



## 6 How to view Open Goods receipts

Dashboard - Yanfeng Portal - F X +  
https://portal.yanfeng.flowis.com

# Yanfeng Portal - Flowis

Quick search

- Dashboards
- Contacts
- General
- Invoice process flow

ACTION LINKS

- Submit new invoice
- Pending invoice validation

DATA LINKS

- Invoices
- Remittance advices
- Purchase orders
- Open goods receipts**
- Account details

REPORTED ISSUES

- Reported Issues

## Dashboard

Welcome to Supplier Portal developed by SoftPoint

Submit invoice   Remittance advices   Invoices   Purchase orders   **Open goods receipts**

Learn more   Learn more   Learn more   Learn more   Learn more

### Invoices overview

24  
chart total

### Purchase orders overview

2023-03

To display **Goods receipts** you can click on the icon on the dashboard or tab on the left.

goods receipts - Yanfeng x +

://portal.yanfeng.flowis.com/c/supplier\_portal\_open\_goods\_receipts

## Open goods receipts

STAGING ? SP

Supplier: select option

Purchase order: select option

PO line item:

Receiver:

Packing Slip:

Quantity: Quantity from  Quantity to

Unit price: Unit price from  Unit price to

Total amount: Total amount from  Total amount to

Open amount: Open amount from  Open amount to

selected   7 items | 1 p

Supplier	Purchase order	PO line item	Receiver	Packing Slip	Quantity	Unit price	Total amount	Open amount	ID
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO890	1	RC890		1,00	2 000,00	2 000,00	2 000,00	1385922862
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO7890	1	RC7890	7890	1,00	2 000,00	2 000,00	2 000,00	1385922861
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO234567	1	RC234567	234567	1,00	250,00	250,00	250,00	1385879975
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO345678	1	RC345678	345678	1,00	150,00	150,00	0,00	1385879976
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO987654	1	RC987654	987654	1,00	700,00	700,00	700,00	1385879977
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO123456	1	RC123456	123456	1,00	500,00	500,00	0,00	1385879974
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO56789	1	RC56789	56789	1,00	150,00	40 000,00	36 000,00	1385922863

/ items | 1 page </>

Once you choose one of the options, you'll see the **complete list of your Goods receipts and their details.**

# Open goods receipts

Supplier: select option [checkbox] [checkbox]

Purchase order: select option [checkbox] [checkbox]

PO line item: [checkbox] [checkbox] [menu]

Receiver: [checkbox] [checkbox] [menu]

Packing Slip: [checkbox] [checkbox] [menu]

Quantity: Quantity from [input] Quantity to [input] [checkbox]

Unit price: Unit price from [input] Unit price to [input] [checkbox]

Total amount: Total amount from [input] Total amount to [input] [checkbox]

Open amount: Open amount from [input] Open amount to [input] [checkbox]

[Search] [Clear] [Clear and refresh]

selected ▾ [Customize] [Download] 7 items | 1 page

<input type="checkbox"/>	Supplier	Purchase order	PO line item	Receiver	Packing Slip	Quantity	Unit price	Total amount	Open amount	ID
<input type="checkbox"/>	123456 - My Company Ltd. Co. KG	PO890	1	RC890		1,00	2 000,00	2 000,00	2 000,00	1385922862
<input type="checkbox"/>	123456 - My Company Ltd. Co. KG	PO7890	1	RC7890	7890	1,00	2 000,00	2 000,00	2 000,00	1385922861
<input type="checkbox"/>	123456 - My Company Ltd. Co. KG	PO234567	1	RC234567	234567	1,00	250,00	250,00	250,00	1385879975
<input type="checkbox"/>	123456 - My Company Ltd. Co. KG	PO345678	1	RC345678	345678	1,00	150,00	150,00	0,00	1385879976
<input type="checkbox"/>	123456 - My Company Ltd. Co. KG	PO987654	1	RC987654	987654	1,00	700,00	700,00	700,00	1385879977
<input type="checkbox"/>	123456 - My Company Ltd. Co. KG	PO123456	1	RC123456	123456	1,00	500,00	500,00	0,00	1385879974
<input type="checkbox"/>	123456 - My Company Ltd. Co. KG	PO56789	1	RC56789	56789	1,00	150,00	40 000,00	36 000,00	1385922863

7 items | 1 page </>

Fields in the upper section can be used to **filter the displayed list.**

The list of your items contains multiple columns with information.

