ERPAdvance Asia

FOR SAGE 300

NORMING RESOURCE MANAGER · PLATFORM

Document Attachment

Attach once, review easily, retrieve any time

Attach invoices, receipts and contracts when the Sage 300 transaction is created. Reviewers see the evidence with the transaction, and the documents stay linked to it for future retrieval, such as audits.

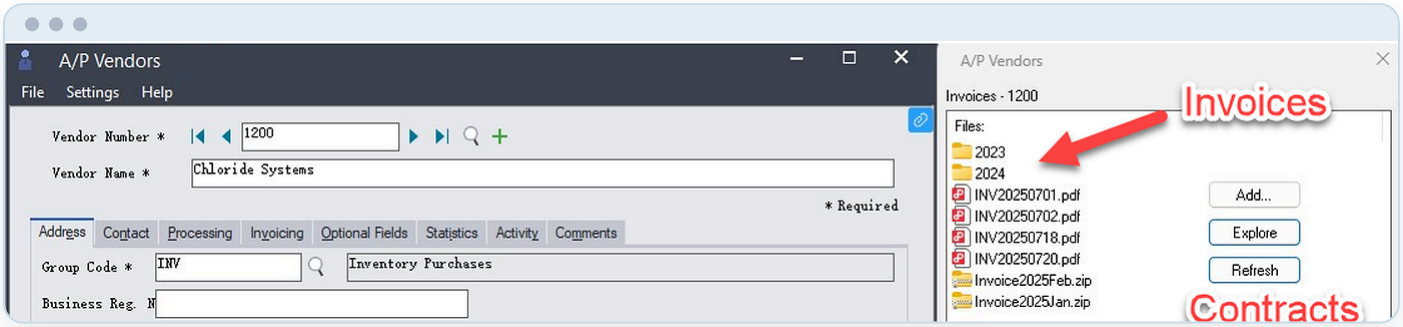
HOW IT WORKS

Attach
When the entry is created

Review
Evidence with the entry

Reuse
Shared across screens

Retrieve
Any time, e.g. audit



Documents attached to a Sage 300 vendor

KEY CAPABILITIES

Sage 300 screens
Attach files to A/R, A/P, O/E, P/O, I/C, G/L and PJC transactions and more.

Master records too
Keep invoices, contracts and product files against records such as vendors.

Auto-linked documents
Files attached to an invoice appear automatically on the related A/P payment.

Drill down from G/L
Open source documents from a G/L journal by drilling down to the source entry.

Audit-ready
Centralise supporting documents for a complete, accessible audit trail.

Shared access
Make documents available to the relevant users across departments.

ONE DOCUMENT, THREE USES

At entry
Attach the invoice, receipt or contract as the transaction is created.

At approval
Reviewers see the evidence beside the transaction - no chasing paper.

At audit
Retrieve it any time, including by drilling down from G/L.

Works on Sage 300 desktop screens, including modules not covered by Resource Manager. Resource Manager web requisitions have their own attachment feature.

See how it fits your business

Contact your Sage 300 partner or ERPAdvance Asia for a demo.

WhatsApp +65 8168 3926 | contact@erpadvanceasia.com | erpadvanceasia.com