Invoice Engine DataplateX Plugin Program

To install the Email Invoices plugin, go to http://www.dataplate.co.uk/dataplatex_support.html
Click on the link and choose 'Run' from the menu.
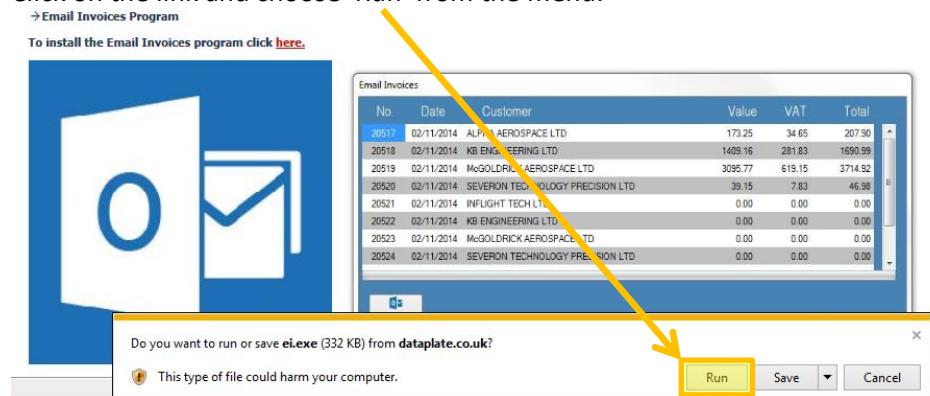

The ei.exe install program will create the EmailInvoices.exe program file located in "C:\Program Files\DataplateX"

This program will be recognised by DataplateX as a plugin and appear in the File menu when DataplateX setting / system administration are configured as follows.
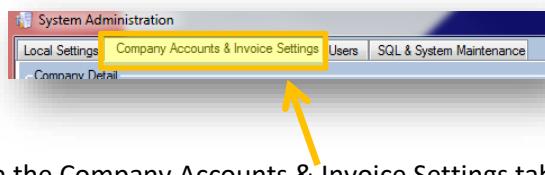
On the Company Accounts & Invoice Settings tab, check the 'Email Invoices' check box. The Invoice Email Body Text box will appear to allow the user to type a standard email body text that will appear in each invoice email. Ensure the save button is clicked and DataplateX restarted to let the plugin be recognised.

Each customer that is required to have paperless billing / auto email invoice will need an accounts email address and **then** the Auto email Invoice check box ticked.
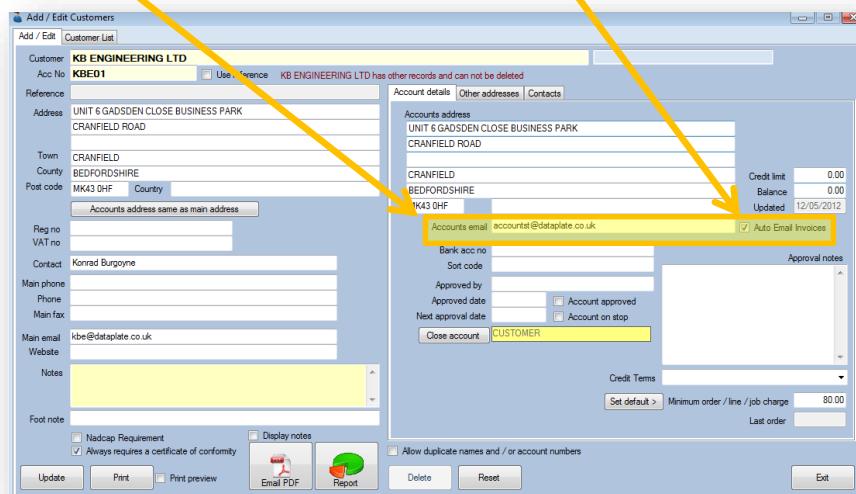
Once some invoices have been created for customers that are setup, the user can click 'Email Invoices' on the DataplateX file menu.
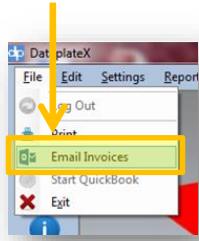
If there are invoices to be emailed the program will display the invoices ready to email.
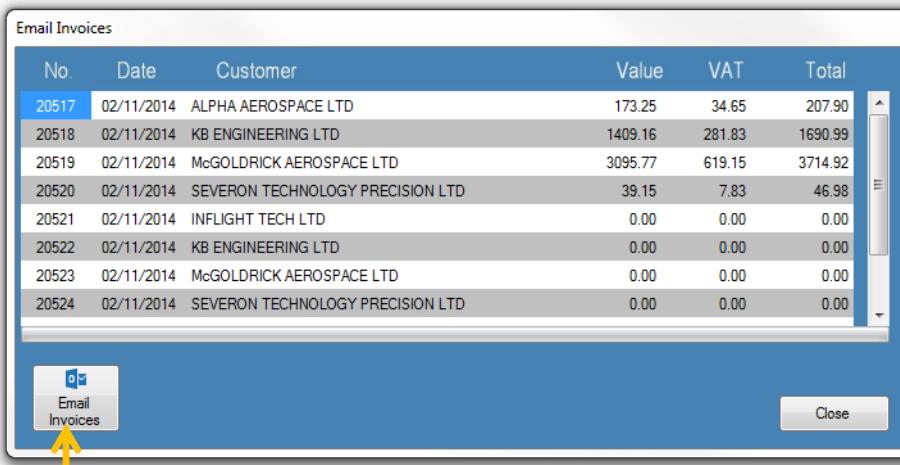
Once 'Email Invoices' is clicked the program will attach each invoice to an email and send it automatically. The system will run in the background to allow the user to continue using DataplateX.

The plugin install is required on **each** PC that invoices are to be emailed from if more than one.