

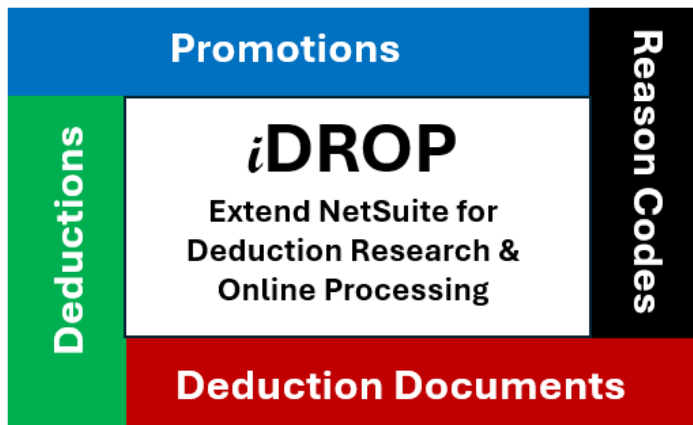
Integrated Deduction Research & Online Processing (First Release)



User Guide: iDROP

Fall 2024

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CG Squared, Inc.
3001 North Rocky Point Drive East, Suite 200, Tampa Florida 33607
support@CGsquared.com

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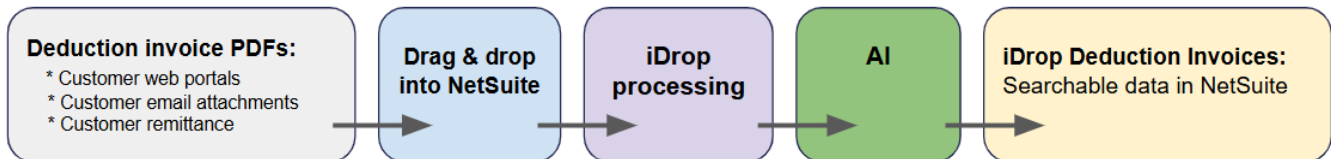
One Page Quick Reference: iDROp

HELP! Email questions & issues to support@cgsquared.com

Import Deduction Invoice PDFs for iDrop processing	
	<ul style="list-style-type: none"> • 2.1 iDrop -> Import Documents -> Upload • 2.2 NetSuite "Drag and Drop" ... if configured so PDF goes in the iDrop folder for processing.

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	<ul style="list-style-type: none"> • 3.2 Deduction Invoice detail • iDrop -> Deduction Documents -> Line Detail



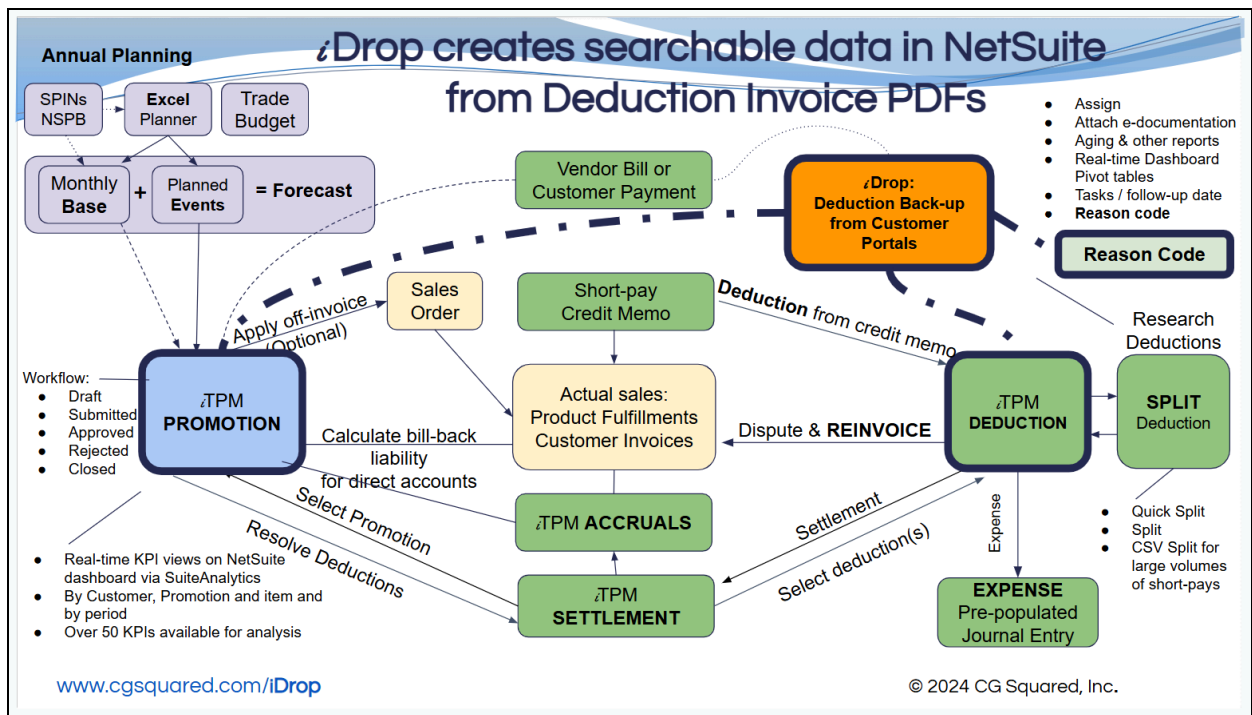
1.0 Overview

iDrop is designed to help organize and create searchable data in NetSuite from your customer's deduction invoices, which are typically only available in PDF format.

- iDrop is designed to help provide value, even if you don't use the native iTPM SuiteApp to manage trade promotion spending.
- If you are already attaching deduction backup documents to transactions or custom records in NetSuite, iDrop is just an extension to your existing trade promotion workflow.
- With iDrop, you don't need to directly attach the PDF to your transactions for them to be easily accessed for research and for auditors.

PDFs processed in iDrop are not limited to just invoices for deductions. You have invoices from indirect customers and operators that you may pay directly or through a third-party provider. iDrop information can help match these payments to the invoice PDFs.

For iTPM users, the picture below shows how iTPM supports fits into the overall workflow of trade promotion management:



