

Xero Integration - Introduction

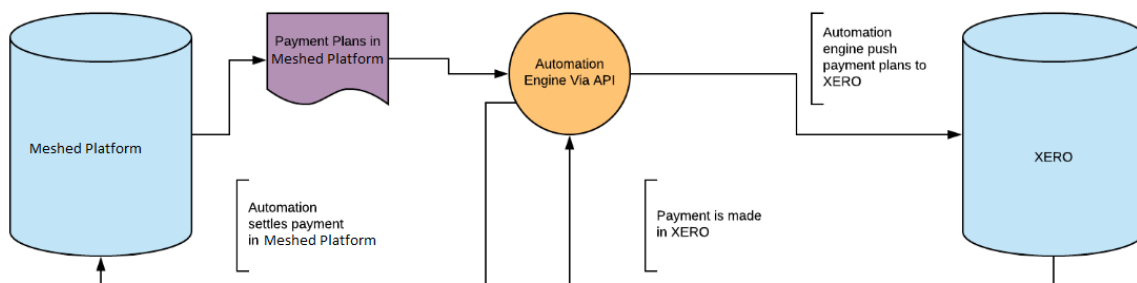
The Meshed Platform can be integrated with Xero – a popular accounting software commonly used by education institutions and organisations.

The interchange of data between the Meshed Platform and Xero, using the Meshed Xero API Integration Module, eliminates the need to double handle data.

Integration provides the ability to sync financial information:

- Invoices for Student fees can be managed and recorded within the Meshed Platform and exported to Xero.
- Settled payments can be imported from Xero to the Meshed Platform to reconcile the transactions between the two platforms.

High Level Overview of XERO Integration



XERO Integration - Overview

Meshed RTOManager CRICOS integrates with Xero using a Xero API to achieve following objectives:

1. Send invoices created in Meshed RTOManager CRICOS to Xero.
2. Once Payment is made in Xero against invoices, retrieve the amount paid from Xero to settle it in Meshed RTOManager CRICOS.

Meshed Group has developed a Xero console engine which can be run at desired intervals of time (once a day, every 12 hours, every 2 hours, etc) to interchange data between the two systems.

Note: Integration is not **real time**, the Engine will run based upon a scheduled time.



Sending Meshed Platform Invoices to Xero

Sending Invoices to Xero:

- Create Invoices in Meshed RTOManager CRICOS. Once the engine runs at the scheduled time, the invoices will be created in Xero.

Number	Ref	To	Date	Due Date	Paid	Due	Status	Sent
T36	1035	Andrew Brand(ACME180018)	26 Sep 2019	26 Sep 2019	12,320.00	0.00	Paid	
T30	1029	Marc Jacobs(ACME180011)	15 Jul 2019	24 Nov 2019	0.00	18,666.66	Draft	
T35	1034	Andrew Brand(ACME180018)	28 Mar 2019	28 Mar 2019	0.00	11,200.00	Draft	
T33	1032	Jane Citizen(ACME180003)	18 Mar 2019	29 Jul 2019	0.00	18,666.66	Draft	
T26	1025	Tasha Lu(ACME180009)	18 Mar 2019	28 Jul 2019	0.00	18,666.66	Draft	
M31	1045	Ben Smith(ACME180019)	4 Mar 2019	9 Jul 2018	0.00	200.00	Draft	
M30	1044	Sarah Jones(ACME180022)	4 Mar 2019	9 Nov 2018	0.00	200.00	Draft	

Notes:

- Invoice ID from Meshed RTOManager CRICOS will be used to map invoices between the two Systems; Xero and Meshed RTOManager CRICOS.
 - 'InvID' in Meshed RTOManager CRICOS is mapped to the 'Number' column in Xero.
 - 'Invoice Number' in Meshed RTOManager CRICOS is mapped to the 'Ref' column in Xero.
 - If there are multiple line items in a Meshed RTOManager CRICOS invoice, in Xero individual invoices will be created for each line item.
 - Meshed Group can implement custom logic to send only invoices which are due in a certain date range.
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- After a sent invoice is created in Xero, a flag in Meshed RTOManager CRICOS indicates that invoices have been sent to Xero.



