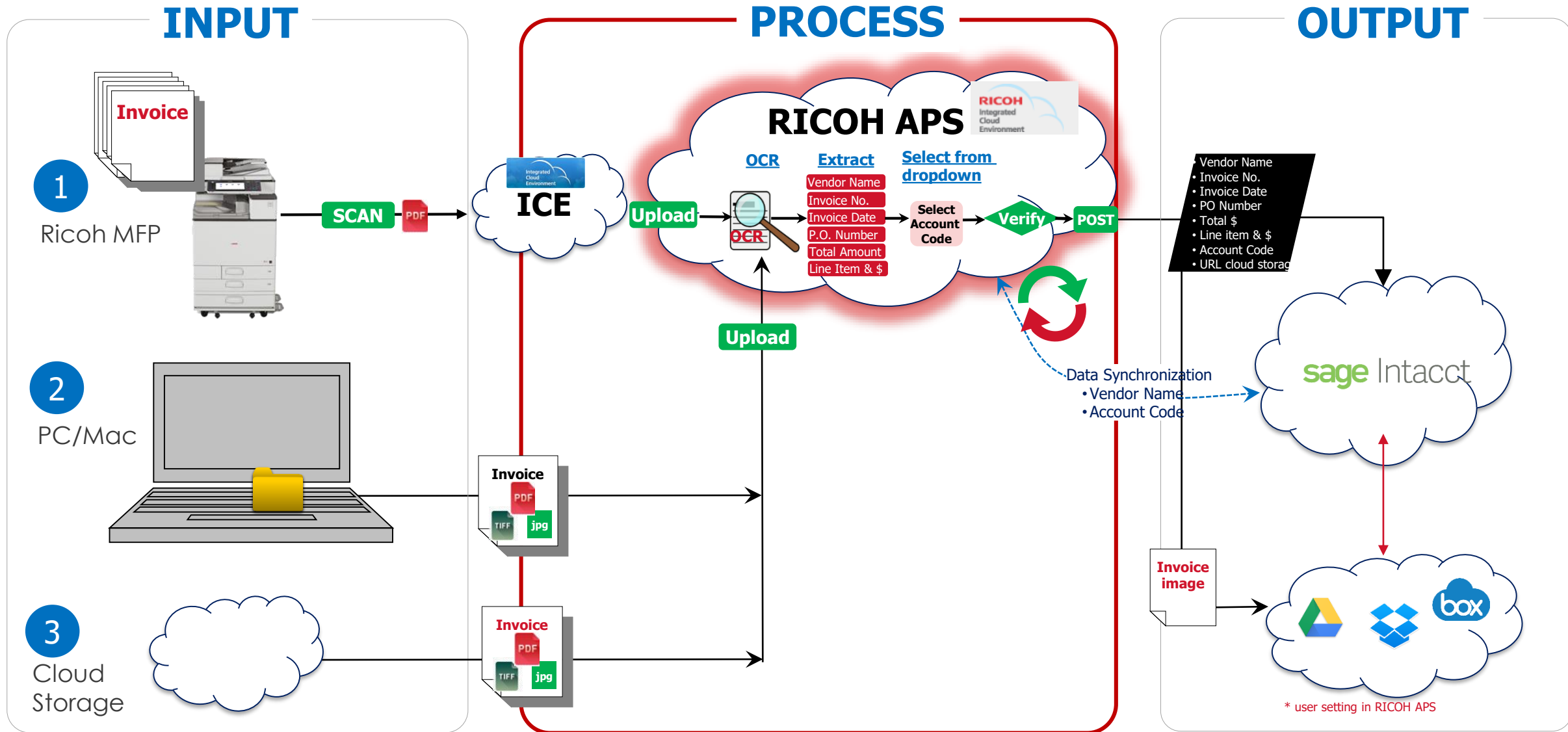


RICOH APS structure Sage Intacct

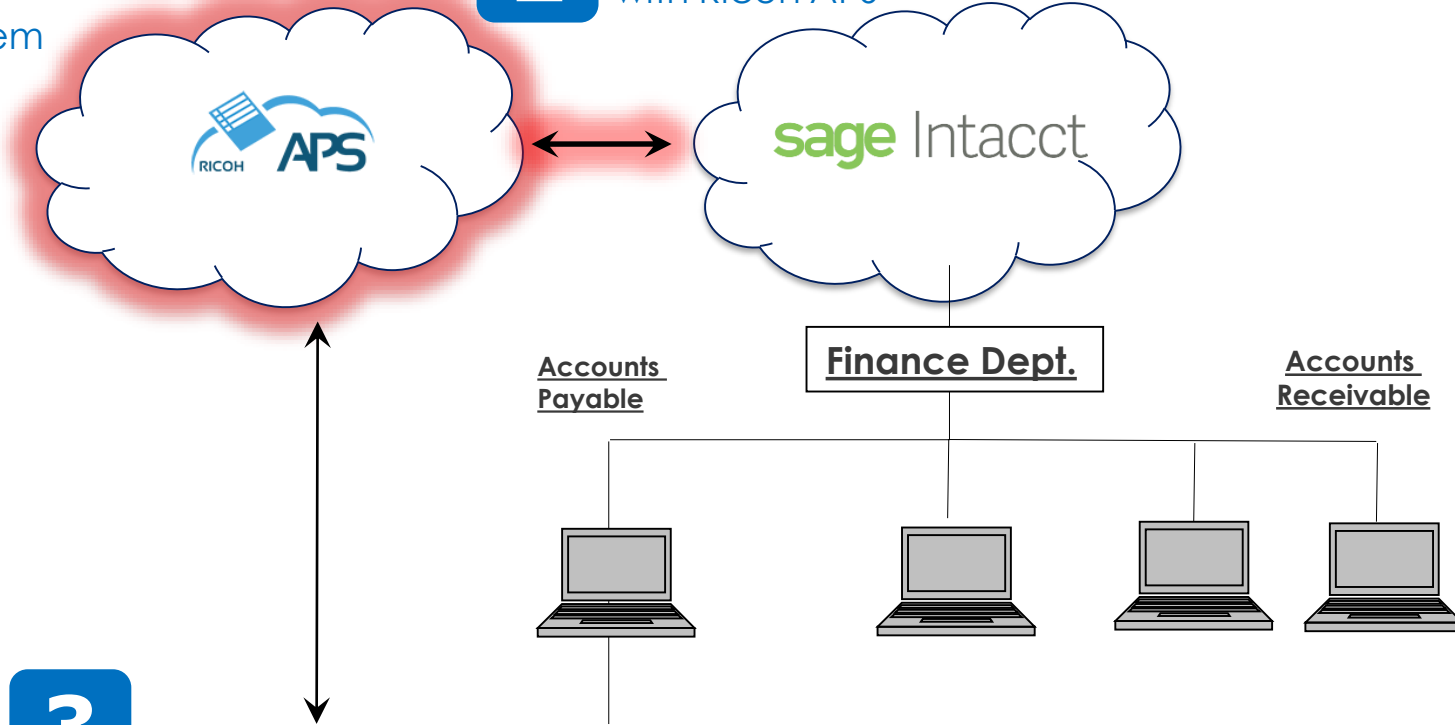


Ricoh APS x Sage Intacct

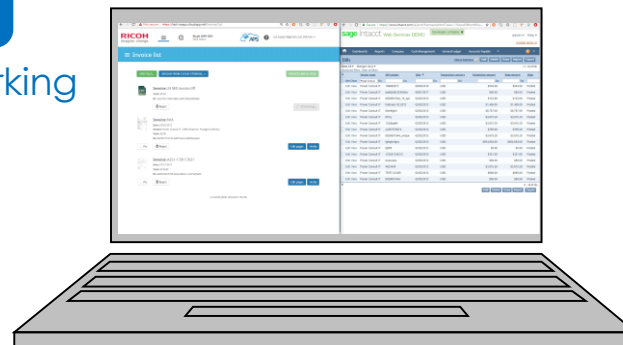
Onboarding Overview

- 1** Go to <https://ricohaps.ricoh-usa.com>
Sign up,
i. Select accounting system
ii. Fill in form
iii. Set up password

