Purchase order as an e-mail using Internet mail
(external mail)

Purpose

This wiki’s purpose is to clarify the process of sending a PO as an e-mail using Internet mail (external mail).

Overview

This document shows with an example the settings and the relevant transactions involved in the process.

Prerequisites

In case we send a PO via external mail, we have to take care of the basic settings contained in the note 191470:

- E-mail address must be maintained into e-mail field in the vendor master data.
- The same applies to your own user master.
- A communication strategy needs to be maintained into the IMG. In this example for the output type NEU the standard communication strategy CS01 is used:
We define the communication strategy in Customizing as following:

- **Standard SAP environment** (program 'SAPFM06P', FORM routine 'ENTRY_NEU' and form 'MEDRUCK') is used as the processing routines.
In the condition record for the output type NEU, we use medium '5' (External send) and communication Strategy CS01. The following is the condition record in MN06 used for the example.

The prerequisite for a correct sending is that the node is set correctly in transaction SCOT.
General information
- Node: SMTP
- Description: Mail Server

Maximum waiting time for repeat send attempt procedure:
- Hours/minutes: 0 / 30

Node in use: checked

SMTP Connection
- Mail Host: XXXXXXXX
- Mail Port: 25

Supported address types
- Fax: unchecked
- Internet: checked
- Pager (SMS): unchecked
To be able to display, for example, the e-mail in Outlook, enter PDF as the format in the node.

**Additional settings**

- We maintain the mail title in the condition record via transaction MN04 for the output type NEU on the “Communication method” tab page. We enter the mail title in the “Cover Page text” field. We cannot maintain additional mail text.
If the field “Cover Page text” is not maintained in the condition record, during the PO creation this field will be inherited from the customizing of output message NEU section “Mail title and texts”.

Create the PO and process the output message

We create the PO and the message output NEU is determined according to the condition record defined above (message NEU is processed immediately because we set dispatching time equal to 4). Here the details of the output processing log
Message output NEU has been processed successfully; as consequence a transmission request has been generated in transaction SOST. You can select your transmission request by Sender or by a Period. Here you see the document title, the Sender and the Recipient. The sender, in this case, is the user who created the PO (= NAST-USNAM), the recipient is the vendor e-mail address.

**How the E-mail looks like in the Sender inbox and in Vendor Inbox**

- **Sender Inbox**

  If in transaction SCOT we set the Internet mail Confirmation of Receipt (SCOT > Settings > Confirmation of receipt)
Sender receives a confirmation that the email was transmitted.
We open the mail

And double clicking on “Message headers” attachment, we jump on the following mail:

This is the mail system at host xxxxxxx

Your message was successfully delivered to the destination(s) listed below. If the message was delivered to mailbox you will receive no further notifications. Otherwise you may still receive notifications of mail delivery errors from other systems.

The mail system

<e-mail_vendor> :: alias expanded

Note that the value from the field “Cover Page text” from condition record is used to create the description of the Subject.

- Recipient (Vendor) inbox

Purchase order is sent as PDF attachment and value from the field “Cover Page text” from condition record is used to create the description for
the attachment.
If we open the PDF file, PO is showed

Related Content

Related Documents

http://help.sap.com/saphelp_erp60_sp/helpdata/en/75/ee1fa755c811d189900000e832d00/frameset.htm
> Chapter Entering Text, Printing and Transmitting Documents > Messages

Related Notes
SAP note 111062 Printing problems in Materials Management

SAP note 191470 Purchase order as an e-mail