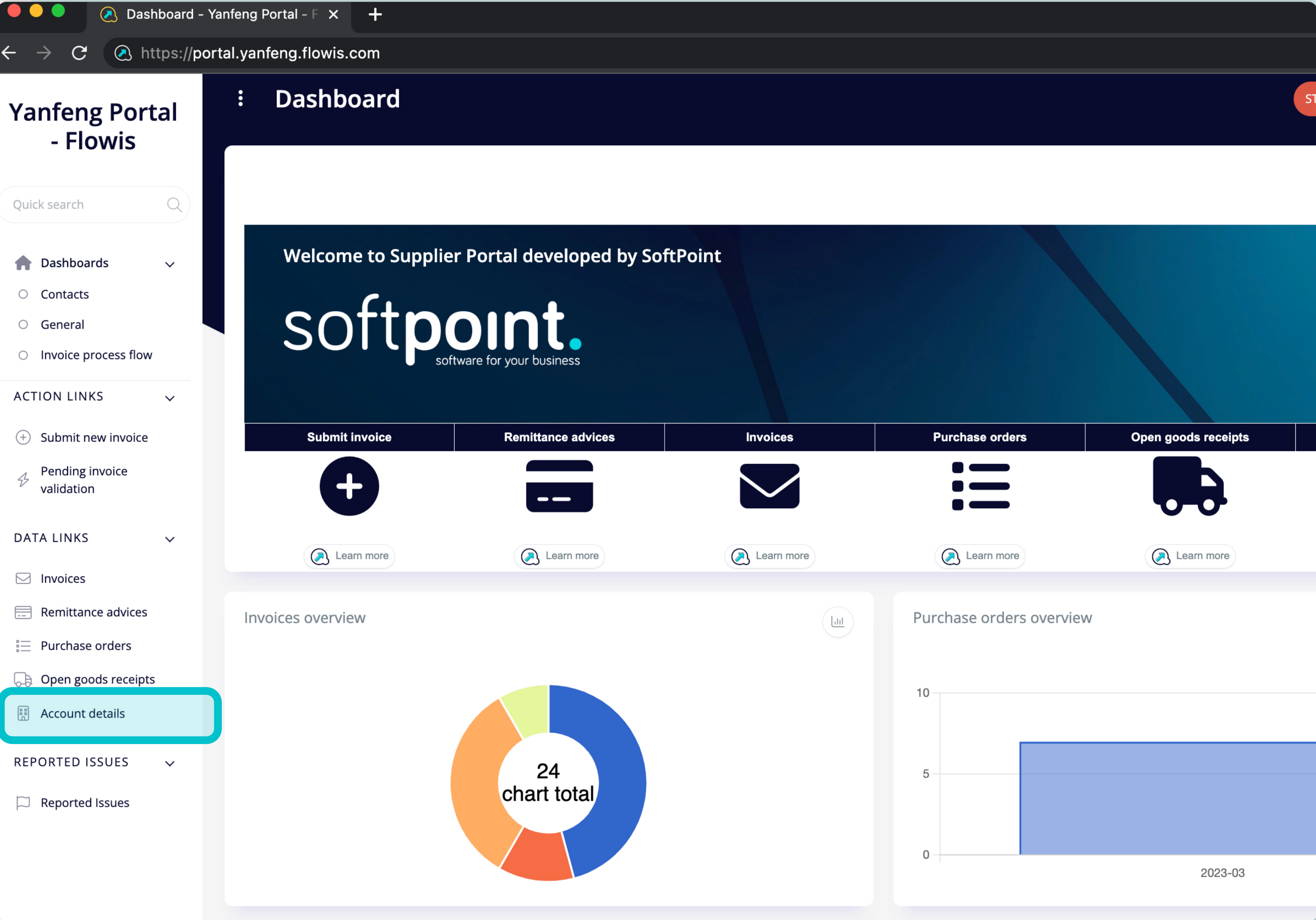




7 How to view Supplier Accounts Details



Users can access their supplier account details by **clicking on the “Account details”** tab on the left side of the screen.

