

Kofax AP Agility

On-Premise for Cloud Solutions Installation Guide

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The KOFAX logo is displayed in a bold, blue, sans-serif font. The letters are thick and closely spaced, with a consistent weight throughout the word.

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Preface

This guide contains information about installing the on-premise features of Kofax AP Agility for cloud solutions. This guide also includes how to configure your installation to work within a cloud environment.

This guide is written with the assumption that you have a thorough understanding of Kofax TotalAgility.

Cloud solution considerations

When deploying Kofax AP Agility in a cloud solution, it is important to note that there are several limitations when compared to a traditional installation.

- User exits are not supported.
- SAP, Oracle, and MarkView integrations are not supported.
- PIX is not supported. Because of this you cannot process electronic XML invoices.
- ERP data such as purchase order or company data is provided by an ERP connector only.
- Exporting to Process Director is not supported.
- Some of the Invoice Processing settings are not available for configuration.
- PDF generation is not supported.
- The Document Export settings related to Invoice Processing are not supported. It is still possible to export via your ERP connector.
- Windows Authentication is not supported.
- Scan Activity and Validation Activity users are created and maintained within Kofax TotalAgility users and groups.

Related documentation

In addition to this guide, see the following documentation for additional installation and configuration information.

Kofax AP Agility Release Notes

This guide contains late-breaking product information that may not be included in other Kofax AP Agility documentation. Release notes are also available for each of your installed Kofax applications. Locate release notes on the Kofax Support site at www.kofax.com/support.

Help for Kofax AP Agility Settings

This help provides detailed information on how to configure Kofax AP Agility for your environment.

Help for Kofax AP Agility Line Pairing Correction Activity

This help provides use cases and examples for correcting a document that fails line pairing.

Help for Kofax AP Agility PIX Correction Activity

This help provides detailed information about how to navigate through PIX Correction Activity. It also includes details about how to use the PIX Correction Activity when processing documents with Kofax AP Agility.

Help for Kofax AP Agility Validation Activity

This help provides information about validating a document in Kofax AP Agility.

Additional documentation about validating documents is available in the *Help for Kofax TotalAgility Validation*.

Help for Kofax AP Agility Scan Activity

This help provides information on how to scan documents into the Kofax AP Agility.

Help for Kofax AP Agility Workflow

This help provides information about how to use the various activities that are part of the AP Agility workflow. This includes general information that is relevant for all activities as well as specific information related to the Approval Activity, the Coding Activity, the Exception Activity, the Line Pairing Exception Activity, the Hold Activity, and the Comment Request Activity.

Training

Kofax offers both classroom and computer-based training that will help you make the most of your Kofax TotalAgility solution. To learn more about training courses and schedules, visit the [Kofax Education Portal](#) on the Kofax website.

Getting help with Kofax products

The [Kofax Knowledge Base](#) repository contains articles that are updated on a regular basis to keep you informed about Kofax products. We encourage you to use the Knowledge Base to obtain answers to your product questions.

To access the Kofax Knowledge Base, go to the [Kofax website](#) and select **Support** on the home page.

Note The Kofax Knowledge Base is optimized for use with Google Chrome, Mozilla Firefox or Microsoft Edge.

The Kofax Knowledge Base provides:

- Powerful search capabilities to help you quickly locate the information you need.
Type your search terms or phrase into the **Search** box, and then click the search icon.
- Product information, configuration details and documentation, including release news.
Scroll through the Kofax Knowledge Base home page to locate a product family. Then click a product family name to view a list of related articles. Please note that some product families require a valid Kofax Portal login to view related articles.
- Access to the Kofax Customer Portal (for eligible customers).
Click the **Customer Support** link at the top of the page, and then click **Log in to the Customer Portal**.

- Access to the Kofax Partner Portal (for eligible partners).
Click the **Partner Support** link at the top of the page, and then click **Log in to the Partner Portal**.
- Access to Kofax support commitments, lifecycle policies, electronic fulfillment details, and self-service tools.
Scroll to the **General Support** section, click **Support Details**, and then select the appropriate tab.

Chapter 1

System requirements

For information on supported operating systems and other system requirements, see the *Kofax AP Agility Technical Specifications* document on the [Kofax AP Agility Documentation](#) site.

This document is updated regularly, and we recommend that you review it carefully to ensure success with Kofax AP Agility.

Note A customer portal login is required to access the Kofax Knowledge Base.

Software prerequisites

The software prerequisites required prior to the installation of on-premise features of Kofax AP Agility are listed as follows.

For the on-premise aspects of the Kofax AP Agility installation, the following must be available on the on-premise machine before an installation.

.NET 4.7 or higher

This is the minimum version required by the Kofax AP Agility assemblies and the Kofax TotalAgility integration.

Internet Information Services (IIS) 7.5 or higher

This is required to install the Agnostic ERP connector.

Important installation notes

The following notes are important when installing Kofax AP Agility.

Administrator Rights

To install the product, the logged on user must have Administrator rights on the local computer.

Database Editing

Kofax AP Agility does not support direct database editing. You can make any changes needed for your solution using the Kofax AP Agility configuration tools.

Localize Kofax AP Agility

The localization of Kofax AP Agility is available for the following languages.

- English
- French
- German
- Spanish
- Brazilian Portuguese

If the main language of your web browser is set to one of the above languages, the user interface and documentation for Kofax AP Agility appear in that language automatically. For any other language, and for the administrative documentation, the user interface and documentation defaults to English.

However, this localizes the Kofax AP Agility activities only. Because Kofax AP Agility is a part of Kofax TotalAgility, it is necessary to install the Kofax TotalAgility language packs to ensure a fully localized environment. For more information about localizing Kofax TotalAgility, refer to the *Kofax TotalAgility Installation Guide*.

Chapter 2

Kofax AP Agility installation in a cloud solution

Installing Kofax AP Agility requires the following on-premise installation steps.

Install Kofax AP Agility on-premise components

Use the following steps to install the Kofax AP Agility on-premise components.

Extract on-premise zip files

The installation files necessary to install the on-premise components needed to run Kofax AP Agility in a cloud solution are available in the following two zip files..

- `KofaxTotalAgility-<Version>_IS.ZIP`.
This file is a deliverable that is part of Kofax TotalAgility.
- `KofaxAPAgility-2.4.0_Azure.ZIP`
This file is a deliverable that is part of Kofax AP Agility 2.4.0.

You can extract these zip files on the server where you are installing the on-premise components to enable Kofax AP Agility to work in a cloud environment by following these steps. Repeat the following steps for each zip file.

1. Right-click on the zip file and select **Extract**.
2. When prompted, select a location for the extracted files.
Make a note of this location for further installation steps.

Install SSL certificate

In order to use Kofax AP Agility in a cloud solution, you must install the on-premise components on a server where there is an SSL certificate.

Once the certificate is available, it is listed in the IIS Server Certification settings for the on-premise server.

You can install an SSL certificate as well as configure your IIS site binding settings by following these steps..

1. Launch the Internet Information Services Manager (IIS) on your on-premise server.
2. Open the **Default Web Site** .
If you plan to use another website when installing the Kofax AP Agility ERP Connector, select that web site instead.
The central pane is updated with settings for the selected site.

3. In the **Actions** pane on the right, in the **Edit Site** group, select **Bindings**.
The **Site Bindings** window is displayed.
4. Click **Add**.
The **Add Site Binding** window is displayed.
5. From the **Type** list, select **https**.
6. Optionally, enter a **Port** that matches your solution.
7. From the **SSL certificate** list, select your certificate.
8. Click **OK**.
The **Add Site Binding** window closes and your new site binding is listed in the **Site Bindings** window.
9. Click **Close**.
The **Site Bindings** window closes.

Install the Integration Server

The Integration Server installer adds the necessary on-premise TotalAgility components so that Kofax AP Agility works in a cloud solution.

You can install the Integration Server by following these steps.

1. Ensure that you can access the Kofax AP Agility tenant from this server.
If you cannot access your tenant, add an entry that lists your IP address and host name to the hosts file.
For example,

```
192.168.0.0 tenant.apagility.cloudapp.net
```
2. In the extracted files from the KofaxTotalAgility-*<Version>*_IS.ZIP file, open the IntegrationServerInstall folder and run the Setup.exe file.
The Kofax TotalAgility Integration Server Setup wizard is displayed.
3. Click **Next**.
The **Kofax Inc. Software License Agreement** step of the Setup wizard is displayed.
4. After reading the license agreement, click **Next**.
The **Type of Install** step of the Setup wizard is displayed.
5. The only type of install available is the **Web/Application Server** and it is already selected. Click **Next**.
The **Destination** step of the Setup wizard is installed.
6. If you want to change the default **Destination Folder**, click **Browse** and select a new path.
Otherwise, click **Next**.
The **Credentials** step of the Setup wizard is displayed.
7. In the **Account** settings, provide Windows Administrator credentials for the server where you are installing the Integration Server.
8. Choose which root Website is used to host your installation and click **Next**.
If you use the default setting, click **Next**.
The **Software Checks** step of the Setup wizard is displayed and the checks are carried out automatically.

9. If the software checks are successful, click **Next**.
If any of the steps fail, install the missing software and then click **Back** and then **Next** to run the checks again. Once successful, click **Next**.
The **Tenant Information** step of the Setup wizard is displayed.
10. Enter the **Tenant URL** that points to the server where the TotalAgility Designer is located.
For example, `https://<TenantName>.apagility.cloudapp.net`. Do not include `/Designer` in the path.
11. Enter the **System Session ID**.
You can find this by going to the **TotalAgility Designer > System > System settings > Logon and authentication > User sessions**.
12. Click **Next**.
The **Installation Review** step of the Setup wizard is displayed.
13. Review the installation parameters. If necessary, click **Back** to edit any steps.
Otherwise, click **Next**.
The **Installation Progress** step of the Setup wizard is displayed. A progress bar shows the installation progress.
When the installation is complete, the **Kofax TotalAgility Integration Server Installation** page is displayed with a list of installed components.
14. Click **Finish**.
The Setup wizard closes and your installation is complete.

Install the Kofax AP Agility ERP Connector

It is necessary to install the Kofax AP Agility ERP Connector on the same server where the Kofax TotalAgility Integration Server is installed.

You can install the ERP Connector by following these steps.

1. In the extracted files from the `KofaxAPAgility-2.4.0_Azure.ZIP` file, navigate to the **Installer** folder.
The contents of the **Installer** folder are displayed.
2. Right-click on the **Kofax AP Agility** installer and select **Run as Administrator** to begin the Setup Wizard.
The installer opens and calculates if there is enough space on disk for the installation.
3. Once the Install Wizard confirms that there is enough disk space, click **Next**.
The **End-User License Agreement** Setup Wizard step is displayed.
4. Select **I accept the terms in the License Agreement** and then click **Next**.
The **Prerequisites** Setup Wizard step is displayed along with any information about missing prerequisites.
5. The information displayed on the **Prerequisites** step is relevant if you are installing the listed components only.
For example, if you receive a message that the SAP .NET connector is missing, but you are not using SAP, ignore this message. However, if you are using one of the components listed, click

Cancel and then **Finish** to exit the Setup Wizard, install the required prerequisite, and then restart the installer. Otherwise, click **Next**.

If you did not install the necessary prerequisites, the corresponding settings are not available for installation.

The **Choose Setup Type** Setup Wizard step is displayed.

6. On the **Choose Setup type** window, select **Custom**.
The **Custom Setup** step is displayed along with a list of available components.
7. Exclude all components by selecting **Entire feature will be unavailable**, except the **ERP Connector Web Service** and then click **Next**.

The **Kofax TotalAgility Connection** Setup Wizard step is displayed.

8. On the **Kofax TotalAgility Connection** step, enter the following information.
 - a. If the default Kofax TotalAgility URL that is provided is not correct, update the **TotalAgility URL**. This must be the on-premise version that is installed on a local server and not the Azure URL. For example, `https://<Server name>/TotalAgility/`.
 - b. Select **Authentication by username and password**.
enter the **User name** and **User password** for the Administrator used when installing the Kofax TotalAgility Integration Server.
 - c. Click **Test connection** to ensure that your information is correct. If not, repeat the previous steps and try again.
 - d. Once your connection test is successful, click **Next**.

The **AP Agility ERP Connector Configuration** Setup Wizard step is displayed.

9. On the **AP Agility ERP Connector Configuration** step, enter the following information.

- a. Optionally, enter an alternate **Web Site**.

Note This web site must exist in IIS before it can be added here. All other items are created dynamically.

- b. Optionally, enter a different **Virtual Directory**.
- c. Optionally, enter a different **Application Pool**.
- d. For **Pool Identity**, select **Custom Account**.

The **User name** and **User Password** must match the credentials provided when installing the Integration Server.

- e. Select **Update web service URL for the ERP Connector** to update the **ERP Connector Host** value, if needed.

If cleared, **ERP Connector Host** is greyed out and cannot be edited. You can always edit this value in the **ApAgilityErpConnector** properties located in the TotalAgility Designer Home menu at **Integration > Web Service references** at another time.

- f. If available, enter a valid **ERP Connector Host**. This setting is available only if the **Update web service URL for ERP Connector** is selected above.

This is the URL that points to the Web Server for your ERP Connector, not the entire web service URL. By default this is set to `https://{ServerName}`. This value is then used to build the full web service URL for your ERP Connector web service. This value and the rest

of the web service URL is visible after installation in the **ApAgilityErpConnector** properties located in the TotalAgility Designer Home menu at **Integration > Web Service references**.

g. Click **Next**.

The **Installing Kofax AP Agility 2.4** Setup Wizard step is displayed. A progress bar is displayed showing the status of the installation.

10. Click **Finish**.

Optionally, select the **View Installation Log** setting. This opens the log file once the installer is closed.

The installer closes and if selected, the log file opens.

Disable ERP Web Connector anonymous authentication

In order for the ERP Connector to work efficiently, it is necessary to disable anonymous authentication for that web site.

You can disable the anonymous authentication for your ERP Connector web site by following these steps.

1. Open the Internet Information Services Manager (IIS) on the server where you installed the ERP web connector.

2. Open the **Default Web Site**.

If you have configured another web site for the on-premise components of Kofax AP Agility, select that web site instead.

The web site home page is displayed.

3. Select the virtual directory for the ERP Connector. By default, this is called **ApAgilityErpConnector**.

If you changed this name during installation, select your virtual directory.

The settings for the selected virtual directory are displayed.

4. Under the **IIS** category, select **Authentication**.

A list of **Authentication** settings are displayed.

5. Right-click **Anonymous Authentication** and select **Disable**.

6. Restart the **World Wide Web Publishing Service**.

Configure ERP Connector web.config settings

In order to use the ERP connection in a cloud solution, several changes are needed in the web.config file.

You can configure the ERP connector by editing the web.config file by following these steps.

1. In the folder where you created for the ERP Connector files, open the web.config file in a text editor.

By default, the web.config file is located in <Program Files (x86)\Kofax\APAgility\Web.

2. In the web.config file, edit the following nodes as suggested.

a. Locate `<binding name="BasicHttpBinding_Service">` and then edit the `security mode` to **Transport** only.

Remove the two child parameters of the `security mode` setting as follows:

```
<security mode="Transport">
  <transport clientCredentialType="Windows" />
```

```
</security>
```

- b. Locate `<binding name="ErpConnectorService_Binding">` and then edit the security mode to **Transport** only.

Remove the one child parameter of the security mode setting as follows:

```
<security mode="Transport">
  <transport clientCredentialType="Windows" />
</security>
```

- c. Locate the endpoint that has `binding="MexHttpBinding"` and edit this so that `binding="mexHttpBinding"`
3. Before closing the web.config file, make note of the server name listed in the `SdkServicesLocation` key.
4. Save your changes and close the web.config file.

Configure Web service references

After configuring the ERP web.config, it is necessary to update the ERP web service for on-premise TotalAgility Designer.

You can configure the web service references by following these steps.

1. Launch the on-premise TotalAgility Designer.
The menu is limited to on-premise settings.
2. From the menu, select **Integration > Web service references**.
The **Web service references** are displayed for the default category.
3. From the **Category** list, select **AP Agility**.
A list of web service references for the AP Agility is displayed.
4. Click **ApAgilityErpConnector**.
The **Edit web service references** window is displayed.
5. Edit the URL so that it uses `https` and edit "localhost" to match the server name that you noted when [editing](#) the web.config. Do not change the rest of the URL.
It is not mandatory to edit the localhost entry, but it is recommended.
6. Click **Save**.
When prompted to regenerate the proxy DLLs, click **OK**.
Your changes are saved.
If there are any issues with the connection, an error is displayed with information on the issue. If there is an authentication issue, refer to [Disable ERP Web Connector anonymous authentication](#).

Increase upload buffer size

If you plan on processing large documents, it is necessary to edit the `uploadReadAheadSize` value for your web server. This is the number of bytes that the Web server reads into a buffer and passes on to AP Agility. If your document size is greater than 48Mb, it is necessary to increase the value of this setting in order for them to be processed by AP Agility in a timely manner.

You can increase the upload buffer size by following these steps.