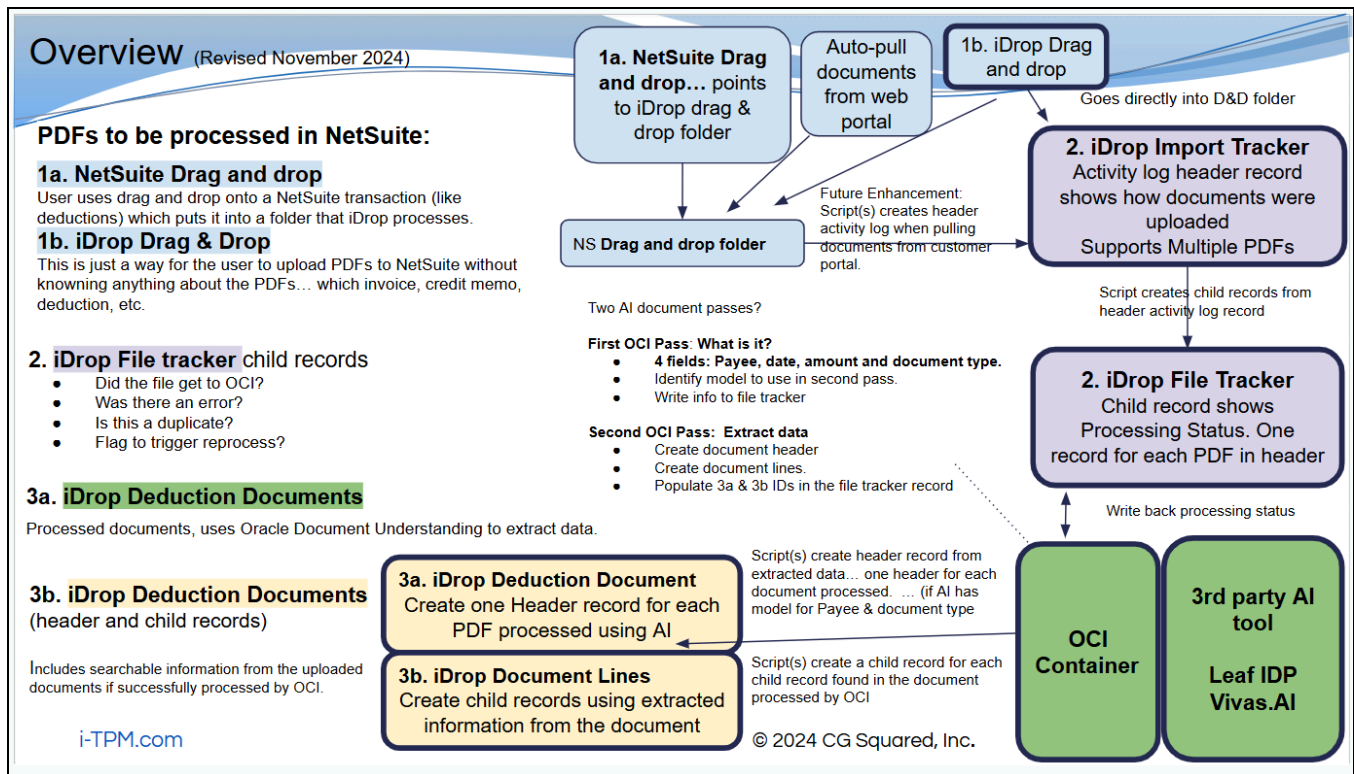
1.1 How iDrop works

This is how iDrop organizes your PDF documents and creates searchable data in NetSuite:

1. Drop your document into NetSuite. You can do this several ways.
 - a. Use the NetSuite Drag-and-Drop feature, or...
 - b. Use the iDrop Drag-and-Drop feature.
2. iDrop creates a record and audit trail of who, what and when your PDFs were uploaded.
 - a. A 'header' record tells you who and when it was uploaded, and
 - b. A 'detail' record identifies each file that was uploaded and processing status.

Between steps 2 and 3, iDrop processes your PDF using AI:
 Oracle Cloud Infrastructure sends your PDF to iDrop processing outside NetSuite.
 Pass #1: Vivas looks for key fields to determine which AI model is the best fit.
 Pass #2: Vivas extracts data from your PDF.
 Oracle Cloud Infrastructure brings back extracted data from your PDF into NetSuite.

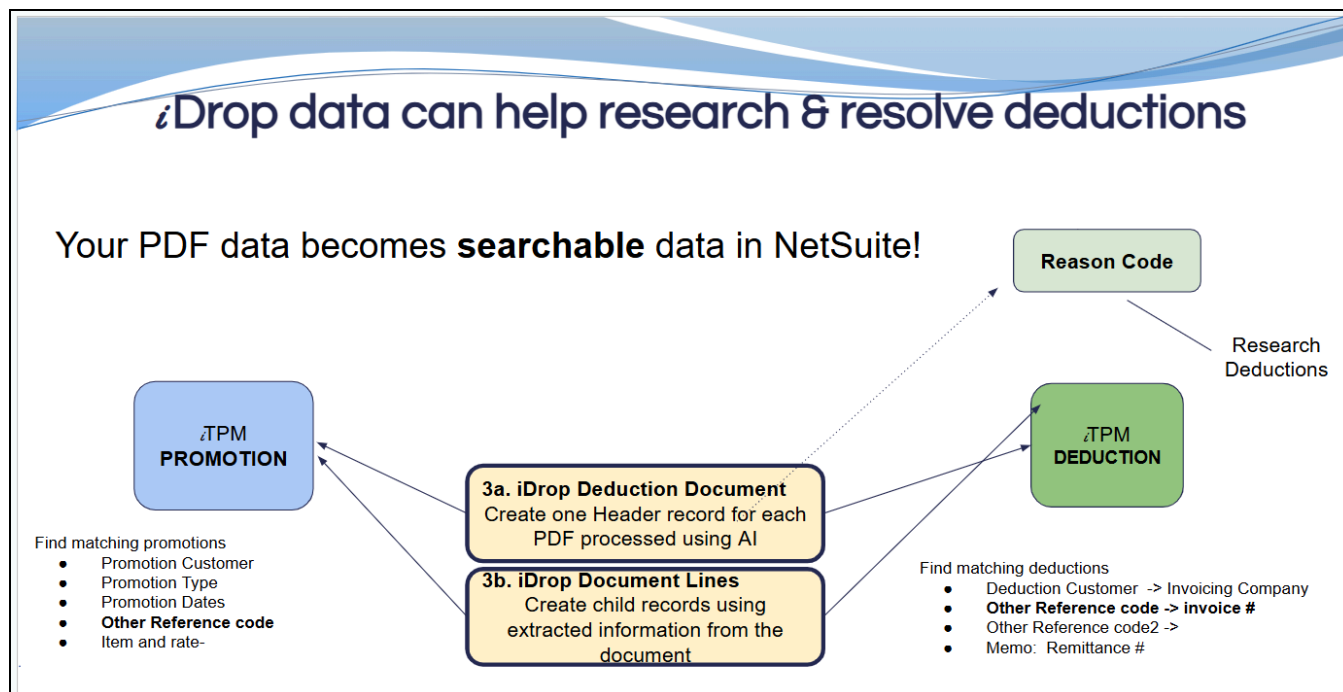
3. Your deduction invoice PDF is now searchable data in NetSuite
 - a. Invoice header includes invoicing customer, date, invoice #, and amount
 - b. Invoice detail includes the line reference #, product, rate, quantity, and many other details that your customer included in their invoice.



1.2 Goal and future vision for iTPM users

iDrop 24.2.1 users must actively do searches to use iDrop data to match promotions to extracted data from the deduction invoice PDFs, and to identify the reason code for non-trade.

The next phase of development will focus on automating the reason code and promotion matching process for iTPM users.



Safe Harbor Statement: Words like "future vision" and "product road map" are forward-looking statements. Words such as "believe," "estimate," "intend," "will," "expect," "project," and similar expressions, as they relate to our future plans, are intended to identify such forward-looking statements. **All forward-looking statements are subject to various risks** and uncertainties that could cause actual results to differ materially from expectations. We reserve the right to adjust future plans as appropriate, based on client needs and market forces.

1.3 Limitations of AI and iDrop

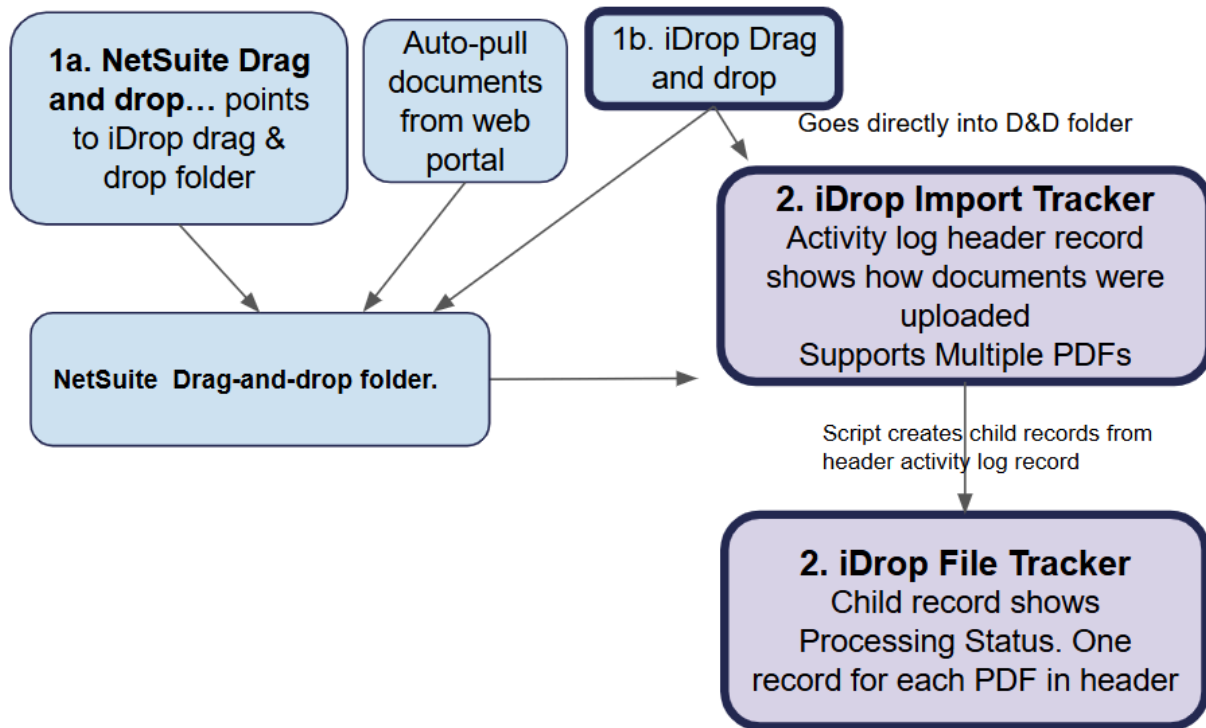
Like all software, iDrop is not perfect. It may incorrectly extract data from your invoice deduction PDFs.