Account details

STAGING ?

Number:

Name:

Address:

City:

Country:

ZIP Code:

State Tax:

Authorized supplier users:

Q Search Clear Clear and refresh

Number	Name	State Tax	City	Address	Country	Zip Code	Authorized supplier users	Bank details
123456	My Company Ltd. Co. KG		Berlin	Hochstrasse 123	DE - Germany	10115	Supplier Portal Tester, Supplier Portal Tester 2	327509317

1 item | 1 page

By clicking on the account details tab, **users will get the complete list** of their master data details.

Account details

Number

Name

Address

City

Country

ZIP Code

State Tax

Authorized supplier users

Customize

1 item | 1 page

Number	Name	State Tax	City	Address	Country	ZIP Code	Authorized supplier users	Bank details	ID
123456	My Company Ltd. Co. KG		Berlin	Hochstrasse 123	DE - Germany	10115	Supplier Portal Tester, Supplier Portal Tester 2		327509317

1 item | 1 page </>

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

al.yanfeng.flowis.com/c/supplier_portal_suppliers

Account details STAGING ? 🔔

Number

Name

Address

City

Country

ZIP Code

State Tax

Authorized supplier users

^

Number	Name	State Tax	City	Address	Country	ZIP Code	Authorized supplier users	Bank details	ID
125456	My Company Ltd. Co. KG		Benin	Hochstrasse 123	DE - Germany	10115	Supplier Portal Tester, Supplier Portal Tester 2		527509517

1 item | 1 page

The list of your items contains multiple columns with information.

Name

Address

Country

ZIP Code

Authorized supplier users

Clear

Clear and refresh

⚙️ Customize
1 item | 1 page

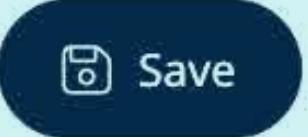

State Tax	City	Address	Country	ZIP Code	Authorized supplier users	Bank details	ID
KG	Berlin	Hochstrasse 123	DE - Germany	10115	Supplier Portal Tester, Supplier Portal Tester 2		327509317

1 item | 1 page </>

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

Custom columns order ✕

<input type="checkbox"/>	Check / Uncheck all
↕	<input checked="" type="checkbox"/> Number
↕	<input checked="" type="checkbox"/> Name
↕	<input checked="" type="checkbox"/> State Tax
↕	<input checked="" type="checkbox"/> City
↕	<input checked="" type="checkbox"/> Address
↕	<input checked="" type="checkbox"/> Country
↕	<input checked="" type="checkbox"/> ZIP Code
↕	<input checked="" type="checkbox"/> Authorized supplier users
↕	<input checked="" type="checkbox"/> Bank details
↕	<input type="checkbox"/> Ruby eval + ERB component

 Save  Close

Name	State Tax	City	Address	Country	ZIP Code	Authorized supplier users
My Company Ltd. Co. KG		Berlin	Hochstrasse 123	DE - Germany	10115	Supplier Portal Tester, Supplier Portal Teste

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.**

Account details

STAGING ?

Number:

Name:

Address:

City:

Country:

ZIP Code:

State Tax:

