# Change Request Form

| **Change Request No.:** | CR2024-0002 | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Project Details** | | | | | | |
| **Project Name:** | Nexelus | | | | | |
| **Module/Area:** | Web | AP Workflow | | IPC | | Other |
| **Specify Other:** |  | | | | | |
| **Change Request Details** | | | | | | |
| **Requested By:** | Support | | | | | |
| **Date of Request:** | 2/27/2024 | | | | | |
| **Specify Details:** | AP Works email changes | | | | | |
| **Priority:** | Urgent | | Normal | Low | Other | |
| **Implementation Time:** | 35 Hour | | | | | |
| **Change Request Approval Details** | | | | | | |
| **Approval:** | Approved | | Postponed | Rejected | | |
| **Reason for Decision:** | Client Request | | | | | |
| **Approver/Date:** |  | | | | | |
| **Closing Details (To be filled by GM Development/Principal Software Engineer)** | | | | | | |
| **Closed By:** | <Name> | | | | | |
| **Closing Date:** | <Date> | | | | | |
| **Status:** | Completed | | Postponed | Terminated | | |

## Priority of Change Implementation

Priority of Change Implementation in the change request details can be interpreted as follows:

* **Urgent** - Implementation Time is 1 Day
* **Normal** - Implementation Time is 3 Days
* **Low** - Implementation Time is 1 Week
* **Other** - Implementation Time is more than 1 Week.

## Reason for Change

**Change:** Change workflow of how email notifications are sent in APWorks.

**Task 1.** Sync IO/PO Create ID from Nexelus

**Task 2**. Adding checkbox on System setup

* Send first email for first level of approval to IO Creator

**Task 3.** Change in Email Notifications for Invoices in APWorks:

|  |  |
| --- | --- |
| Action | Email Notification |
| When Invoice moves from Discrepant to Pending Approval | Send Email to IO Creator if:   * Resource is active. * Resource has Email Address * Has Right to Approve Invoice on First Level * “Send Email to First Level of Approval to IO Creator” is checked   If above condition is not true, then:   * Send email to all people in applicable role who can approve invoice on First Level |
| Reminder Email | Send reminder email to all resources in the applicable role. |

**Note:** The above logic applies to Production invoices if a PO assigned to invoices.

## Description of Change

**Database Changes**

Following fields will be added in tables

1. **apam\_company\_invoice\_configuration**

|  |  |  |  |
| --- | --- | --- | --- |
| Field | Type | Len | NN |
| send\_io\_creator\_email | Char | 1 |  |

1. **apad\_invoice\_document\_resource\_notification**

|  |  |  |  |
| --- | --- | --- | --- |
| Field | Type | Len | NN |
| Email\_Subject | Varchar | 1024 |  |
| Email\_Body | Text |  |  |

Stored Procedures Updates:

|  |  |
| --- | --- |
| Database | Stored Procedure |
| Client | **apas\_invoicedocument\_resource\_reminder\_getbynumberofdays** |
| Client | apas\_companyinvoiceconfiguration\_save |
| Client | apas\_company\_list |
| Client | apas\_company\_get |
| Client | apas\_resources\_get\_by\_invoice\_document |
| Client | apas\_invoicedocumentresourcenotification\_bulkupdate |
| Common | apsp\_GetInvoiceFetchInfo |

**Application Changes:**

## Impact Analysis Details

Following are the impacts of the change in different modules:

| **Modules** | **Sub-Modules** | **Impact Details (What is the impact?)** | **Impact Level** |
| --- | --- | --- | --- |
| Nexelus | Vendor Profile |  | Significant |

**Impact Level:** Significant, Negligible, No Impact

**Implementation Time: 35 Hours**

**QA Time: 6 Hours**

**Description:**

Both Application and Database changes are required.