Xero Integration

Introduction:

Integration to Xero has been added to Touch v10.0.046 with options to post to Xero when running the EOD or by using a button command. For this integration, Touch needs to be set up with various login details to connect directly to the customer's Xero account and will send the data via an API call.

It is highly recommended to test the Xero integration on a 30-day free trial account before making it live. You can set up a new organisation with a 30-day free trial on the customer's Xero login that can be used for testing.

We strongly advise dealers to get a copy of the customer's Touch folder and test a sample post to a Xero test account to make sure the upload is as required. Once the upload is done to a live Xero account it cannot be easily reversed.

.NET:

The Xero integration requires .NET Framework version 4.7.2 to be installed

Chilkat:

The Chilkat DLL that is used for email and various other functions is required for the Xero integration. The DLL and batch files can be found in the C:\Touch\Email Control\ folder, if not installed already select either the 32 bit or 64 bit batch file depending on the OS and run as administrator.

Webview2:

The installer below may be needed on some terminals to open the WebView used for the Xero login.
https://developer.microsoft.com/en-us/microsoft-edge/webview2/#download-section

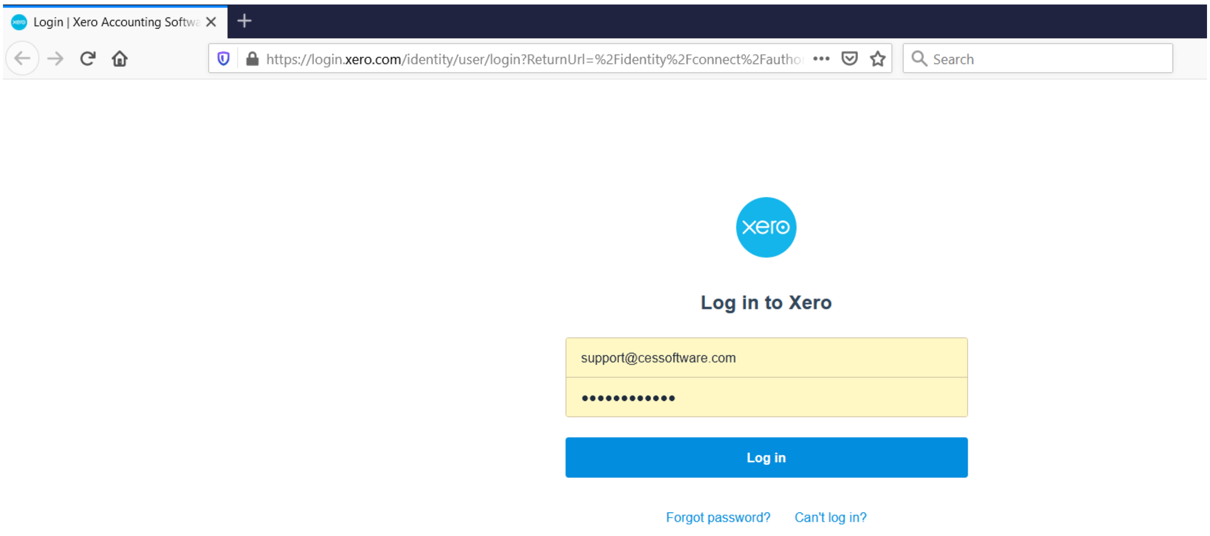
Xero Settings:

The Xero integration requires a few settings to be configured on the Xero account.

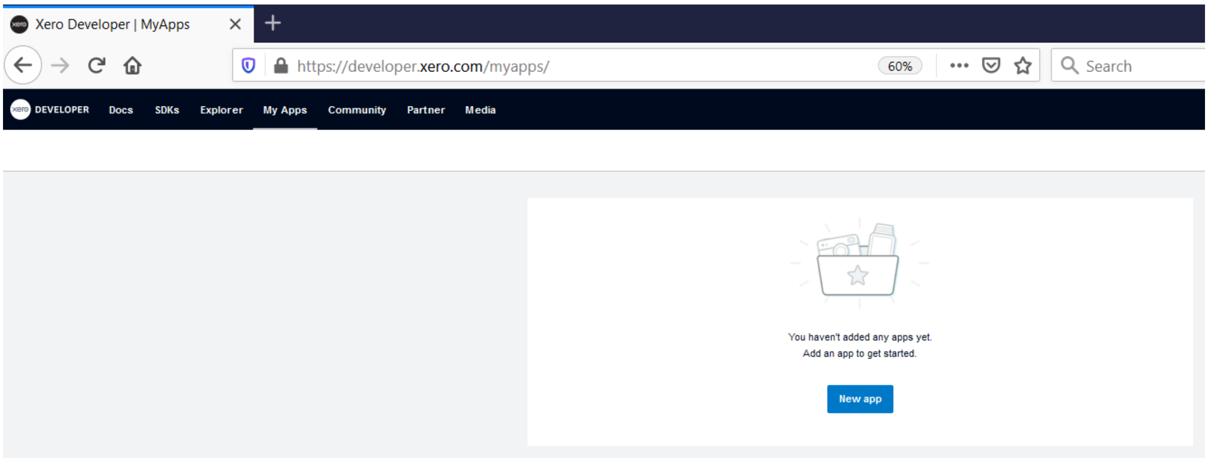
Setting 1: New App

Add a new app on Xero using the URL below, log in using the Xero username and password for the account.

https://developer.xero.com/myapps/



Once logged in the screen below will be displayed click on the New App button.

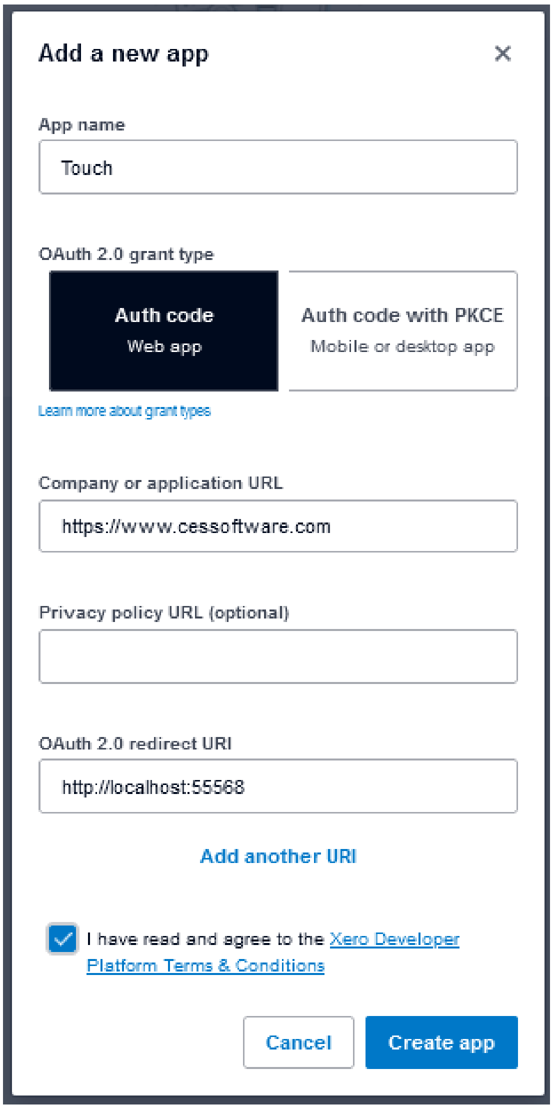


The screen below will then display.