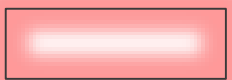
- 2** Connect your Sage Intacct with Ricoh APS



- 3**
Log in and start working



Sage Intacct
Loaded PC

 = Necessary items.

1

Setup Sage Intacct web authorization and user rights



Sage Intacct -> Company -> Security ->
Web Service authorizations
Add **Ricoh MPP** Sender ID

Set correct user rights in Sage Intacct

★

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Company

Company information

Web Services authorizations

	Sender ID	Description	Status
1	Ricoh MPP	--	Active

<input type="checkbox"/>	Application/Module	Permissions
<input checked="" type="checkbox"/>	Administration	Permissions
<input checked="" type="checkbox"/>	Company	Permissions
<input checked="" type="checkbox"/>	Cash Management	Permissions
<input checked="" type="checkbox"/>	General Ledger	Permissions
<input checked="" type="checkbox"/>	Accounts Payable	Permissions
<input type="checkbox"/>	Platform Services	Permissions
<input checked="" type="checkbox"/>	Accounts Receivable	Permissions
<input checked="" type="checkbox"/>	Projects	Permissions
<input type="checkbox"/>	Time & Expenses	Permissions
<input type="checkbox"/>	Inventory Control	Permissions
<input checked="" type="checkbox"/>	Order Entry	Permissions
<input type="checkbox"/>	Purchasing	Permissions
<input type="checkbox"/>	Event Management	Permissions
<input type="checkbox"/>	Ricoh ICE Service	Permissions

Save

Cancel

2

Log in and start

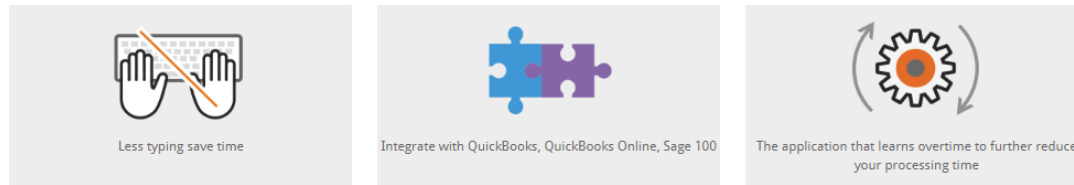


Go to <https://ricohaps.ricoh-usa.com>



What is it?