- iDrop may not recognize your PDF document, and fail to extract searchable data.
- iDrop may extract some information but miss other important information in your PDF.
- iDrop may miss identify the billing customer and format of your PDF document, resulting in incorrect searchable data.
- Similar to all data sources, review and validate iDrop data for accuracy.
- Email support@cgsquared.com when you have data issues, so the AI model can be re-trained and the iDrop documents and appropriately reprocessed.

2.0 Import your documents for processing

You have at least three ways to upload your deduction invoice PDFs into NetSuite.

- Native NetSuite Drag-and-Drop
- iDrop's drag-and-drop.
- Any application or process that drops your deduction PDFs into the iDrop folder.



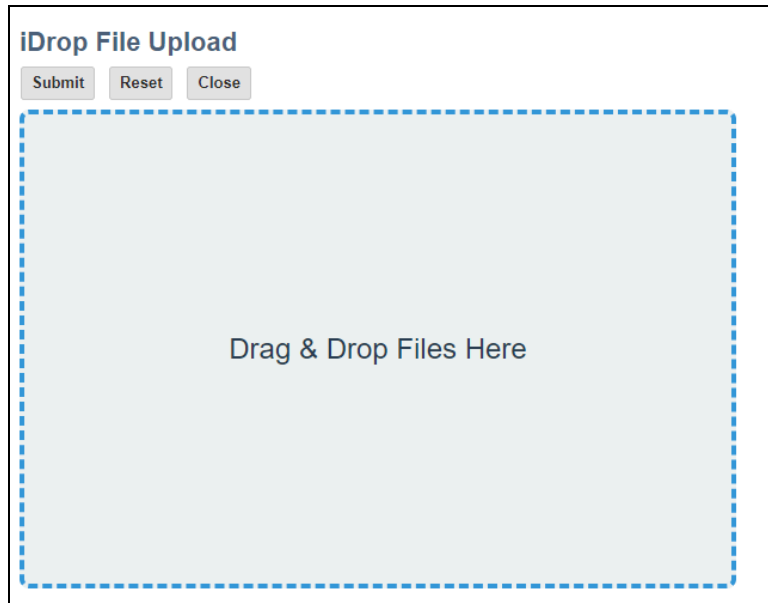
iDrop is designed to process all PDFs in a NetSuite folder.

- If you use the iDrop 'drag and drop', as soon as the files are uploaded into NetSuite you'll see your files under *iDrop -> Import Documents -> Uploaded Files* and under *iDrop -> Import Documents -> Upload History*
- If you use another process to upload your PDFs into NetSuite, you must wait to see your documents in *iDrop Import Documents -> Uploaded Files* and *Import Documents -> Uploaded Files -> Upload History* until the iDrop scheduled script processes your PDFs. This script may be scheduled to run every 15 minutes.

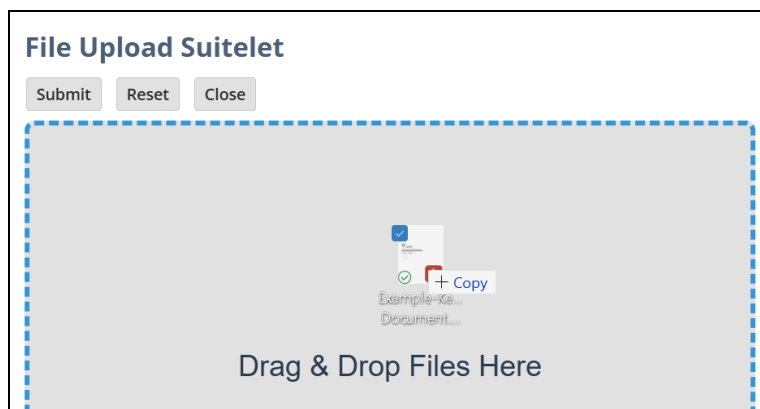
2.1 iDrop "Drag and Drop"

You have the option to drag multiple PDFs into NetSuite through iDrop.

1. Go to **iDrop -> Import Documents ->Upload**



2. **Highlight one or more files** on your computer. With your mouse button still depressed, **drag your files**, and **release your mouse button when your files are over the blue box area**.



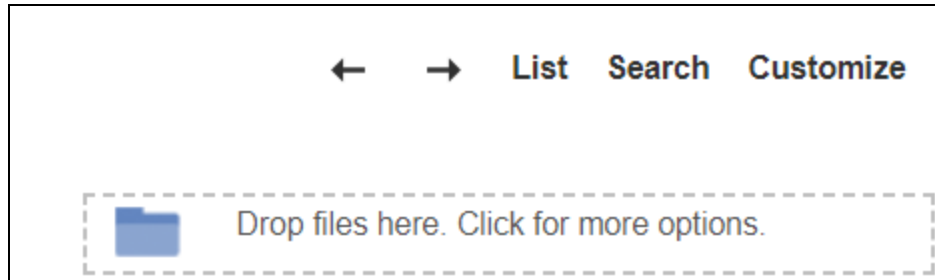
3. Click **SUBMIT**.



Helpful hint: iDrop drag-and-drop does not attach your PDF to any specific transaction. Instead, the document is transformed into searchable data which makes it accessible through the NetSuite global search, NetSuite workbook, saved searches, etc.

2.2 NetSuite "Drag and Drop"

Use NetSuite to attach your PDF to deductions, invoices, credit memos, and other transactions.



When you use the NetSuite Drag-and-Drop...

- You are attaching your document to a specific transaction or custom record in NetSuite.
- NetSuite puts your PDF into a folder and attaches the link to your credit memo, invoice, iTPM Deduction, and/or other transaction.
- If NetSuite Drag-and-drop is configured to put your PDF into the iDrop document folder, iDrop will process your PDF the next time the script runs.



Helpful hint: If you do not see the NetSuite "Drop files here Click for more options." box on your transactions, discuss these with your NetSuite IT team:

- Confirm that the free NetSuite "Drag and drop" is installed in your NetSuite account.
- If NetSuite "Drag and drop" is installed, confirm your role has permissions to use it.
- If you don't see this box on the transaction, ask for it to be added to the Drag-and-drop configuration.



Helpful hint: Your NetSuite IT team can configure NetSuite drag-and-drop to only put attachments for specific NetSuite transaction types into the iDrop folder.

Example: Only attachments to credit memos and iTPM Deductions will be stored in the iDrop Folder. All other attachments go to another folder in NetSuite.

