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How to get started with e-documents via papiNet XML messages

This document tells why your company should use e-documents and how to do it via papiNet XML messages. Moreover, it describes implementation processes and what to consider before implementing papiNet WoodX messages.

1 Why start using e-documents?

First of all your company has to clarify the gains you could achieve by using e-documents

Instead of receiving ordinary paper documents, either faxed or in the form of digital paper documents such as PDF-files, you could get the information in a structured format for further use in your business systems. By using tagged information you can skip manual registration and let the information be reused from one system to the other, by using computer to computer communication. This not only speeds up the process and gets rid of manual typing of data, but will also improve the quality of the data transferred.

To be able to justify any implementation costs for electronic data interchange you need to understand your existing processes and the resource costs associated with these processes. To guide you a "Benefit calculation model for papiNet WoodX cases" is available to assist in preparing any cost justification proposals you may require.

It is important to also clarify the benefits for your partners, as this can be a part of your decision to start using e-documents. The partners are e.g. customers, sellers, suppliers, logistic partners.

2 Is it possible for us?

From a technical point of view you should first check that your ERP/Financial system is able to receive and/or send e-documents, either in XML-format or other electronic format.

If your system can handle the papiNet XML documents directly then great, but generally you will have to map these to/from your ERP specific formats. There are many tools available to allow you to do this mapping outside of your ERP system.

It may also require additional software, such as a message broker, to control the communication of the messages between you and your partners.

You could also use a third party VAN-service provider for mapping/converting between different document formats and for the communication with your trading partners.

3 What information can be interchanged?

Study the implementation guidelines for the papiNet messages, that the WoodX Segment User Group (SUG) have decided to use in the wood sector. In this way you can learn how the business rules are set up and what information that can be interchanged between different parties in the supply chain.

When looking at importing e-documents, decide for the specific message which tags (information) in the subset that are necessary for you, in your specific use cases. If there are references to existing documents within your ERP system, it might be that very few elements of dynamic data will need to be imported from the e-document. Take a specific look on how you want to map the information on line level; references, article numbers, attribute values on the article etc.

2009-12-10

When looking at exporting e-documents, evaluate the possibilities to fulfil the WoodX SIG subset for the message, i.e. map your company specific dynamic information on the specific document to the subset according to the implementation guidelines. Using the WoodX subsets will make it easier to expand your partner community without having to do partner specific mapping.

4 Communication

Look at how the e-documents will be communicated from a technical point of view;

- Transmission type
 - FTP
 - SMTP
 - HTTP
 - MSMQ
- Envelope for the message
- Encryption
- Use of a 3rd party for the service
- Etc.

5 Trading Partner Agreement

Prepare a Trading Partner Agreement (TPA) to state the form of e-document relation that you are setting up with a partner.

- What messages will be sent and received
- Frequency / timing of when messages will be sent and received
- For incoming messages which pieces of information are mandatory and which are optional
- How the messages will be sent and received

It is a good idea to check that this is okay before you start an e-document relationship.

A sample TPA can be found on the papiNet website.

6 Set up an e-document partnership

Check with your partners; customers, suppliers and other, if they can supply you with e-documents in the papiNet format, or if they want to receive documents in the same way;

- For the specific use cases that you can work with
- That they can deliver/receive information according to your message definitions
- That you have the technical possibilities on both sides

Interchange test messages to ensure that the e-documents are okay to work with when it comes to the content of the message.

7 Get it going

- Agree upon an e-document relationship with your partner
- Test the e-document transactions from a technical point of view
- Check the complete message flow including export/import of the content
- Go Live

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8 Revision history of this document

Date	Change
30.9.2008	Document for V2.31
10.12.2009	Updated/ PPesonen

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