Enter the details as shown below into the screen below.

App Name: Touch
Company or application URL: https://www.cessoftware.com
OAuth 2.0 redirect URL: http://localhost:55568
Note: Make sure there is not a / at the end of the redirect URL

Then tick the terms and conditions and click on the blue Create app button at the bottom.

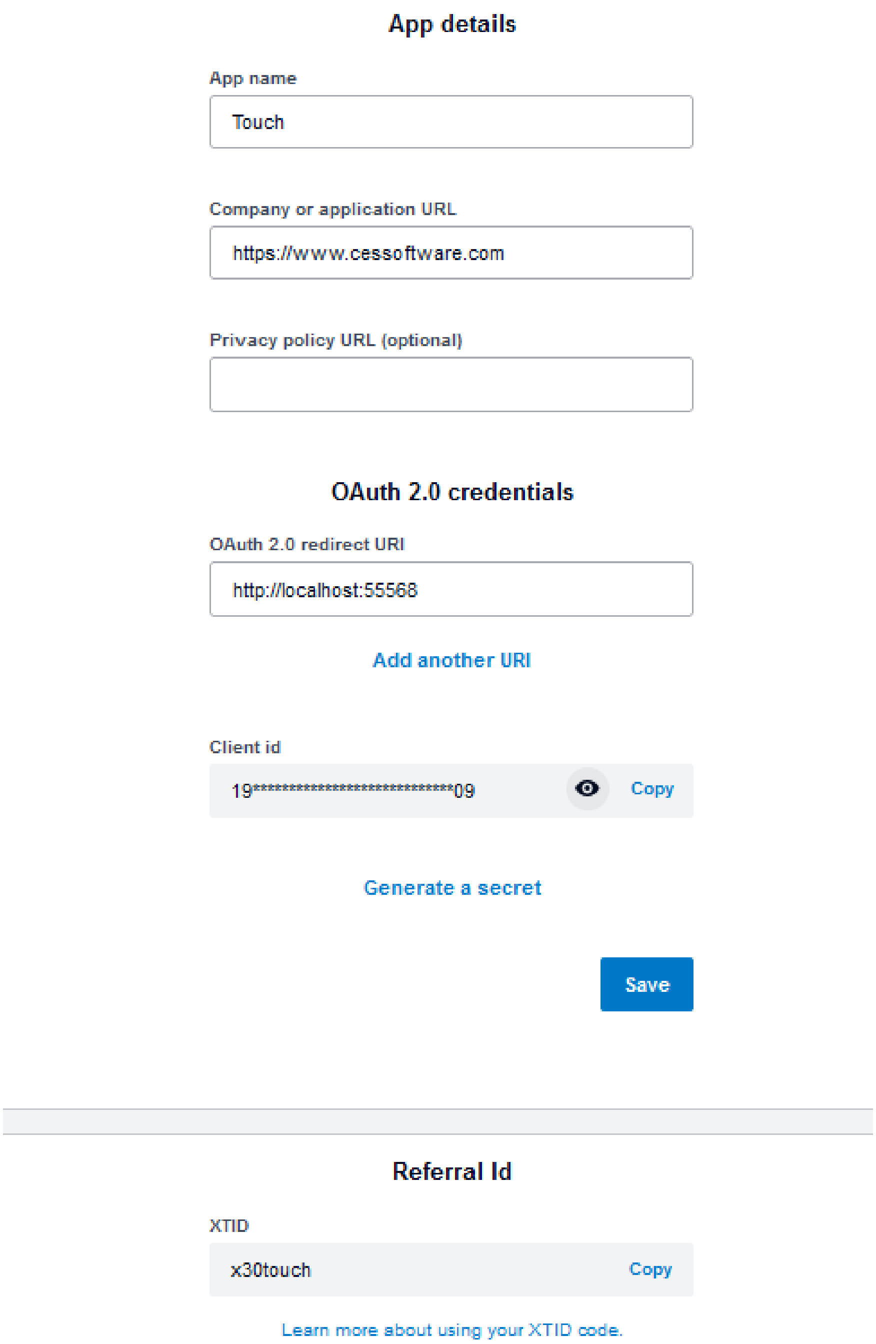


The screen below will then display.

The ‘Client id’ and ‘Client Secret’ codes need to be added into the Touch back office settings for Xero.

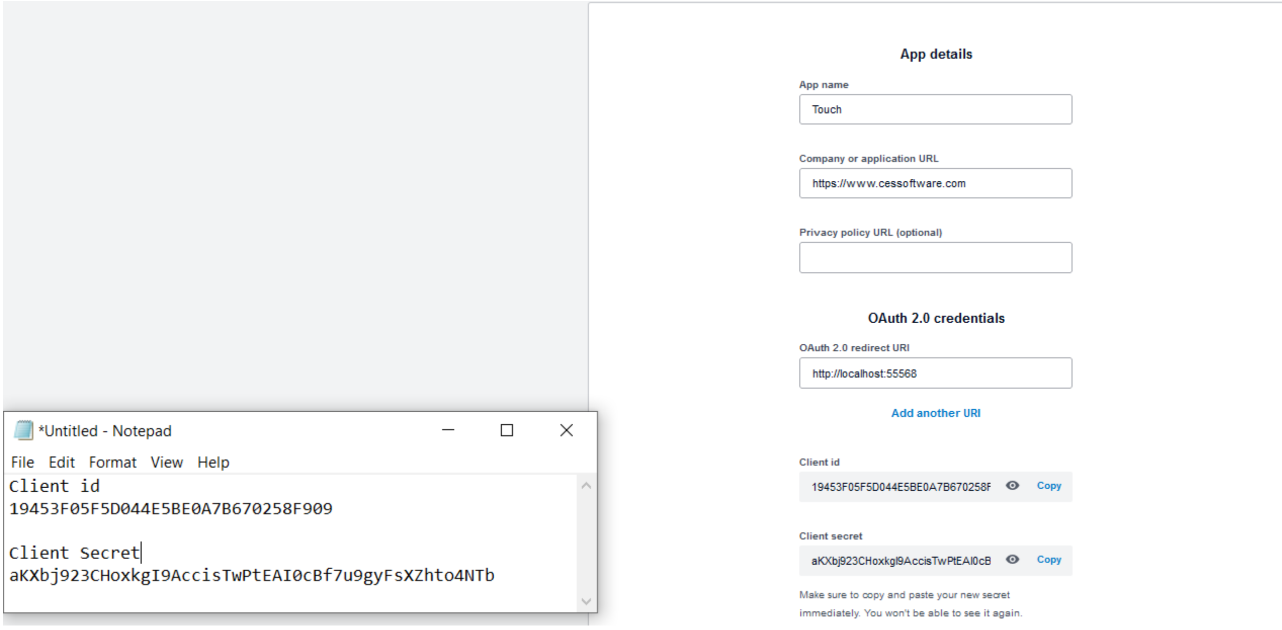
Note: The Client Secret will only display once so make sure you copy it into notepad or similar.

