

The logo for conlutio, with 'con' in blue and 'lutio' in orange. The background of the entire page is a complex digital graphic featuring a large circular tunnel-like structure on the left, composed of concentric rings and a central lens. To the right, there are hexagonal patterns, some containing plus signs and arrows, and horizontal lines with arrowheads pointing right. The overall color palette is shades of blue and white.

conlutio

# xtMail Suite for SAP

## xtMail Suite for SAP

**SAP**® Certified  
Powered by SAP NetWeaver®



## It's hard

to imagine life today without email, but even with the common use of SAP these days many documents, such as purchase orders and order confirmations, are still sent on paper or by fax.

Sending these documents by email can save a lot of time and money, but the opportunities in SAP Standard are unfortunately quite limited. For example, an email might be sent only to one email address specified by the customer or vendor and it is impossible to set up email templates.

xtMail Suite makes these limits a thing of the past: Send your documents the way you want. The suite also offers many additional features.

Function (selection)	SAP Standard	Extension
Send documents by email	✓	✓
Use an email template	✗	✓
Automatically insert email templates based on recipient or other criteria	✗	✓
Send to multiple recipients	✗	✓
Send CC	✗	✓
Set custom sender addresses	✗	✓
Send additional attachments from generic object services (database & archive link)	✗	✓
Send additional attachments from the document management system	✗	✓
Manage email data from the documents	✗	✓
Send documents stored in the material master	✗	✓



## Modules

The solution's modular design means you get exactly the features you need for your operations. The xtMail Suite is currently available for the following modules: purchasing (all purchasing documents including quotation requests, purchase orders and goods issue slips), sales (order confirmations, bids), outbound deliveries, billing documents, financial accounting (payment advice notes, payment reminders, dunning notices), quality notifications and production orders. Additional modules are available on request.



## Recipient list and email templates

Once you have integrated the extension, only a few settings need to be made before putting it to use:

Define a default text to be inserted in your future emails and specify which sender address is to be used (such as last staff member to work on the order or a fixed address). In the simplest set-up, the recipient is taken – from – the business partner's master data as in Standard. If that's what you want to use, no further settings are required to use the extension.

Optionally, you can, of course, set up individual email templates and sender addresses for each organizational unit (purchasing organization, sales organization or company code) .

If that's not flexible enough, you can stretch the solution further by setting up email templates and recipient lists that can be assigned according to an access sequence set up under Customizing. Texts and recipient lists can then be stored at the supplier level, for example, or any other access combinations.



## Optional additional attachments

If desired, additional attachments stored in the document can be sent with the email. It doesn't matter whether attachments stored in the generic object services or the document management system (DMS) have been incorporated in the document. Even documents that have been attached in the material master by the DMS (such as technical drawings) can be automatically included as an attachment to the email.

You can set a filter to ensure that only certain types of documents are available to be chosen for this process. For example, you can define a document type specifically for external attachments to prevent internal information from being accidentally sent outside your company.

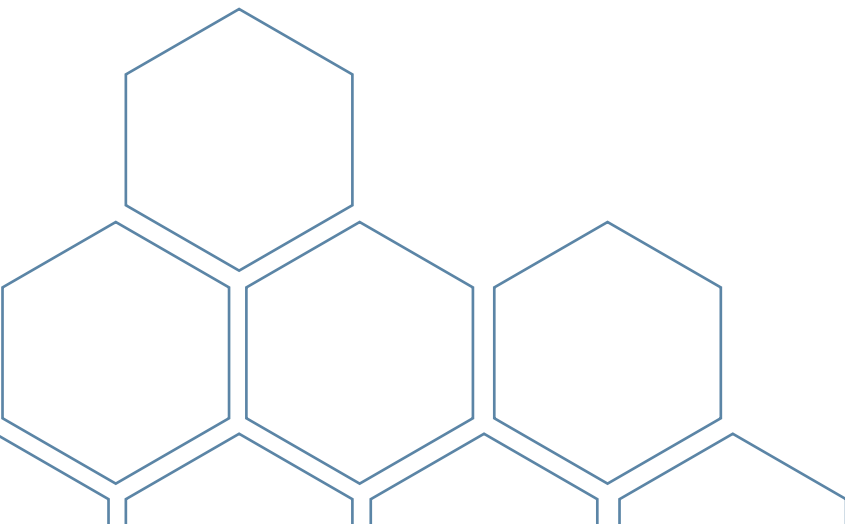
Finally, you can also enable the direct upload feature to allow users to add more attachments to the email in the email data maintenance dialogue.



## Fully automatic or still manual?

Decide for yourself how much interaction your employees need to send emails. You can set up the extension so that all emails are sent automatically. Recipients, email texts and additional attachments can be determined in the background.

Or you can allow your users to edit the recipients and email text directly in the respective business document and select existing or add additional attachments.





