

# Microix Vendor Punchout Implementation and Training Agenda

*This is a standard agenda and is subject to change*

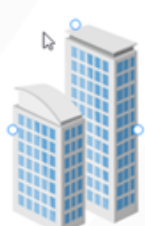
**IMPORTANT: Microix Requisition Module must be implemented and tested first. If there are any questions, please contact your MIP/Microix training consultant or our toll-free support line at 1-866-MICROIX (642-7649).**

**NOTE: Microix Vendor punchout utilizes cXML integration standard**

Total 4 hours minimum per cxml punchout vendor

- ▷ Implementation call (30-60 minutes) with client/vendor
- ▷ Setup and testing of order submission
- ▷ Importing and exporting data for vendor setup
- ▷ Support to Go-live


## Microix Punchout Setup Information



Vendor provide organization with test credentials

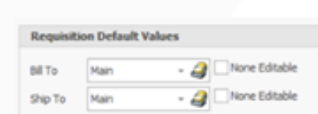
**Example::**  
 Domain (DUNS or NETWORK)  
 To Identity - 0256587454  
 Sender Identity - YMCA34543  
 SharedSecret - 244kjSkld00340sffd-0  
 Punchout URL - https://www.vendorsite.com/cxmlsite  
 Submit Order URL - https://www.vendorsite.com/cxmlsite

NOTE: address codes may be requires at this stage. If required, setup the same address codes in both system



Configure Microix with the vendor credentials and other information

1. Navigate to Maintenance>Global Options>Global Settings, filter for GSID 64 and check this option
2. Navigate to Purchase Order tab>Setup>Punchout Maintenance and enter the credentials and other information provided by the vendor
  1. MIP VendorID
  2. From Identity
  3. To Identity
  4. Shared Secret
  5. Sender Identity
  6. PunchOut URL
  7. SubmitOrder URL
 (all other options are based on vendor requirements)



If address code verification is required during the testing phase. Use the same address codes with both systems. Address codes can be added to Microix via the Organization workflow setup

MIP VendorID	From Identity	To Identity	SharedSecret	Sender Identity	PunchoutURL	SubmitOrderURL	Exclude Doc Type	Use Aux No	Use Network ID	Ship to At Punchout	Bill To at Ordering
▶ Amazon	MX23232	239000	34-fajflow092...	MX23232	https://www...	https://microix.j...	<input type="checkbox"/>	Never	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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