Press the Generate a secret



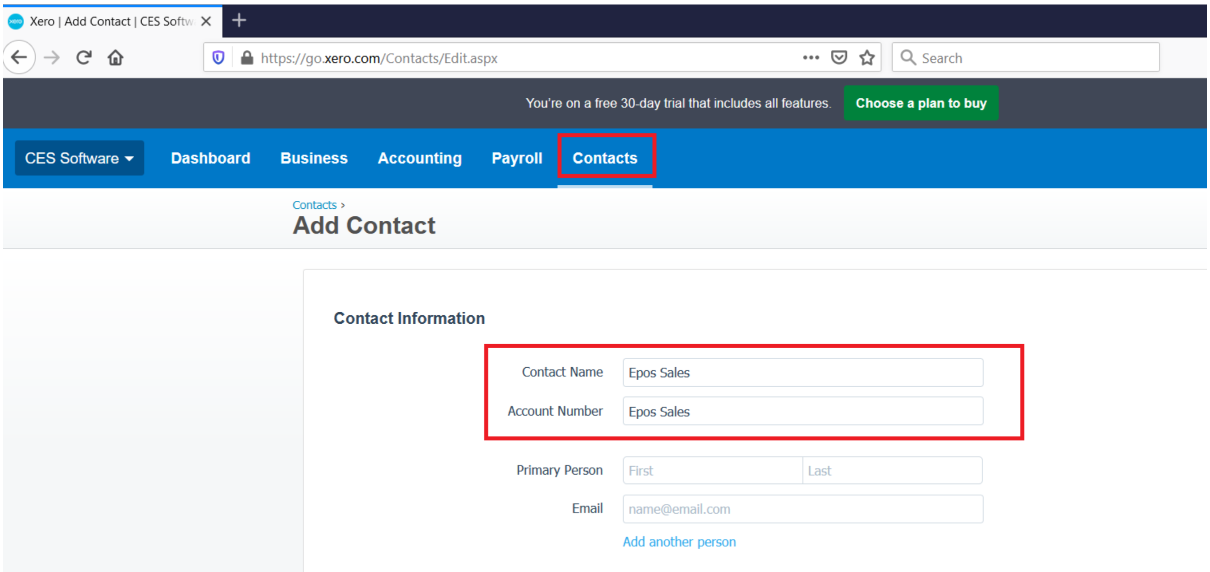
Open Notepad or similar and copy of the Client id and the Client Secret and save the file.

Once the details have been saved press the Save button.



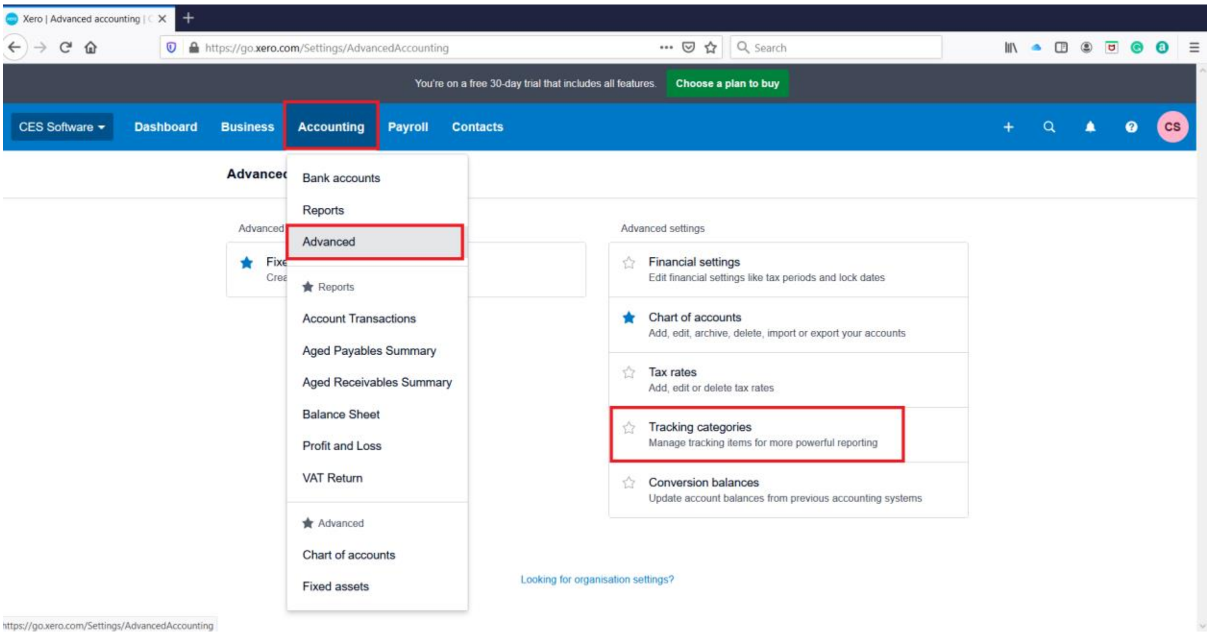
The Xero Client id and Client Secret need to be entered into the Touch back office settings.

Setting 2: Contact.
When posting to Xero an invoice gets created against a default contact and a contact needs to be set up for this purpose. The contact should be something that resembles the Epos system like the example below. The contact details need to be entered into the Touch back office settings.

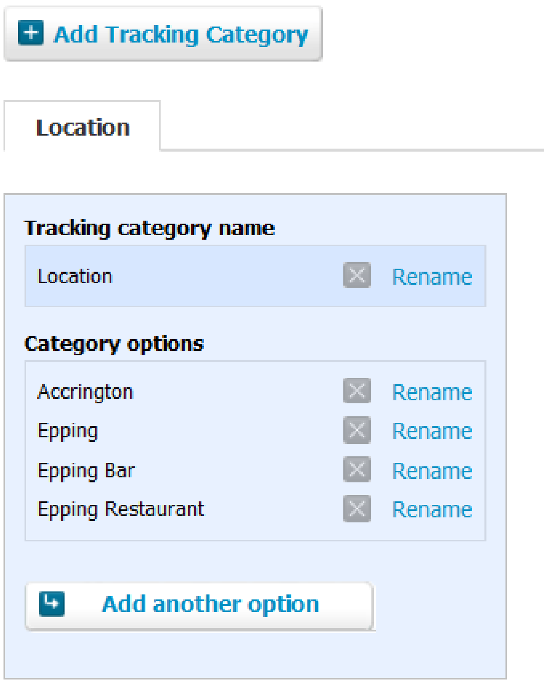


The same principle is used for account sales from Touch, an account customer on Touch is a Contact on Xero. Account sales posted from Touch will pass the customer code which needs to match with the corresponding Account Number on Xero. This will then create an invoice against the actual contact rather than the default contact for Epos Sales.

Setting 3: Tracking Categories.
Tracking Categories are used to identify where the sales have come from and will show the location on the Invoices posted to Xero.

