# Eftsure Inside D365 F&O Gap Analyses Questionnaire

**Customer :**

**Date :**

## Vendor mandatory fields

1. Do you have any mandatory fields? Please select all where applicable?

*Account payable > Setup > Accounts payable parameters. Fields required when new vendor is created.*

☐ EIN ☐ Tax

2. Do you have default Tax group for all applicable vendor group?

*Account payable > Vendors > Vendor groups*

☐ Yes ☐ No

3. Do you have specific format for EIN when vendor has no valid EIN?

*Applicable when EIN option in Q1 is enabled*

☐ 99999999 ☐ Blank

## Vendor/Vendor bank account workflow

4. Do you enable vendor change proposal workflow?

*Accounts payable parameters – Vendor approval. Vendor creation has to go through approval*

☐ Yes EIN, Bank account… ☐ No

5. Do you enable vendor bank account creation/change workflow?

*Supplier bank account approval. Any change to vendor bank account*

☐ Yes ☐ No

## Vendor payment

6. Do you enable vendor payment workflow?

*System administration > Workflow > All workflow configuration. Approval to generate vendor payment journal.*

☐ Yes Workflow name ☐ No

7. What is your payment run schedule?

*Fortnight, monthly, weekly etc*

Click or tap here to enter text.

8. On average, how many payment lines are included in a single payment run?

Click or tap here to enter text.

## Vendor Master

9. On average, how many vendors do you onboard on monthly basis?

Click or tap here to enter text.

10. Number of bank account per vendor.

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|---|
| *D365 standard, 1 vendor can have 1 or multiple bank accounts* |
| Click or tap here to enter text. |
| 11. Total valid vendor which will need to be verified. |
| Click or tap here to enter text. |
| 12. Do you have any special naming convention for bank account? *Instead of bank FI eg: BOA, HSBC or specific text* |
| Click or tap here to enter text. |