1. Launch the Internet Information Services Manager (IIS) on your on-premise server.

2. Select the **Default Web Site** or the site where you installed the AP Agility ERP Connector.
The central pane is updated with settings for the selected site.
3. In the **Management** group, double-click on **Configuration Editor**.
The **Configuration Editor** page is displayed.
4. From the **Section** list, select **system.webServer > serverRuntime**.
A list of settings related to server runtime are displayed.
5. For the **uploadReadAheadSize** setting, increase the value from 49152 to "4915200".
This increases the default upload buffer size from 48mb to 4800mb.
6. Optionally, close IIS.

Install Analytics for Kofax AP Agility cloud solution components

Use the following steps to install the Analytics for Kofax AP Agility cloud solution components.

Configure Kofax AP Agility navigation menu

It is necessary to configure the navigation menu so that users can access Analytics for Kofax AP Agility from Kofax AP Agility.

For more information on configuring the Kofax AP Agility navigation menu, see the [Analytics for Kofax AP Agility Installation Guide](#).

Configure the data load schedule

It is necessary to configure the data load schedule and its frequency so that data is regularly sent from Kofax AP Agility to Analytics for Kofax AP Agility.

For more information on configuring the data load schedule, see the [Analytics for Kofax AP Agility Installation Guide](#).

Configure Kofax AP Agility resources

In order to ensure that the right users are able to access Analytics for Kofax AP Agility from the Kofax AP Agility menu, it is necessary to provide the necessary permissions.

For more information on configuring Kofax AP Agility resources, see the [Analytics for Kofax AP Agility Installation Guide](#).

Test the Analytics for Kofax AP Agility installation

Test if you have a successful installation by following these steps.

1. Close or log out from all instances of Kofax AP Agility, Kofax TotalAgility, or Analytics for Kofax AP Agility because you cannot log on to multiple sessions in the same Browser.
2. Open the Kofax AP Agility tenant URL.
For example, `https://tenant-id.server-name.net/forms/apagility/` using valid user credentials.

3. Ensure that the menu navigation that you created earlier is visible.
4. Click on the new menu item to open Analytics for Kofax AP Agility.
Enter valid user credentials when prompted.
You are logged on successfully to Analytics for Kofax AP Agility.
If there is an error, review the user credentials or the installation steps.

Chapter 3

Configure your Kofax AP Agility installation

The following steps are necessary after installing Kofax AP Agility. Each step contains its own set of instructions and the order is important. Skipping steps that are not optional, or performing steps out of sequence can result in a failed installation.

The configuration of your Kofax AP Agility installation is broken down into three parts.

1. Configuration steps that apply to the functionality of entire product
 - if you do not want to use the Agnostic ERP, integrate another ERP system.
2. Configuration steps that are specific to the Invoice Processing functionality.
 - CSV files for database lookups.
 - Configure document ingestion.
 - Optionally, [modify](#) the recognition engines in the Transformation Designer.
This step is necessary if you are processing documents in languages other than English only.
3. Configuration steps that are specific to the AP Agility Workflow functionality.
 - Configure AP Agility Workflow administrative resource access.

General considerations for Kofax AP Agility in a cloud solution

There are several steps required to configure Kofax AP Agility that are independent of how you plan to process invoices.

If you are using an Enterprise Resource Planning system it is necessary to integrate that system with Kofax AP Agility in a cloud solution.

Integration with Enterprise Resource Planning systems

Kofax AP Agility exports all validated and approved invoices to the Enterprise Resource Planning system (ERP) through a connector plugin. When you first install Kofax AP Agility, you installed the Agnostic ERP connector. The Agnostic ERP integration provides an ERP-neutral way of integration by transferring data to and from folders. The Kofax AP Agility Administrator specifies the output file system folder and the file name format for exported invoices. The administrator creates an invoice image in the original format and metadata (XML, CSV) files in the specified folder for all exported invoices.

In addition to the Agnostic ERP connector, Kofax AP Agility provides plugins for the following ERPs:

- [PeopleSoft](#)
- [MS Dynamics](#)
- [Infor Lawson](#)

- [S/4HANA](#)

Install PeopleSoft connector

If you are using the PeopleSoft ERP system, it is necessary to install the PeopleSoft ERP connector in addition to the Agnostic ERP connector. You cannot install this connector without the Agnostic ERP connector.

If the Agnostic ERP connector is installed, you can install the PeopleSoft ERP connector by following these steps.

1. Download the KofaxAPAgilityERPConnector-2.4.0_For_PeopleSoft.ZIP file from the [Kofax Fulfillment Site](#) and extract it on a local drive available to your users.

Note the extraction location as this is needed in subsequent steps after you install the connector.

2. Copy the contents in `ERP Connector\bin` from the extracted files to the `bin` folder in IIS where the ERP connector files are stored.

By default, this path is `<Program Files (x86)>\Kofax\APAgility\Web\bin`.

The PeopleSoft connector is installed and ready for integration with Kofax AP Agility.

PeopleSoft integration

You can integrate PeopleSoft with Kofax AP Agility by following these steps.

1. On the filesystem, navigate to where the extracted contents of the KofaxAPAgilityERPConnector-2.4.0_For_PeopleSoft.zip file are located.
You extracted this file when the PeopleSoft connector was [installed](#).
2. Navigate to the `ERP Integration\PeopleSoft` folder.
This folder contains the KofaxConnector_For_PeopleSoft.zip file.
3. Extract the KofaxConnector_For_PeopleSoft.zip file.
The KOFAX_CONNECTOR folder is extracted.
4. Start the PeopleSoft Application Designer.
5. From the menu, select **Tools > Copy Project > From File**.
The **Copy From File : Select Project** window appears.
6. Select the KOFAX_CONNECTOR project and settings from the **Copy From File : Select Project** window and perform the following steps.
 - a. Navigate to and select the KOFAX_CONNECTOR folder.
Under **Name**, KOFAX_CONNECTOR appears, and KOFAX_CONNECTOR appears under **Select Project from the List Below**.
 - b. Click **Select** to the right of the **Select Project from the List Below** box.
The **Copy From File** window appears.
 - c. Click **Select All** to select all definition types.
 - d. Click **Copy**.
The project and its definition types are installed.

7. Open PeopleSoft in a compatible web browser and configure KOFAX_APA_SERVICE by performing the following steps.
 - a. Go to **PeopleTools > Integration Broker > Integration Setup > Services**.
 - b. Open KOFAX_APA_SERVICE.
Information about KOFAX_APA_SERVICE and a list of service operations is displayed.
 - c. Open one of the KOFAX_APA_SERVICE service operations and click **Service Operation Security**.
 - d. Set the PTPT1000 permission to **Full Access** and click **Save**.
 - e. Repeat steps 7.c–7.d until all of the KOFAX_APA_SERVICE service operations have been configured.
8. Create the ERP connection. Complete the information in the fields. In the **Connection Type** field, select **PeopleSoft v9.2**.
9. Set up an organization to use the ERP connection.
For more information on configuring organizations, refer to the *Help for Kofax AP Agility Settings*.

PeopleSoft invoice export

Additional settings are needed to enable invoice export from PeopleSoft. The ChartFields settings are used for GL segments for invoices. If the buyer does not have access to the ChartFields settings, GL segment values from exported invoices are ignored and replaced by default values. You can enable buyers to access these settings by following these steps.

1. Start PeopleSoft.
2. In the PeopleSoft menu, select **Navigator > eSettlements > Buyer Information > Review Buyer Details**.
3. Select the buyer who should have access.
The **Review Buyer Details** window for that buyer appears.
4. Click the **ChartField Configuration** tab.
5. Change the **Supplier Access** settings for the buyer to make applicable GL segments editable.
6. Save the settings.

Install MS Dynamics ERP connector

If you are using the MS Dynamics ERP, it is necessary to integrate it with your Kofax AP Agility installation.

Note The MS Dynamics ERP system does not support the use of hierarchical GL codes, cost centers, and work breakdown structures.

You can install the MS Dynamics ERP connector by following these steps.

1. Download the `KofaxAPAgilityERPConnector-2.4.0_For_DAX.ZIP` from the [Kofax Fulfillment Site](#).
2. Extract the zip file contents on a local drive that is available to your users.

3. Copy the contents in `ERP Connector\bin` from the extracted files to the `bin` folder in IIS where the ERP connector files are stored.

By default, this path is `<Program Files>\Kofax\APAgility\Web\bin`.

The MS Dynamics connector is installed and ready for integration with Kofax AP Agility.

MS Dynamics integration

In order to integrate MS Dynamics so that it can be used, you must perform the following steps in the specified order.

1. [Install the MS Dynamics ERP web service](#)
2. [Test your installation](#)
3. [Configure MS Dynamics 2012](#)
4. [Configure the MS Dynamics ERP web service](#)
5. [Final steps](#)

Install the MS Dynamics ERP web service

You can install the MS Dynamics ERP web service by following these steps.

1. Extract the `ERP Integration\MSDynamics\KofaxConnector_For_DAX.zip` file.
2. Copy the `DaxConnectorService` folder from the zip file to the `wwwroot` folder.

This is usually found under `C:\inetpub\wwwroot`.

3. Copy the following files from the MS Dynamics Business Connector installation folder to the `DaxConnectorService\bin` folder that you copied in the previous step.

The MS Dynamics Business Connector installation folder is commonly found in `<Program Files>\Microsoft Dynamics AX\60\BusinessConnector\Bin`.

- `Microsoft.Dynamics.AX.ManagedInterop.dll`
- `Microsoft.Dynamics.BusinessConnectorNet.dll`

4. Open Internet Information Services (IIS) and add a new **Website**. The **Add Website** window is displayed. Add the following information.
 - a. Add a **Site** name.
For example, Kta Connector or MSDynamics Connector.
 - b. Select an **Application Pool**.
 - c. In its **Advanced Settings**, ensure that the selected Application Pool has **Enable 32-Bit Applications** set to **True**.
 - d. Set the **Physical Path** to the location where you saved the MS Dynamics connector.

Important The selected application pool must have the necessary permissions to access the specified physical path.

- e. Set the **Port** as needed.
For example, 9810.
- f. Ensure that **Start Website immediately** is selected.
- g. Click **OK**.

The website is added to the **Sites** in the **Connections** pane.

5. Select your new website and then double-click on **Authentication** from the central pane. For the **Authentication** settings, set the following.
 - a. Ensure that **Basic Authentication** is set to **Enabled**.
If you cannot find the **Basic Authentication** setting, make sure that this is enabled in IIS following these instructions. <https://docs.microsoft.com/en-us/iis/configuration/system.webserver/security/authentication/basicauthentication>.
 - b. Click **OK**.

Test your installation

You can test your installation by following these steps.

1. Open the web.config file for your web site and set the `KtaService:UseMockData` setting to `true`.
2. In a web browser, go to `http<s>://localhost:<port>/testconnection`.
Make sure that the port and bindings match the values that you entered when you created the web site or configured SSL.
3. Enter the username and password for any windows user.
A successful connection returns an XML `ErrorCode` of `NONE`.

Configure MS Dynamics 2012

Note This service must be installed on the same server where MS Dynamics 2012 Business Connector is installed and correctly set up.

More information on the Business Connector is available from <https://docs.microsoft.com/en-us/dynamicsax-2012/developer/net-business-connector-overview>.

The files mentioned in the steps below are included in the `ERP Integration/MSDynamics/KofaxConnector_For_DAX.zip/DaxConnectorIntegration` folder that is provided alongside the MS Dynamics Connector.

You can configure MS Dynamics 2012 by following these steps.

1. Import the AX model by following these steps.
 - a. Close MS Dynamics.
 - b. Extract the `ERP Integration/MSDynamics/KofaxConnector_For_DAX.zip` file.
 - c. Navigate to the `DaxConnectorIntegration` folder, right-click on the `Import 2012 AXModel.bat` file, and then select **Run As Administrator**.
The batch file executes.
 - d. Restart the Windows Service called `Microsoft Dynamics AX Object Server [version] - MicrosoftDynamicsAX`.
 - e. Run Microsoft MS Dynamics.
 - f. When the application opens, and the message "The model store has been modified" is displayed, click **Skip** and then **OK**.
 - g. Press **Ctrl + D** to open AOT and then click on the Project button.
 - h. To open the project, expand the **Shared** note and then double-click **RpiIntegration**.
 - i. From the **Build** menu, select **Compile**.
A progress bar indicates when the compilation is complete.
 - j. From the **Build** menu, select **Generate Incremental CIL**.
2. Configure Manual Imports by following these steps.
 - a. Go back to the AOT view and then press **Import**.
 - b. Browse to and select the `ManualImports/Class_RpiGLService.xpo` file.
 - c. Select **Show details**.
The class details in the Import form are displayed.
 - d. Click **OK**.
 - e. Browse to and select the `ManualImports/Services.xpo` file.
 - f. Select **Show details**.
The class details in the Import form are displayed.
 - g. Click **OK**.
 - h. From the **Build** menu, select **Compile**.
A progress bar indicates when compilation is complete.
 - i. From the **Build** menu, select **Generate Incremental CIL**.

Configure the MS Dynamics ERP web service

You can configure the MS Dynamics ERP web service by following these steps.

1. Open the `web.config` file and edit the following settings, all prefaced with `KtaService`.
 - a. `KtaService:UseMockData`. Using mock data affects data import. Data is imported from CSV files located in the `MockData` folder instead of from the ERP.
Use this feature for testing purposes only.
 - b. `KtaService:MockDataImportDelay`. This is the mock data import delay in seconds. When importing mock data, you can test data retrieval when import is still running.
However, mock data imports may be very fast, making it difficult to test. Because of this, it is possible to specify a simulated delay time.
Use this feature for testing purposes only.
 - c. `KtaService:NoOfPastImportsToKeep`. Defines how many imports worth of data remain stored in the database.
When set to 0, all past import data is cleared as soon as a new import is triggered. This is the recommended value for this setting.
When set to 1, import data is never cleared from the database.
2. Open the `web.config` file located in `<SiteRoot>\Services\Connectors\Dax\config`. This file is where you define certain company information.
For each Company placed under `Companies`, a journal name and `GISegments` are required with the following settings.
 - a. `Id` is the ID of a company in MS Dynamics.
 - b. `JournalName` is the name of the Journal used when exporting Non-PO invoices. For example, `APIInvoice`.
 - c. `GISegments` defines the association between Segment Names and Segment Numbers.

Here is an example for a single company.

```
<Company>
  <Id>usmf</Id>
  <GISegments>
    <Segment>
      <Name>BusinessUnit</Name>
      <Number>2</Number>
    </Segment>
    <Segment>
      <Name>Department</Name>
      <Number>3</Number>
    </Segment>
    <Segment>
      <Name>CostCenter</Name>
      <Number>4</Number>
    </Segment>
    <Segment>
      <Name>ItemGroup</Name>
      <Number>5</Number>
    </Segment>
  </GISegments>
  <JournalName>APIInvoice</JournalName>
```



```
</Company>
```

A default company must also be defined. This is the default configuration that is used for companies that you have not explicitly configured.

Here is an example of a default company definition.

```
<Company>
  <Id>default</Id>
  <GlSegments>
    <Segment>
      <Name>BusinessUnit</Name>
      <Number>2</Number>
    </Segment>
    <Segment>
      <Name>Department</Name>
      <Number>3</Number>
    </Segment>
    <Segment>
      <Name>CostCenter</Name>
      <Number>4</Number>
    </Segment>
    <Segment>
      <Name>ItemGroup</Name>
      <Number>5</Number>
    </Segment>
  </GlSegments>
  <JournalName>APInvoice</JournalName>
</Company>
```

Final steps

You can finalize your MS Dynamics configuration by following these steps.

1. In the same `web.config` file that you used to configure your companies, the `system.serviceModel/client/endpoint` nodes need updated to point to the correct MS Dynamics instance.

You do this by updated the address attribute of the endpoint nodes. In the endpoint nodes the value attribute of the `servicePrincipalName` nodes needs updated accordingly.

2. After setting up MS Dynamics, it is important to set `KtaService:UseMocData` to **False**.

Install Infor Lawson connector

If you have already installed the Infor Lawson ERP connector with Kofax Invoice Processing Agility, skip this section.

If you are using the Infor Lawson ERP system, it is necessary to install this connector in addition to the Agnostic ERP connector. You cannot install this connector without the Agnostic ERP connector.

Note The Infor Lawson ERP system does not support the use of cost centers, and work breakdown structures.

Install the Infor Lawson ERP connector by following these steps.

1. Download the `KofaxAPAgilityERPConnector-2.4.0_For_Lawson.ZIP` from the [Kofax Fulfillment Site](#) and extract it on a local drive available to your users.

2. Copy the contents in `ERP Connector\bin` from the extracted files to the `bin` folder in IIS where the ERP connector files are stored.

By default, this path is `<Program Files>\Kofax\APAgility\Web\bin`.

The Infor Lawson connector is installed and ready for integration with Kofax AP Agility.