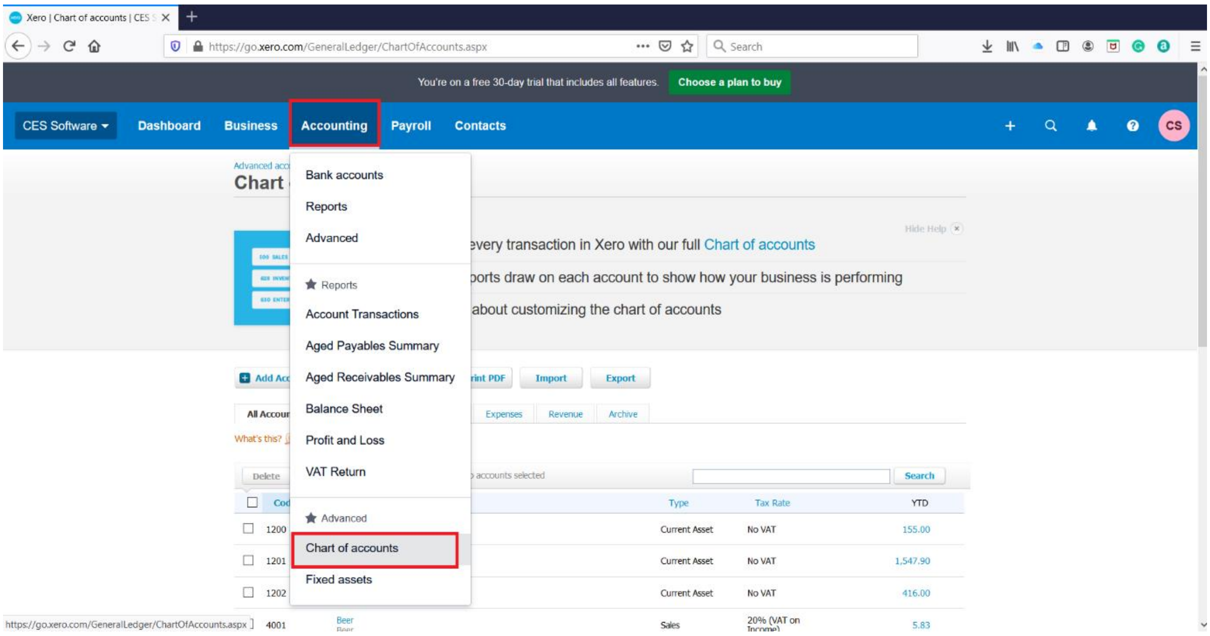


Set up a tracking Category called Location and relevant Category options as shown in the example below.



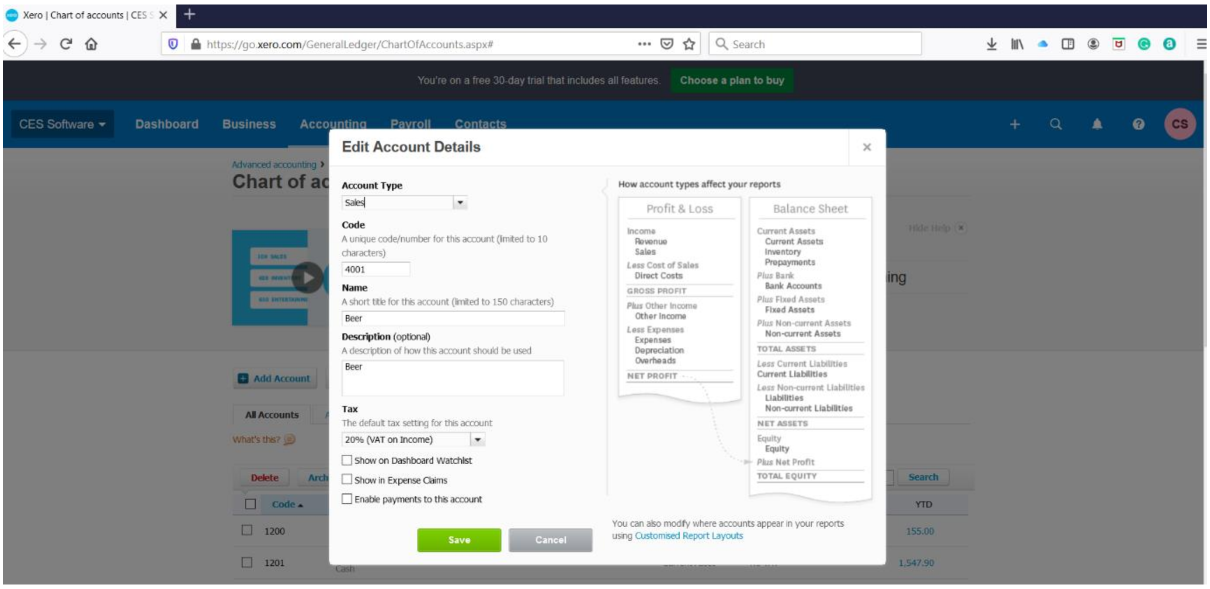
Setting 4: Accounts Setting in Xero.
The account settings in Xero need to be set up (if not done already) for the departments and tenders for posting.

The account settings are found as shown below.



Departments:
Below is an example account for the Beer department, the account type is **Sales** the Tax Rate needs to be set for each department (20% VAT set in this example) and **Enable payments to the account** is not ticked. **Note:** The VAT gets populated by Xero when posting therefore it will not calculate the VAT correctly if you have both VAT and NON VAT products in the same department.

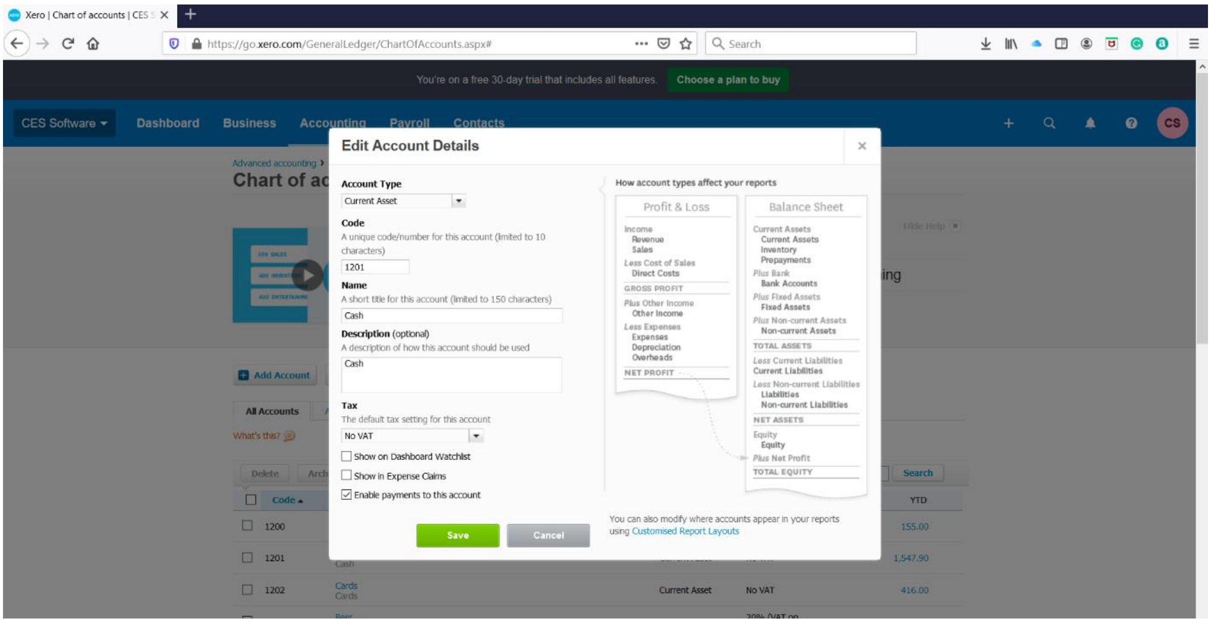
The code in this case 4001 needs to be entered into the corresponding department settings in Touch.