2.3 What files were imported, and what is their status?

With appropriate role permissions you can see the files you uploaded by day, status, and other attributes:

1. Go to **iDrop -> Import Documents -> Uploaded Files**
2. Set your filter if you are looking for a specific file.
3. In the row of any uploaded file, click **VIEW** to see more details.

The screenshot shows the 'iDrop File Upload view' interface. At the top, there are buttons for 'Edit View', 'New iDrop File Upload Info', and 'Add'. Below this is a 'FILTERS' section with a dropdown for 'FILE STATUS' (options: - All -, - None -, To be Processed, Processing, Processed), input fields for 'FILE TYPE', 'DATE CREATED' (set to 'All'), and 'FROM'. There are also 'TO' and 'RE-PROCESS' (set to '- All -') options, and a 'STYLE' dropdown (set to 'Normal').

Below the filters is a toolbar with icons for document, folder, and other actions, along with a 'SHOW INACTIVES' checkbox, an 'EDIT' toggle (checked), a 'QUICK SORT' dropdown, a range selector '13906 — 10990', and a 'TOTAL: 397' indicator.

NEW	EDIT VIEW	INTERNAL ID ▼	FILE STATUS	FILE NAME	FILE TYPE	DATE CREATED	REPROCESS?	FILE LINK	OCR STATUS
	Edit View	13895	Processed	42133 - GL CA102415101 - \$2,460.00.pdf	PDF	11/5/2024 10:49 pm	No	File Link	H 0
	Edit View	13894	Processed	42128 - GL CS002575460 - \$932.93.pdf	PDF	11/5/2024 10:49 pm	No	File Link	H 0
	Edit View	13893	File Errored	TaxInvoice58879929.pdf	PDF	11/5/2024 12:47 pm	No	File Link	H 0
	Edit View	13892	Processed	Warehouse Withdrawal 30813 - 8000801694.pdf	PDF	11/5/2024 12:46 pm	No	File Link	H 0

File status	Description
To be Processed	File is in the iDrop queue to be processed
Processing	iDrop communicated the file to Vivas.ai, and is waiting analysis
Processed	File is processed by Vivas.AI, and information populated in NetSuite
Un-Processed	File is in the queue to be processed.
File Errored	iDrop encountered an error. Contact the iDrop team.
Blank	Processing error. Email support@cgsquared.com
File not found	File may have been moved or deleted after uploading into the iDrop folder.

2.4 When were files imported?

With appropriate role permissions you can see the history of how you uploaded files into iDrop:

1. Go to **iDrop -> Import Documents -> Uploaded History**
2. Set your filter if you are looking for a specific day or Upload status.
3. In the row of any history record, click **VIEW** to see more details.

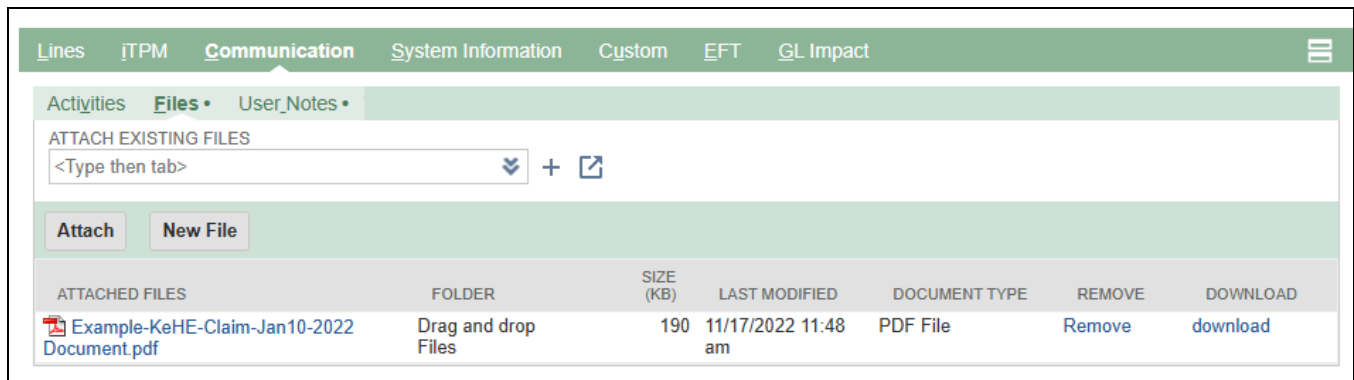
EDIT VIEW	INTERNAL ID	NAME	SOURCE	DATE CREATED	NUMBER OF ATTACHMENTS	UPLOAD STATUS
Edit View	2555	Header - 2024-03-08T09:08:48.807Z	Drag and Drop/Multiple Selection	3/8/2024 1:08:48 am	2	Partially Complete
Edit View	2554	Header - 2024-03-08T09:00:13.692Z	Drag and Drop/Multiple Selection	3/8/2024 1:00:13 am	1	Upload Error
Edit View	2553	Header - 2024-03-07T16:10:17.676Z	Drag and Drop/Multiple Selection	3/7/2024 8:10:17 am	1	Upload Complete
Edit View	2552	Header - 2024-03-06T13:19:00.652Z	Drag and Drop/Multiple Selection	3/6/2024 5:19:00 am	1	Upload Complete

Upload History status	Description
Upload Complete	All files were successfully uploaded into the iDrop folder.
Partially Complete	Some of the files were not uploaded into the iDrop folder.
Upload Error	None of the files were uploaded into the iDrop folder.
Blank	Processing error. Email support@cgsquared.com

2.5 Documents attached to NetSuite credit memos, deductions, etc.

Here are the steps to view deduction PDFs that are attached directly to your NetSuite transaction:

1. Look for the **COMMUNICATION** subtab in your credit memo, deduction, or other transaction.
2. Click on the **FILES** sublist.
3. To view the PDF, click on the blue link in the *Attached Files* column.

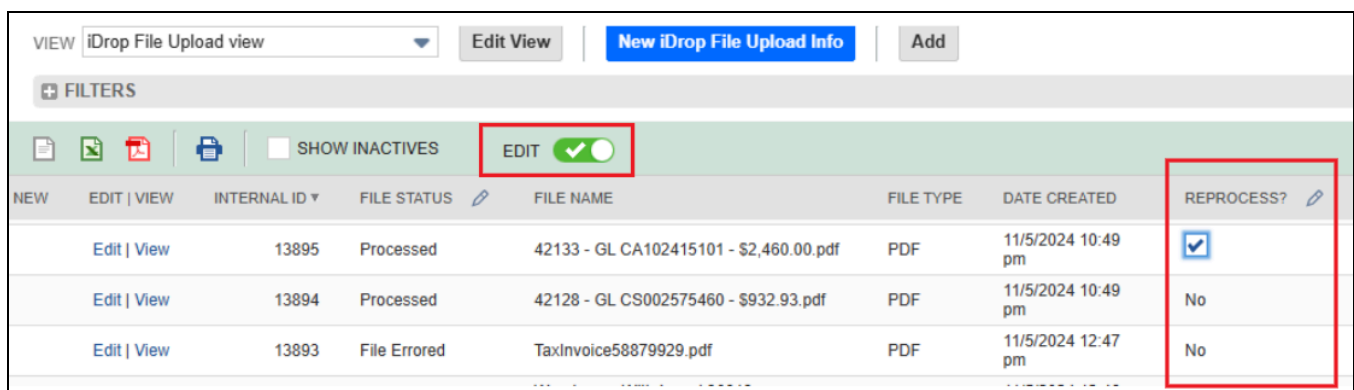


Helpful hint: If you configured NetSuite drag-and-drop for iDrop, the folder name to the right of the file name will be the iDrop folder under *iDrop -> Setup -> iDrop folder preference*.

2.6 Need AI to reprocess your uploaded PDF Document?

You don't need to upload your deduction invoice PDF again to have iDrop re-process your document.

1. Go to **iDrop -> Import Documents -> Uploaded Documents**
2. Check the EDIT slider icon in the column heading, and then....
3. Check the "Reprocess?" checkbox in every row that you want the document reprocessed by AI.