Infor Lawson integration

To integrate Infor Lawson with Kofax AP Agility, follow these steps:

1. Create the ERP connection. Complete the information in the fields. The following settings are required.
 - In the **Connection Type** field, select **Infor Lawson**.
 - In the **Start Data Load From**, a starting date is required.
2. Set up the organization to use the ERP connection.
3. Integrate the Infor Lawson with Kofax AP Agility by following these steps:
 - a. Verify that [prerequisites](#) for Infor Lawson integration are complete.
 - b. Create the [Infor Lawson web service](#).
 - c. Configure the [Infor Lawson web service](#).
 - d. Configure the [Infor Lawson connection settings](#).
 - e. Review information about [Infor Lawson data import and export configuration](#).
 - f. Configure the [AGS invoice export](#) (optional).
 - g. Adjust the [Master data retrieval configuration](#) (optional).
 - h. Review Lawson AGS invoice export mapping for the [header](#).
 - i. Review Lawson AGS invoice export mapping for the [lines](#).

Prerequisites for Infor Lawson integration

Before you can configure the Infor Lawson connector, the following prerequisites are necessary.

1. The user defined when you [create the web service](#) requires READ permissions for the following Infor Lawson tables.
 - APVENLOC
 - APINVOICE
 - PORECLINE
 - GLCHARTDTL
 - APVENMAST
 - TERMS
 - APCOMPANY
 - ACACTIVITY
 - POLINE
 - APPAYMENT
 - GLSYSTEM
 - ACACCTCAT
 - PURCHORDER
 - MAINVDTL
 - GLNAMES
2. The configured user also requires ADD, CHANGE, and DELETE access for the following pages.
 - AP20.2
 - MA43.1
 - MA43.3
3. .NET 4.5.2 is required in order to use the Infor Lawson connector.

Create Infor Lawson web service

Before you can make use of the Infor Lawson ERP Connector, it is necessary to create the web service using the files provided.

You can create the Infor Lawson web service by following these steps.

1. **Install** the Infor Lawson ERP connector.
 - a. In the unzipped files, navigate to the `ERP Integration\Lawson` folder.
The `KofaxConnector_For_Lawson.zip` file appears.
 - b. Extract `KofaxConnector_For_Lawson.zip`.
You can provide your own folder name or use the default name provided during extraction.
The folder is extracted. Use this to copy the project.
 - c. Copy the extracted folder from the previous step to a location that is accessible by IIS.
For example, `C:\inetpub\wwwroot`.
2. Launch IIS.

3. In the Connections pane, expand `http://localhost` represented by your computer name. A list of Application Pools and Sites appears.
4. Select and then right-click on **Sites**. Select **Add Website**. The **Add Website** window opens.
5. In the **Add Website** window, enter the following information.
 - a. In the **Site name** field, enter a name for your web service. For example, `KTA Lawson Connector`.
 - b. For the **Application Pool**, click **Select** and then choose **.NET v4.5** from the list.
 - c. In its **Advanced Settings**, ensure that the selected Application Pool has its **Enable 32-Bit Applications** set to True.
 - d. In the **Physical Path**, click on the **Browse** button and navigate to and select the folder you copied in step 1 b.
 - e. Configure the other settings as required. For example, set the Binding **Port** to 9810.
 - f. Ensure that the **Start Website immediately** setting is selected and then click **OK**. The website is created and listed under Sites.
6. Select your newly created website. The central **Home** pane is updated for your site.
7. In the central **Home** pane, under **IIS**, double-click on **Authentication**. The **Authentication** settings are displayed.
8. Ensure that **Basic Authentication** is enabled. If necessary, right-click on **Basic Authentication** and select **Enable**. If you cannot find **Basic Authentication** in your website, make sure that **Basic Authentication** is enabled in IIS by following these instructions.
<https://docs.microsoft.com/en-us/iis/configuration/system.webserver/security/authentication/basicauthentication>.
9. Test your installation as follows.
 - a. Edit the website Web.config file so that the **KtaService:UseMockData** setting is set to **true**.
 - b. In a web browser go to **https://localhost:<port number>/testConnection**. Where <port number> matches the port you specified in step 10 c.
 - c. When prompted, enter the **Username** and **Password** for any Windows user. If the connection is successful, the following appears.

```
<?xml version="1.0"?>
<ConnectorTestStatus xmlns="http://schemas.datacontract.org/2004/07/
KtaConnector.Services" xmlns:i="http://www.w3.org/2001/XMLSchema-instance">
  <AdditionalInformation/>
  <ErrorCode>NONE</ErrorCode>
  <IsSucceeded>true</IsSucceeded>
  <Message/>
</ConnectorTestStatus>
```

If the testing fails, review the previous steps and try again.

Your web service website is ready for configuration.

Configure Infor Lawson web service

Now that the web service is installed and its connection string is referenced in the web.config file, it is necessary to configure the web service.

You can configure the Infor Lawson web service by following these steps..

1. Restart the Infor Lawson web service that you recently [created](#).
2. Navigate to the Infor Lawson web service <serviceFolder>/Services/Connectors/Lawson/lib folder and open the **RPILawsonCOM_Config.xml** file for editing.
3. In the **RPILawsonCOM_Config.xml** file, edit the following parameters.

Parameter Name	Description and Examples
LawsonAuth	The authentication method. Choose between one of the following two authentication types. <ul style="list-style-type: none"> • PREMISES - Enter this value if you are using Kofax AP Agility on-premise. • CLOUD - Enter this value if you are using Kofax AP Agility in an Azure environment.
Username	The username of the Infor Lawson user used by the connector for authentication.
Password	The password of the Infor Lawson user used by the connector for authentication.
ProductLine	The product line to use when querying Lawson.
LawsonDMEPath	The relative path to the Infor Lawson data servlet. For example, "/servlet/Router/Data/Erp?".
LawsonAGSPath	The relative path to the Infor Lawson transaction servlet. For example, "/servlet/Router/Transaction/Erp?".
LawsonWriteAttachPath	The relative path to the Infor Lawson writeAttach executable. For example, "/cgi-lawson/writeattache.exe".
LawsonGetAttachPath	The relative path to the Infor Lawson getAttach executable. For example, "/cgi-lawson/getattachrec.exe".
LawsonBaseURL	The base URL where Infor Lawson is listening for requests. For example, https://100.11.12.13.

If you are using Kofax AP Agility in an Azure environment, also edit the following cloud-specific parameters.

Parameter Name	Description and Examples
LandmarkBaseURL	The URL of the landmark instance that the Infor Lawson connector uses for authentication.
CloudAdfsUrl	The URL that is used in the third step of the Infor Lawson connector authentication process.
CloudBaseUrl	The URL that is used in the fourth step of the Infor Lawson connector authentication process.

4. **Save** and then **Close** the RPILawsonCOM_Config.xml file.
5. Open the web.config file for editing. This file was created when you [created the web service](#).
6. Edit the web.config file so that the **KtaService:UseMockData** setting is set to **false**.
This ensures that the web service no longer uses mock data.
7. **Save** and **Close** the web.config file.
Your Infor Lawson web service is now ready for use.

Configure the Infor Lawson connection settings

Now that the web service website is available, configure the web.config so that it points to the newly added web service.

You can configure the Infor Lawson connection settings by following these steps.

1. Open the Kofax AP Agility **Workspace**.
2. Create an Infor Lawson ERP connection .
3. Add an organization to use the above ERP connection .
4. Locate the web.config file in the web folder used by the ErpConnector service and open it with a text editor.
 - a. Under <configuration><erpConnector><plugins> locate the <plugin> with the type Lawson.
Ensure that the default plugin is as follows:

```
<plugin type="Lawson"
class="Kofax.ApAgility.ErpConnector.Plugins.InforLawson.InforLawsonErpPlugin,
Kofax.ApAgility.ErpConnector.Plugins.InforLawson, Version=1.0.0.0,
Culture=neutral, PublicKeyToken=0a00a7449ea4c480"/>
```

Note There can be one Infor Lawson plugin only.

- b. Under <configuration><erpConnector><connections> add a <connection> element and sub-elements for your Infor Lawson ERP connection as follows.

```
<connection name="Lawson" type="Lawson">
  <add name="url" value="https://localhost:9443"/>
  <add name="authentication_type" value="Basic"/>
  <add name="username" value="LawsonAdmin"/>
  <add name="password" value="password"/>
  <add name="page_size" value="1000"/>
  <add name="zip" value="1"/>
```

```
</connection>
```

For the `<connection>`, the `name` attribute must match the name of the ERP connection .

The `type` attribute in `<connection>` should match the `type` attribute in `<plugin>`.

For each of the `<add>` elements, provide the following values.

- `url`: Enter the URL to the Infor Lawson service.
- `authentication_type`: Enter either Basic or Windows. If you specify Basic, enter the username and password attributes. If you enter Windows, leave username and password empty.
- `page_size`: Enter a positive integer with the amount of master data records that are returned by the web service for each call.

For example, if `page_size` is set to 1000 and the number of vendors in the Infor Lawson ERP is 5000, the Infor Lawson ERP plugin makes 5 requests to the web service. Each time the web service returns 1000 records of data.

- `zip`: Enter 1 to have the Infor Lawson service compress archive data before it is returned. Enter 0 to leave the archive data uncompressed.

Note The paths specified here must be accessible to Kofax AP Agility

- Save the `web.config` file.

Infor Lawson data import and export configuration

The Infor Lawson connector uses the Infor Lawson Data Service (DME) to retrieve AP master data. It also uses the Infor Lawson Application Gateway Service (AGS) to export invoice data into Infor Lawson. The DME queries are defined in the `RPILawsonCOM.config.xml` file.

The AGS scripts are used to export Non-PO, credit, and PO-based invoices.

The DME queries and AGS calls are adjustable based on your requirements and how Infor Lawson is configured.

By default, import and export have a default configuration. However, you can adjust these settings as needed for your installation.

Master data retrieval configuration

The Infor Lawson Data Service (DME) is a service that provides dynamic, read-only access to Infor Lawson data. When a user makes a request from the Infor Lawson Portal or another location, DME makes calls to the database and returns the requested data ensuring that the security rules are enforced. DME retrieves data and sends it back to the requesting client. By default, the format of the data sent back is XML. However, this can be modified to CSV format if necessary.

This data retrieval does not support data updating.

Note After a configuration change restart the Infor Lawson web service for the change to take effect.

Data query configuration

File Location: `\Services\Connectors\Lawson\lib\RPILawsonCOM_config.xml`

DME queries specified in the config file should not be edited in most cases. However, there are some cases where it may be necessary to adjust the configuration. Specifically, it may be necessary to update

the SELECT clause in the DME query to filter results or add additional customer user fields that re used. Existing data columns should not be removed. DME queries must be URL encoded in the XML configuration file.

Vendors query example.

```
<item key="APVenMast">
  <Query QueryMode="Xml">
    <QueryURL>FILE=APVENMAST&amp;FIELD=VENDOR%2DSNAME;TAX%2DID;REMIT%2DTO
%2DCODE;VENDOR;VENDOR%2DGROUP;VENDOR%2DVNAME;VDR%2DADDR1;VDR%2DADDR2;VDR%2DCITY
%2DADDR5;VDR%2DCOUNTRY;VDR%2DPOSTAL;VDR%2DSTATE;VAT%2DREG%2DCTRY;VAT%2DREG%2DNBR;BANK
%2DID;VBANK%2DACCT%2DNO;E%2DMAIL%2DADDRESS;PHONE%2DNUM;VENDOR%2DCONTACT;BANK
%2DENTITY;VDR%2DADDR3;DISC%2DCALC%2DDATE;INV%2DCURRENCY;BANK%2DINST%2DCODE;CASH
%2DCODE;VAT%2DREG%2DCTRY;REQUIRE%2DPO;TERM%2DCODE;URL%2DADDR&amp;SELECT=VENDOR%2DGROUP
%3DVEN%7CVENDOR%2DGROUP%3D4321&amp;OUT=XML&amp;NEXT=TRUE&amp;{0}</QueryURL>
  </Query>
</item>
```

Adding data filtering to the DME queries

In the Vendors query example above we can see that there is filtering applied with a SELECT statement in the query.

```
"SELECT=VENDOR%2DGROUP%3DVEN%7CVENDOR%2DGROUP%3D4321"
```

This is a URL encoded version for "SELECT=VENDOR-GROUP=VEN|VENDOR-GROUP=4321".

For more information, see the Infor Lawson *Doc for Developers: IOS Application Program Interfaces*.

Invoices query example.

```
<item key="APIInvoice">
  <Query QueryMode="Xml">
    <QueryURL>FILE=APIINVOICE&amp;FIELD=APPAYMENT%2ECHECK%2DDATE;APPAYMENT%2EVOID
%2DDATE;APPAYVENMAST%2EVENDOR%2DSNAME;APPAYVENMAST%2EREMIT%2DTO%2DCODE;OBJ
%2DID;VENDOR;COMPANY;INVOICE;CANCEL%2DDATE;INVOICE%2DDTE;INVOICE%2DTYPE;BASE%2DINV
%2DAMT;PO%2DNUMBER;REC%2DSTATUS;APPAYVENMAST%2EVENDOR;&amp;OUT=XML&amp;NEXT=TRUE&amp;
{0}</QueryURL>
  </Query>
</item>
```

In the Invoices query above there is no SELECT clause. This means that for the specific Infor Lawson instance, no filtering is required. A SELECT clause can be added if necessary.

AGS invoice export configuration

The AGS Export uses the XSLT 1.0 transform the incoming XML from Kofax into a set of transactions required to process invoices in Infor Lawson. See [Infor Lawson AGS export mapping - Invoice Header fields](#) and [Infor Lawson AGS export mapping - Invoice Line fields](#) for additional mapping details.

Note After a configuration change restart the Infor Lawson web service for the change to take effect.

Non-PO/CREDIT Transaction

File Location: \Services\Connectors\Lawson\lib\Invoice_Add_NonPO.xslt.

Example 1.

```
<API-INVOICE>
  <xsl:value-of select="translate(InvoiceNumber,'abcdefghijklmnopqrstuvwxy',
'ABCDEFGHIJKLMNopqrstuvwxyz')"/>
```



```
</API-INVOICE>
```

Example 2.

```
<API-INVOICE-TYPE>
  <xsl:if test="DocumentType = 'CREDIT'">C</xsl:if>
  <xsl:if test="DocumentType != 'CREDIT'"></xsl:if>
</API-INVOICE-TYPE>
```

PO Match Transaction

File Location: \Services\Connectors\Lawson\lib\Invoice_Add_PO.xslt.

Example 1.

```
<PT-MAD-LINE-NBR><xsl:value-of select="substring-after(GrDocNo, '-')"/></PT-MAD-LINE-NBR>
```

Example 2.

```
<MAD-ENTERED-QTYr0><xsl:value-of select="Quantity"/></MAD-ENTERED-QTYr0>
```

Infor Lawson AGS export mapping - Invoice Header fields

The following table explains the invoice header export fields used by the Infor Lawson AGS.

