

Sales Order-- Expense - time and material

Pre-requisite to do Service item with Expense type in Sales Order.

Edit Project Scope>Questions> Sales> Sell Services> Check question:

Do you intend to invoice expenses based on receipts that result from sales or services, taking actual costs from the service confirmation?

Business Option	Review Status	In Scope	Conflict
Group: Expense Types for Sales (2)			
Do you intend to invoice expenses based on receipts, that result from selling services, directly from the sales order using a fixed price?	Reviewed	<input checked="" type="checkbox"/>	
Do you intend to invoice expenses based on receipts that result from sales or services, taking actual costs from the service confirmation?	Reviewed	<input checked="" type="checkbox"/>	
Group: Service Types for Sales with Tracking Actuals (2)			
Do you sell or provide services for a fixed price, but track the actual time and materials needed for reporting purposes?	Reviewed	<input checked="" type="checkbox"/>	
Do you sell services for a price based on the actual time and material needed?	Reviewed	<input checked="" type="checkbox"/>	
Group: Service Types for Sales without Tracking Actuals (1)			
Do you sell or provide services for a fixed price, but do not track the actual time and materials needed?	Reviewed	<input checked="" type="checkbox"/>	

You have Time Recording Enabled in your tenant:

Edit Project Scope>Questions> Selling Products and Services> Sales Orders>

Question: Do you want to record time for sales orders?

Business Option	Review Status	In Scope	Conflict
Group: External Labor Resources for Sales Orders (1)			
Do you outsource service jobs?	Reviewed	<input checked="" type="checkbox"/>	
Group: Invoice Schedule for Sales Order (1)			
Do you want to schedule invoices in sales orders?	Reviewed	<input checked="" type="checkbox"/>	
Group: Sales Order Processing with Time Recording (1)			
Do you want to record time for sales orders?	Reviewed	<input checked="" type="checkbox"/>	

1. Release Sales Order

The Status of Sales Order changed to Open.

Quantity : 1 ea

Sales Order: 3724

Status: **Open** Account: Carol Holdings External Reference: Employee Responsible: Robert Mann Net Value w/o Freight: 100,00 EUR Total: 124,00 EUR

Submit Save Close Preview New Copy Follow-Up Create Project Check Credit Limit

General **Items** Pricing and Invoicing Involved Parties Document Flow Changes Attachments Approval Process Output History Feed

Line	ATP	Product	Description	Contract Item	Quantity	List Price	Discou
10		CAROL_XCAT - Carol_Expense - time and material	Carol_Exp		1 ea	100,00 EUR	

Details: Item Carol_Expense - time and material

Details Taxes Notes Attachments

Item

Service Status: Not Released
 Delivery Status: Not Started
 Invoice Status: Not Relevant

Item Type: Expense - time and material
 Description: Carol_Expense - time and material
 Posting Date: 18.12.2017
 Requested Date: 23.12.2017 00:00 UK
 Reason for Rejection:

Service

Fulfillment: Internal
 Service Performer: Sandra Mohr
 Supplier:

2. Release to Service Execution.

The Status of Sales Order changed to In Process.

Sales Order: 3724

Status: **In Process** Account: Carol Holdings External Reference: Employee Responsible: Robert Mann Net Value w/o Freight: 100,00 EUR Total: 124,00 EUR

Submit Save Close Preview New Copy Follow-Up Create Project Check Credit Limit

General **Items** Pricing and Invoicing Involved Parties Document Flow Changes Attachments Approval Process Output History Feed

Line	ATP	Product	Description	Contract Item	Quantity	List Price	Discou
10		CAROL_XCAT - Carol_Expense - time and material	Carol_Exp		1 ea	100,00 EUR	

Details: Item Carol_Expense - time and material

Details Taxes Notes Attachments

Item

Service Status: Released
 Delivery Status: Not Started
 Invoice Status: Not Relevant

Item Type: Expense - time and material
 Description: Carol_Expense - time and material
 Posting Date: 18.12.2017
 Requested Date: 23.12.2017 00:00 UK
 Reason for Rejection:

Service

Fulfillment: Internal
 Service Performer: Sandra Mohr
 Supplier:

3. You want to Confirm Service Execution directly from Sales Order

In this case, I entered the actual quantity as 2 and system will throw the warning message as "Item 10: Fulfilled quantity is greater than ordered quantity".