3.0 iDrop Extracts data from your documents

iDrop uses AI to extract searchable data from your deduction invoice documents.

- **Deduction Invoice Summary:** This includes key information from the invoice (See section 3.1 below)
- **Deduction Invoice detail:** This includes all the detail in the detail lines in the deduction invoice.

3.1 Deduction Invoice summary

To view and search a list of your uploaded deduction invoices in NetSuite,

1. Go to **iDrop -> Deduction Documents -> Invoice Summary**
2. Set your filter if you are looking for a specific payee, invoice date, or document type.
3. In the row of any deduction invoice summary record, click VIEW to see more details.

The screenshot shows the 'iDrop Deduction Invoice Summary: Results' interface. It includes a search bar with 'Return To Criteria' and 'Edit this Search' buttons. Below the search bar are filter fields for 'INVOICE DATE' (set to 'All'), 'FROM', 'TO', 'PAYEE', and 'DOCUMENT TYPE'. A toolbar with icons for document actions and an 'EDIT' button is visible. The main table displays the following data:

EDIT VIEW	INTERNAL ID	INVOICE DATE	PAYEE	DOCUMENT TYPE	LAST MODIFIED	INVOICE NUMBER	MASTER REFERENCE #	AMOUNT	SOURCE DOCUMENT
Edit View	6302			Fresh Thyme Scan Invoice	8/7/2024 6:24 am	FTN72552716	659891	\$2,222.05	https://td2854768.app.netsuite.com/ftservlet?ft=10729&c=TD2854768&
Edit View	6203	1/31/2024		Fresh Thyme Scan Invoice	8/7/2024 6:29 am	FTN72552716	659891	\$2,222.05	https://td2854768.app.netsuite.com/ftservlet?ft=10730&c=TD2854768&
Edit View	6202	1/31/2024		Fresh Thyme Scan Invoice	8/7/2024 6:10 am	FTN72552716	659891	\$2,222.05	https://td2854768.app.netsuite.com/ftservlet?ft=10728&c=TD2854768&

Here are the key attributes in the invoice summary:

Column / Data field	Description
Payee	Customer that is invoicing. This could be for a deduction or payment request.
Invoice Date	This is the invoice date in the document.
Document Type	AI identifies the document type, which includes PDF, spreadsheet, and unknown.
Invoice Number	This is the primary invoice number in the PDF, typically from the first page.
Amount	THIS is the amount of the invoice to be deducted or requested for payment.
Source Document	This is a link to view the PDF stored in NetSuite.

3.2 Deduction Invoice detail

To view and search a list of your uploaded deduction invoices in NetSuite,

1. Go to **iDrop -> Deduction Documents -> Invoice Line Detail**
2. Set your filter if you are looking for a specific Item, date, or other attribute.
3. In the row of any deduction invoice line record, click **VIEW** to see more details.

EDIT VIEW	INTERNAL ID	INVOICE NUMBER HEADER	UPC NUMBER	ITEM NUMBER	SIZE	BRAND	DESCRIPTION	DATE FROM	DATE TO	SCAN PRICE	UNITS	AMOUNT	PO N
Edit View	902	6302	838766001548	354190	9.1 OZ			1/2/2024	1/10/2024	\$2.58	30	\$77.40	
Edit View	817	6203	838766001548	354190	9.1 OZ			1/2/2024	1/10/2024	\$2.58	30	\$77.40	
Edit View	816	6203	838766001531	354094	9.3 OZ			1/2/2024	1/10/2024	\$2.58	53	\$136.74	



Note: Not all fields will be populated:

- Your deduction invoice PDF may not have any data for those fields, and/or....
- iDrop AI may have missed extracting that data from your document.

4.0 Searchable data in NetSuite

These are the iDrop custom records that are available for your saved searches in NetSuite:

Record Types

[New Type](#)

[+ FILTERS](#)

SHOW INACTIVES

EDIT ▲	FROM BUNDLE	ID	INTERNAL ID
iDrop Deduction Document Header		customrecord_idrop_deduction_doc_header	481
iDrop Deduction Invoice Line		customrecord_idrop_deduct_invoice_line	485
iDrop File Upload Info		customrecord_idrop_file_upload_info	479
iDrop Upload History		customrecord_idrop_upload_history	482

4.1 NetSuite Saved Searches

** Section under construction **

4.2 NetSuite workbooks

iDrop data is available for analysis in NetSuite workbooks.

Workbook example #1: NetSuite Workbook by Payee by month:

Workbook | *iDrop Deduction Invoice Summary | Employee

Deduction invoices by Payee and month

DATASET | *iDrop Deduction Invoice Sum... | Amount, Chargeback, Created, Invoice Date, Invoice Number, Master Reference #, Name, Payee, Source Document, Special Payee, Vendor Number

LAYOUT | Rows: Payee | Columns: Invoice Date (Year), Invoice Date (Month) | Measures: Amount (Count) | Create Calculated Measure

1 filter applied: Invoice Date (Year) any of 2024

Payee	Invoice Date (Year) 2024			
	1	3	4	7
Amount (Cnt)	Amount (Cnt)			Amount (Cnt)
- No Payee -	15		1	
Amazon.Com		1		
KeHE	1			1

Workbook example #2: NetSuite Workbook by Payee by item:

Workbook | iDrop Deduction Invoice Line Workbook | Employee

Payee and Item

DATASET | *iDrop Deduction Invoice Line... | Amount, Brand, Created, Date From, Date To, Description, Invoice Number Hea..., Item Number, Name, O/I Ordered

LAYOUT | Rows: Payee, Item Number | Columns: Drop fields | Measures: Units (Count), Amount (Count), Scan Price (Count) | Create Calculated Measure

Payee	Item Number	Units (Cnt)	Amount (Cnt)
> - No Payee -	- No Item Number -	2	2
KeHE	- No Item Number -	1	1
	354190	1	1
	354450	1	1
	363254	1	1
	354187	1	1
	354185	1	1
	363260	1	1
	354186	1	1
	354094	1	1
	363264	1	1

If you also use iTPM, create this workbook to show **matching iDrop PFDs to OPEN deductions**:
 Workbook example #3:

Workbook | iDrop ALL deductions matched to PDFs (Nov, 3 2024) Employee

Open DDNs matched to iDrop PDFs | Any DDN matched to iDrop PDF

1 filter applied: Invoice # (use this) by Match (1=Yes) greater 0

Invoice # (use...)	Deduction # (Doc #...)	iTPM Amount (Avg)	Open Balance (Avg)	Match (1=Yes)
KP1358119	99284	600.36	600.36	1
KP21096541	99283	775.20	775.20	1
KP823555	99278	1,443.50	1,443.50	1
KP393131	99282	836.16	836.16	1
QT235119	99286	353.73	353.73	1
FM66239418	99288	238.98	238.98	1

If you also use iTPM, create this workbook to show **matching iDrop PFDs to ANY deduction, all statuses**:
 Workbook example #4: (Deduction 99279 is matched, but is resolved status.)

Workbook | iDrop ALL deductions matched to PDFs (Nov, 3 2024) Employee

Open DDNs matched to iDrop PDFs | Any DDN matched to iDrop PDF

1 filter applied: Invoice # (use this) by Match (1=Yes) greater 0

Invoice # (use...)	Deduction # (Doc #...)	iTPM Amount (Avg)	Open Balance (Avg)	Match (1=Yes)	Disputed?
KP11408901	99279	1,116.96	1,116.96	1	
KP1358119	99284	600.36	600.36	1	
KP21096541	99283	775.20	775.20	1	
KP823555	99278	1,443.50	1,443.50	1	
KP393131	99282	836.16	836.16	1	
QT235119	99286	353.73	353.73	1	
FM66239418	99288	238.98	238.98	1	

5.0 Reason Code (Future Vision)

5.1 Promotional

The future enhancement is to identify promotional deductions with a 'major' reason code attribute of "Trade Identified".