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice	The root XML tag.		
Invoice/AccountNumber	The account number field has a unique identification number for an organization from the vendor point-of-view. See the <i>Help for Kofax AP Agility Settings</i> for additional information.	N/A	N/A
Invoice/AlternatePayee	This field is a supplementary field to the Vendor ID. It represents the party that receives invoice payments, and is not necessarily the vendor listed on the invoice. This payee must be on a list of pre-defined permitted payees for the extracted Vendor. See the <i>Help for Kofax AP Agility Settings</i> for additional information.	N/A	Infor Lawson Handles "Payment Vendor" in internal setup and not during Invoice Creation
Invoice/AlternatePayeeAddress	Not used for export in ERP.	N/A	N/A
Invoice/AmtMiscellaneous	Not used for export in ERP.	N/A	N/A
Invoice/AmtWithholdingTax	The withholding tax amount fields capture the portion of the invoice total that is withheld by an organization for legal reasons and not paid back to the vendor.	N/A	N/A
Invoice/AmtPst	This field captures the Provincial Sales Tax (ProvincialSalesTax/QST) component of Canadian tax.	N/A	N/A
Invoice/ApproveTime	Time when the invoice has been approved in Kofax AP Agility.	N/A	N/A
Invoice/ApproverName	Approver name who approved the invoice in Kofax AP Agility.	N/A	N/A

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/BankAccount	The bank account number captures where the vendor wants to be paid.	N/A	Handled in Infor Lawson Vendor Setup not during Invoice Creation
Invoice/BankAccountCode	The bank account code represents the identification of the bank account for that vendor from the point-of-view of the downstream ERP system.	N/A	Handled in Infor Lawson Vendor Setup not during Invoice Creation
Invoice/BIC	The BIC or SWIFT code is an internationally assigned code to identify a unique banking institution.	N/A	N/A
Invoice/BillToName	This field represents the name of the invoice recipient. This field is used to check that the incoming document is intended for a valid company within an organization.	N/A	N/A
Invoice/BillToVatRegNo	The Vendor VAT Registration Number and Bill-to VAT Registration Number are available to satisfy a European legal/fiscal compliance ruling. This law states that if value added tax is charged, the vendor must state their VAT registration number as well as the VAT registration number of the bill-to party on the invoice.	N/A	N/A
Invoice/BusinessUnitID	ID of the invoiced business unit.	API-COMPANY	REQUIRED
Invoice/Currency	This field contains the ISO-code of the invoice currency. (USD, GBP, EUR, etc.)	API-INV-CURRENCY	
Invoice/Custom1	Not used for export in ERP.	N/A	
Invoice/Custom2	Not used for export in ERP.	N/A	
Invoice/Custom3	Not used for export in ERP.	N/A	
Invoice/Custom4	Not used for export in ERP.	N/A	
Invoice/Custom5	Not used for export in ERP.	N/A	
Invoice/DeliveryDate	This field captures the delivery date for the goods or services stated on the invoice.	N/A	
Invoice/DeliveryNote	This field captures the vendor delivery note number if one is found on the invoice.	N/A	
Invoice/Discount	This field captures a discount given by the vendor. See the <i>Help for Kofax AP Agility Settings</i> for additional information.	N/A	Driven by Payment terms Code logic
Invoice/DiscountDueDate	Not used for export in ERP.	N/A	

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/DocumentType	INVOICE, CREDIT. This field indicates if the incoming document is an invoice or a credit memo.	API-INVOICE-TYPE	Logic in export mapping to set this value to "C" if DocumentType = "CREDIT" Other wise Blank (Invoice)
Invoice/DueDate	This field captures the due date for payment.	API-DUE-DATE	If the vendor or location does not have a payment terms code assigned and you do not assign a payment terms code to the invoice, this field is required
Invoice/EmployeeID	This field contains the identification number for the user name of an employee found on the document. This field can be used downstream in the workflow to route the document to the relevant person in your organization. For example, for invoice coding and approval.	N/A	N/A
Invoice/EmployeeIndexNumber	Not used for export in ERP.	N/A	N/A
Invoice/EmployeeName	This field contains the user name of an employee found on the document. This field can be used downstream in the workflow to route the document to the relevant person in your organization. For example, for invoice coding and approval.	N/A	N/A
Invoice/ExchangeRate	Not used for export in ERP.	N/A	N/A
Invoice/Freight	This field captures a freight charge specified by the vendor at the header level. Freight is typically captured at the line-item level.	N/A	Mapped at the Line Level
Invoice/HarmonizedSalesTax	This is a type of sales tax (HarmonisedSalesTax) adopted by many Canadian provinces that combine the traditional Goods and Services Tax (GST) and Provincial Sales Tax (ProvincialSalesTax) into a single tax amount.	N/A	N/A
Invoice/Iban	This number represents the international bank account number invoice payment. It is extracted by the system in partnership with the BIC code.	N/A	N/A

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/Icms	ICMS tax is a form of sales tax that is applied to material items in Brazil. When extracted, the system converts this to a valid amount using a period as the decimal separator. See the <i>Help for Kofax AP Agility Settings</i> for additional information.	N/ A	N/A
Invoice/InvalidReason	Not used for export in ERP.	N/A	N/A
Invoice/InvoiceDate	Invoice date	API-DISTRIB-DATE	API-DISTRIB-DATE
Invoice/InvoiceNumber	The invoice number is a unique identifier for a document, from the point-of-view of the supplier.	API-INVOICE	
Invoice/InvoiceType	PO, Non-PO. This field indicates if an invoice is a purchase order (PO) or a non-purchase order (Non-PO).	N/A	N/A
Invoice/IpaClientName	Not used for export in ERP.	N/A	N/A
Invoice/IsrRetention	The ISR Retention (Impuestos sobre la Renta) field is used to capture the ISR retention component to withhold tax. This field can appear on Mexican invoices. The IVA retention component is captured in the regular withholding tax field.	N/A	N/A
Invoice/LocalVatAmount	Not used for export in ERP.	N/A	N/A
Invoice/MexicanUuid	This field is an invoice number that is provided by the Mexican SAT authorities. It appears as a standard field on electronic documents. It is 36 characters long and must be captured for government reporting purposes.	N/A	N/A
Invoice/NetAmount0	This field contains the extracted amounts on the document that have a tax rate of zero.	N/A	N/A
Invoice/NetAmount1	This field captures an invoice subtotal amount and it forms part of the Invoice Total. See the <i>Help for Kofax AP Agility Settings</i> for additional information.	N/A	N/A
Invoice/NetAmount2	These fields contain the extracted amounts on the document that have tax rates specified in TaxRate2-TaxRate4 fields. See the <i>Help for Kofax AP Agility Settings</i> for additional information.	N/A	N/A
Invoice/NetAmount3	N/A	N/A	N/A
Invoice/NetAmount4	N/A	N/A	
Invoice/OrganizationName	The name of the invoiced organization in ERP	N/A	N/A
Invoice/OrganizationId	ID of the invoiced organization in ERP	N/A	N/A

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/PaymentReference	This field captures vendor payment references specified on an invoice.	N/A	N/A
Invoice/PoExtension	The PO Extension field is populated in implementations involving JD Edwards or PeopleSoft only. In JD Edwards implementations, this field contains the purchase order type. In PeopleSoft implementations, this field contains the purchasing business unit.	N/A	N/A
Invoice/PoNumber	Purchase order number. Valid only for PO invoices.	API-PO-NUMBER	N/A
Invoice/PorNumber	The payment order reference (POR) number is a 27-character transaction ID applied to the invoice by the Swiss Postal Service. See the <i>Help for Kofax AP Agility Settings</i> for additional information.	N/A	N/A
Invoice/PorSubscriberNo	The payment order reference (POR) subscriber number. See the <i>Help for Kofax AP Agility Settings</i> for additional information.	N/A	N/A
Invoice/PoType	MATERIAL, SERVICE. This field indicates if an extracted purchase order relates to materials or services. See the <i>Help for Kofax AP Agility Settings</i> for additional information.	N/A	Static Value Used to determine the type of Export. Not Mapped
Invoice/SiteID	Vendor site ID.	API-REMIT-TO-CODE	N/A
Invoice/TaxAmount1	These fields contain the tax amounts for their corresponding Net Amounts. See the <i>Help for Kofax AP Agility Settings</i> for additional information.	API-TRAN-TAX-AMT	N/A
Invoice/TaxAmount2	N/A	N/A	N/A
Invoice/TaxAmount3	N/A	N/A	
Invoice/TaxAmount4	N/A	N/A	
Invoice/TaxRate1	These fields contain the tax rates for their corresponding Net Amounts. See the <i>Help for Kofax AP Agility Settings</i> for additional information.	N/A	N/A
Invoice/TaxRate2	N/A	N/A	REQUIRED
Invoice/TaxRate3	N/A	N/A	
Invoice/TaxRate4	N/A	N/A	
Invoice/InvoiceAmount	This field contains the total amount due for payment on the current invoice.	API-TRAN-INV-AMT	REQUIRED
Invoice/VendorCity	Not used for export in ERP.	N/A	N/A
Invoice/VendorId	Vendor ID	API-VENDOR	REQUIRED

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/VendorIndexId	Not used for export in ERP.	N/A	N/A
Invoice/VendorName1	Not used for export in ERP.	N/A	N/A
Invoice/VendorStreet1	Not used for export in ERP.	N/A	N/A
Invoice/VendorStreet2	Not used for export in ERP.	N/A	N/A
Invoice/VendorVat	Not used for export in ERP.	N/A	N/A
Invoice/VendorVatRegNo	The Vendor VAT Registration Number and Bill-to VAT Registration Number are available to satisfy a European legal/fiscal compliance ruling. This law states that if value added tax is charged, the vendor must state their VAT registration number as well as the VAT registration number of the bill-to party on the invoice.	N/A	N/A
Invoice/VendorZip	Vendor ZIP code	N/A	N/A
Invoice/YourRef	Use this field to capture a reference number specified on the invoice that relates to the billable party. It can often consist of a contact name, a reference number, or a combination of both.	N/A	N/A
Invoice/PasswordCn	This field is used for domestic VAT invoices on Mainland China and refers to the encrypted 4-line coding block that appears in the top-right hand quadrant of the invoice document.	N/A	N/A
Invoice/InvoiceCodeCn	This field is used for domestic VAT invoices on Mainland China. It refers to the ten digit numeric code that habitually appears in the top-left hand corner of the document.	N/A	N/A
Invoice/EcmDocumentId	Document ID in the enterprise content management system where the document has been exported to (for ECM integration).	N/A	Would be custom mapped for each implementation
Invoice/DocumentLink	Document ID in ECM where the invoice was exported to by Kofax AP Agility.	N/A	Would be custom mapped for each implementation
Invoice/ErpPoType	Not used for export in ERP.	N/A	N/A
Invoice/ScanDate	Invoice import (or scan) time.	N/A	N/A
Invoice/SubTotal	Not used for export in ERP.	N/A	N/A
Invoice/Urn	Unique archive document ID (for early archiving scenarios).	N/A	N/A
Invoice/IpaInvalidReasonCode	Not used for export in ERP.	N/A	N/A
Invoice/IpaInvalidReasonRule	Not used for export in ERP.	N/A	N/A

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/IpaOrganizationName	Not used for export in ERP.	N/A	N/A
Invoice/IpaOrganizationId	Not used for export in ERP.	N/A	N/A
Invoice/PaymentComments	Not used for export in ERP.	N/A	N/A
Invoice/PaymentMethod	Payment method.	N/A	Defaulted by Vendor in Infor Lawson
Invoice/ImageExtension	Invoice image file name extension (depends on the image type, for example, .tiff, .pdf, etc.)	N/A	Documents are not exported to Infor Lawson
Invoice/ImageBase64	Base64 encoded invoice image	N/A	Documents are not exported to Infor Lawson

Infor Lawson AGS export mapping - Invoice Line fields

The following table explains the invoice line export fields used by the Infor Lawson AGS.

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/LinItem	Root for a line item	Infor Lawson API Field	Interface Notes
Invoice/LinItem/Category	Miscellaneous charge category applied to the invoice line item based on the extracted line item description.	N/A	N/A
Invoice/LinItem/Description	Invoice line item description. If the line item is paired, this description appears on the purchase order. If the line is unpaired, this field contains the raw text description that was read from the invoice. For third-party freight invoices, service invoices, and MIRA invoices where no line items were required in the TAB section, and line pairing was either unsuccessful for any lines, or was not carried out, the description is set to THIRD PARTY FREIGHT, SERVICE and MIRA respectively.	N/A	N/A
Invoice/LinItem/Discount	Not used for export in ERP.	N/A	N/A
Invoice/LinItem/LineNumber	Line number (1..N)	MAD-LINE-NBRr0	Each line is added to the first Row

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/LinItem/LineType	One of: Item, Sales Tax, Misc. Tax, Freight, Misc. Charge. See lpaLineType below	N/A	Not mapped, but when used would drive different logic for the line depending on the Type of Line..MISC add on cost vs SPREAD add on cost vs TAX
Invoice/LinItem/MaterialNumber	Invoice line item material number. If the line item is paired, this is populated with the material number from the purchase order line item. If the line is not paired, this is populated with any values read from the invoice.	N/A	N/A
Invoice/LinItem/OriginalLineNumber	Not used for export in ERP.	N/A	N/A
Invoice/LinItem/PoNumber	The purchase order number, and is populated only if line pairing is successful for this item.	AOI-PO-NUMBER	N/A
Invoice/LinItem/Quantity	The invoice line item quantity.	MAD-ENTERED-QTYr0	Each line is added to the first Row - Only used in PO
Invoice/LinItem/Total	The invoice line item total.	N/A	Not mapped - calculated in Infor Lawson based on unit price X quantity
Invoice/LinItem/UnitPrice	The invoice line item unit price and it is only populated for unpaired line items. In all other cases, it has a value of zero.	MAD-ENT-UNIT-CSTr0	Only used on PO invoices
Invoice/LinItem/UnitOfMeasure	Unit of measure.	ENT-BUY-UOM	N/A
Invoice/LinItem/UnitOfQuantity	Unit of quantity.	N/A	N/A
Invoice/LinItem/TaxAmount	Tax amount	MISC-INV-AOC-AMTr0	Used in Conjunction with an add on cost code - PO Invoice Only
Invoice/LinItem/TaxRate	Tax rate Invoice line item tax rate. The percentage rate of tax applied to the invoice line item. If no percentage tax rate at line item level can be ascertained, then this value is blank.	N/A	N/A

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/LinItem/ChargeCode	Invoice line item charge code. This is lifted from the purchase order line item to which an invoice line is paired.	N/A	N/A
Invoice/LinItem/ChargeCodeId	Invoice line item charge code ID (only for PO-matched lines). This is lifted from the purchase order line item to which an invoice line is paired.	N/A	N/A
Invoice/LinItem/CompanyCode	Company code that corresponds to a line item. This is lifted from the purchase order when an invoice line is paired.	N/A	N/A
Invoice/LinItem/ErpPoType	Not used for export in ERP.	N/A	N/A
Invoice/LinItem/MaterialGroup	This column represents the material group of the purchase order line item material. If available, it can be mapped simply to pass this data to a downstream ERP for a paired line item.	N/A	N/A
Invoice/LinItem/Plant	Plant ID. This is lifted from the purchase order line item with which an invoice line is paired.	N/A	N/A
Invoice/LinItem/PoLineNumber	The purchase order line item number. It is populated only if line pairing has been successful for this item.	MAD-LINE-NBRr0	N/A
Invoice/LinItem/Puom	The order unit of measure and it is populated with the purchase order line item order unit measure if the line item has been paired.	N/A	N/A
Invoice/LinItem/QtyPuom	The quantity in the order price unit of measure. This value is calculated during line pairing if UOM does not correspond to PUOM.	N/A	N/A
Invoice/LinItem/TaxableAmount	Taxable amount	APD-TAXABLE-AMT	Only mapped on non-po Invoices
Invoice/LinItem/TaxCode	The invoice line item tax code, and it is populated using the tax determination procedure if a line item is paired.	APD-TAX-CODE	Only mapped on non-po Invoices
Invoice/LinItem/Activity	Not used for export in ERP. <i>Copied from accounting data that was retrieved from ERP. Obviously SAP only so far.</i>	N/A	Mapped in GLSegments
Invoice/LinItem/BusinessArea	Not used for export in ERP. <i>Copied from accounting data that was retrieved from ERP. Obviously SAP only so far.</i>	N/A	Mapped in GLSegments
Invoice/LinItem/CostCenter	Not used for export in ERP. <i>Copied from accounting data that was retrieved from ERP. Obviously SAP only so far.</i>	N/A	Mapped in GLSegments

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/LinItem/DbCrIndicator	The subsequent debit or credit indicator that indicates is the line item is a subsequent debit of a credit line item. If this value is set to X and the document type is INVOICE, then the line item is treated as a subsequent debit, the amount only and not the quantity. If the value is set to X and the document type is CREDIT then the line item is treated as a subsequent credit. If the value is blank the line item is treated as a regular line item.	N/A	N/A
Invoice/LinItem/InternalOrder	Not used for export in ERP. <i>Copied from accounting data that was retrieved from ERP. Obviously SAP only so far.</i>	N/A	N/A
Invoice/LinItem/Network	Not used for export in ERP. <i>Copied from accounting data that was retrieved from ERP. Obviously SAP only so far.</i>	N/A	N/A
Invoice/LinItem/ProfitCenter	Not used for export in ERP. <i>Copied from accounting data that was retrieved from ERP. Obviously SAP only so far.</i>	N/A	N/A
Invoice/LinItem/SalesOrder	Not used for export in ERP. <i>Copied from accounting data that was retrieved from ERP. Obviously SAP only so far.</i>	N/A	N/A
Invoice/LinItem/ SalesOrderItem	Not used for export in ERP. <i>Copied from accounting data that was retrieved from ERP. Obviously SAP only so far.</i>	N/A	N/A
Invoice/LinItem/TaxJurCode	The invoice line tax jurisdiction code. It represents the downstream ERP system ID for the tax office where taxes are paid for this line item. This is used in countries that have tax jurisdictions for their sales tax. It is populated only if the line item is paired.	N/A	N/A
Invoice/LinItem/WbsElement	Not used for export in ERP. <i>Copied from accounting data that was retrieved from ERP. Obviously SAP only so far.</i>	N/A	N/A
Invoice/LinItem/GIAccount	GL account string specified in the AP Agility Workflow Coding Activity.	N/A	N/A

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/LinItem/GISegment	<p>The value of one GL segment in GL account. This tag may repeat for the invoice line. The number of the segments should be equal to the number of segments specified for the account (in GIAccount tag). Each GISegment tag should have two attributes:</p> <ol style="list-style-type: none"> segmentNumber - the number of the segment in the account structure (as specified in Kofax AP Agility > Settings > GL Account Structures for the segment structure. name - the segment name as specified for this segment in GL structure CSV <p>Example: <GIAccount>01-000-1100-0000-000<GIAccount> <GISegment segmentNumber="1" name="Organization">01<GISegment> <GISegment segmentNumber="2" name="Department">000<GISegment> <GISegment segmentNumber="3" name="Account">1100<GISegment> <GISegment segmentNumber="4" name="SubAccount">0000<GISegment> <GISegment segmentNumber="5" name="Project">000<GISegment></p>	Non-PO/Credit Invoices : APD-DIST-COMPANYr0 APD-DIS-ACCT-UNITr0 APD-DIS-ACCOUNTr0 APD-DIS-SUB-ACCTr0 ADD-ON-COST: API-COMPANY MISC-ACCT-UNITr0 MISC-ACCOUNTr0 MISC-SUB-ACCTr0 PO-Invoices: N/A	Based on the line type different logic is used to map fields
Invoice/LinItem/ConditionCount	Not used for export in ERP. <i>SAP only - refers to planned conditions</i>	N/A	N/A
Invoice/LinItem/ConditionStepNo	Not used for export in ERP. <i>SAP only - refers to planned conditions</i>	N/A	N/A
Invoice/LinItem/ConditionType	Not used for export in ERP. <i>SAP only - refers to planned conditions</i>	N/A	N/A
Invoice/LinItem/FreightVendor	Not used for export in ERP. <i>SAP only - also related to planned conditions</i>	N/A	N/A
Invoice/LinItem/GrDocItem	The receipt line item number. It is populated only if 3-way line pairing has been successful for this item.	N/A	N/A
Invoice/LinItem/GrDocNo	The receipt number, and is populated only if 3-way line pairing is successful for this item.	N/A	N/A
Invoice/LinItem/GrDocYear	Not used for export in ERP.	N/A	N/A
Invoice/LinItem/SheetItem	Not used for export in ERP.	N/A	N/A
Invoice/LinItem/SheetNo	Not used for export in ERP.	N/A	N/A
Invoice/LinItem/lpaBusinessUnit	PeopleSoft business unit, copied over from PO line.	N/A	N/A

Tag	Description	Infor Lawson API Field	Interface Notes
Invoice/LineItem/IpaLineType	Invoice line item type populated by Invoice Processing (see the Line Type field above). This is lifted from the purchase order line item to which an invoice line is paired.	N/A	N/A

Install S/4HANA cloud ERP plugin

S/4HANA Cloud differs from the other supported ERP systems because it is a cloud-based ERP system. Also, its connector is installed within Kofax TotalAgility, so no separate ERP connector is needed.

