2.04.09 Incoming Invoice Position

The mask **incoming invoice position** manages the items of the incoming invoices. It contains information about the project, the net and gross amount of the line item, sales tax, cost element, and whether the line item has already been invoiced.

General Data

- **Incoming Invoice:** This field assigns a unique identification number to the foreign invoice, which is automatically assigned by the system.
- **ForeignInvoiceStatus2:** This field displays the current status of the A/P invoice.
- **Number:** This field identifies the number of the foreign invoice item using a unique identification number that is automatically preassigned by the system.
- **Rebilling:** This indicator is used to mark an A/P invoice item as billable for A/R invoices.
- **Description:** This field is used to enter the description of the foreign invoice item.
- **Project:** The project for the foreign invoice item is assigned in this field.
- **Net Amount:** This field is used to define the net amount of the foreign invoice line items. If you enter the gross amount and the sales tax, the system calculates this value automatically.
- **VAT:** If you select VAT, the system automatically calculates the gross amount of the line item. The sales tax can be defined and changed in the sales tax mask.
- **Gross Amount:** This field indicates the total amount of the foreign invoice line item. If the net revenue and the sales tax are entered, the system calculates this value automatically.
- **Type of Cost:** This field indicates the cost element of the invoice item. The cost types can be defined and changed in the cost type mask.
- **Budget:** This field defines the budget (that is, the cost specification) for the selected item.
- **Note:** This field allows you to enter remarks regarding the invoice line item.

Job

- **Employee:** This field defines the processor of the work package.
- **Job:** This element contains the link to the assigned work package.
- **Number Hours Job:** The content of this field shows how many hours are to be billed for the work package.
- **Assigned Hours:** This field shows the assigned planned effort for the work package.
- **Difference:** This field calculates the difference between the actual effort and the assigned planned effort.
- **Hourly Rate:** Specifies the value of the external hourly rate.

Item

- **Number of Items:** The field indicates the number of the item.
- **Item:** The item can be selected in this field. The item description is displayed next.

Actions

- **Outgoing Order Position:** This field defines the link to the purchase order from which an A/P invoice or A/P invoice item was created.
- **PercentCompleted:** The amount of the A/P invoice item is calculated from the product of the purchase order item and the percentage of completion. (7283)
- **Amount external:** Is the product of the number of hours of the work package and the hourly rate stored for the work package in the incoming invoice item.
- **Billed:** This field is checked if the A/P invoice item was copied to an outgoing invoice and billed.
- **OutgoingInvoice:** This field indicates and links to the outgoing invoice to which the ingoing invoice item was copied.
- **Receipt Checked:** Indicates the check status of the incoming invoice. The Check Incoming Invoice action sets the status of the incoming invoice item to Check Requested, and so on.
- **Source:** Link to the projectile object which is the source of this cost.
- **ReceiptsOfGoodLines:** If you use the promotion -Generate Invoice - via a purchase order, a goods receipt item is automatically created in the incoming invoice item with description, article, quantity, article, and so on.
- **LinesForReceiptofGoods:** Compares the A/P invoice items with the goods receipt PO items.
- **ParentLineForReceiptOfGoods:** Links to the position containing receipt of goods
- **ForeignInvoiceStatus:** If an A/P invoice item is not covered by a delivery note (goods receipt PO) or is only partially covered by a delivery note, the A/P invoice item is set to the status Down Payment Made by default. Once an assignment (link) to the purchase order exists. When a goods receipt is entered, it can be subsequently assigned to the incoming invoice. If the amount of the A/P invoice is covered by the assigned goods receipts, the status is set to "transferred".
- **DifferenceROGAmount:** If the sum of the difference of the goods receipt amount - A/P invoice amount.

Actions

The document class contains the following actions:

- **Check Incoming Invoice:** This action starts the workflow for checking the incoming invoice item.
- **Set Incoming Invoice Item with the Goods Receipt Item:** This action allows you to assign a goods receipt item when using goods receipts.
- **Process List of Good Receipts Items:** If goods receipts are used, the list of entries assigned to the item can be processed using this promotion.

- **Reset Check Status:** This separate, rights-assigned action allows you to reset the check status of the goods receipt invoice item directly and without starting the workflow.

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