Tenders:

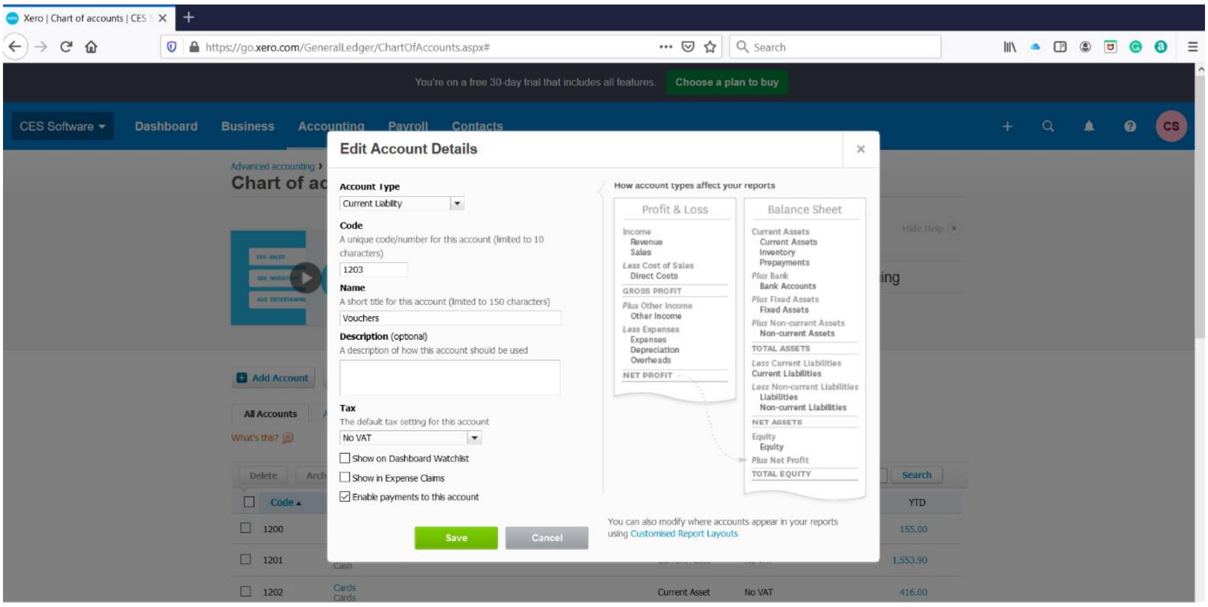
Below is an example account for the Cash tender, the account type is **Current Asset** and **Enable payments to the account** is ticked. The VAT rate on accounts for tenders should be set to No VAT as the VAT is calculated on the department/product sales.

The code in this case 1201 needs to be entered into the corresponding tender settings in Touch.



Vouchers:
Below is an example account for Vouchers, the account type is **Current Liability** and **Enable payments to the account** is ticked. The VAT rate on accounts for Voucher should be set to No VAT.

For vouchers you need to set up a department and a tender that both use the same account code in this case 1203. This is the way Xero recommend Vouchers and Gift cards are set up on POS systems.

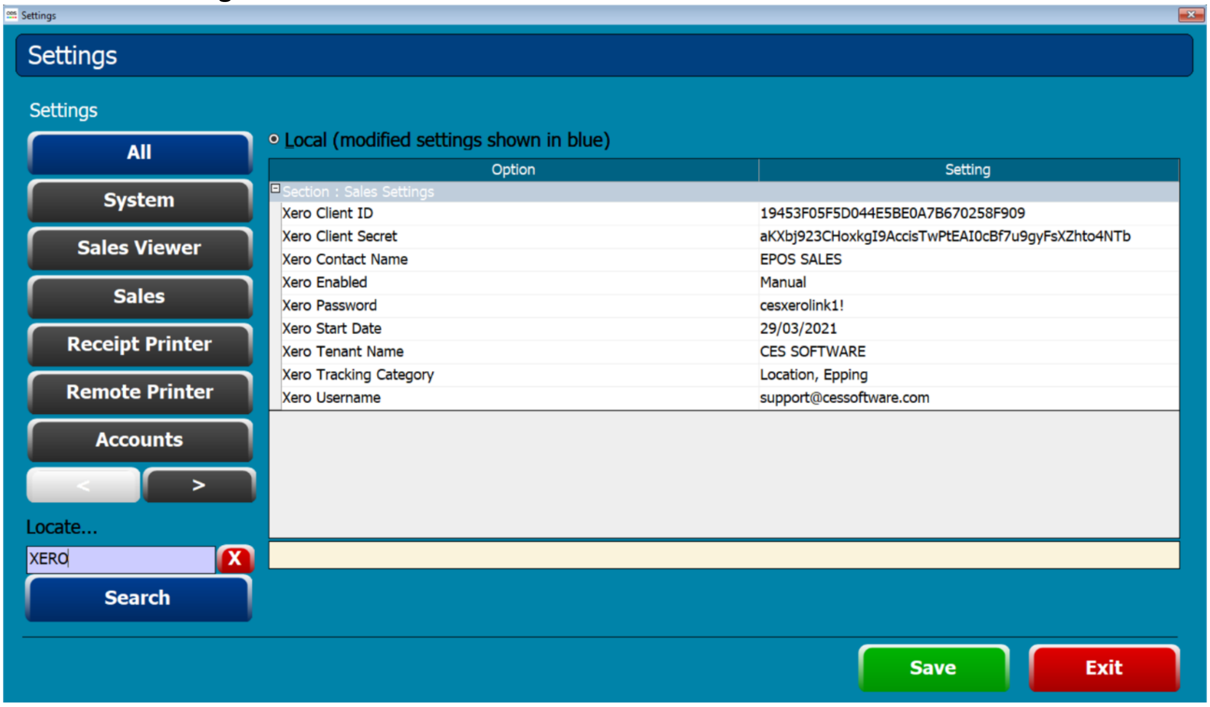


Touch Settings:

The settings required on touch for the Xero integration are as follows.

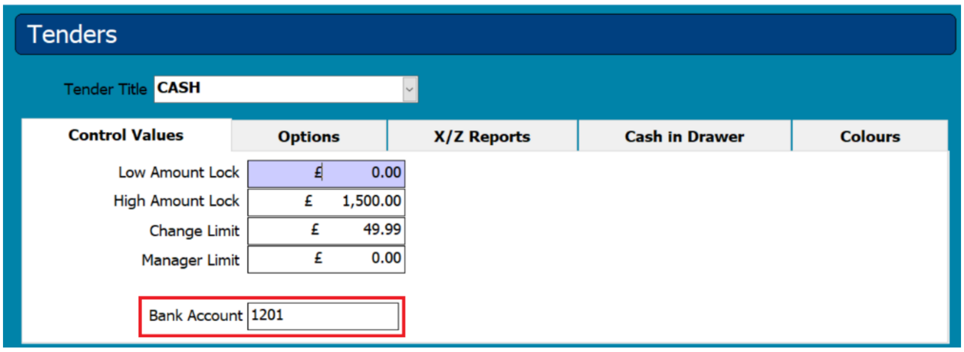
Licence
Touch needs to be licenced with the Xero module enabled.