Invoice Processing, Data routing to QB, QBO, Sage 100



Features & Functionality



INPUT

Dropbox, Box, & Google Drive, Local Computer

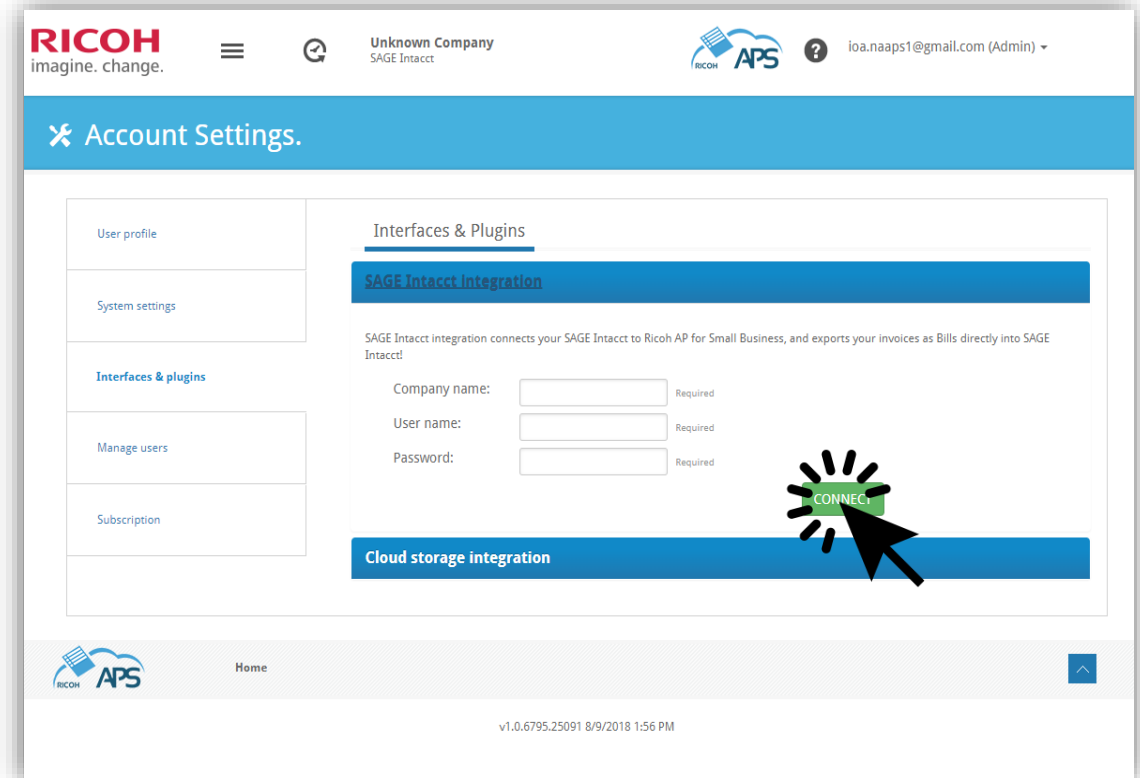
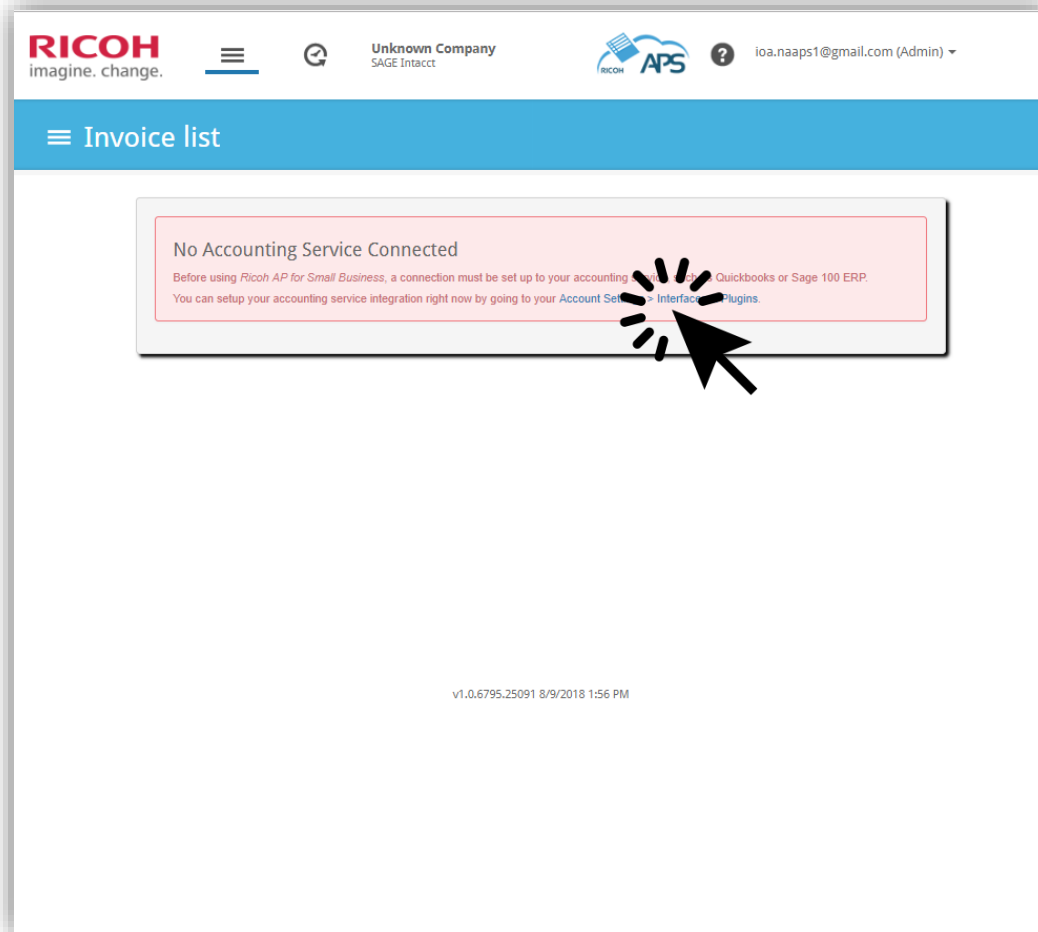
Data Extraction: Key fields in invoice

