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

MHC SOFTWARE

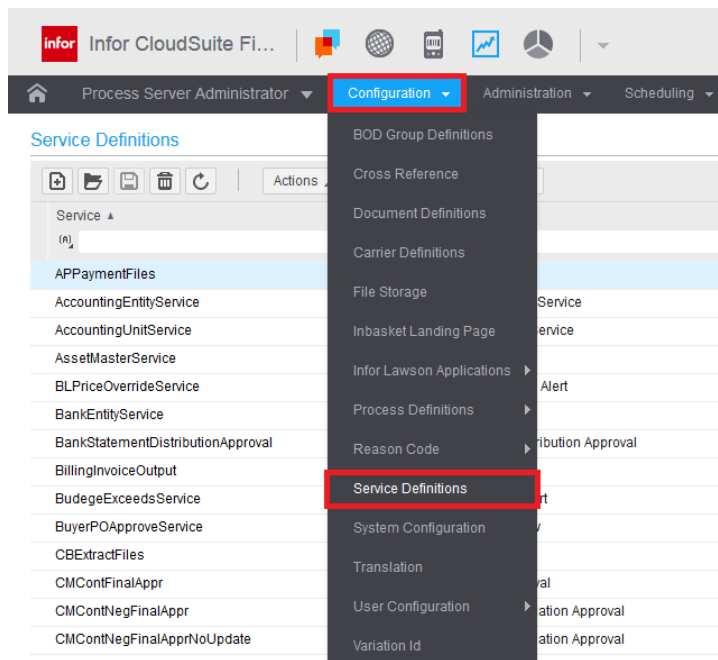## Enable Purchase Order Output Service & Process Definitions (ISSUE FINAL)

Enable PurchaseOrderOutput Service and Process definition allows for the FTP output of files for Purchase Order RTF and PDF files. The trigger for this service definition is when the Buyer selects the **Issue Final** of a Purchase Order. You must have the Purchase Order Template assigned to the Purchasing Company.

> **ROLE NEEDED:** Process Server Administrator
>
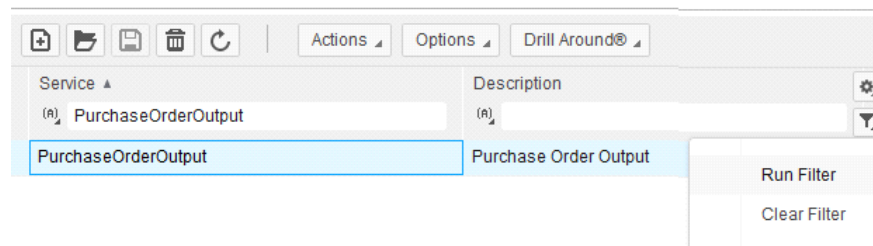> **NAVIGATION:** Process Server Administrator > Configuration > Service Definitions > PurchaseOrderOutput

STEPS: Enable the PurchaseOrderOutput Service Definition & the PurchaseOrderOutput Process Definition

1. Process Server Administrator > Configuration > Service Definitions

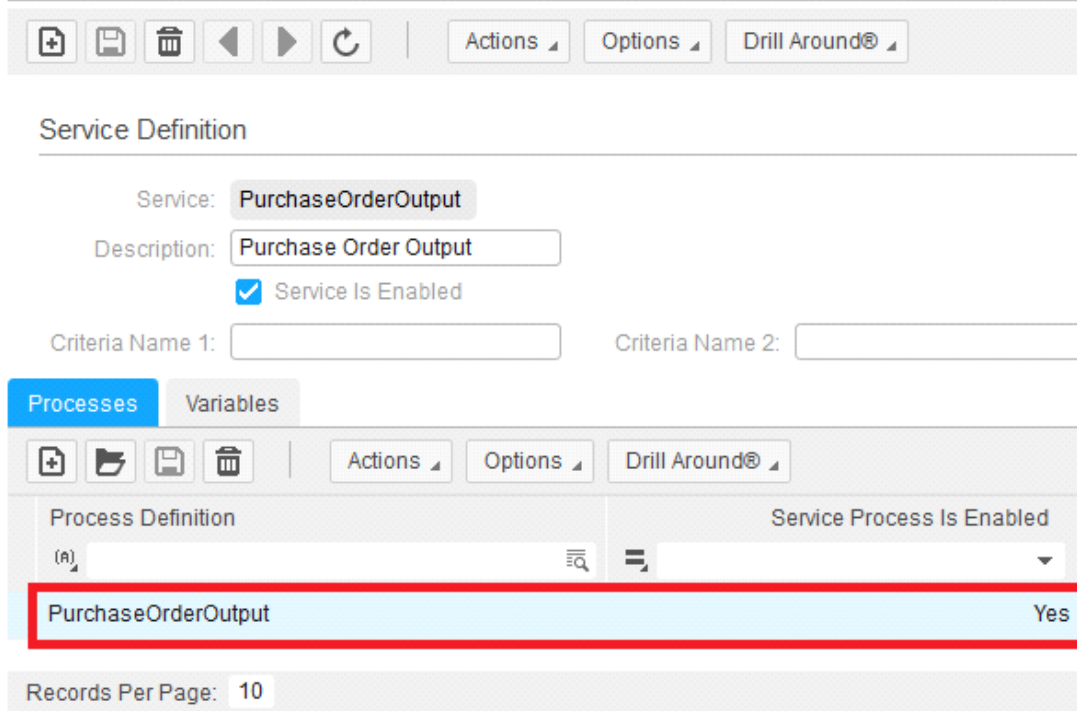2. Search on PurchaseOrderOutput and double click on the PurchaseOrderOutput Service Definition