Back Office Settings:



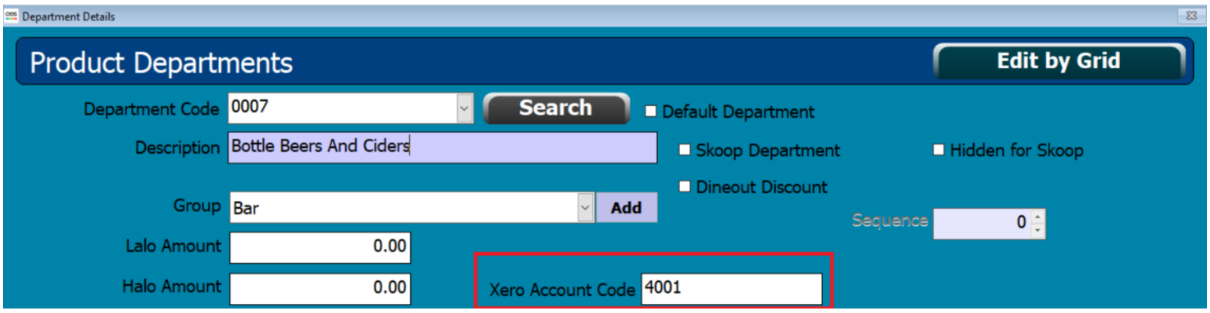
Xero Client ID – Client Id on the Xero app configuration
Xero Client Secret – Client Secret on the Xero app configuration
Xero Contact Name – Default Contact set up on Xero for Epos Posting
Xero Enabled – Options for Manual to run from a button command or to run on EOD
Xero Password – Password used to log into Xero
Xero Start Date – Start date used for posting sales to Xero (read only setting)
Xero Tennant Name – Name of the Xero account to post to
Xero Tracking Category – Used to identify the location on the Xero invoices
Xero Username **–** Username to log into Xero

Tender Settings:
When Touch is licenced for Xero the Bank Account setting shown below will show on the tender settings screen where the Xero account code is entered for each tender.

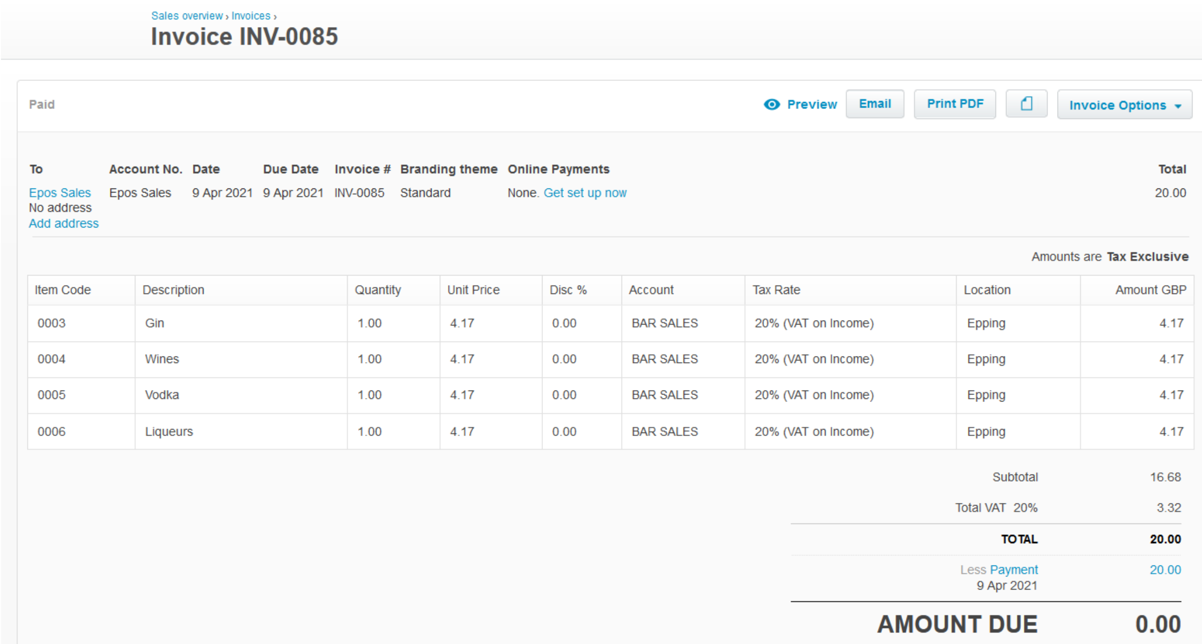


Department Settings:

When Touch is licenced for Xero the Xero Account Code setting shown below will show on the Department settings screen where the Xero account code is entered for each department.



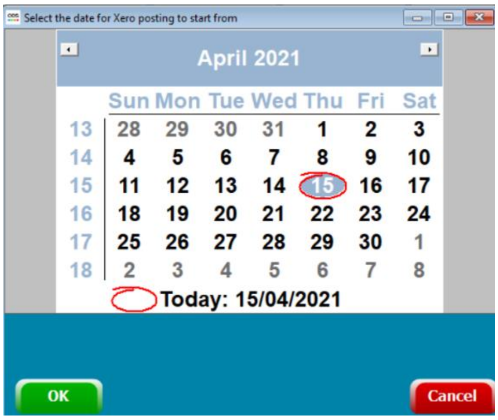
You can set multiple departments to use the same account code. In the example Xero invoice below 4 separate departments have been set to use the BAR SALES account. This results in individual totals for each department but all link back to the bar sales account so can be used like groups and departments on Touch.



Xero Button Command:
If the Xero enabled setting is set to manual the button command **POSTTOXERO** is used in sales mode to manually post to Xero.

First Post to Xero:

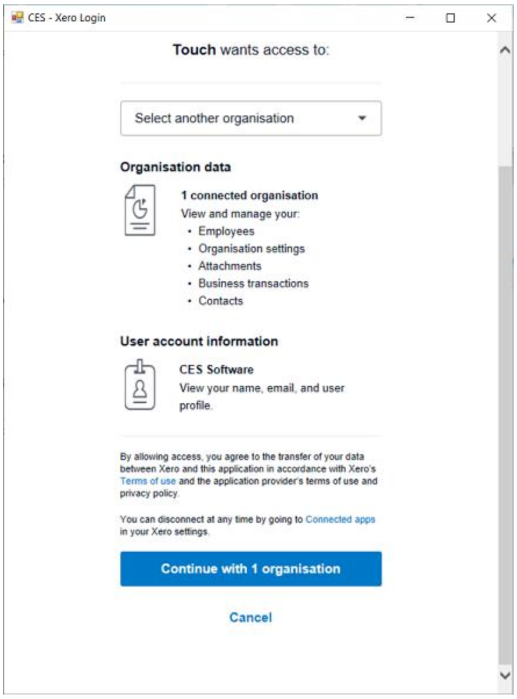
The first time the post to Xero is run the calendar screen below will appear where you set the date you want the Xero posting to start from. The date entered will get written to the **Xero Start Date** back office setting which is a read only setting.



Posting to Xero:
The sales data that gets posted to Xero comes from the archive files and can be set to run on the EOD or manually from a button command. Each time you post all sales that have not been sent previously will be sent up to Xero in one go and will populate a single invoice. If you require a separate invoice for each day you must post daily.