Data routing: QuickBooks Desktop, QuickBooks Online,

Sage 100, Dropbox, Box, Google Drive



3 Connect your Sage Intacct with Ricoh APS.



Where to find the posted invoice data in Sage Intacct

Web Services DEMO

sage Intacct Web Services DEMO

Developer company

admin Help

Enable Beta UI

Intacct Product Updates

Recent Product News

- 2018 R2.1 release notes (July 18, 2018)
- 2018 R1.1 release notes (March 12, 2018)
- 2018 R1 release notes (February 8, 2018)
- Check out the 2018 release calendar (October 17, 2017)

Bills

Object Definition Add Delete Done Import Export

View All Manage views

Advanced filters Clear all filters

Vendor name	Bill number	Date	Transaction currency	Transaction amount
Adv Clear	Go	Go	Go	Go
Edit View	Gordon Food Service Inc 169862072_qa1	08/08/2018	USD	\$1
Edit View	Gordon Food Service Inc 8020001544_qa1	08/08/2018	USD	\$3

Bill

Post Print Edit Duplicate Done More Actions

Gordon Food Service Inc (nnnssddddd999343242)
Vendor ID balance: 16,592.28 USD

Invoice Date Bill date 08/08/2018 Due date 08/09/2018 Overdue 1 day Bill total 1,425.04 USD Amount paid 0.00 USD **Total Amount** Amount due 1,425.04 USD

Vendor Name Vendor nnnssddddd999343242--Gordon Food Service Inc

Invoice Number State Posted Bill number 169862072_qa1 Reference number 04/28/2016

Amount by line

ACCOUNT	1099	TRANSACTION AMOUNT	BASE AMOUNT	ALLOCATION	MEMO	DEPARTMENT	LOCATION	BILLABLE	PROJECT	CUSTOMER
1 0121-- QAAccountTest		135.60	135.60		24-8Z TOP SIRLOIN 134810-2199 12.44 LB Item 134810 = 12.44 LB / \$135.6					
2 0121-- QAAccountTest		677.92	677.92		4-10# CHIX CVP WNG JUMBO 14416/15633					
3 0121-- QAAccountTest		48.89	48.89		4-5# CHEESE CHED MLD SHRD FTHR 26811					
4 0121-- QAAccountTest		53.52	53.52		42-1QT CREAMER HLF & HLF GFS 5005599					

Description

Ricoh APS : Synchronized Data with your Sage Intacct

RICOH
imagine. change.