ds receipts - Yanfeng x +

/portal.yanfeng.flowis.com/c/supplier\_portal\_open\_goods\_receipts

### Open goods receipts

STAGING ? 🔔

Supplier: select option  
Purchase order: select option  
PO line item:   
Receiver:   
Packing Slip:   
Quantity: Quantity from, Quantity to  
Unit price: Unit price from, Unit price to  
Total amount: Total amount from, Total amount to  
Open amount: Open amount from, Open amount to

🔍 Search Clear Clear and refresh

selected Customize Download

Supplier	Purchase order	PO line item	Receiver	Packing Slip	Quantity	Unit price	Total amount	Open amount	ID
123456 - My Company Ltd. Co. KG	PO890	1	RC890		1,00	2 000,00	2 000,00	2 000,00	1385922862
123456 - My Company Ltd. Co. KG	PO7890	1	RC7890	7890	1,00	2 000,00	2 000,00	2 000,00	1385922861
123456 - My Company Ltd. Co. KG	PO234567	1	RC234567	234567	1,00	250,00	250,00	250,00	1385879975
123456 - My Company Ltd. Co. KG	PO345678	1	RC345678	345678	1,00	150,00	150,00	0,00	1385879976
123456 - My Company Ltd. Co. KG	PO987654	1	RC987654	987654	1,00	700,00	700,00	700,00	1385879977
123456 - My Company Ltd. Co. KG	PO123456	1	RC123456	123456	1,00	500,00	500,00	0,00	1385879974
123456 - My Company Ltd. Co. KG	PO56789	1	RC56789	56789	1,00	150,00	40 000,00	36 000,00	1385922863

7 items | 1 page

Purchase order

PO line item

select option [input] [input]

[input] [input] [input]

Packing Slip

Quantity

[input] [input] [input]

Quantity from [input] Quantity to [input]

Total amount

Open amount

Total amount from [input] Total amount to [input]

Open amount from [input] Open amount to [input]

Clear

Clear and refresh

Customize [gear icon] Download [download icon]

7 items | 1 page

Purchase order	PO line item	Receiver	Packing Slip	Quantity	Unit price	Total amount	Open amount	ID
PO890	1	RC890		1,00	2 000,00	2 000,00	2 000,00	1385922862
PO7890	1	RC7890	7890	1,00	2 000,00	2 000,00	2 000,00	1385922861
PO234567	1	RC234567	234567	1,00	250,00	250,00	250,00	1385879975
PO345678	1	RC345678	345678	1,00	150,00	150,00	0,00	1385879976
PO987654	1	RC987654	987654	1,00	700,00	700,00	700,00	1385879977
PO123456	1	RC123456	123456	1,00	500,00	500,00	0,00	1385879974
PO56789	1	RC56789	56789	1,00	150,00	40 000,00	36 000,00	1385922863



If you want to change the order of the columns or to add or remove some, click on the "Customize" button.

### Custom columns order



Check / Uncheck all



Supplier



Purchase order



PO line item



Receiver



Packing Slip



Quantity



Unit price



Total amount



Open amount



Ruby eval + ERB component

Save

Close

Supplier	Purchase order	PO line item	Receiver	Packing Slip	Quantity	Unit price	Total amount
56 - My Company Ltd. Co. KG	PO890	1	RC890		1,00	2 000,00	2 000,00
56 - My Company Ltd. Co. KG	PO7890	1	RC7890	7890	1,00	2 000,00	2 000,00
56 - My Company Ltd. Co. KG	PO234567	1	RC234567	234567	1,00	250,00	250,00
56 - My Company Ltd. Co. KG	PO345678	1	RC345678	345678	1,00	150,00	150,00

Add or remove columns by marking checkboxes and moving them with arrows on the left.

Once you are done, go to the button and **save it as your personal view.**

Purchase order

select option

PO line item

Packing Slip

Quantity

Total amount

Open amount

Total amount from

Total amount to

Open amount from

Open amount to

Clear

Clear and refresh

Customize

Download

7 items | 1 page

Order	PO line item	Receiver	Packing Slip	Quantity	Unit price	Total amount	Open amount	ID
1		RC890		1,00	2 000,00	2 000,00	2 000,00	1385922802
1		RC7890	7890	1,00	2 000,00	2 000,00	2 000,00	1385922861
1		RC234567	234567	1,00	250,00	250,00	250,00	1385879975
1		RC345678	345678	1,00	150,00	150,00	0,00	1385879976
1		RC987654	987654	1,00	700,00	700,00	700,00	1385879977
1		RC123456	123456	1,00	500,00	500,00	0,00	1385879974
1		RC56789	56789	1,00	150,00	40 000,00	36 000,00	1385922863