You can install the S/4HANA cloud ERP plugin by following these steps.

1. Download and extract the contents of the `KofaxAPAgilityERPConnector-2.4.0_For_SAPS4HANACloud.ZIP` file.
This file is a deliverable that is part of Kofax AP Agility 2.4.0.
Make note of this location as it is needed later in these steps.
2. Launch the TotalAgility Designer
3. From the navigation menu, select **Import**.
The **Import** page is displayed.
4. Click **Browse** and then navigate to your extracted files and select `APAgility-SAPS4HanaCloud`.
A list of files and artifacts for import are displayed for that package.
5. Click **Import**.
When prompted to confirm the import, click **OK**.
When the ERP plugin is imported successfully a message is displayed. It is now possible to configure your Kofax AP Agility solution to use the S/4HANA cloud ERP system.

ERP master data import

The ERP master data in the Kofax AP Agility database must be updated regularly. For the Agnostic ERP, data is imported from CSV files. For other connections, data is usually imported from the ERP application. For S/4HANA cloud, some of master data must be uploaded as CSV files. The files required by S/4HANA cloud are Payment Terms, Payment Term Details, and Plants files.

For the Agnostic ERP, you need to edit the `web.config` file to configure the `input_path` that indicates where the CSV files with the ERP master data are located on the file system. These files must be in the appropriate CSV format for the data you are importing. For more information on configuring the Agnostic ERP `web.config` file, refer to the *Help for Kofax AP Agility Configuration*.

To import the ERP master data, use the AP Data Import job. The Kofax AP Agility Administrator sets up the schedule for the job or starts the job manually. One job imports data for all organizations.

Kofax AP Agility makes records about the status of the import jobs in these Kofax AP Agility database tables:

- `ERP_CONNECTOR_SERVICE_CALL_STATUS`: Contains the status of each ERP Connector call.
- `ERP_IMPORT_JOB_STATUS`: Contains the status of loading data as it is prepared by the ERP Connector to the Kofax AP Agility database.

Use these records for troubleshooting purposes if the import fails or not all data was loaded.

The ERP master data includes the following types of data with the corresponding Kofax AP Agility database tables:

- **ERP invoices:** ERP_INVOICE
- **Payment terms:** PAYMENT_TERM
- **Payment terms details:** PAYMENT_TERM_DETAIL
- **Vendors:** VENDOR_MASTER_DATA
- **PO headers:** PO_HEADER
- **PO lines:** PO_LINES
- **GL Segments:** GL_SEGMENTS
- **Plants:** PLANTS
- **Receipt lines:** RECEIPT_LINES
- **Tax Codes:** TaxCode
- **Miscellaneous Charge:** MiscChargesAccount
- **Unit of Measure Conversions:** BRWUOMConversions
- **Employee:** BRWEmployeeMaster
- **Cost Center Segments:** COST_CENTER_SEGMENTS
- **Work Breakdown Structures:** WBS_SEGMENTS

The data for all ERP master data types is located in the corresponding CSV files. Data types and formats are as follows:

- **Number:** Standard number format
- **Integer:** Standard integer number format
- **Double:** Double number format with floating decimal
- **String:** Commas in the text must be in quotation marks
- **Datetime:** yyyy-mm-dd HH:MM:SS
- **Bit:** 0 or 1

CSV exchange format

In CSV format, place the fields in the order specified in this section. This format must contain a header, and fields must be separated by a comma.

ERP invoices CSV format

Table name: ERP_INVOICE

File name (for Agnostic ERP): erp_invoices.csv

Field Index	Column Name	Type	Description
1	ERP_INVOICE_ID	String	The Invoice ID in the customer ERP system.
2	ERP_BUSINESS_UNIT_ID	String	The Business Unit ID in the customer ERP system.
3	INVOICE_NUMBER	String	Invoice number

Field Index	Column Name	Type	Description
4	INVOICE_DATE	Datetime	Invoice date
5	INVOICE_TYPE	String	Invoice type: <ul style="list-style-type: none"> • PO (for single PO invoices) • Non-PO • Credit Memo Invoice
6	INVOICE_AMOUNT	Number	Invoice amount
7	PO_NUMBER	String	PO Number (or Purchase Order Number)
8	PAYMENT_DATE	Datetime	Payment date
9	CANCELLED_DATE	Datetime	Canceled date
10	INVOICE_STATUS	String	Invoice payment status (PAID or UNPAID)
11	ERP_VENDOR_ID	String	Vendor Name
12	VENDOR_NAME1	String	Vendor site code
13	VENDOR_SITE_ID	String	Vendor site ID
14	VENDOR_SITE_CODE	String	ERP vendor ID

For example, the contents of the `erp_invoices.csv` file may look as follows:

```
ERP_INVOICE_ID, ERP_BUSINESS_UNIT_ID, INVOICE_NUMBER, INVOICE_DATE, INVOICE_TYPE,
INVOICE_AMOUNT, PO_NUMBER, PAYMENT_DATE, CANCELLED_DATE, INVOICE_STATUS, VENDOR_NAME1,
VENDOR_SITE_CODE, VENDOR_SITE_ID, ERP_VENDOR_ID
214303,204,nd03np_KTM_05/31/2017,2017-05-31 00:00:00,Non-PO Invoice,1000,,,,UNPAID,GE
Capital,BOSTON,289,93
214304,204,nd04np_KTM_05/31/2017,2017-05-31 00:00:00,Non-PO Invoice,1000,,,,UNPAID,GE
Capital,BOSTON,289,94
214302,204,nd02np_KTM_05/31/2017,2017-05-31 00:00:00,Non-PO Invoice,1000,,,,UNPAID,GE
Capital,BOSTON,289,95
```

Payment terms CSV format

Table name: `PAYMENT_TERM`

File name (for Agnostic ERP): `payment_terms.csv`

This CSV file is required when using the S/4HANA cloud-based ERP.

Field Index	Column Name	Type	Description
1	ERP_TERM_ID	String	The payment term ID in the customer ERP system.
2	ERP_BUSINESS_UNIT_ID	String	The Business Unit ID in the customer ERP system.
3	TERM_NAME	String	The payment term name
4	TERM_CODE	String	The payment term description

For example, the contents of the `payment_terms.csv` file may look as follows:

```
10001,204,Immediate,Scheduled for payment immediately.
```

```
10002,204,End next month,Paid on the last day of the following month
10003,204, "30 Days Net, 14 Days -2%","30 Days Net, 2% Discount if paid within 14 days"
```

Payment terms details CSV format

Table name: PAYMENT_TERM_DETAIL

File name (for Agnostic ERP): payment_term_details.csv

This CSV file is required when using the S/4HANA cloud-based ERP.

Field Index	Column Name	Type	Description
1	TERM_DETAIL_ID	String	The payment term detail ID in the customer ERP system.
2	TERM_ID	String	The business unit ID in the customer ERP system.
3	SEQUENCE_NUM	Number	The payment sequence number.
4	DUE_PERCENT	Number	The percentage of the invoice amount that must be paid before the invoice due date.
5	DUE_AMOUNT	Number	The amount that must be paid before the invoice due date. One of the fields DUE_PERCENT or DUE_AMOUNT must be left blank.
6	DUE_DAYS	Number	The number of days left before the invoice due date.
7	DUE_DAY_OF_MONTH	Number	The day of the month in the invoice due date
8	DUE_MONTHS_FORWARD	Number	The months left for the invoice to be paid
9	DISCOUNT_PERCENT_1	Number	The percentage of the discount.
10	DISCOUNT_DAYS_1	Number	The days left before the discount due date.
11	DISCOUNT_DAY_OF_MONTH_1	Number	The day of the month before the discount due date.
12	DISCOUNT_MONTH_FORWARD_1	Number	The number of months before the discount due date.

For example, the contents of the payment_term_details.csv file may look as follows:

```
ERP_TERM_ID, ERP_BUSINESS_UNIT_ID, SEQUENCE_NUM, DUE_PERCENT, DUE_AMOUNT, DUE_DAYS,
DUE_DAY_OF_MONTH, DUE_MONTHS_FORWARD, DISCOUNT_PERCENT_1, DISCOUNT_DAYS_1,
DISCOUNT_DAY_OF_MONTH_1, DISCOUNT_MONTH_FORWARD_1, DISCOUNT_PERCENT_2,
DISCOUNT_DAYS_2, DISCOUNT_DAY_OF_MONTH_2, DISCOUNT_MONTHS_FORWARD_2,
DISCOUNT_PERCENT_3, DISCOUNT_DAYS_3, DISCOUNT_DAY_OF_MONTH_3,
DISCOUNT_MONTHS_FORWARD_3
10000,204,1,100,,0,,,,,,,,,,,,,
10001,204,1,100,,10,,,,,,,,,,,,,
10002,204,1,100,,60,,,4,10,,,3,20,,,2,30,,
```

Vendors CSV format

Table name: VENDOR_MASTER_DATA

File name (for Agnostic ERP): vendors.csv

Field Index	Column Name	Type	Description
1	ERP_VENDOR_ID	String	The unique vendor ID from the extracted data. Each row must have a unique reference. This is not the unique vendor ID from the customer ERP system if a site ID is also used.
2	BUSINESS_UNIT_ID	String	The business unit ID in the customer ERP system (company code).
3	TERM_ID	String	The default payment terms ID for the vendor in the customer ERP system. This column should match the payment terms in Payment Terms CSV.
4	DESCRIPTION	String	The description.
5	VENDOR_NAME	String	The vendor name.
6	VENDOR_SITE_ID	String	The vendor site ID. This value should be empty if the ERP does not support the vendor sites.
7	VENDOR_SITE_CODE	String	Vendor site code. This value should be empty if the ERP does not support the vendor sites.
8	VENDOR_STREET1	String	The vendor street address line 1.
9	VENDOR_STREET2	String	The vendor street address line 2.
10	VENDOR_CITY	String	The vendor city.
11	VENDOR_ZIP	String	The vendor zip code or postal code.
12	VENDOR_STATE	String	The vendor state. For U.S. addresses, the state code is expected here, such as CA = California, VA = Virginia.
13	VENDOR_COUNTRY	String	The vendor country. This is a two-character ISO code for the country. For example, US = United States of America, DE = Germany, and GB = United Kingdom.
14	VENDOR_VAT_CODE	String	The vendor VAT code.
15	VENDOR_VAT_REGNO	String	The vendor VAT registration number. If the vendor is registered for VAT in more than one country, then multiple VAT registration numbers are provided in a comma-separated list. The entire column value should be quoted to preserve CSV format.
16	TAX_NUMBER	String	The tax number.
17	BANK_CODE	String	The bank code. This is the U.S. equivalent of a routing number.
18	BANK_ACCOUNT_NUMBER	String	The bank account number.
19	EMAIL	String	The email.
20	URL	String	The URL.
21	TELEPHONE	String	The vendor telephone number.
22	FAX	String	The fax number.

Field Index	Column Name	Type	Description
23	CONTACT_NAME	String	The contact name.
24	ACTIVE	Bit	The boolean value that indicates if an entry is valid or not.
25	ENABLED	Bit	The boolean value that indicates if an entry is enabled or not.
26	TERM_DATE_BASIS	String	The term date basis: <ul style="list-style-type: none"> • Invoice • Goods received • Current • Invoice received
27	POBox	String	The vendor Post Office (PO) box number.
28	POBoxZip	String	The ZIP or postal code associated with the vendor Post Office (PO) box.
29	EUMember	Bit	The boolean value that indicates if the vendor is in an EU member country or not.
30	Currency	String	The vendor currency.
31	TaxID1	String	The vendor tax ID 1.
32	TaxID2	String	The vendor tax ID 2.
33	TaxJurCode	String	The ID of the tax office where the vendor is based.
34	InvoiceType	String	Vendor invoice type. This is set to a value that denotes either PO-supplying vendor or vendor that submit invoices that legitimately do not reference the purchase order. The value should be: <ul style="list-style-type: none"> • FI: If the vendor can send Non-PO invoices. • MM: Vendor is able to send only PO invoices.
35	PaymentMethods	String	The comma-separated list of payment method codes appropriate for the vendor. If more than one code is specified then entire column value to be quoted to preserve CSV format.
36	WithholdingTaxDetail	String	<p>Important This value is relevant for SAP only.</p> <p>This column is used to resolve the tax type and the tax code that is submitted to SAP /S/4HANA.</p>
37	CopmanyCode	String	The comma-separated list of company codes that are valid for the vendor. If more than one code is specified then entire column value to be quoted to preserve CSV format.
38	UtilityFlag	Bit	Indicates whether the vendor is a utility vendor
39	PORSubscriberNo	String	Vendor POR subscriber number used only for Switzerland.

Field Index	Column Name	Type	Description
40	ExternalSiteID	String	External site ID.
41	VendorAccountGroup	String	ERP system vendor account group.
42	AlternativePayee	String	The party that receives payment for an invoice.
43	PermittedPayee	String	A comma-separated list of alternate payees for the vendor.
44	SiretID	String	The vendor SIRET ID. This ID code used in France that uniquely identifies a single vendor at a single address. It is often found on French invoices.
45	VendorIdentifier	String	The unique vendor identifier code, such as a Chinese tax number.
46	InterCompany	String	This indicates whether a vendor is an InterCompany vendor or not.
47	ErpBankAccountCode	String	The vendor bank account code as specified in ERP.

