NEXELUS BETA FOR AP WORKFLOW MODULE

Beta testing phase was concluded on 11/13/2020. Nexelus appreciates 360i team's involvement in this project. Nexelus has incorporated several enhancements in the product while fixing reported bugs during the beta testing phase.

Please see below for the issues/enhancement request log. All reported items are going through the QA/Testing process and will be part of the General Available (GA) Release for this add-on functionality. GA release is scheduled for December 18th, 2020.

Submitting User	Submit Date	Description - Details - Example	Comments
Abdul.Bari	10.20.2020	Invoices sent via mail don't appear in dashboard. The Facebook invoice for PO Code PO054419 was sent via mail to 360iap@nexelus.net But it could not be found in Dashboard.	In GA Release
Abdul.Bari	11.05.2020	The invoice number and IO number were not filled automatically by the system even though they are mentioned clearly on the invoice. The Invoice Number is B&J-20-08B, Vendor - Ninth Decimal	In GA Release
Abdul.Bari	11.05.2020	For the exponential invoice 080018 the BETA hasn't picked up the MOS and IO number although they are mentioned on it.	In GA Release
Andrea S.	11.05.2020	Adding a feature to post invoice automatically after Finance team approved the invoice	In GA Release
Andrea S.	11.05.2020	Rename Routing History to Approval History	In GA Release
Abdul.Bari	11.06.2020	I-04-4861 For this Amnet invoice I entered MOS manually. But I could not save the changes. It did not allow to press the save button cursor changed to block sign when placed on Save button.	In GA Release
Abdul.Bari	11.06.2020	AAP-20-03D. For this invoice number and MOS were not picked up automatically.	In GA Release
Abdul.Bari	11.06.2020	AAP-20-04D. For this invoice number and MOS were not picked up automatically.	In GA Release
Abdul.Bari	11.06.2020	The User Abdul Bari could not save any changes.	In GA Release
Abdul.Bari	11.06.2020	AAP-20-08A. For this invoice number was not picked up automatically.	In GA Release
Abdul.Bari	11.06.2020	I-04-4863. For this invoice MOS was not filled automatically	In GA Release
Abdul.Bari	11.06.2020	I-05-3291. For this invoice MOS was not filled automatically	In GA Release
Abdul.Bari	11.06.2020	23962873. The system has allowed this invoice to be uploaded multiple times. Does	In GA Release

Submitting User	Submit Date	Description - Details - Example	Comments
		something need to be done about this to avoid duplicate invoices.	
Tao L	11.12.2020	Subtotal and Total line exclusion from document scanning	In GA Release
Cynthia.Vasquez	11.13.20	Invoices 23959255, 23956598 and invoice 23935069 have line items with negative balances. These negative balances are usually make good credits or for invalid traffic. I was not able assign a PO to these lines because I received the error message above once trying to save the changes. We also receive credit memos from vendors so wondering how those would be handled.	In GA Release
Cynthia.Vasquez	11.13.20	When assigning a PO to an invoice. I suggest that in the look up section we add Client name, Job code, and Campaign name. I also think the dollar amounts should have dollar signs and commas to be able to read the amount clearer.	In GA Release
Cynthia.Vasquez	11.13.20	When looking at the invoice details, I believe the document file name is not necessary as it picks up names that might confuse the media teams. Instead I think the client name should be added as sometimes one media team member might handle different clients.	In GA Release

Version 1 - December 2020 Release and Next Steps

Based on the successful conclusion of the beta testing phase and incorporating 360i requested functionality, Nexelus will be able to Install and configure this add-on functionality for 360i in Dec/Jan timeframe. 360i is expected to sign-up for this enhanced functionality for AP automation for media (Phase I) vendor invoices.

Once the GA release is available it will be installed and linked with the 360i specific test environment in December. Working with the project team Nexelus will then plan user testing and subsequent roll-out for live usage. Timeline will be mutually agreed upon as such.

Version 2 – Q1 2021 Release

In addition to addressing user requirements based on the feedback from usage this functionality in the live environment, Nexelus is planning for the following enhancements as part of Version 2:

- Support for Non-Media (Production and other non-billable vendor invoices)
- Added AI and ML patterns to achieve higher degree of predictability where not all required information is available on the received invoice

Again, we thank the 360i team for testing the beta version and for their valuable suggestions.