

Email utility setup

The online AI email utility allows emails of supplier invoices to be created as Purchase Orders or GRVs in the Huge ERP system.

Setting up Company utility

Overview menu

Payables Hub

Overview

Inbox

Client Routing

Unknown Senders

MG

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Overview

Invoice mailbox status at a glance

Total Received

39

Processed Today

0

Flagged for Review

35

Unknown Senders

1

Email Status Distribution

Mailbox Poller

Last polled

1 minute ago

Next poll

less than a minute ago

Emails polled (session)

0

Emails stored (session)

0

Recent Emails

Subject	Client	From	Type	Status	Received
Int [redacted]	Huge Software	michelle [redacted]	PO	error	4 days ago
Huge Payments (Pty) Ltd — (no subject)	Huge Software	michelle [redacted]	PO	error	5 days ago
Huge Payments (Pty) Ltd — Huge Payme...	Huge Software	michelle [redacted]	PO	error	6 days ago
Mo [redacted]	Huge Software	michelle [redacted]	PO	error	11 days ago

Inbox

Allows one to check any issues with failed emails

Payables Hub

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Inbox

All received invoice emails

Search by subject, sender or client...

All statuses

39 emails

	Received	Client	From	Subject	Att.	Status	Type	Actions
>	4 days ago	Huge Software	Michelle Smuts	Interi	5	error	PO	Reprocess PO
>	5 days ago	Huge Software	Michelle Smuts	Huge Payments (Pty) Ltd — (no subject)	2	error	PO	Reprocess PO
>	6 days ago	Huge Software	Michelle Smuts	Huge Payments (Pty) Ltd — Huge Pay...	1	error	PO	Reprocess PO
>	11 days ago	Huge Software	Michelle Smuts	Ma	2	error	PO	Reprocess PO
>	19 days ago	Huge Software	Malcolm Granville	Microsoft	1	processed	PO	Reprocess PO
>	27 days ago	Barcode Demo	Service	SEK	8	processed	PO	Reprocess PO

Client Routing

This is where we setup new client routing to ERP namespaces

Payables Hub

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Client Routing

Map shared mailboxes to HugeERP servers

+ Add Route

3 routes

Client	Mailbox Email	Server URL	Port	Company Code	Status	GRV	PO	Actions
Barcode	pay	https://	443	nz	Active	—	On	
Huge ERP	pay	https://	443	nz	Active	—	On	
Huge Software	hso	https://	443	h	Active	—	On	

Setup the new client and link to the server and namespace

Edit Routing Rule

×

Client Name

Huge ERP DEMO NZ1000100

⋮

Mailbox Email

payal

Server URL

https://huge

Port

443

Company Code

nz

Username

Liam

⋮

Password (leave blank to keep current)

⋮

Test Connection

Notes (optional)

☒ Active

☐ GRV Posting

AI parses PDFs and auto-creates GRVs in HugeERP

☒ PO Posting

AI parses PDFs and auto-creates Purchase Orders in HugeERP

Cancel

Save Changes

Unknown Senders

Setup rules for unknow emails

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Unknown Senders

Senders with no routing rule — create a rule to start processing their invoices

+ New Route

1 unrecognised sender

Sender Email	Emails	Most Recent	Actions
II192[REDACTED]	31	about 1 month ago	+ Create Route

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