5.2 Non-trade

The future enhancement is to classify non-trade in two 'major' reason code types:

- **Compliance Identified:** This includes fees, fines, and similar deductions.
- **ROSD identified:** Returns, Short ships, Defective Allowances, etc.
- **Other:** AI could not identify the reason code

6.0 Promotion Matching (Future Vision)

6.1 From open deduction, show matching promotion(s)

Once identified as promotional, AI should search for a matching promotion using these attributes:

- Matching "Other Reference Code" in deduction and promotion.
- Customer, which may be distributor, direct customer, and/or indirect customer
- Promotion type. Examples include MCB, scan, slotting, etc.
- Promotion dates

6.2 From promotion, show matching open deductions

Once identified as promotional, AI should search for a matching promotion using these attributes:

- Matching "Other Reference Code" in deduction and promotion.
- Customer, which may be distributor, direct customer, and/or indirect customer
- Deduction amount.



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7.0 Reference Section

The CG Squared team will install iDrop into your NetSuite instance. Email support@cgsquared.com to request iDrop to be installed in your sandbox or production accounts.

To install iDrop, CG Squared will need temporary access to your account:

- CG Squared will tell you what email address to use.
- We will need NetSuite admin role access.

7.1 Prerequisites to iDrop first-time installation

These NetSuite features must be enabled before iDrop can be installed:

Go to **Setup > Company > Enable Features**.

SuiteCloud subtab

- *SuiteBuilder* section:
 - **Custom Records**
- *SuiteScript* section:
 - **Client SuiteScript**
 - **Server SuiteScript**
 - **SuiteScript server pages**
- *Suiteflow* section:
 - **SuiteFlow**
- *SuiteTalk (Web Services)* section:
 - **Rest Web Services**
- *Manage Authentication* section
 - Token-Based Authentication
- *SuiteCloud Development Framework* section:
 - **SuiteCloud Development Framework**
 - **SuiteApp Control Center**



Helpful hint: During the first-time install, iDrop will create a folder called iDrops in the file cabinet to store iDrop documents. You can change the [default folder](#) if needed.

7.2 iDrop Setup



Helpful hint: If iDrop already processed PDFs and you want to change the folder, email support@cgsquared.com.

iDrop processes PDFs in the folder that you select. This folder can also be used by NetSuite drag-and-drop.

1. Go to **iDrop -> Setup -> Folder Preference**
2. iDrop defaults to the document file folder *iDrops*
3. To change the folder, enter the new folder name, then click **SUBMIT**.

Check the "Create new folder" checkbox if you want iDrop to create the folder for you.

iDrop Document Folder Selection

Submit

Fields

IDROP DOCUMENT FOLDER CREATE NEW FOLDER

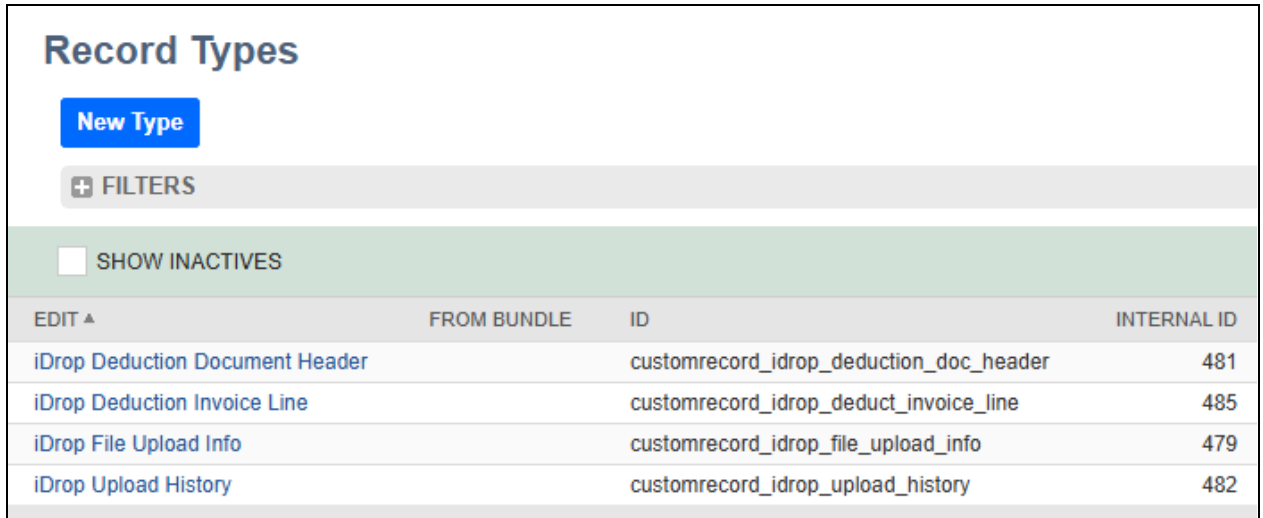
iDBM Docs



Note: If other applications put PDFs into the iDrop folder, iDrop will attempt to process all files in the folder.

7.3 NetSuite Role Permissions

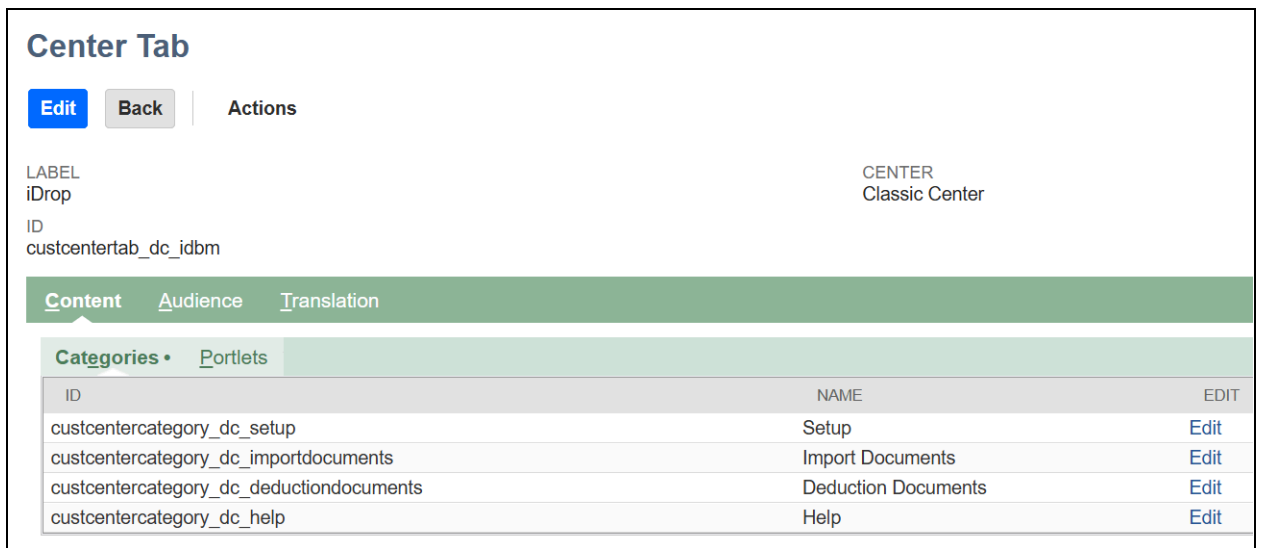
To use iDrop, add VIEW or higher permissions to your roles to these custom records:



The screenshot shows the 'Record Types' interface. At the top, there is a 'New Type' button and a '+ FILTERS' button. Below that is a 'SHOW INACTIVES' checkbox. The main part of the interface is a table with the following data:

EDIT ▲	FROM BUNDLE	ID	INTERNAL ID
iDrop Deduction Document Header		customrecord_idrop_deduction_doc_header	481
iDrop Deduction Invoice Line		customrecord_idrop_deduct_invoice_line	485
iDrop File Upload Info		customrecord_idrop_file_upload_info	479
iDrop Upload History		customrecord_idrop_upload_history	482

Access to the iDrop menus is in the 'classic' center tab:



The screenshot shows the 'Center Tab' interface. At the top, there are 'Edit', 'Back', and 'Actions' buttons. Below that, the 'LABEL' is 'iDrop' and the 'CENTER' is 'Classic Center'. The 'ID' is 'custcentertab_dc_idbm'. There are three tabs: 'Content', 'Audience', and 'Translation'. The 'Content' tab is active, showing a 'Categories' section with a 'Portlets' sub-section. Below that is a table with the following data:

ID	NAME	EDIT
custcentercategory_dc_setup	Setup	Edit
custcentercategory_dc_importdocuments	Import Documents	Edit
custcentercategory_dc_deductiondocuments	Deduction Documents	Edit
custcentercategory_dc_help	Help	Edit

7.4 Scheduled Scripts

iDrop uses a scheduled script to process PDFs in the iDrop folders.

