Invoice Due Date – Part 2 – Limiting access for other corporations based on invoice due dates

5/26/22

Bryan and Brandon

* Launched round 1 – the main invoice due date project on 5/25-5/26. Fixed some small bugs and updated shopping carts. Should be good to go.
* Update some help files – view cart, transition invoice dates, add/edit main invoice, corp-wide settings
* Help coordinate a news and update to show people how to use it – to both Cory and Marisa
* Turn on invoice due dates for adilas – there may be some clean-up. We may need to do some training with Shari O. – Also, we may need to let the dust settle before we really push the next phase. We can build the next phase, we just don’t want to implement it (turn it on) until everything else is prepped.
* Chuck had the idea to be able to setup some emails based on the invoice due date. This would be for all users and/or companies that use the due date stuff. Basically, have a background task that watches and pulls queries and then sends out emails based on certain rules. Still to be determined.
  + As a side note, we only care about invoices that have not been paid (still outstanding) and the invoice due date is either past or within a certain number of days.
  + These emails will be sent out every couple of days so that we don’t annoy someone (our clients) too bad.
  + We have to make sure that the settings are in place, turned on, and the invoices (customers tied to the invoices) have a valid email address. Try to help where we can. The real responsibility needs to be on the companies or users chasing monies.
  + Also, ideally, they our clients, are signed up and can do online bill pay and have their ecommerce or customer portal stuff turned on.
* If we are doing custom emails, how do we make it so that we don’t get in trouble for spamming. We also want the email to look nice and provide a link to the invoice and a link to pay for it.
* As a side note, Russell built in a ton of email functionality that calculates invoices and due dates (before the real invoice due date project was released). We really need to look into what that was doing and tie things together. There is already some really cool options. We just need to smooth out the process and make it more automated. Here are some pages that show those values:
  + top\_secret/secure/receivable\_home.cfm
  + top\_secret/secure/afb\_email\_preview.cfm
* For adilas, we had this idea of putting something on the header (may need to get it designed by Chuck) to show outstanding invoices. Originally, this was going to be step 2 of 3. We are seeing it as being step 3 of 3 now. We’d like to get the email settings and automation stuff done first.
  + Basically, you have to think of multiple servers. All of the adilas data, customers, and invoices live on data 0. If someone login on say data 20, it would go back to data 0 (through an internal API socket) and check for any outstanding invoices. It would then return some data.
  + We were just playing around and were thinking about different colors – Think of green (good to go), yellow (caution), orange (getting into trouble), red (problems), and black (full lock down).
  + The goal is to get our clients to pay their bills by showing them some sort of message, modal, header thing – not sure yet. If they click on it, it can show the invoices that are due. It will also have ways to allow them to pay for it.
  + We need to show it, but we also need a way to hide it. Once we show it, per user, they can tell us to hide it (during that session). It will come back the next time they log in, if there are problems. But that can make it go away (at least for a little bit).
  + Question – say we have a corp on data 20 that needs to pay a bill. They have 20 users who login every day. Do we show the warning to all 20 of the users or do we limit access to the underlying invoices and information based on permissions or some sort of list? I would like to show a generic error or warning to all 20 users. I only want to show actionable items to a few of those users (say 2-5 of those).
  + Bryan had the idea of getting with Shari O. and asking her about her wants and needs. Get some ideas from the one who is chasing things around.
* The current goal is just getting the plan together.

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New from Steve on 5/31/22

* From Steve – let everyone see the click to pay button and then maybe see if the person has the correct permission.
* From Steve – he likes the email invoice campaign stuff – talk to Shari about some of this.
* Think settings – MVP on the auto email settings

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Notes from meeting with Shari O. on 5/26/22

* Make sure we tie it in to the {{dueDate}} var in the emails
* Does it link to the individual credit terms? Currently no. It is just tied to corp-wide settings. It might be really nice to tie it into the individual customer settings. This will need to be looked at deeper.
* Due upon receipt vs letting it go out x number of days
* There may be late fees
* What about showing due dates on statements
* Shari O. – make it like you want it – open wish list – your tool

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Notes from a meeting with Bryan and Brandon on 5/31/22

* Russell – try to catch his vision – he built the invoice due date project originally and he built out the email and accounts receivable stuff with a calculated due date – what was his vision?
* Question from Bryan – how do we tie in the customer terms? This would be in the cart – for sure. Also, what about random entries… Cash or cash only, Net 15, Net 30, Net 2/10/30 (10% off if paid within 2 days otherwise normal net 30), etc. It could be crazy.
  + New corp-wide setting, Do you want us to tie into individual credit terms? If yes, here are some things that we can interpret – give them a list. This is an open entry field and could have some really crazy values. Maybe let them see certain values that we understand and/or can use. Once again, if we do this, this would have to be done in the cart, on per customer basis. The corp would have to have the settings in place, a customer in the cart or assigned to the cart, and some sort of readable terms (based on our specific list).
  + If we do a new corp-wide setting, we need to let Wayne know. He is trying to help clean-up that corporations table.
* As a recap – Originally, we were going to do step one – add the invoice due date. Then we were going to go to the API check for adilas. That is now going to be step 3 and may or may not even end up going there. We are still talking about 3 steps but they will be: 1 – Add the invoice due date. 2 – Refine and automate the invoice due date and email stuff. And 3 – Do the API socket stuff.
* Seems like the next major step is getting an actual plan together. We have a bunch of ideas but some of them need a little bit more refinement and loving.