Gold Star Products Invoice 697702

Vendor to pay: Gold Star Products | Invoice Number: 697702 | Invoice Date: 12/01/15 | Due Date: 01/01/2016 | Purchase Order: Verbal

Vendor

Del Bene Produce, Inc.
DHL Express USA, Inc.
DigiKey
DISKMAN PACIFIC INC.
DocumentMail
Dover Grease Traps, Inc.
E.ON Energie Romania
Egnyte
Electronics For Imaging
Elematic USA Corporation
Evernote
EXPEDITORS INT'L LOS ANGELES
Foam Fabrications, INC
Foam Fabricators, Inc.
Forum of Incident Response and Security Teams
Fruth Custom Plastics, Inc.
FUTURE ELECTRONICS CORP
Gardere Wynne Sewell LLP
Gold Star Products

G/L code

Asset
6203 - Inventory Asset
6202 - Prepaid Expenses
Expense
1230 - Advertising
1229 - Bad Debts
1228 - Bank Charges
4300 - CANNED & DRY
1227 - Commissions & fees
1007 - Cost of Goods Sold
1006 - Cost of labor - COS
4100 - Dairy-DY
5209 - Discounts
5208 - Discounts given
1225 - Disposal Fees
1225 - Dues & Subscriptions
4500 - Fixed Price
4000 - Food

GOLD STAR PRODUCTS
3800 Coolidge Highway
Oak Park, MI 48237
Phone: (248) 548 9840
Fax: (248) 548 9844

97702
12/01/15

Bill To:
FISHBONES
400 MONROE
SUITE 480
DETROIT, MI 48226

Ship To:
FISHBONES
400 MONROE
SUITE 480
DETROIT, MI 48226

Customer	Ship Via	F.O.B.	Terms
FIS001	TAKEN		Net 30 Days
Purchase Order Number		Salesperson	Order Date
Verbal		JD	12/01/15
Quantity Ordered		Quantity Shipped	Item Number
Back Ordered		Item Description	A/Q #
		Unit Price	Discount %
		Tax	Extended Price

sage Intacct Web Services DEMO

Developer company x

Dashboards Reports **Company** Cash Management General Ledger Accounts Payable

Vendors

View All Manage views Include one-time Include inactive Display hierarchy

Group filters: None Advanced filters Clear all filters

	Vendor ID	Vendor Name	City	State/province
Adv Clear	Go	Go	Go	Go
Edit View	V115	Altova, Inc.	Beverly	MA
Edit View	V116	Amanda Watlington	Charlestown	MA
Edit View	V117	Ameritas Life Insurance Corp	Northborough	MA
Edit View	V118	Amex - Adam Koch	Ft Lauderdale	FL
Edit View	V119	Amex - J Pearce	Ft Lauderdale	FL
Edit View	V120	Amex - Jamus Driscoll		
Edit View	V121	Amex - Olivier Lafont		
Edit View	V122	Amex - Schambach 91003		
Edit View	V123	Amex - W Whitcomb		
Edit View	V124	Amex - Whitcomb Corp 100		
Edit View	V125	AMR Research, Inc.		
Edit View	V126	Andreas Eiserloh		
Edit View	V127	ABCD Products, LLC		
Edit View	V128	AA Apparel		

Accounts

View All Manage views Include inactive

Advanced filters Clear all filters

	Account number	Title	Normal balance
Adv Clear	Go	Go	Go
Edit View	0121	QAAccountTest	Debit
Edit View	1000	Wells Fargo Checking	Debit
Edit View	1005	WAMU	Debit
Edit View	1010	Petty Cash	Debit
Edit View	1020	Citi Savings Account	Debit
Edit View	1099	Undeposited Funds	Debit
Edit View	1100	Accounts Receivable - trade	Debit
Edit View	1110	Accounts Receivable - unbilled	Debit
Edit View	1125	Allowance For Doubtful Accounts	Credit
Edit View	1130	Other Accounts Receivable	Debit
Edit View	1140	Other Current Assets	Debit
Edit View	1150	Employee Advances	Debit