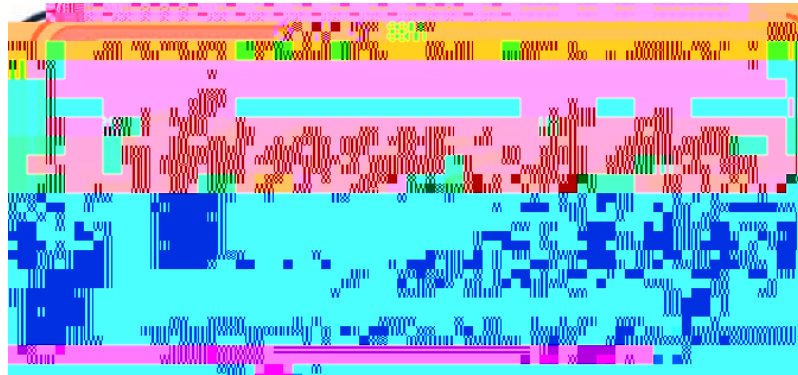


# eInvoicing and eProcurement Catalog Orders



eInvoicing is a way for the University to pay for eProcurement process. The  
For the catalog items purchased through the Show Me Shop. The supplier ships the items  
er  
eInvoicing application.

Accounts Payable  
then run in PeopleSoft to identify

what was invoiced and what was ordered. UM System Supply Chain staff work directly with the supplier and/or  
requesting department to resolve exceptions, so the PO voucher can be processed for payment. If a purchase order is split funded, the PO  
voucher will distribute the funding as established on the eProcurement Requisition.

Along with implementing the new process with our Show Me Shop suppliers, UM System Supply Chain has been able to negotiate early  
payment discounts with some suppliers. For example, Staples purchase orders are eligible for a 1% discount if paid within 10 days. The  
discount savings are returned directly to the ordering department and reflected in financial reports.

# View Early Pay Discounts in Financial Reports:

This is an example of how the early pay discount is reflected in the Income Statement 1 Report.

The discounts use PS Account 742101 – “Vendor Discounts Earned/Lost”. Drill into the details by clicking on the hyperlink negative amount.

## Income Statement 1: Fiscal Year to Date Funds

723000 - Postage/Shipping & Delivery	30.73	30.73
724000 - Telephone services	117.06	117.06
<u>300.40</u>		
730000 - Supplies		300.40
740100 - Vendor Incentive/Commission	210.00	210.00
742101 - Vendor Discounts-Earned/Lost	(0.58)	(0.58)
799999 - Departmental	223.00	223.00

On the Journal Lines page, you will see the Journal ID, Date, and Chartfield information. The Source will be