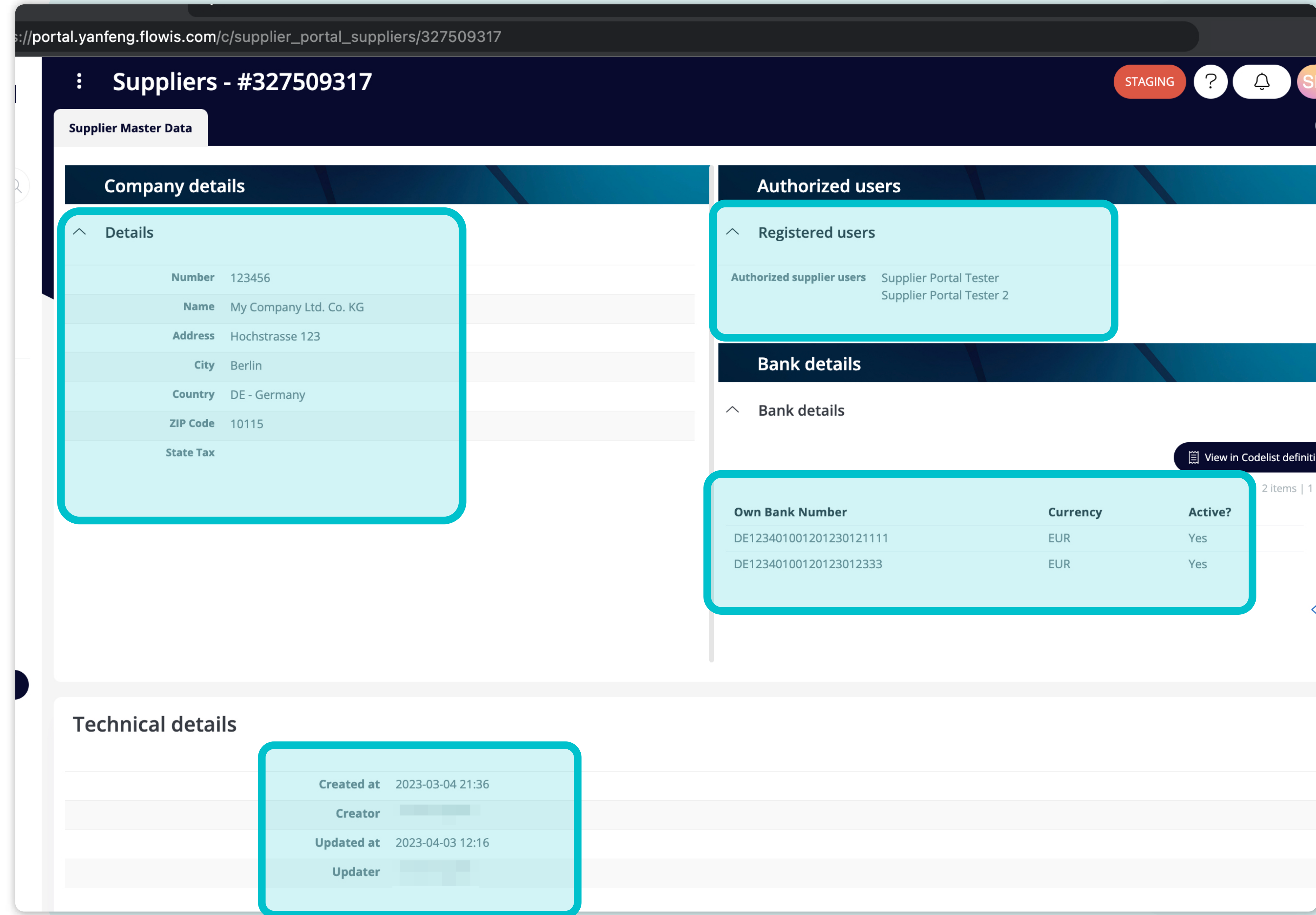
Authorized supplier users:

Q Search Clear Clear and refresh

Number	Name	State Tax	City	Address	Country	Zip Code	Authorized supplier users	Bank details
123456	My Company Ltd. Co. KG		Berlin	Hochstrasse 123	DE - Germany	10115	Supplier Portal Tester, Supplier Portal Tester 2	327509317

1 item | 1 page

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



In this single-view screen, users can see the **Company details, Authorized user details, Bank details, 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**

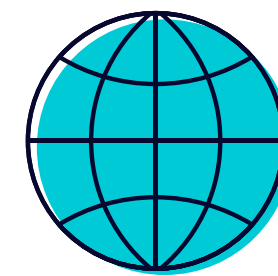


Accounts receivable

- **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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