Script Deployments				
FILTERS				
<input type="checkbox"/> SHOW UNDEPLOYED				
INTERNAL ID	EDIT VIEW	ID	SCRIPT ▲	API VERSION
535	Edit View	customdeploy_idrop_mr_tran_file_upload	iDrop MR File Upload Process	2.1

7.5 OCI & Vivas.ai

iDrop uses both OCI (Oracle Cloud Infrastructure) and Vivas AI to create searchable data in NetSuite from your deduction invoice PDFs.

Oracle Cloud Infrastructure (OCI)



The next-generation cloud designed to run any application, faster and more securely, for less.

7.6 How many PDFs were processed by AI?

Use the custom iDrop portlet to see how many documents were processed by AI.

The screenshot shows the NetSuite interface with a search bar at the top. Below the navigation menu, the 'API Usage Dashboard' portlet is displayed. It includes date pickers for 'Start Date' (06-11-2024) and 'End Date' (06-11-2024), and a 'Fetch Data' button. A table below shows the following data:

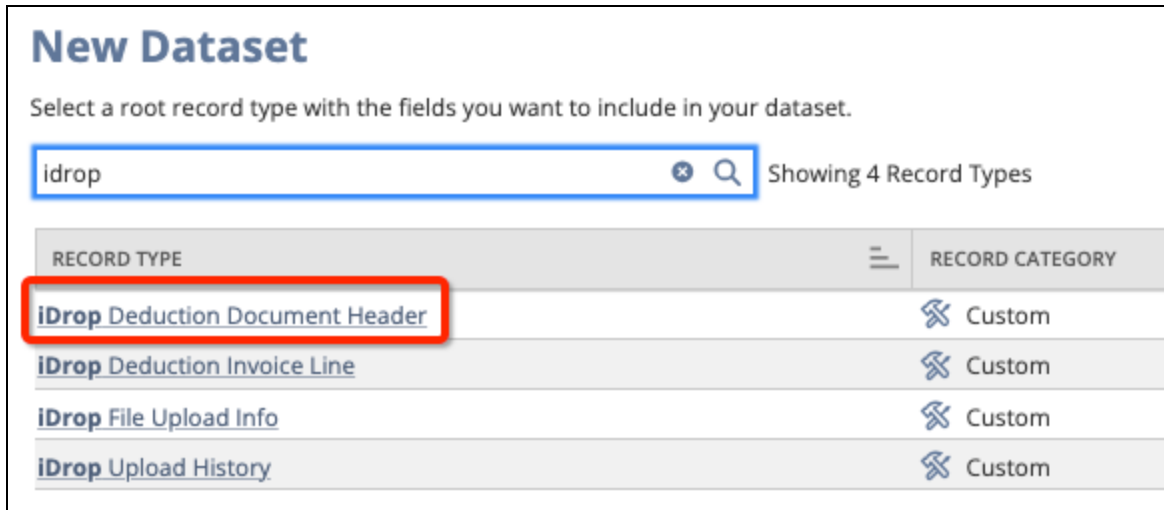
Start Date	End Date	Total Pages	Pages Left
2024-11-06	2024-11-06	78	

7.7 Dataset and workbook formulas for iTPM deductions

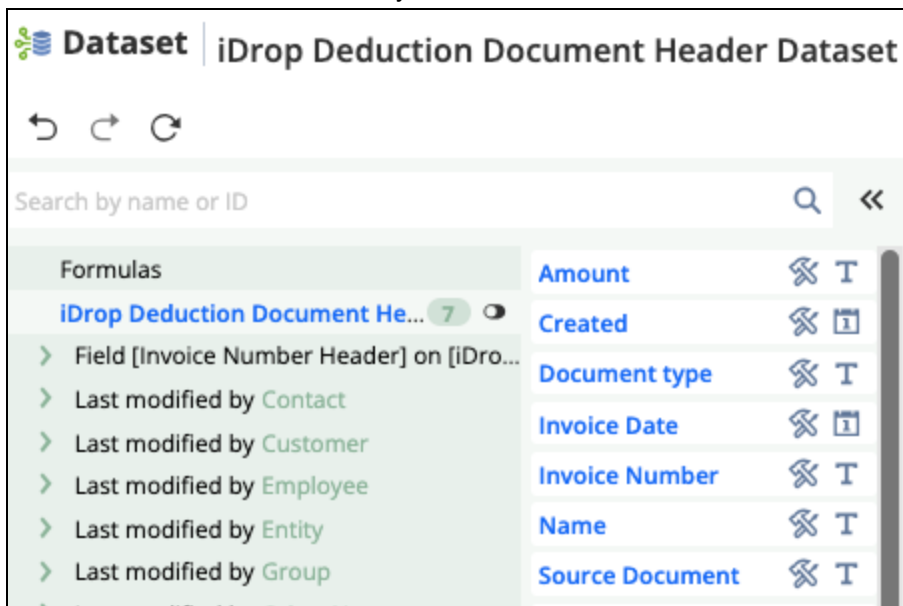


Helpful hint: Email support@cgsquared.com. The CG Squared team will create these workbooks as part of your iTPM monthly subscription.

1. Create a dataset:



2. Drag these measures from the left into your dataset:



If you use iTPM to manage trade promotions, these are the steps to create the [workbook example #3](#) and #4. Add these formulas into your iDROp Deduction Header dataset, and also to the OPEN deduction 220 and All Deductions 230 datasets:

Formula Field✕

FORMULA FIELD NAME*

CHOOSE OUTPUT TYPE*

INTEGER
▼

FORMULA*

1	1
---	---

Formula Field✕

FORMULA FIELD NAME*

CHOOSE OUTPUT TYPE*

INTEGER
▼

FORMULA*

1	1
---	---

Add this formula into your iTPM 220 and 230 datasets:

Formula Field✕

FORMULA FIELD NAME*

CHOOSE OUTPUT TYPE*

STRING
▼

FORMULA*

1	Case
2	When {custrecord_invoice_number} is Empty then
3	'PDF has no invoice #'
4	Else
5	{custrecord_invoice_number}
6	End

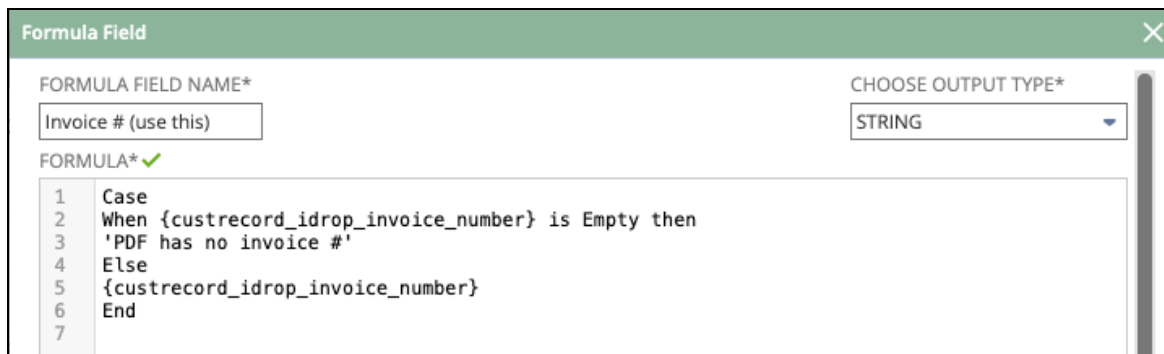
Copy this text into the formula:

```
Case
When {custbody_itpm_otherrefcode} is Empty then
'Blank Other Reference Code'
Else
{custbody_itpm_otherrefcode}
End
```


Add these formulas into your iDROP Deduction Header dataset;
(Note: These are the same as what you added to the OPEN deduction 220 and All Deductions 230 datasets.)



