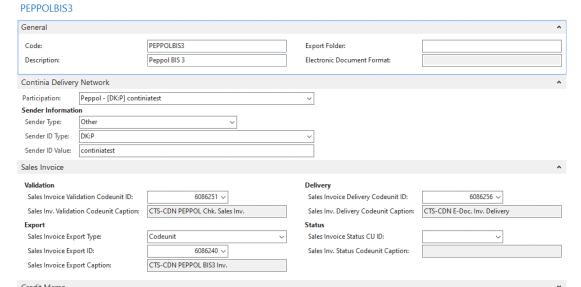
Document Output Setup Wizard
Document Output Setup
SMTP Mail Setup
Doc. Output Files (dll)
Doc. Output Page Setup
Create Customer E-Mail recipients
Create Vendor E-Mail recipients
About Continia Document Output

3. Choose the E-Document Setup

After running the Document Output setup wizard, there is installed a Peppol BIS 3 and a XRechnung Code.

- 4. Choose the code you want to use and choose Edit.
- 5. On the E-Document Setup Card, we can now link the Participation and enter the Sender Information.

(Sender information is used when sending an XML Document in an E-mail)



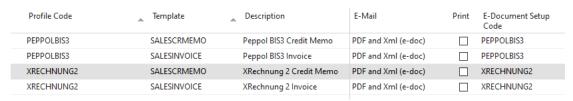
6. If you want to Export the XML to a folder, then you need to enter an Export Folder path.

Output Profiles

1. Choose Output Profiles from the Document Output menu

2. For each of the templates we can define how it should be send either by e-mail or with an XML or both.

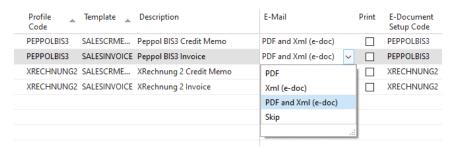
Output Profiles *



In this example it is set to PDF and XML when sending an e-mail. Also it is set to an E-Document setup code, which defines the format that the XML should be created from.

3. It I possible to change the values in the e-mail column to define other options to attach to the e-mail.

Output Profiles *



4. When setting a check mark in the Print column the document could also be printed.

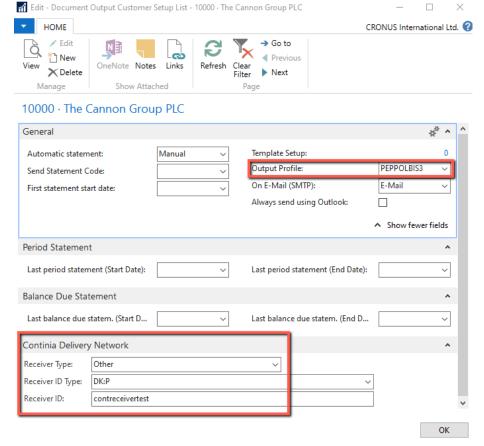
Customer Setup

1. On the Customer Card in the Document Output Factbox, we now need to attach the Output Profile.



Choose the active link next to the Output Profile to enter the Customer setup list.

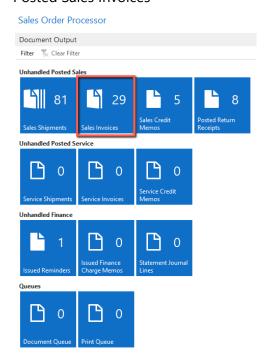
- 2. In the field Output Profile, we can now attach the profile needed for this customer.
- 3. In the Continia Delivery Network fields, we can set the Receiver Type, ID Type and ID for this customer. Per default VAT and we take the information from the Customer setup.



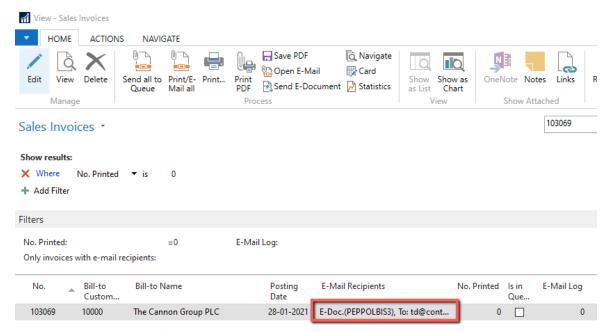
4. Now we can create a Sales Invoice or Sales Credit Memo to the customer and send the XML in an e-mail or through the Peppol Network. (There is some validation on fields required for the different formats build into XML Export).

Sending the Documents

1. After creating the Documents and they are ready to send, we can go to the unhandled Posted Sales Invoices



- 2. The list is filtered to No. Printed = 0 meaning the Document has been posted but not send.
- 3. On the line we can see that this document is set to be sent as an e-mail and also as an XML through the Peppol Network.



4. We now have some different options to send the Document:



Send all to Queue: This will put the mail and XML in the Doc. Output Queue. (Only visible if the Queue is active). It sends both the E-Mail and the XML through the Peppol eDelivery Network.

Print/E-Mail all: This will create the E-Mail with attached PDF/XML and send it. It will also create the XML and send it through the Peppol eDelivery Network.

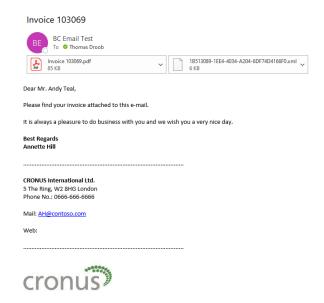
Print PDF: Prints the PDF with Background and Merge PDF if any are set on the Template.

Save PDF: Creates the PDF and downloads it.

Open E-Mail: This will open the e-mail with the PDF and/or XML, and also send the XML through the Network when opening the E-Mail.

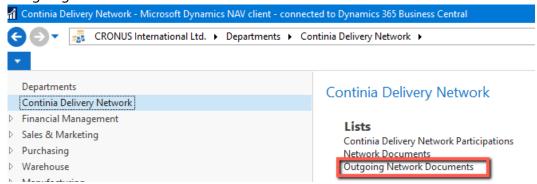
Send E-Document: This will only send the E-Document/XML through the Peppol eDelivery Network.

5. After sending the Document, the E-Mail and/or XML is now sent.

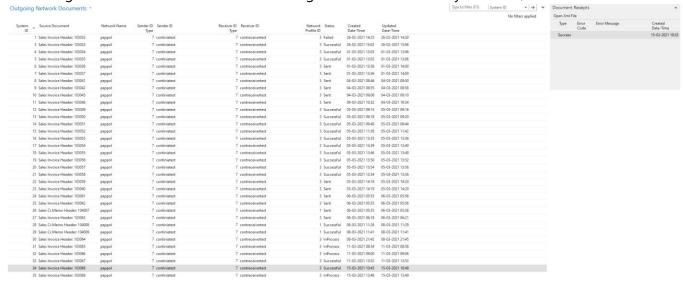


Outgoing Network Documents (Status)

1. To See the Status of the Document, send through the Continia Delivery Network, go to the Outgoing Network Documents.



We now get a list of all documents send through the Continia Delivery Network, With statuses



3. The different statuses are:

InProgress: It has been delivered to the Network and awaiting Successful

Successful: The Document has been sent Successful

Failed: Document sending has failed, see the error in the Document Receipts Factbox.