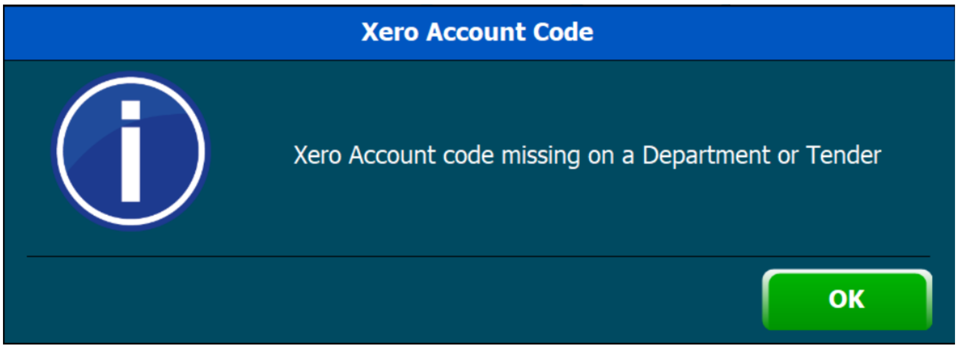
For systems with multiple tills you would only need to set up the Xero settings on a single till that will be used to do the posting, typically the master till. If using the EOD option, make sure the till that posts is the last one to run the EOD.

When posting to Xero using either method EOD or button command the screen below will open and you must press to blue continue button so Xero will grant access. This log in function is a requirement on Xero and cannot be avoided.

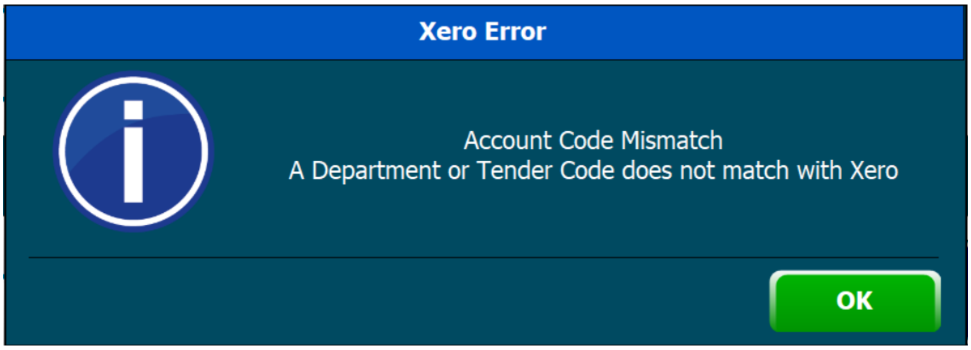


The sales will post and a please wait banner will appear on the screen while posting, once posting has completed the please wait banner will close.

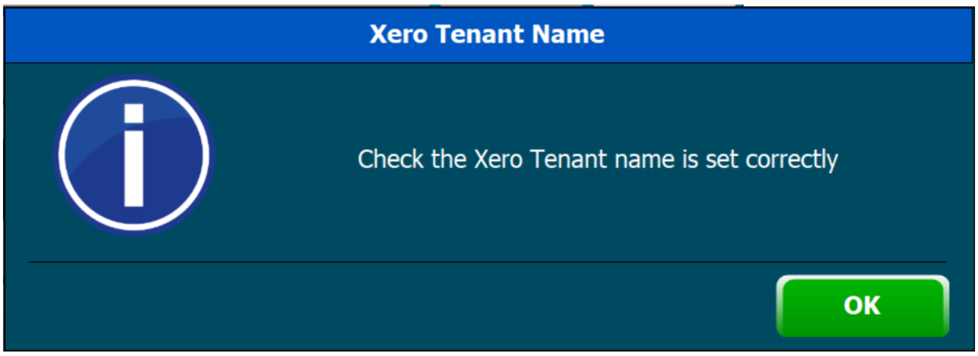
When posting to Xero Touch will check the sales data being sent to make sure all the departments and tenders used have a Xero account code populated. If any departments or tenders have a blank account code the message below will be displayed and nothing will get posted to Xero.



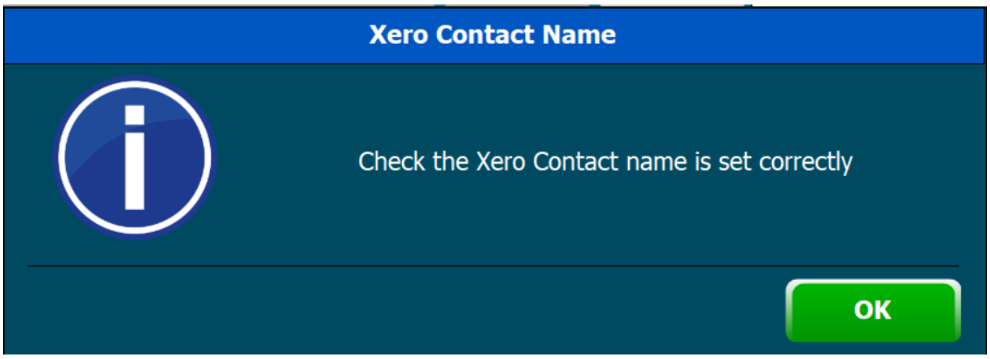
The below message will be displayed if Xero has rejected the posting because an account code used in Touch does not match with Xero. We know this from the response that comes back from Xero so show this message. A log is created for all communications with Xero that will contain the response and should show which code is not matching.



The below message will be displayed if the Tenant Name has not been set correctly on Touch.



The message below will be displayed if the Xero Contact name has not been set correctly.



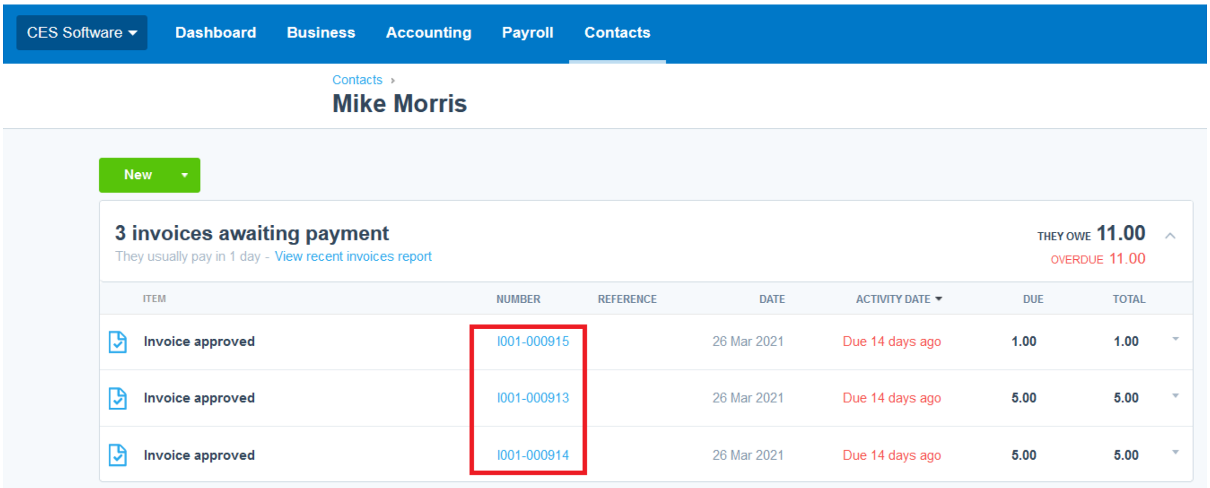
Accounts:

On v10.0.069 a new touch.ini setting **SENDACCOUNTSTOXERO=YES** has been introduced for enabling the use of accounts. When the setting is enabled any customer records set as account or are in an account group will get created as Contacts on Xero automatically when posting to Xero. The setting will also enable sending any sales paid by the account tender to the contact on Xero and will pay any invoices when the account payment function is used.