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3. Check the Service is Enabled for the PurchaseOrderOutput Service Definition

4. Click the ⊞ to create/add the PurchaseOrderOutput Process Definition

5. Use the lookup 🔍 to find the PurchaseOrderOutput and Select

6. Check the Service Process is Enabled check box

7. Click Save icon in the Process Definition

8. Click Save icon on the Service Definition

Enable Purchase Order Draft Output Service & Process Definitions (ISSUE DRAFT)
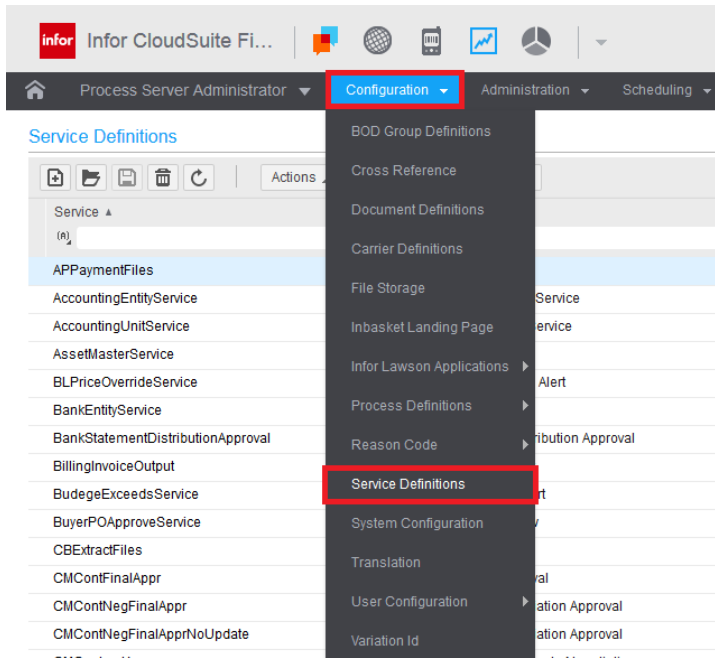
Enable **PurchaseOrderDraftOutput** Service and Process definition allows for the FTP output of files for Purchase Order RTF and PDF files. The trigger for this service definition is when the Buyer selects the **Issue Draft** of a Purchase Order. You must have the Purchase Order Template assigned to the Purchasing Company.
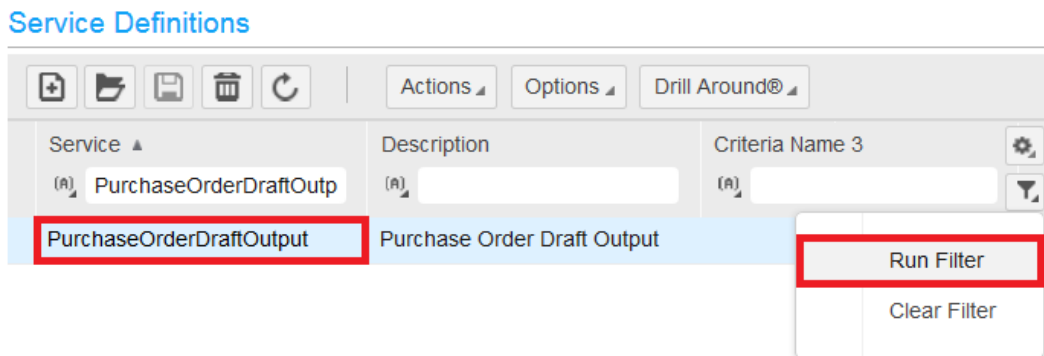
ROLE NEEDED: Process Server Administrator

NAVIGATION: Process Server Administrator > Configuration > Service Definitions > PurchaseOrderOutput

STEPS: Enable the **PurchaseOrderDraftOutput** Service Definition & the **PurchaseOrderDraftOutput** Process Definition

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1. Process Server Administrator > Configuration > Service Definitions

2. Search on **PurchaseOrderDraftOutput** and double click on the **PurchaseOrderDraftOutput** Service Definition

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3. Check the Service is Enabled for the **PurchaseOrderDraftOutput** Service Definition

4. Click the [+] to create/add the **PurchaseOrderOuTput** Process Definition

5. Use the lookup [🔍] to find the **PurchaseOrderOutput** and Select

6. Check the Service Process is Enabled check box

7. Click Save icon in the Process Definition

8. Click Save icon on the Service Definition

Service Definition

| [+] | [💾] | [🗑] | [◀] | [▶] | [↻] | | Actions ▲ | Options ▲ | Drill Around® ▲ |

Service Definition

Service: PurchaseOrderDraftOutput

Description: Purchase Order Draft Output

☑ Service Is Enabled

Criteria Name 1: [   ]

Processes | Variables

| [+] | [📂] | [💾] | [🗑] | | Actions ▲ | Options ▲ | Drill Around® ▲ |

Process Definition	Service Process Is Ena...	Criteria Name 1 ▲
(A) [ ] 🔍	▤ [▼]	(A) [ ]
PurchaseOrderOutput	Yes	