VATRegNo

TaxJurCode

WithholdingTaxDetails

AlternatePayee

PermittedPayee

For example, the contents of the vendors.csv file may look as follows:

```
ErpVendorId, ErpBusinessUnitId, ErpTermId, Description, VendorName, VendorSiteId,
VendorSiteCode, VendorStreet1, VendorStreet2, VendorCity, VendorZip, VendorState,
VendorCountry, VendorVatCode, VendorVatRegno, TaxNumber, BankCode, BankAccountNumber,
Email, Url, Telephone, Fax, ContactName, Active, Enabled, TermDateBasis, PoBox,
PoBoxZip, EuMember, Currency, TaxId1, TaxId2, TaxJurCode, InvoiceType, PaymentMethods,
WithholdingTaxDetails, CompanyCodes, UtilityFlag, PorSubscriberNo, ExternalSiteId,
VendorAccountGroup, AlternatePayee, PermittedPayee, SiretId, VendorIdentifier,
InterCompany, ErpBankAccountCode
100403, 204, 77745, test vendor a, Thumbs Up, VSID100403, VSID100403, Dummers Lane, ,
Bury, BL9 9UT, GB, GB, GB339072747, GB339072747, , , , , , , , , 1, 1, , , , X,
GBP, , , , , , , , , VSID100403, , , , , , 0,
100406, 204, 10043, GE Capital Kofax, GE Capital Kofax, 100500, SiteCode388, Abbey
Road 69, NoName Street, New York, Zipl, NY, US, Vat1, VatRegNo1, 1, BankCode1,
BankAccountNum1, mail@gecapitalkofax.com, www.gecapitalkofax.com, +12345671, (070) 412
34 561, Ivan Scott, True, True, Invoice, PoBox1, PoBoxZipl, 0, USD, TaxId1, TaxId2,
TaxJurCode1, NON-PO, , , , , , GEC0001, , , , , , , BAC1
```

PO headers CSV format

Table name: PO_HEADER

File name (for Agnostic ERP): po_headers.csv

Field Index	Column Name	Type	Description
1	ERP_PO_HEADER_ID	String	PO header ID in ERP

Field Index	Column Name	Type	Description
2	ERP_BUSINESS_UNIT_ID	String	Business unit ID in ERP
3	PO_NUMBER	String	PO number
4	PO_TYPE	String	PO type: <ul style="list-style-type: none"> • MATERIAL • SERVICE
5	ERP_VENDOR_ID	String	Vendor ID in ERP
6	VENDOR_NAME1	String	Vendor name
7	VENDOR_SITE_ID	String	Vendor site ID
8	VENDOR_SITE_CODE	String	Vendor site code
9	PO_STATUS	String	PO Status
10	ACTIVE	Bit	Is Active

For example, the contents of the `po_headers.csv` file may look as follows:

```
ErpPoHeaderId, ErpBusinessUnitId, PoNumber, PoType, ErpVendorId, VendorName1,
VendorSiteId, VendorSiteCode, PoStatus, Active
4500043355,204,4500043355,MATERIAL,100403,Thumbs Up,VSID100403,VSC100403,NULL,1
4500043375,204,4500043375,MATERIAL,100403,Thumbs Up,VSID100403,VSC100403,NULL,1
```

PO lines CSV format

Table name: `PO_LINES`

File name (for Agnostic ERP): `po_lines.csv`

Field Index	Column Name	Type	Description
1	ERP_PO_LINE_ID	String	PO line ID in ERP
2	ERP_BUSINESS_UNIT_ID	String	Business unit ID in ERP
3	ERP_PO_HEADER_ID	String	PO header ID in ERP
4	PO_NUMBER	String	PO number
5	LINE_NUMBER	Number	Line number
6	MATERIAL_NO	String	Material number
7	MATERIAL_GROUP	String	Material group
8	DESCRIPTION	String	Description
9	PO_QUANTITY	Number	PO Quantity
10	UNIT_PRICE	Number	Unit price
11	PO_TOTAL	Number	PO total
12	TAX_CODE	String	Tax code
13	TAX_JUR_CODE	String	Tax jurisdiction code
14	UOM	String	Unit of measure

Field Index	Column Name	Type	Description
15	PRICE_UNIT	Number	Price unit
16	PUOM	String	PUOM (Order price unit of measure)
17	TOTAL_QUANTITY_DELIVERED	Number	Total quantity delivered
18	TOTAL_VALUE_DELIVERED	Number	Total value delivered
19	TOTAL_QUANTITY_INVOICED	Number	Total quantity invoiced
20	TOTAL_VALUE_INVOICED	Number	Total value invoiced
21	ITEM_CATEGORY	String	Item category or line item type
22	PLANT	String	Plant (The location code for the ship-to address where the goods were delivered, or where a service was performed)
23	CHARGE_CODE	String	Charge code
24	CHARGE_CODE_ID	String	Charge code ID
25	ERP_PO_TYPE	String	ERP PO type (for JD Edwards PO)
26	ERS	String	ERS flag
27	RECEIPT_REQUIRED	Bit	Receipt required

For example, the contents of the `po_lines.csv` file may look as follows:

```
ErpPoLineId, ErpBusinessUnitId, ErpPoHeaderId, PoNumber, LineNumber, MaterialNumber,
MaterialGroup, Description, PoQuantity, UnitPrice, PoTotal, TaxCode, TaxJurCode,
UnitOfMeasure, PriceUnit, Puom, TotalQuantityDelivered, TotalValueDelivered,
TotalQuantityInvoiced, TotalValueInvoiced, ItemCategory, Plant, ChargeCode,
ChargeCodeId, ErpPoType, Ers, ReceiptRequired
00010-4500043388, 204, 4500043388, 4500043388, 00010, NULL, ZT00, pencils, 1.00, 1.00,
1.00, V0, NULL, EA, 1.00, EA, 1.00, 1.00, 0.00, 0.00, 0, 2000, NULL, NULL, NULL, , 1
00020-4500043388, 204, 4500043388, 4500043388, 00020, NULL, ZT00, rulers, 1.00, 2.00,
2.00, V0, NULL, EA, 1.00, EA, 0.00, 0.00, 0.00, 0.00, 0, 2000, NULL, NULL, NULL, , 1
00030-4500043388, 204, 4500043388, 4500043388, 00030, NULL, ZT00, pens, 1.00, 3.00,
3.00, V0, NULL, EA, 1.00, EA, 0.00, 0.00, 0.00, 0.00, 0, 2000, NULL, NULL, NULL, , 1
00040-4500043388, 204, 4500043388, 4500043388, 00040, NULL, ZT00, crayons, 1.00, 4.00,
4.00, V0, NULL, EA, 1.00, EA, 1.00, 4.00, 0.00, 0.00, 0, 2000, NULL, NULL, NULL, , 1
```

GL segments CSV format

Table name: `GL_SEGMENTS`

File name (for Agnostic ERP): `gl_segments.csv`

Field Index	Column Name	Type	Description
1	ERP_SEGMENT_ID	String	The Segment ID number in the customer ERP system.
2	ERP_BUSUNESS_UNIT_ID	String	The Business Unit ID in the customer ERP system.
3	GL_SEGMENT_NUMBER	Integer	The order number of the Segment.
4	GL_SEGMENT_VALUE	String	The Segment value.
5	DESCRIPTION	String	The description of the Segment.

Field Index	Column Name	Type	Description
6	GL_SEGMENT_NAME	String	The name of the GL Segment.
7	PARENT_ERP_SEGMENT_ID	String	The ID of the parent segment. This is null for the first segment in a structure. Values for this column are required if you are using hierarchical GL codes. Refer to the <i>Help for Configuration</i> for more information on GL code hierarchies.

For example, the contents of the `gl_segments.csv` file may look as follows:

```
ERP_SEGMENT_ID, ERP_BUSUNESS_UNIT_ID, GL_SEGMENT_NUMBER, GL_SEGMENT_VALUE, DESCRIPTION,
GL_SEGMENT_NAME, PARENT_ERP_SEGMENT_ID
0101,204,1,001001,USA,COUNTRY1,
0102,204,1,001002,UK,COUNTRY2,
...
0201,204,2,002001,California,STATE1,0101
0202,204,2,002002,New York,STATE2,0101
0205,204,2,002005,Bristol,STATE5,0102
0206,204,2,002006,London,STATE6,0102
...
0301,204,3,003001,Los Angeles,CITY1,0201
0302,204,3,003002,San Francisco,CITY2,0201
0303,204,3,003005,New York,CITY5,0202
0304,204,3,003006,Buffalo,CITY6,0202
03017,204,3,0030017,Bishopston,CITY17,0205
03018,204,3,0030018,London,CITY18,0206
...
```

Plants CSV format

Table name: PLANTS

File name (for Agnostic ERP): `plants.csv`

This CSV file is required when using the S/4HANA cloud-based ERP.

Field Index	Column Name	Type	Description
1	PLANT_ID	String	The plant ID. It must be unique in CSV file. It matches the Plant value specified for PO lines. It is exported as the invoice line Plant field.
2	IPA_TAX_PARTITION_ID	String	The plant belongs to this organization ID. If an organization ID is not provided, the plant is created and linked to the organization defined in the ERP Connection.
3	COUNTRY_CODE	String	The two-character ISO country code for the plant. Important Entries with empty country codes are skipped in the import process.
4	STATE_CODE	String	The state where the plant is located. For the United States, use the two-character state code such as CA for California.

For example, the contents of the `plants.csv` file may look as follows:

```
PLANT_ID,ERP_ORGANIZATION_ID,COUNTRY_CODE,STATE_CODE
USA001,Kofax,US,NY
```

Receipt Lines data format

Table name: RECEIPT_LINES

File name (for Agnostic ERP): `receipt_lines.csv`

Field Index	Column Name	Type	Description
1	ERO_BUSINESS_UNIT_ID	String	The business unit ID in customer ERP system (company code).
2	PO_NUMBER	String	The PO number that is used during line pairing to match the receipt line. See PO lines CSV format .
3	PO_LINE_NUMBER	String	The PO line number in the customer ERP system. This is an ERP-specific line ID in the PO, such as the line number. It must be unique among lines in the PO. It is used during line pairing to match the receipt line to the number of PO line. See PO lines CSV format .
4	ERP_RECEIPT_ID	String	The receipt ID in the customer ERP system. This value is used by Kofax AP Agility Invoice Processing as the receipt number (<code>DOC_NO</code> field) during line pairing. For the line-paired invoice lines this column is exported as the <code>GRDocNo</code> tag.
5	RECEIPT_LINE_NUMBER	String	The receipt item number in the customer ERP system. This value is used by Kofax AP Agility Invoice Processing as the receipt item (<code>DOC_ITEM</code> field) during line pairing. For paired invoice lines, it is exported as the <code>GRDocItem</code> tag.
6	DELIVERY_DOCUMENT_NUMBER	String	The delivery document number.
7	QUANTITY	Double	The quantity on a document.
8	UNITPRICE	Double	The unit price on a document.
9	TOTAL	Double	The total amount on a document.
10	QUANTITY_INVOICED	Double	The quantity invoiced on a document.
11	TOTAL_INVOICED	Double	The total invoiced on a document.
12	DOC_YEAR	String	The receipt year on a document.

For example, the contents of the `receipt_lines.csv` file may look as follows:

```
BusinessUnit, PoNumber, PoLineNumber, ErpReceiptId, ReceiptLineNumber,
DeliveryDocumentNumber, Quantity, UnitPrice, Total, QuantityInvoiced, TotalInvoiced,
DocYear
204,4500043375,00010,5000000940,0001,NULL,4.00,5.00,20.00,0.00,0.00,2019
```

```
204,4500043375,00010,5000000941,0001,NULL,6.00,5.00,30.00,0.00,0.00,2019
204,4500043375,00020,5000000941,0002,NULL,7.00,8.00,56.00,0.00,0.00,2019
204,4500043375,00020,5000000940,0002,NULL,3.00,8.00,24.00,0.00,0.00,2019
```

Employee format

Table name: BRWEmployeeMaster

File name (for Agnostic ERP): `employee.csv`

Field Index	Column Name	Type	Description
1	IndexID	String	The index ID of the employee record. This value is required.
2	PartitionID	Integer	The ID of the partition for the employee. This value is required.
3	ID	String	The ID of the employee. This field is required.
4	Name	String	The employee name.
5	Address1	String	The first line of the employee's address.
6	Address2	String	The second line of the employee's address.
7	City	String	The employee city.
8	Zip	String	The employee ZIP code.
9	State	String	The employee state.
10	Country	String	The employee country code.
11	TelNo	String	The employee telephone number.
12	TaxID1	String	The employee tax ID 1.
13	TaxID2	String	The employee tax ID 2.

For example, the contents of the `employee.csv` file may look as follows:

```
IndexID, PartitionID, ID, Name, Address1, Address2, City, Zip, State, Country, TelNo,
TaxID1, TaxID2
0-1,0,1,John Doe,330 Tijeras NW,,Albuquerque,87102,New Mexico,USA,1 505 842 1234,,
```

Miscellaneous Charge format

Table name: MiscChargesAccount

File name (for Agnostic ERP): `misc_charge.csv`

Field Index	Column Name	Type	Description
1	POPARTITION	Integer	The PO partition. This field is required.
2	COMPANYCODE	String	The company code. This field is required.
3	CATEGORY	String	The category of the charge. This field is required.
4	PLANT	String	The plant.
5	LINETYPE	String	The line type.
6	GLACCOUNT	String	The GL account number.

Field Index	Column Name	Type	Description
7	COSTCENTER	String	The cost center.
8	PROFITCENTER	String	The profit center.
9	TAXCODE	String	The tax code.

For example, the contents of the `misc_charge.csv` file may look as follows:

```
POPARTITION, COMPANYCODE, CATEGORY, PLANT, LINETYPE, GLACCOUNT, COSTCENTER,
PROFITCENTER, TAXCODE
0,123,Good,Plant-SF,POLine,188-662,Irvine,Irvine,1
```

Tax code format

Table name: TaxCode

File name (for Agnostic ERP): `taxcode.csv`

Field Index	Column Name	Type	Description
1	PARTITIONID	Integer	Partition ID.
2	VENDORID	String	Vendor ID.
3	COUNTRY	String	Two-character country code. This value is required.
4	SHIPTO	String	Two-character code of the country where the item was shipped to. This value is required.
5	SHIPFROM	String	Two-character code of the country where the item was shipped from. This value is required.
6	SERVICE	String	If this is a service. Enter either Y or N.
7	MATERIALNO	String	Material number.
8	MATERIALGROUP	String	Material group.
9	PERCENTAGE	Number	Tax percentage. This value is required.
10	TAXCODE	String	Tax code.

For example, the contents of the `taxcode.csv` file may look as follows:

```
PARTITIONID, VENDORID, COUNTRY, SHIPTO, SHIPFROM, SERVICE, MATERIALNO, MATERIALGROUP,
PERCENTAGE, TAXCODE
1,1,US,US,US,Y,12345,1,10,2
```

Unit of Measure Conversion format

Table name: BRWUOMConversions

File name (for Agnostic ERP): `uom_conversion.csv`

Field Index	Column Name	Type	Description
1	POPARTITION	Integer	PO partition. This field is required.
2	Material	String	Material number. This field is required.
3	BaseUOM	String	Base unit of measure. This field is required.

Field Index	Column Name	Type	Description
4	Numerator	String	Numerator for the unit of measure. This field is required.
5	Denominator	String	Denominator for the unit of measure. This field is required.
6	ExternalUOM	String	External unit of measure. This field is required.

For example, the contents of the `uom_conversion.csv` file may look as follows:

```
POPartition,MATERIAL_NO,BASE_UOM,NUMERATOR,DENOMINATOR,EXTERNAL_UOM
0,1,100,5,2,1001
```

Configure ERP import job schedule

To configure the optimal schedule, consider the amount of ERP master data. If you have a large amount of ERP master data and you set the import job schedule to run too often, performance issues may occur.

You can set up a job schedule to import the ERP master data to the Kofax AP Agility database by following these steps.

1. Launch the TotalAgility Designer
2. From the navigation pane, select **System > Job Schedules**.
The **Job schedules** page is displayed for the Default Category.
3. From the **Category** list, select **AP Agility**.
A list of AP Agility job schedules is displayed, if there are any.
4. Click **New** to add a new schedule.
The **New job schedule** window is displayed.
5. Fill in the new job schedule form to import the data as follows.
 - a. Enter a **Name** use as Data Load.
 - b. Click on the **Process** list, select the **AP Agility** category, and then select the **AP Data Import** job.
 - c. Specify the other settings as required.
It is recommended that you set up the import job schedule to run once per day. In case of performance issues, ensure that the import occurs when the system is not heavily used. For example, at night.
6. Click **New** to add another new schedule.
The **New job schedule** window is displayed.
7. Fill in the new job schedule form to set up the address dump as follows.
 - a. Enter a **Name** such as Dump Address Files.
 - b. Click on the **Process** list, select the **InvoiceProcessingAgility** category, and then select the **DumpAddressFiles** job.
 - c. Specify the other settings as required..
It is recommended that you set up the dump job schedule to run once per day, but after the data import process has finished. This is because the results of the data import process are required by the dump address process. In case of performance issues, ensure that the dump occurs when the system is not heavily used. For example, at night.

8. Click **Save** to save the import job schedule.

Localization

Kofax AP Agility supports localized end-user activities in English, French, German, Spanish, and Brazilian Portuguese.

However, the translations for the Kofax TotalAgility Global Variables are not installed automatically when Kofax AP Agility is installed. Instead, it is necessary to **manually** install the translations for these variables.

Install translations for global variables

Because translations for the Kofax TotalAgility Global Variables are not installed automatically when Kofax AP Agility installed, it is necessary to do this manually.

You can manually install the translations for the Kofax TotalAgility Global Variables needed by Kofax AP Agility by following these steps.

1. Launch the TotalAgility Designer
2. On the navigation pane, click **Import**.
The **Import** page is displayed.
3. Click **Browse**, navigate to your **extracted files**, and then select `/Languages/KofaxAPAgility-2.4.0_Lang.zip`.
The zip file is loaded automatically.
4. Click **Import** to start the import.
When the languages are imported successfully, a message appears.
5. On the navigation pane, click **Translation**.
The **Translation** page is displayed.
6. From the **Translate** list, select **Global Variables** and then click **Translate**.
The **Translation: Global variables** window is displayed with a list of variable values in English and the other supported languages.
7. Click **Save**.
This applies the imported translations to any forms that use one or more of the global variables.
8. Optionally, close the TotalAgility Designer.

Configure Invoice Processing

In order to use the Invoice Processing functionality of Kofax AP Agility, the following additional configuration steps are required. Each step contains its own set of instructions and the order is important. Skipping steps that are not optional, or performing steps out sequence can result in a failed installation.

1. **Create** CSV files for database lookups.
2. Optionally, **modify** the recognition engines in Transformation Designer.
This step is necessary only if you are processing documents in languages other than English.

3. Prepare ingestion configuration.
 - Configure `filesystem` ingestion.
 - Configure `scan` ingestion.
 - Configure `email` ingestion.
4. Configure page `Image rendition`.
5. Restart the services.