## Extensive logging

If you wish, every email sent by the extension can be logged. This allows you to check at any time what version of a document was sent to whom. The log includes the time the email was sent, the recipient list, a summary of the additional attached documents, as well as the email text.

The logs can be retrieved directly from each business document or from a central monitor.



## Integration

The extension seamlessly integrates into your existing workflow and emulates SAP Standard. Documents continue to be sent via the normal message processing with Medium 5 (external sending). The extension is integrated with the print program and can be done without modification with only a few lines of code.

Document-specific functions, such as maintaining the recipient lists in the business document, require additional integration into the relevant transaction. This is done solely via user-exits and BAdIs, meaning the code can also be integrated in short order here.



## International

Of course, there's nothing preventing the use of our solution on an international basis. The xtMail Suite supports German and English. All of the end user interfaces are also available in French, Italian, Dutch, Chinese, Japanese, Polish and Swedish. Upon consultation, we can have the interfaces translated into other languages as needed.



## Expandability

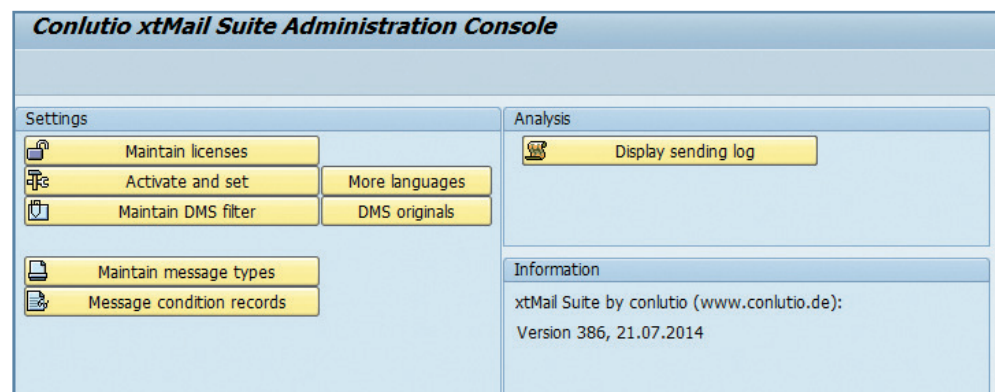
With a BAdI that you can program in your namespace you can modify the solution to suit your particular needs.



## Live Demo

What follows is a selection of screenshots designed to give you a first impression of what the xtMail Suite offers

Contact us and we will be happy to present the entire extension live in a web presentation.



Administration Console

**Standard PO 4500017529 Created by Jürgen Schwaninger**

Document Overview On Print Preview Messages Personal Setting Save As Template

Standard PO 4500017529 Vendor 1001 SKF Kugelmeier KGaA Doc. date 26.05.2014

E-mail send Delivery/Invoice Eigene Daten Conditions Texts Address Communication Partners Additional Data Org.

Active elements

E-mail rec.	1
Copy recipient	1
Attachments	2

Maint. e-mail data  
Sending log

S...	Itm	A	I	Material	Short Text	PO Quantity	O...	C	Deliv. Date	Net Price	Curr...	Per	O...	Matl Group
	10			100-120	Flachdichtung		1	PC	D 05.06.2014		2,90	EUR	1	PC Metal process

Integration within the purchase order

**Standard PO 4500017529 Created by Jürgen Schwaninger**

Contact person

Recipient(s)

E-mail recipient	Copy	Role
contact@kugelmeier.corp	<input type="checkbox"/>	
kate.austen@membata.com	<input checked="" type="checkbox"/>	

Attachments

S..	A..	Doc. type	File name
<input type="checkbox"/>	D	DES	MARA 100-120: T-22720 000 00
<input checked="" type="checkbox"/>	D	DRM	MARA 100-120: 10000000278 000 00
<input checked="" type="checkbox"/>	U		Einkaufsbedingungen.pdf

Title New purchase order 4500017529

Dear supplier,  
Please find attached a new purchase order and our new terms and conditions...  
With best regards,  
Your customer

Maintain e-mail data

**Outbound e-mail log (conlutio xtMail Suite)**

Object key	CTyp	Partner	Name 1	Proc.date	Prc.time	Sender address	Recip. address	Attachments	E-mail text	POrg	PGF	SORG.
4500017529	NEU	1001	SKF Kugelmeier KGaA	26.05.2014	17:02:05	info@conlutio.com	2 Recipient(s)	2 Attachment(s)	E-mail text	1000	000	
4500017529	NEU	1001	SKF Kugelmeier KGaA	26.05.2014	11:14:26	info@conlutio.com	2 Recipient(s)	2 Attachment(s)	E-mail text	1000	000	

Outbound e-mail log



**conlutio**

conlutio GmbH

Zeiloch 20

76646 Bruchsal - Germany

Phone +49 (0) 7251 307 63-21

[info@conlutio.com](mailto:info@conlutio.com)

[www.conlutio.com](http://www.conlutio.com)