7 items | 1 page



If you'd like to **download** the list of Goods receipts, you can **click on the "Download" button.**



Purchase order

PO line item

select option

Packing Slip

Quantity

Quantity from Quantity to

Total amount

Open amount

Total amount from Total amount to

Open amount from Open amount to

Search

Clear

Clear and refresh

Purchase order	PO line item	Receiver	Packing Slip	Quantity	Unit price	Total amount		
PO890	1	RC890		1,00	2 000,00	2 000,00		
PO7890	1	RC7890	7890	1,00	2 000,00	2 000,00		
PO234567	1	RC234567	234567	1,00	250,00	250,00		
PO345678	1	RC345678	345678	1,00	150,00	150,00		
PO987654	1	RC987654	987654	1,00	700,00	700,00	700,00	1385879977
PO123456	1	RC123456	123456	1,00	500,00	500,00	0,00	1385879974
PO56789	1	RC56789	56789	1,00	150,00	40 000,00	36 000,00	1385922863

7 items | 1 page </>

Customize Download

- Download XLSX (Fast)
- Download XLSX v2
- Download CSV (Excel-compatible)
- Download CSV (standard)

If you'll click on the **dropdown button**, you can **choose the format**, in which your data will be downloaded.

### Open goods receipts

Supplier:

Purchase order:

PO line item:

Receiver:

Packing Slip:

Quantity:

Unit price:

Total amount:

Open amount:

7 items | 1 page

Supplier	Purchase order	PO line item	Receiver	Packing Slip	Quantity	Unit price	Total amount	Open amount	ID
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO890	1	RC890		1,00	2 000,00	2 000,00	2 000,00	1385922862
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<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO234567	1	RC234567	234567	1,00	250,00	250,00	250,00	1385879975
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO345678	1	RC345678	345678	1,00	150,00	150,00	0,00	1385879976
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO987654	1	RC987654	987654	1,00	700,00	700,00	700,00	1385879977
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO123456	1	RC123456	123456	1,00	500,00	500,00	0,00	1385879974
<input type="checkbox"/> 123456 - My Company Ltd. Co. KG	PO56789	1	RC56789	56789	1,00	150,00	40 000,00	36 000,00	1385922863

To display details and preview some **specific Goods receipts**, simply **click on the item, which you'd like to inspect**, and the system will open a single view screen for you.

## Open goods receipts - #1385922862

### Goods receipt details

Supplier	123456 - My Company Ltd. Co. KG
Purchase order	PO890
PO line item	1
Receiver	RC890
Packing Slip	
Quantity	1,00
Unit price	2 000,00
Total amount	2 000,00
Open amount	2 000,00

### Technical details

Created at	2023-03-15 16:35
Creator	[REDACTED]
Updated at	2023-04-03 10:27
Updater	[REDACTED]

In this single-view screen, you can **see the details of the Goods receipt and some technical details.**



At SoftPoint we also address **other key finance processes** such as:



## General ledger

- **Fixed assets:** fixed assets register, multiple books (e.g. GAAP, statutory, tax, etc.), different depreciation methods, and handling of acquisitions, disposals, and transfers.
- **Intercompany:** submission of exchange requests, routing, and approval, simultaneous posting to various ERP systems, reconciliation of intercompany balances, and payment approval.
- **Account reconciliations:** reconciliation cover sheets and balance explanations, auto-reconciliations, routing and approval, and integration with accounting software.
- **Lease accounting:** IFRS 16 requirements, lease obligations, and calculation of BS / PL balances.
- **Manual journals:** routing & approval, and automated recurring journals.
- **GL reporting**

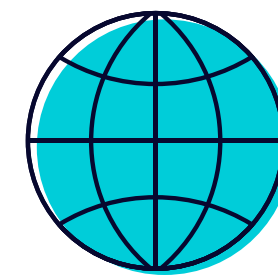


## Accounts receivable

- **Cash application:** matching customer payments with open items, automated breakdown of payments with remittances, and routing of discrepancies to relevant business owners.
- **Billing:** processing of billing requests and automated billing.
- **Business teams:** the resolution of discrepancies, submission of billing requests, and cash-flow forecasting.
- **AR reporting.**

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If you want to know more about **Flowis**  
and our solutions, **visit our website**  
or **contact us via email**.



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