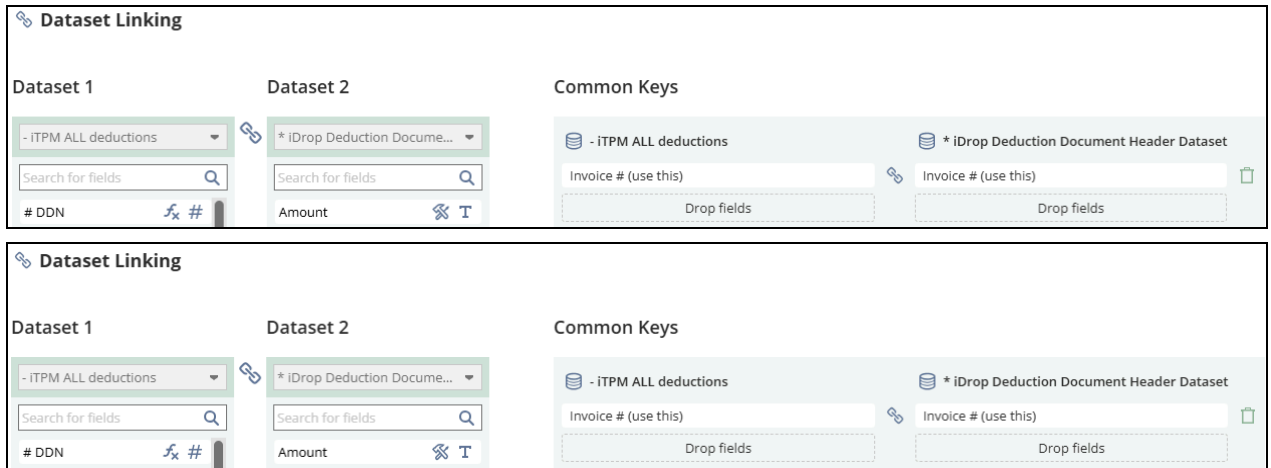
Add this formula into your iDrop Document Header dataset:
(Note: This is DIFFERENT from what you added to the OPEN deduction 220 and All Deductions 230 datasets.)



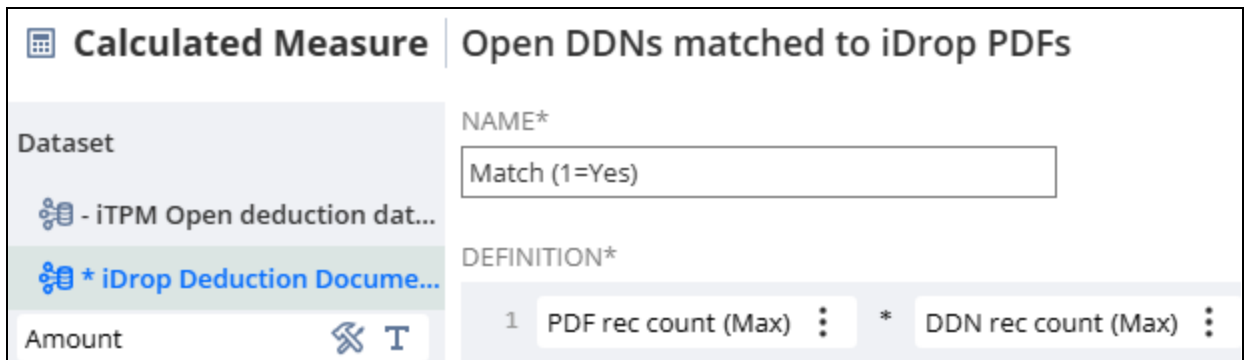
Copy this text into the formula:

```
Case
When {custrecord_idrop_invoice_number} is Empty then
'PDF has no invoice #'
Else
{custrecord_idrop_invoice_number}
End
```

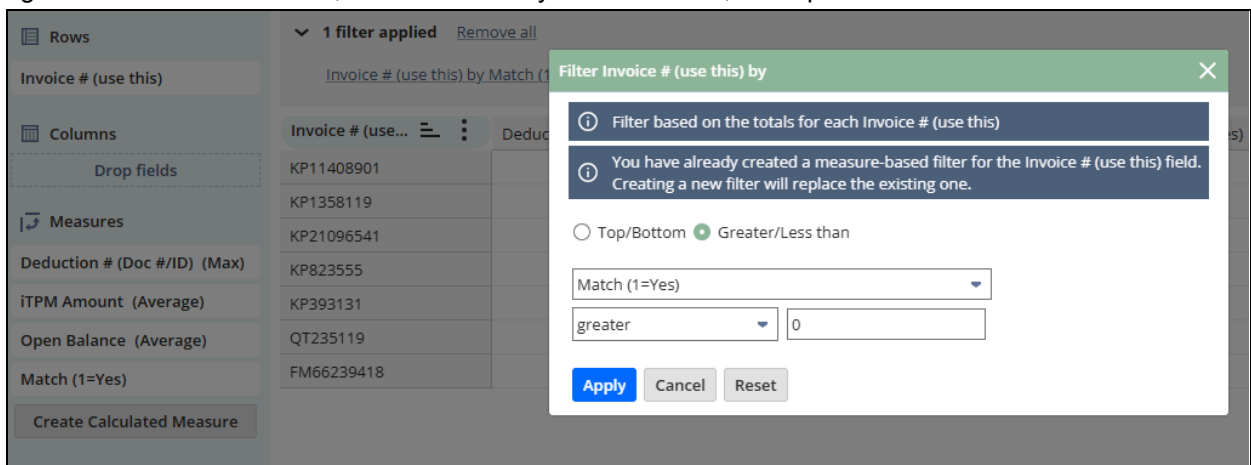
Link you three datasets with the "Invoice # (use this)" measure that you created in the previous page:



This is the formula in the workbook using two formulas from your datasets:



Filter using the "Count Calc" formula, add this filter to your workbooks, Examples #3 and #4:



CG Squared, Inc. and this User Guide

CG Squared designs, develops and supports the iDRO*P* managed hybrid bundle. CG Squared, or CG², stands for **C**onsumer **G**oods **C**onsulting **G**roup. Our passion and 100% focus is trade promotion for the CG industry. We have more than 30 years experience delivering closed-loop, trade promotion management solutions. CG² is committed to providing you world-class software and services:



- **Implementation services** to get iDRO*P* configured, installed and ready for live production.
- **Training**, so your staff can efficiently use iDRO*P* to research deductions.
- **Help Desk** support to answer your questions and help solve any issues.
- **Ongoing software enhancements**, with two new releases scheduled every year.

Learn more and follow our TPM blog at www.CGsquared.com.

CG² services are bound to terms of service of the Professional Services Agreement between the parties.

iDRO*P*: Deduction Research & Online Processing

iDRO*P* is a hybrid bundle for NetSuite that is in the process of BFN certification. iDRO*P* is installed into your NetSuite account as a SDF project. CG² works to make new releases of iDRO*P* backward compatible so you can enjoy new features every few months.

This User Guide is written for people that need to manage deductions.



This manual has been designed for two-sided printing to save paper!

Because we publish updates to iDRO*P* at least twice each year, features and screenshots in this User Guide may not match what you see in iDRO*P*. This document is not intended to be a reference for NetSuite features, functionality and version releases.

The iDRO*P* Subscription is bound to terms of service of the iDRO*P* License Agreement between the parties.

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