Note: If the above touch.ini is not in use account sales will get posted to Xero as standard sales merged with the non-account transactions.

Account Sales:

Account transactions can be posted to Xero if a contact with a matching account number is set up on Xero. This will create an invoice on Xero and use the account invoice reference number from Touch.



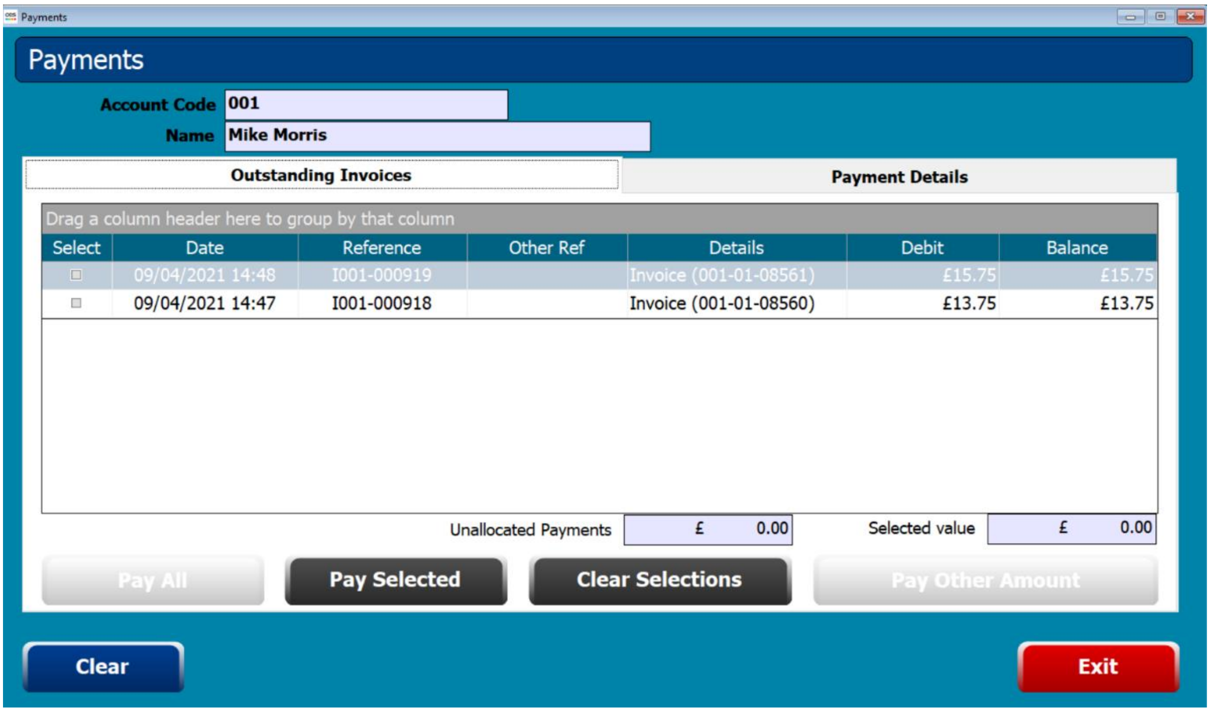
Account Payments:

The are some rules in place for account payments when Xero is enabled on Touch.

- When posting an account payment to Xero you must specify which invoice the payment is for therefore you can only pay one invoice at a time. If for example, there are 4 x £25 outstanding invoices on Touch and the customer pays off £100 to pay them all together you would need to do 4 individual £25 payments. For this reason, you can no longer select multiple invoices or pay other amount in the account payment screen if Xero is enabled.

- If a payment is taken for an invoice on Touch that is older than the Xero Start Date the payment will not get posted to Xero as there will be no matching invoice on Xero to allocate the payment to.

Below is the account payment screen with Xero enabled, notice the Pay All and Pay Other Amount buttons are disabled. In addition, you can only select one invoice at a time, if one invoice has the tick box selected if you press a different invoice the previous one will untick.



Service charge and Gratuity:

Option added for Service charge and Gratuity on version 10.0.082. On the Xero end set up an account in the same format as the department accounts. On Touch, a Back-Office setting has been added **'Xero Account Code for Service and Gratuity'** to enter the account code.

Xero Account Code for Service and Gratuity	4204

Version 11.0.010 updates:
Several new features have been added to the Xero integration on v11.0.010.

Paid in, Paid Out and Account Payments:

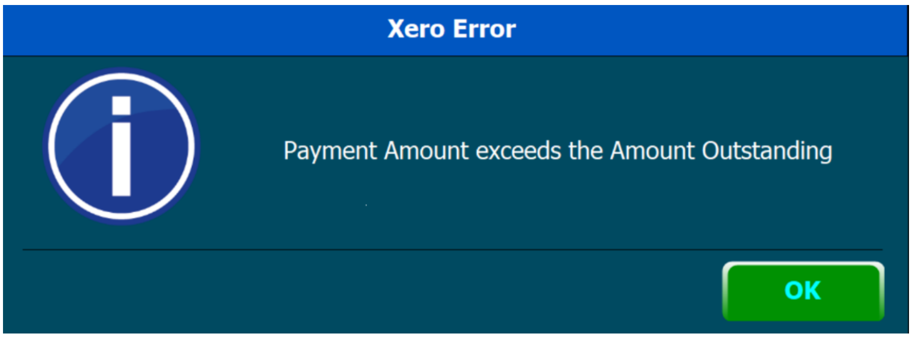
New back-office settings have been added to enter the Xero account codes for Paid in, Paid Out and Account Payments. On the Xero end set up No VAT accounts in the same format as the department accounts and configure the back-office settings below in Touch with the Xero account codes. The figures for each will now be populated on the main Epos Sales invoice on Xero.

Xero Account Code for Accounts	4203
Xero Account Code for Paid In	4202
Xero Account Code for Paid Out	4201

Account Payments:
If the touch.ini setting **SENDACCOUNTSTOXERO=YES** is not in use the ‘Pay All’ and ‘Pay Other Amount’ buttons on the Account Payment screen will no longer be disabled. Any account payments taken will now show in the main Epos Sale invoice on Xero.

Multiple Account Payments:
If the touch.ini setting **SENDACCOUNTSTOXERO=YES** is in use by default the ‘Pay All’ and ‘Pay Other Amount’ buttons in the account payment screen will be disabled. When the buttons are disabled, you can only select one invoice at a time to take a payment for and the invoice will get paid on the Xero end as you are telling the system to pay a specific invoice.

A new touch.ini setting **MULTIACCOUNTPAYMENTSWITHXERO=YES** has been added that will enable the ‘Pay All’ and ‘Pay Other Amount’ buttons on the account payment screen allowing multiple invoices to be paid taking a single payment as with standard accounts when the Xero integration is not enabled. When a payment has been taken for multiple invoices the message box below will show after posting to Xero, the invoices for that payment will need to be manually allocated on Xero.



Account Credit Notes:
Account Credit notes will now be posted to Xero. The credit notes will need to be manually assigned to an invoice on the Xero portal.

Ex VAT Systems:
The Xero integration is now fully supported on Ex VAT systems.