New Service Confirmation

Release Save Close

Executed By: Sandra Mohr

Service Performer: Sandra Mohr

Arrived On: Fixed On:

Services and Spare Parts

To confirm a service, click Release. Then choose With Order Completion if the service or parts consumption is finished (no further confirmations are allowed and the related order item is completed). Alternatively, choose Without Order Completion if the service or parts consumption is not finalized (further confirmations are allowed and the related order item remains in process).

Add Row Remove Release

Line	Status	Product	Description	Coverage	Quantity	Actual Duration	Reference Sales Order/Item	List Price
10	Not Star...	CAROL_XCAT - Carol_Expense - time and material	Carol_Expense - time		2 ea		3724 10	100,00 E

Item 10: Fulfilled quantity is greater than ordered quantity

Total Item Net Value: 200,00 EUR

Item 10: Fulfilled quantity is greater than ordered quantity

4. Release Service Confirmation with Order Completion.

Back to the respective Sales Order.

On item details, system recorded the actuals instead of initial value.

And the Delivery Status changed to Finished.

Invoice Status changed from Not Relevant to Not Started.

Sales Order: 3724

Status: In Process Account: Carol Holdings External Reference: Employee Responsible: Robert Mann Net Value w/o Freight: 100,00 EUR Total: 124,00 EUR

Submit Save Close Preview New Copy Follow-Up Create Project Check Credit Limit You Can Also

General Items Pricing and Invoicing Involved Parties Document Flow Changes Attachments Approval Process Output History Feed

Details: Item Carol_Expense - time and material

Details Taxes Notes Attachments

Item

Service Status: Released

Delivery Status: Finished / 2 Each

Invoice Status: Not Started

Item Type: Expense - time and material

Description: Carol_Expense - time and material

Posting Date: 18.12.2017

Requested Date: 23.12.2017 00:00 UK

Reason for Rejection:

Exchange:

Exchange/NetAmount:

Service

Fulfillment: Internal

Service Performer: Sandra Mohr

Supplier:

5. Invoice Service Confirmation based on actuals.

Invoice Requests

You can process all invoice requests that are ready for invoicing. The invoice requests can originate from predecessor documents or can be created manually.

Show **Today's Invoice Requests** and Find Go Advanced

Group By **None** | Edit | New | Preview | Export | **Invoice** | Invoice - Advanced | Check

Status	Document ID	Invoice Request Type	Extern...	Account	Invoic...	Net Value	Total	Cancellation Status
To Be Invoiced	858	Service Confirmation Invoice Request		Carol H...	20.12....	200,00 EUR	248,00 EUR	Not Canceled

Details: Service Confirmation Invoice Request 858

Line	Status	Docu...	Product ID	Description	Quantity	List Price	Discou...	Net Price	Net Value	Invoic...
10	To Be Invoiced	Sales ...	CAROL_XCAT	Carol_Expense - time and material	2 ea	100,00 EUR		100,00 EUR	200,00 EUR	

The Status of Sales Order changed to Completed with completed status on item level as well.

Sales Order: 3724

Status: **Completed** | Account: Carol Holdings | External Reference: | Employee Responsible: Robert Mann | Net Value w/o Freight: 100,00 EUR | Total: 124,00 EUR

Submit | Save | Close | Preview | New | Copy | Follow-Up | Create Project | Check Credit Limit

General | **Items** | Pricing and Invoicing | Involved Parties | Document Flow | Changes | Attachments | Approval Process | Output History | Feed

Details: Item Carol_Expense - time and material

Details | Taxes | Notes | Attachments

Item

Service Status: Released
 Delivery Status: Finished / 2 Each
 Invoice Status: Finished

Item Type: Expense - time and material
 Description: Carol_Expense - time and material
 Posting Date: 18.12.2017
 Requested Date: 23.12.2017 00:00 UK
 Reason for Rejection:
 Exchange:
 Exchange/NetAmount:
 Exchange/Price/NetPrice/Amount:
 Alaa:

Service

Fulfillment: Internal
 Service Performer: Sandra Mohr
 Invoice Date: 18.12.2017
 Supplier:

Note: Different from SECO - Service - time and material, Time Recording won't affect the completion of Service Confirmation when item type is Expense - time and material.