Dump address data to CSV databases

There is a process in Kofax TotalAgility that enables you to automatically create CSV files from the `BRWVendorMaster`, `BRWEmployeeMaster`, and the `BRWCompanyAddressMaster` tables in the AP Agility database. These files are then stored in Kofax TotalAgility.

You can create the CSV database needed for the database lookups in Transformation Designer by following these steps.

1. Ensure that data is available in the AP Agility database for the `BRWVendorMaster`, `BRWEmployeeMaster`, and the `BRWCompanyAddressMaster` tables.

If you have no data for these tables at this time, or you do not plan to use all three database lookups, you can leave those tables blank. The CSV tables are created using mod data that you can update at a later time when it is available.
2. Open the AP Agility Workspace.
3. From the **Jobs** menu, select **Create**.

The **Create Jobs** page is displayed.
4. From the **Category** list, select **InvoiceProcessingAgility**.

The **Process** list is populated with processes.
5. From the **Process** list, select **DumpAddressFiles**
6. Click **Create**.

A message is displayed when the job is created successfully and the `Vendor.csv`, `Employee.csv`, and `CompanyCode.csv` files are created automatically. These files are stored in Kofax TotalAgility and picked up automatically by the corresponding database locators in the Transformation Designer.

However, it is still necessary to Release your project in Transformation Designer after you create the CSV databases.

Release project with new database references

When Kofax AP Agility is first installed, three database lookups are created in Transformation Designer automatically. Now that you have dumped your address data to CSV files that are stored in Kofax TotalAgility, it is necessary to open and then release your project in Transformation Designer so that the newly created databases are use.

You can update the project and its databases by following these steps.

1. If not already done, `dump` your address data.
2. Open the Transformation Designer.
3. From the **Project** tab, click **Open Project**.

The **Open Project** window is displayed.

4. From the **Select category** group, select the **InvoiceProcessingAgility** category.
The **Select project** area is updated.
5. In the **Select project** area, expand **Shared**, and then double-click on the **InvoiceProcessingAgility** project.
The project opens.
6. On the **Project** tab, click **Project Settings**.
The **Project Settings** window is displayed.
7. In the **Project Settings** window, click on the **Databases** tab.
The **Databases** tab is displayed.
8. Select the **VendorASE** database and click **Import**.
When prompted to import the database click **Yes**.
The corresponding CSV file is imported.
9. If you are using the Employee field, select the **EmployeeASE** database and click **Import**.
When prompted to import the database click **Yes**.
The corresponding CSV file is imported.
10. If you are using the Company Code field, select the **CompanyCodeASE** database and click **Import**.
When prompted to import the database click **Yes**.
The corresponding CSV file is imported.
11. On the **Project Settings** window, click **OK**.
Your changes are saved and the window closes.
12. On the **Project** tab, click **Release**.
The project is released with the updated databases.
13. Close the Transformation Designer.

Configure CSV databases to update automatically

When you converted the `BRWVendorMaster`, `BRWEmployeeMaster`, and the `BRWCompanyAddressMaster` database tables into CSV databases, that was a single point-in-time representation of that data. Since it is likely that some of those tables are modified regularly with additional data over the lifetime of your project, it is necessary to update the CSV files at regular intervals.

You can update the CSV databases at regular intervals by following these steps.

1. Launch the TotalAgility Designer
2. On the navigation pane, click **System > Job schedules**.
The **Job schedules** page is displayed for the Default Category.
3. From the **Categories** list, select **InvoiceProcessingAgilty**.
A filtered list of scheduled jobs is displayed.
4. Click the **AddressData2CSV** scheduled job.
5. When prompted, click **Yes** to lock the scheduled job for modification.
The properties for the job are displayed.
6. Select **Active**.
7. Edit the **Schedule** settings so that this job is executed as needed.
For more information on these settings, see the *Help for TotalAgility Designer*.

8. Click **Save**.
Your changes are saved.
9. Optionally, **Close** the TotalAgility Designer.

Modify the Transformation Designer recognition engines

If you are processing documents in languages other than English, it is recommended that you update the recognition engines in the Transformation Designer. This ensures that the recognition engines are more efficient for your needs than they are by default.

You can modify the recognition engines by following these steps.

1. Open the Transformation Designer.
2. From the **Project** tab, click **Open Project**.
The **Open Project** window is displayed.
3. From the **Select category** group, select the **InvoiceProcessingAgility** category.
The **Select project** area is updated.
4. In the **Select project** area, expand **Shared**, and then double-click on the **InvoiceProcessingAgility** project.
The project opens.
5. On the **Project** tab, click **Project Settings**.
The **Project Settings** window is displayed.
6. On the **Project Settings** window, click the **Recognition** tab.
A list of recognition engines is displayed.
7. Double-click on the default **FineReader** recognition engine.
This is the third entry in the list.
The **FineReader Profile Settings** window is displayed.
8. In the **Languages** list, select each language that your process.

Tip For the best results, ensure that **Digits** and **English** are selected in addition to any other languages selected.

9. Click **OK** to save your changes.
The **FineReader Profile Settings** window closes.
10. Click **OK** to save changes to the project settings.
The **Project Settings** window closes.
11. On the **Project** tab, click **Release**.
The project is released with the updated databases.
12. Close the Transformation Designer.

Prepare ingestion configuration

Before you can configure individual types of ingestion, you first need to create a general import connection for Kofax AP Agility Invoice Processing. Once the import connection is available, you can add [filesystem](#) and [email](#) ingestion.

Note If you are using Kofax AP Agility in an Azure environment, use the Kofax TotalAgility Integration Server to configure ingestion.

You can add an import connection by following these steps.

1. Launch the TotalAgility Designer
2. On the navigation pane, click **Integration > Import settings**.
The **Import Settings** page is displayed.
3. Click **New**.
The **New import connection** page is displayed.
4. On the **New import connection** enter a **Name** such as "InvoiceProcessing."
5. Enter a **Description** for your new connection.
6. Configure the **Message Connector URL** settings. This is set to `http://localhost:25086/` by default
 - a. From the Windows Start menu, select **Start > Kofax > Message Connector > Message Connector Monitor**.
The **Message Connector Web Portal** website is displayed.
 - b. Copy the **hostname** and **port** for the Message Connector Web Portal and then paste them into the **Message Connector URL** field back on the **Import Connection** page.
This is set to `http://localhost:25086/` by default. This is the most common configuration.
7. Edit the other settings based on your requirements.
For more information on these settings, see the *Help for TotalAgility Designer*.
8. Click **Save**.
Your changes are saved and you are returned to the **Import settings** page where your new import connector is listed.

Configure file system ingestion

You can configure file system ingestion by following these steps.

1. Launch the TotalAgility Designer
2. On the navigation pane, click **Integration > Import settings**.
The **Import Settings** page is displayed.
3. Under **Import Connections**, click the name that you provided when you **created** the ingestion connection.
The import connection you created earlier is visible but it has no **Import sources**.
4. Under the **Import sources** section, click **+**.
The **New import source** window is displayed.

5. On the **New import source** window, edit the following settings to configure your input source.
 - a. In the **Type** list, select the import source type as **FILE**.
The available settings are updated so that they match the selected source type.
 - b. Enter a **Display name**, such as "IPFileSystemImport."
 - c. Select **Normalize images and create pages**.
 - d. Optionally, after configuring file import, click **Test file import**.
 - e. In the **Associated action(s)** group, ensure that the **Job type** setting is set to **Create new job**.
 - f. From the **Process** setting, click on the list, select the **InvoiceProcessingAgility** category, and then select the **CaptureDocument** process.
The **Initialization variables** table is populated with fields related to the selected process.
 - g. Two fields require mapping only. Select the corresponding values as follows.

Name	Mapping
InputSource	Input Source Type
FileName	File Name

Important You can map additional fields, but if you do, this mapping overrides the mapping configured in the **Settings > Invoice Processing > Global settings > Import Settings**.

- h. Edit the other settings as needed.
For more information on these settings, see the *Help for Kofax TotalAgility*.
 - i. Click **Save**.
Your changes are saved, the **New import source** window is closed, and your new import source is displayed on the **Update import connection** window.
6. Click **Save**.
Your changes are saved and the **Update import connection** window is closed.
7. Optionally, close the TotalAgility Designer.

Configure scan ingestion

You can configure scan ingestion by following these steps.

1. Open the AP Agility Workspace.
2. From the AP Agility Workspace menu, select **Scan Activity**.
The **Kofax Web Capture Service Required** window is displayed.
3. Install the **Kofax Web Capture Service** by clicking the **click here** link in the window.
A progress bar is displayed while the installation occurs.
4. Click **OK** to close the **Kofax Web Capture Service Required** window after the installation is complete.
5. Optionally, configure the settings to scan documents in languages other than English.
6. Refresh the **Scan Activity** page.
This ensures that the newly installed Web Capture Service is accessible to Scan Activity.

Configure language settings

If your invoices are in a language other than English, you can improve the extraction results by selecting the relevant language before scanning your documents. To aid in document recognition, these languages are available for selection at the point of scan.

1. **AR** - Arabic
2. **CN** - Chinese
3. **GR** - Greek
4. **JP** - Japanese
5. **KR** - Korean
6. **RU** - Russian
7. **TH** - Thai

Depending on which of the above language is selected, a dedicated recognition profile is available in Transformation Designer. Each of these languages has its own profile that is configured to extract documents in the relevant language. Using one of these dedicated recognition profiles ensures better extraction results than the default recognition profile. For more information on recognition profiles, refer to the *Help for Transformation Designer*.

You can configure scan language settings by following these steps.

1. Open the AP Agility Workspace.
2. From the AP Agility Workspace menu, select **Scan Activity**
3. On the **Scan Activity** form, select the language from the **Language ID** list.
4. Refer to the [Configure scan ingestion](#) to complete the remaining steps of the ingestion process.

Configure email ingestion

If you plan to process invoices received by one or more email addresses, email ingestion is necessary. An email import process is required for each email address that you process. This is configured in the same location as [filesystem](#) ingestion. For more information on ingestion and its various settings, refer to the *Help for Kofax TotalAgility*.

You can configure email ingestion by following these steps.

1. Launch the TotalAgility Designer
2. On the navigation pane, click **Integration > Import settings**.
The **Import Settings** page is displayed.
3. Under **Import Connections**, click the name that you provided when you [created](#) the ingestion connection.
The import connection you created earlier is visible but it has no **Import sources**.
4. In the **Input sources** window, click **+**.
The **New import source** window is displayed.

5. On the **New import source** window, edit the following settings to configure your input source.
 - a. In the **Type** list, select the import source type as **POP3** or **IMAP**.
The available settings are updated so that they match the selected source type.
 - b. Enter a **Display Name**, such as "IPEmailImport."
 - c. Select **Normalize images and create pages**.
 - d. Enter your email service provider into the **Host** field.
 - e. Enter a **Port**.
 - f. Enter a **Username** and **Password**.
 - g. Test your settings by clicking **Test Mailbox**.
 - h. In the **Associated action(s)** group, ensure that the **Job type** setting is set to **Create new job**.
 - i. From the **Process** setting, click on the list, select the **InvoiceProcessingAgility** category, and then select the **CaptureDocument** process.
The **Initialization variables** table is populated with fields related to the selected process.
 - j. Two fields require mapping only. Select the corresponding values as follows.

Name	Mapping
InputSource	Input Source Type
ClientID	You can either hard code a Client ID or you can select one of the metadata variables. If you do map a variable, you need to modify the <code>CaptureDocument</code> process so that it can use the Metadata value and process it accordingly.

Important You can map additional fields, but if you do, this mapping overrides the mapping configured in the **Settings > Invoice Processing > Global settings > Import Settings**.

- k. Edit the other settings as needed.
For more information on these settings, see the *Help for Kofax TotalAgility*.
 - l. Click **Save**.
Your changes are saved, the **New import source** window is closed, and your new import source is displayed on the **Update import connection** window.
6. Click **Save**.
Your changes are saved and the **Update import connection** window is closed.
7. Optionally, close the TotalAgility Designer.
8. On your mail server, do the following.
 - a. In the email account specified above, enable POP or IMAP downloads in the account settings.
 - b. Configure the settings to allow Kofax AP Agility to access your email account.
 Your settings are now configured to use email ingestion.

Image rendition

Rendition is used in Invoice Processing stage of Kofax AP Agility to keep a copy of the originally ingested document when `ImageProcessing` activities are performed. For example, copies are kept for a PDF, a 200 DPI image, or a color TIFF image.

The `ImageProcessing` activities in the main process convert all documents to 300 DPI black and white TIFF images.

The original document is stored in rendition.

Add image rendition

You need to add image rendition to the system and provide "Original" as its name.

You can add image rendition by following these steps.

1. Launch the TotalAgility Designer
2. On the navigation pane, click **System** > **System settings**.
A list of system settings is displayed.
3. In the **Capture** group, click **Page renditions**.
The **Page renditions** window is displayed.
4. If no rendition is available, define one and click **Save**.
The **Page renditions** window is closed and you are returned to the list of System settings.

Restart the services

You need to restart the following services to complete the Kofax AP Agility installation.

- Kofax TotalAgility Core Worker
- Kofax Transformation Server
- World Wide Web Publishing Service

Configure the AP Agility Workflow

After installing Kofax AP Agility, it is necessary to configure the AP Agility Workflow administrative resource. Otherwise, it is not possible to administer the AP Agility Workflow aspects of Kofax AP Agility.

Configure AP Agility Workflow Administrator access

Before you can start configuring the AP Agility Workflow functionality for Kofax AP Agility it is necessary to configure AP Agility Workflow Administrator access in the TotalAgility Designer.

You can configure the AP Agility Workflow Administrator resource access by following these steps.

1. Launch the TotalAgility Designer
2. On the navigation pane, click **Resources** > **Groups**.
The **Resources and groups** page is displayed for the Default Category.

3. From the **Category** list, select the **AP Agility** category from the menu.
A list of groups related to AP Agility is displayed.
4. Click **APA Administrators**.
The **Edit resource group** window is displayed for the selected resource group.
5. To add group members click **Add** next to the **Group members** field.
The **Add group members** window is displayed.
6. In the list of users in the **Individual** tab, click **Administrator** to add this to your group.
The selected user is added to the list below.
7. Click **Done**.
The **Add group members** window is closed and the **Administrator** user is added to the **APA Administrators** resource group.
8. In the **Edit group resource** window, click **Save**.
The **Edit group resource** is closed and your changes are saved.

Configure AP_Approvers Permissions

In order for a Approval Activity user to have access to the User Settings menu where they configure approval email notifications, they must be a member of the `AP_Approvers` resource group or one of its subgroups in Kofax TotalAgility.

You can add a user to

1. Launch the TotalAgility Designer
2. On the navigation pane, click **Resources > Groups**.
The **Resources and groups** page is displayed for the Default Category.
3. From the **Category** list, select the **AP Agility** category from the menu.
A list of groups related to AP Agility is displayed.
4. Click **AP_Approvers** or one of its subgroups, depending on need.
The **Edit resource group** window is displayed for the selected resource group.
5. To add group members click **Add** next to the **Group members** field.
The **Add group members** window is displayed.
6. In the list of users on the **Individual** tab, click a user to add it to the selected resource group.
Alternatively, select the **Group** tab and click a group to add it to the selected resource group.
The selected user or group is added to the list below.
7. Click **Done**.
The **Add group members** window is closed and the **Administrator** user is added to the **APA Administrators** resource group.
8. In the **Edit group resource** window, click **Save**.
The **Edit group resource** is closed and your changes are saved.
9. Optionally, repeat the above steps for other subgroups.
10. Optionally, close the TotalAgility Designer.

AP Agility workspace

After successfully installing Kofax AP Agility, the Kofax AP Agility workspace is available to the AP Agility user. The Kofax AP Agility workspace includes the Kofax AP Agility site and work queue.

Kofax AP Agility site

The SPA package creates the Kofax TotalAgility site called AP Agility with the following settings.

Site Parameter	Parameter Value	Comment
Category	Kofax AP Agility	Installed with the Kofax AP Agility package
Name	Kofax AP Agility	The site name in Kofax AP Agility URL
Header Form	Workspace_Header_2	Installed with the Kofax AP Agility package
Horizontal Navigation	Kofax AP Agility Menu	Installed with the Kofax AP Agility package
Vertical Navigation	N/A	N/A
Default Form	TotalAgility Work Queue	Standard Kofax TotalAgility form
Theme	TotalAgility Workspace	Standard Kofax TotalAgility theme

The Kofax AP Agility site URL address must be in the following format, depending on the installation:

- On-premise: `http(s)://<kta_server>/TotalAgility/forms/APAgility`
- Azure: `https://<kta_server>/forms/APAgility`

In both cases, `<kta_server>` is the Kofax TotalAgility server host name.

Work Queue form

Kofax AP Agility uses the standard Work Queue form to access invoices.

Chapter 4

Upgrade considerations

You can upgrade from an older version of Kofax AP Agility and Kofax Invoice Processing Agility to the next released version of Kofax AP Agility, while maintaining the any customizations made. The Kofax AP Agility and Kofax Invoice Processing Agility are implemented as sub-processes. These are automatically upgraded to the new Kofax AP Agility package that is installed.

