Document Express
Implementation Guide for Integration
Infor Cloud Suite Financials & Supply Chain Management
Releases: Infor CSF 11.0.x

MHC SOFTWARE

Electronic Payment Creation Files

Electronic Payment Creation triggers the output files from Landmark to the customer FTP server. The files will be sent to the FTP Server configured Destination Directory setup under System Configuration. The Create Electronic Payment Files is typically run after the Cash Requirements have been run. If you are using the Cash Code Group to run this process with MHC, please let your MHC Implementation Specialist know. If you run the Electronic Payment Creation for more than one Cash Code and/or Payment Codes, you will need to use the File Name option when running each File Creation.

TYPICAL ROLE NEEDED: Payables Manager, Payables Specialist

NAVIGATION: Payables > Payables Processing > Process Payments > Electronic Payment Creation
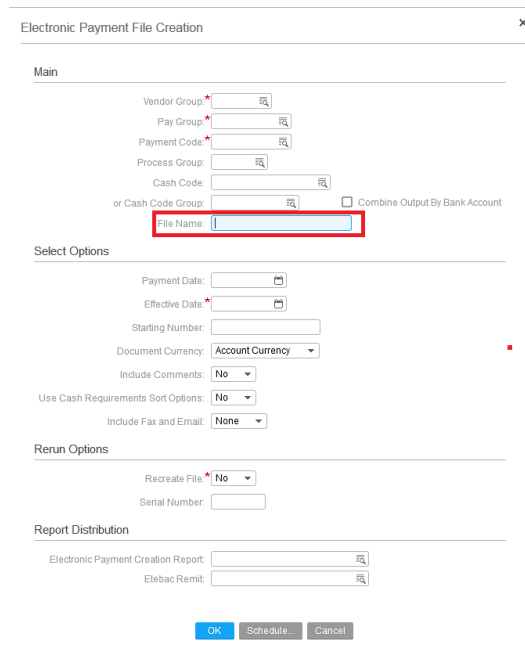

KEY STEPS: Create Electronic Payment for Document Express

1. Payables > Payables Processing > Process Payments > **Electronic Payment Creation**

2. If you leave the File Name blank, the default filename will be:

   PAYMENT CODE-**CASH CODE**FlatFileDetaildatetimestamp

   NOTE: The ExportAPPayment Process Flow will automatically append a date/time stamp to the file name. Bank Transaction Code (Payment Code) = Payment Code.

3. Hit OK to trigger Output File to the FTP Server's Destination Directory

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