Note Kofax recommends that you process all outstanding jobs for both the Invoice Processing and the AP Agility Workflow functionality of Kofax AP Agility.

If this is not possible for any reason, you can [upgrade unprocessed invoices](#) that are already in-progress.

You must not modify any processes, business rules, or forms, with the exception of the following artifacts.

- **Classification Group**
 - InvoiceProcessingAgility
- **Document Group**
 - InvoiceProcessingAgility
- **Forms**
 - CaptureDocument_Scan
 - GeneralWorkQueue
 - Invoices_Validation
 - RescanRejectedDocs_Re Scan_Scan
 - XMLDisplay
 - IPA_SessionTimeout
- **Processes**
 - CaptureDocument
 - ParkNAIDocuments
 - PostLinePairing

In most cases, changes to the project in Transformation Designer are required. This is because your organization may have specific requirements that are not available in the out-of-the-box solution.

The following guidelines should be met when customizing your project. These guidelines ensure that any customizations are still available in future versions of Kofax AP Agility.

Tip Keep notes about all changes made to a project. This is so that you can manually redo them if necessary, or to confirm if a future upgrade and merge are successful.

It is important that you do not delete, move, or rename the following.

- Classes.
- Field Groups.
- Fields.
- Locators.

If you delete one of these items and then add it back, the internal ID is no longer the same, so the item does not behave as it should.

- All new Classes, Field Groups, Fields, or Locators should have a name that will not conflict with future releases of the solution. For example, add the "Custom_" prefix to all new items.
- Do not remove any Databases, Dictionaries, Recognition Profiles, Table Models, or other dependent settings.
- You can modify Recognition Profiles by adding an additional language.
- Add script below the marking line that says `'Modify script only below this line.` Any modifications above this line can cause problems with the package and are not included in a future merge.
- In script, refer to lookup fields and other items by their name and not by their index IDs. This is because the indexes can change and the names are not likely to change.

Note Document sets and training sets are included in the merge process. This means that if you have documents in either the classification training set or the extraction training set, make a copy of them outside of the training folder to ensure that they are not lost during the merge. You can copy them back after the merge.

Customized Workflow processes

Any customized processes are not overwritten during an upgrade. However, variable values are overwritten with the default value of False. This means that if you are using any customized Workflow processes, it is necessary to go to **Kofax AP Agility > Settings > Administration > Variables** and update the values of the processes that you are using back to True, after an upgrade.

Upgrade Kofax AP Agility in a cloud solution

There are two parts to upgrading Kofax AP Agility in a cloud solution.

1. Review the version of the Kofax TotalAgility Integration Server to see if it compatible with the new version of Kofax AP Agility.
If that version is not compatible, it is necessary to upgrade the Integration Server before you upgrade Kofax AP Agility.
2. Upgrade Kofax AP Agility.

Upgrade the Kofax AP Agility ERP Connector

If you have an older version of the Kofax AP Agility on-premise components installed already, it is possible to upgrade these to the next release of Kofax AP Agility by running the Kofax AP Agility 2.4.0 installer.

You can upgrade the Kofax AP Agility on-premise components by following these steps.

1. In the extracted files from the `KofaxAPAgility-2.4.0_Azure.ZIP` file, navigate to the **Installer** folder.
The contents of the **Installer** folder are displayed.
2. Right-click on the **Kofax AP Agility** installer and select **Run as Administrator** to begin the Setup Wizard.
The installer opens and calculates if there is enough space on disk for the installation.
3. Once the Install Wizard confirms that there is enough disk space, click **Next**.
The **End-User License Agreement** Setup Wizard step is displayed.
4. Select **I accept the terms in the License Agreement** and then click **Next**.
The **Prerequisites** Setup Wizard step is displayed along with any information about missing prerequisites.
5. The information displayed on the **Prerequisites** step is relevant if you are installing the listed components only.
For example, if you receive a message that the SAP .NET connector is missing, but you are not using SAP, ignore this message. However, if you are using one of the components listed, click **Cancel** and then **Finish** to exit the Setup Wizard, install the required prerequisite, and then restart the installer. Otherwise, click **Next**.
If you did not install the necessary prerequisites, the corresponding settings are not available for installation.
The **Choose Setup Type** Setup Wizard step is displayed.
6. On the **Choose Setup type** window, select **Custom**.
The **Custom Setup** step is displayed along with a list of available components.
7. Exclude all components by selecting **Entire feature will be unavailable**, except the **ERP Connector Web Service** and then click **Next**.
The **Kofax TotalAgility Connection** Setup Wizard step is displayed.
8. On the **Kofax TotalAgility Connection** step, enter the following information.
 - a. If the default Kofax TotalAgility URL that is provided is not correct, update the **TotalAgility URL**. This must be the on-premise version that is installed on a local server and not the Azure URL. For example, `https://<Server name>/TotalAgility/`.
 - b. Select **Authentication by username and password**.
enter the **User name** and **User password** for the Administrator used when installing the Kofax TotalAgility Integration Server.
 - c. Click **Test connection** to ensure that your information is correct. If not, repeat the previous steps and try again.
 - d. Once your connection test is successful, click **Next**.
The **AP Agility ERP Connector Configuration** Setup Wizard step is displayed.

9. On the **AP Agility ERP Connector Configuration** step, enter the following information.

a. Optionally, enter an alternate **Web Site**.

Note This web site must exist in IIS before it can be added here. All other items are created dynamically.

b. Optionally, enter a different **Virtual Directory**.

c. Optionally, enter a different **Application Pool**.

d. For **Pool Identity**, select **Custom Account**.

The **User name** and **User Password** must match the credentials provided when installing the Integration Server.

e. Select **Update web service URL for the ERP Connector** to update the **ERP Connector Host** value, if needed.

If cleared, **ERP Connector Host** is greyed out and cannot be edited. You can always edit this value in the **ApAgilityErpConnector** properties located in the TotalAgility Designer Home menu at **Integration > Web Service references** at another time.

f. If available, enter a valid **ERP Connector Host**. This setting is available only if the **Update web service URL for ERP Connector** is selected above.

This is the URL that points to the Web Server for your ERP Connector, not the entire web service URL. By default this is set to `http://{ServerName}`. This value is then used to build the full web service URL for your ERP Connector web service. This value and the rest of the web service URL is visible after installation in the **ApAgilityErpConnector** properties located in the TotalAgility Designer Home menu at **Integration > Web Service references**.

g. Click **Next**.

The **Installing Kofax AP Agility 2.4** Setup Wizard step is displayed. A progress bar is displayed showing the status of the installation.

10. Click **Finish**.

Optionally, select the **View Installation Log** setting. This opens the log file once the installer is closed.

The installer closes and if selected, the log file opens.

Disable ERP Web Connector anonymous authentication

In order for the ERP Connector to work efficiently, it is necessary to disable anonymous authentication for that web site.

You can disable the anonymous authentication for your ERP Connector web site by following these steps.

1. Open the Internet Information Services Manager (IIS) on the server where you installed the ERP web connector.
2. Open the **Default Web Site**.

If you have configured another web site for the on-premise components of Kofax AP Agility, select that web site instead.

The web site home page is displayed.

3. Select the virtual directory for the ERP Connector. By default, this is called **ApAgilityErpConnector**.
If you changed this name during installation, select your virtual directory.
The settings for the selected virtual directory are displayed.
4. Under the **IIS** category, select **Authentication**.
A list of **Authentication** settings are displayed.
5. Right-click **Anonymous Authentication** and select **Disable**.
6. Restart the **World Wide Web Publishing Service**.

Configure ERP Connector web.config settings

In order to use the ERP connection in a cloud solution, several changes are needed in the web.config file.

You can configure the ERP connector by editing the web.config file by following these steps.

1. In the folder where you created for the ERP Connector files, open the web.config file in a text editor.
By default, the web.config file is located in <Program Files (x86) \Kofax\APAgility\Web.
2. In the web.config file, edit the following nodes as suggested.
 - a. Locate `<binding name="BasicHttpBinding_Service">` and then edit the `security mode` to **Transport** only.
Remove the two child parameters of the `security mode` setting as follows:


```
<security mode="Transport">
  <transport clientCredentialType="Windows" />
</security>
```
 - b. Locate `<binding name="ErpConnectorService_Binding">` and then edit the `security mode` to **Transport** only.
Remove the one child parameter of the `security mode` setting as follows:


```
<security mode="Transport">
  <transport clientCredentialType="Windows" />
</security>
```
 - c. Locate the endpoint that has `binding="MexHttpBinding"` and edit this so that `binding="mexHttpBinding"`
3. Before closing the web.config file, make note of the server name listed in the `SdkServicesLocation` key.
4. Save your changes and close the web.config file.

Configure Web service references

After configuring the ERP web.config, it is necessary to update the ERP web service for on-premise TotalAgility Designer.

You can configure the web service references by following these steps.

1. Launch the on-premise TotalAgility Designer.
The menu is limited to on-premise settings.
2. From the menu, select **Integration > Web service references**.
The **Web service references** are displayed for the default category.

3. From the **Category** list, select **AP Agility**.
A list of web service references for the AP Agility is displayed.
4. Click **ApAgilityErpConnector**.
The **Edit web service references** window is displayed.
5. Edit the URL so that it uses `https` and edit "localhost" to match the server name that you noted when [editing](#) the web.config. Do not change the rest of the URL.
It is not mandatory to edit the localhost entry, but it is recommended.
6. Click **Save**.
When prompted to regenerate the proxy DLLs, click **OK**.
Your changes are saved.
If there are any issues with the connection, an error is displayed with information on the issue. If there is an authentication issue, refer to [Disable ERP Web Connector anonymous authentication](#).

Upgrade document variants

After an upgrade is performed it is necessary to update the document variants used in your solution. This is done by releasing the InvoiceProcessingAgility extraction group.

You can update the document variants by following these steps..

1. Launch the TotalAgility Designer
2. From the menu, select **Capture > Extraction groups**.
The **Extraction groups** page is displayed.
3. From the **Category** list, select **InvoiceProcessingAgility**.
A list of extraction groups is displayed for the **InvoiceProcessingAgility** category.
4. Select the **InvoiceProcessingAgility** extraction group.
The designer is opened so that you can make changes to the **InvoiceProcessingAgility** extraction group.
5. Click **Release**.
When prompted to confirm that you want to re-release this extraction group, click **Yes**.
The extraction group is released and the document variants are updated successfully.
6. Optionally, close TotalAgility Designer

Update field configurations

After an upgrade it is necessary to update the field configurations for all organizations that use work breakdown structures and cost centers when processed by the AP Agility Workflow.

You can update organization field configurations by following these steps.

1. From the menu select **Settings > Organizations**.
A list of organizations is displayed.

2. For each organization in the list that uses work breakdown structures or cost centers in the AP Workflow, perform the following:
 - a. Click on the organization name link.
The organization and its configuration details are displayed.
 - b. Click on the **Field Configuration** tab.
 - c. Click **Update** at the bottom of the form.
The field configurations for that organization are updated.
 - d. Repeat for all other organizations that use work breakdown structures and cost centers when processed by the AP Agility Workflow.

All organizations are now able to successfully apply both work breakdown structures and cost centers during the AP Agility Workflow.

How to deal with unprocessed invoices

If you have unprocessed invoices in one of the AP Workflow activities, it is ideal to finish processing those invoices before upgrading Kofax AP Agility. However, this is not always possible. As a result, after you upgrade to the new Kofax AP Agility version, you can update any active jobs by following these steps.

1. Log on to Kofax TotalAgility as an Administrator and then navigate to the **General Work Queue**.
2. From the menu, select **Administration > Job Upgrader**
The **Job Upgrader** page is displayed.
3. From the **Category** list, select **AP Agility**.
The process list is updated for processes specific to Kofax AP Agility.
4. From the **Process** list, select **Main AP Workflow**.
5. Click **Start**.
The upgrade job is scheduled.
6. From the menu, select **Jobs > Find**.
A list of jobs on the system is displayed.
7. Ensure that the version listed for the activities is the maximum version for Kofax AP Agility.
8. From the menu, select **Jobs > Create**.
The **Create Jobs** page is displayed.
9. From the **Category** list, select **AP Agility**.
The process list is updated for processes specific to Kofax AP Agility.
10. From the **Process** list, select **AP Restart Job** and then click **Create**.
The **AP Restart Job** process is run and all processes are upgraded to the new Kofax AP Agility version.

Remove Kofax AP Agility

If you no longer want Kofax AP Agility on your server, you can remove several components from your server using the installer via Windows Programs and Features.

Specifically, the following component is removed.

- Agnostic ERP Web Service

Important Although it is also possible to remove Kofax AP Agility using Windows Programs and Features, Kofax recommends that you use the Kofax AP Agility installer instead.

You can remove several Kofax AP Agility components by following these steps.

1. Open Windows Programs and Features.
A list of installed programs is displayed.
2. Select Kofax AP Agility 2.4.0 from the list.
The list of available buttons changes at the top of the program list.
3. Click **Uninstall**.
A message is displayed for you to confirm the removal of Kofax AP Agility 2.4.0.
4. Click **Yes**.
Kofax AP Agility 2.4.0 is uninstalled and removed from the list of installed programs.

Chapter 6

Access Kofax AP Agility documentation

By default, the Kofax AP Agility documentation is available online. However, if necessary, you can also configure Kofax AP Agility to use help offline.

Default online documentation

The product documentation for Kofax AP Agility 2.4.0 is available at the following location.

<https://docshield.kofax.com/Portal/Products/APAgility/2.4.0-nhzjp3krw8/APAgility.htm>

To launch the online help for the Kofax AP Agility site, select the required help from the **Help** menu or click on the **Help** button within the AP Agility Workflow.

Configure offline documentation

To access the documentation offline, download KofaxAPAgilityDocumentation-2.4.0_EN.zip from the [Kofax Fulfillment Site](#) and extract it on a local drive available to your users.

This compressed file includes both `help` and `print` folders. The print folder contains all guides, such as the *Kofax AP Agility Installation Guide* and the *Analytics for Kofax AP Agility Administrator's Guide*.

The compressed file for all other languages contains the `help` folder only. For more information on other languages, refer to the [Localized offline help](#)

You can configure Kofax AP Agility to use offline help by following these steps.

1. Extract the contents of the compressed documentation file, KofaxAPAgilityDocumentation-2.4.0_EN.zip.
2. Navigate to where Kofax TotalAgility is installed.
By default, this is `<Program Files>\Kofax\TotalAgility`.
3. In the `Agility.Server.Web\Help\` folder, create a folder called **en_US**.
If you are using other languages, refer to the
4. Copy the help from the extracted EN zip file into the `en_US` folder.

Note This location is suggested because it is available and already used for Kofax TotalAgility offline documentation. However, for Kofax AP Agility, it is possible to use any path for the help, as long as it is on a web server available through http. Modify the paths below accordingly.

5. To configure the user help, open Kofax AP Agility with Administrative permissions.

6. From the menu, select **Settings > Administration**.
The **Administration** page is displayed.
7. Locate the **Help Base URL** and make a note of its contents so that you can revert back to the online help at any point in the future.
8. In the **Help Base URL** field, enter the following URL.
`http://<Server>/TotalAgility/Help/.`
Where <Server> is host name or IP address of the Kofax TotalAgility server.
9. Click **Save Help Settings**.
A message is displayed to indicate that your changes are saved successfully.
10. To test your changes, select any of **Help** menu settings.
The help opens from the file-based location. If you selected to open the Configuration help, the path should be similar to the following path.
`http://<localhost>/TotalAgility/Help/en_US/CFG/APAgility_Configuration_help/c_welcome.html.`
If the help is not displayed, review your changes and try again.

Localized offline help

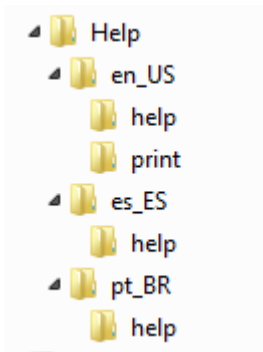
Localized help is available in German, Spanish, Brazilian Portuguese, and French for the following activities. The language is indicated in the documentation zip file.

The following four activities are included in the localized help.

1. The Invoice Processing Scan Activity
2. The Invoice Processing Validation Activity
3. The Invoice Processing Line Pairing Correction Activity
4. The AP Agility help, that consists of the following activities in a single help system.
 - The AP Agility Workflow Coding Activity.
 - The AP Agility Workflow Approval Activity.
 - The AP Agility Workflow Hold Activity.
 - The AP Agility Workflow Comment Request Activity.
 - The AP Agility Workflow Exception Activity.
 - The AP Agility Workflow Line Pairing Exception Activity.

For languages other than English, the zip file contains the `help` folder only. the `print` folder is available for English only. Also, not all help is localized. Administrative help such as the *Help for Kofax AP Agility Settings* and the *Help for Kofax AP Agility PIX Correction Activity* are available in English only.

An example of the folder hierarchy needed to support multiple languages is as follows.



Copy the required hierarchy using the above hierarchy as a reference. The country codes needed for the supported languages are as follows.

- German - de_DE
- Spanish - es_ES
- French - fr_FR
- Portuguese (Brazilian) - pt_BR