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Student Payment Summary Page

Student & Course Info

Student ID: ACME180018 Student name: Mr Andrew Brand
 Courses enrolled: BA: Bachelor of Accounting-12/11/2018 - Current Student
 Campus Name: Sydney campus
 Agent Name: New Agency
 Course Duration: 12/11/2018 - 7/11/2021 (156 Week)
 Total Course Fee: AUD 60000.00
 Invoiced Due Amount: AUD 56000.00
 Status: Current Student
 Total Fee Paid: AUD 5000.00
 Course Miscellaneous Fee Due: AUD 300.00
 Total Miscellaneous Fee Due: AUD 630.00

Payment schedule(s) for student: ACME180018, course(s): BA

Invid	Invoice No	Semester	Due Date	Inv Start Date	Agent Name	Fees	Fee Paid	Accrued Fee	Paid Duration	Comm% + GST	Commission	GST	Invoice Sent	Invoice Credit	Ledger Value	Remarks	Action
24	1033		05 Nov 18	12 Nov 18	New Agency	8000.00	8000.00	6457.14	20 Week	35%+GST	2800.00	280.00		0.00	6-1100	Generated from intake payment plan	
			26 Mar 19	28 Mar 19	New Agency	11200.00	0.00	0	25 Week	35%+GST	3920.00	392.00		0.00	6-1100	Generated from intake payment plan	
			26 Sep 19	26 Sep 19	New Agency	11200.00	0.00	0	25 Week	35%+GST	3920.00	392.00		0.00	6-1100	Generated from intake payment plan	
			26 Mar 20	26 Mar 20	New Agency	11200.00	0.00	0	25 Week	35%+GST	3920.00	392.00		0.00	6-1100	Generated from intake payment plan	
			24 Sep 20	24 Sep 20	New Agency	11200.00	0.00	0	25 Week	35%+GST	3920.00	392.00		0.00	6-1100	Generated from intake payment plan	
			25 Mar 21	25 Mar 21	New Agency	11200.00	0.00	0	25 Week	35%+GST	3920.00	392.00		0.00	6-1100	Generated from intake payment plan	

- If the Tuition Fee for a Course is GST inclusive in Meshed RTOManager CRICOS, this is reflected in Xero:

Mesched Higher.Ed | Dashboard | Business | Accounting | Payroll | Contacts

Sales overview | Invoices | Invoice T36

Paid

To: Andrew Brand(ACME180018)
 Attention: Andrew Brand(ACME180018)
 Suite 1096
 129
 Rue de l'Église
 LE PETIT-GUEVILLY HAUTE-NORMANDIE 76140
 FRANCE
 Edit address

Account No. Date Due Date Invoice # Reference Online payments Total
 ACME180018 26 Sep 2019 26 Sep 2019 T36 1035 None Get set up now 12,320.00

Item Code	Description	Quantity	Unit Price	Disc %	Account	Tax Rate	Amount AUD
	Tuition Fee	1.00	11,200.00		Sales	GST on Income	11,200.00
Subtotal							11,200.00
Total GST 10%							1,120.00
TOTAL							12,320.00
Less: Payment 4 Mar 2019							0.00
AMOUNT DUE							0.00

Retrieving Payment Information from Xero

Settling a transaction in Meshed RTOManager CRICOS once payment is made in Xero:

- Log into Xero and record payment amounts for invoices (fully or partially).
- Once the engine runs at the scheduled time, the payment information will be settled in Meshed RTOManager CRICOS.



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Student Payment Summary Page

Student & Course Info
Student ID: ACME180018 Student name: Mr Andrew Brand
Courses enrolled: BA - Bachelor of Accounting-12/11/2018 - Current Student
Campus Name: Sydney campus
Agent Name: New Agency
Course Duration: 12/11/2018 - 7/11/2021 (156 Week) Status: Current Student
Total Course Fee: AUD 64000.00 Total Fee Paid: AUD 32640.00
Total Course Fee Balance Due: AUD 31360.00 Course Miscellaneous Fee Due: AUD 300.00
Invoiced Due Amount: AUD 31360.00 Total Miscellaneous Fee Due: AUD 630.00
Available Credit: AUD 53,540.00

Payment schedule(s) for student: ACME180018, courseId: BA

Invid	Invoice No	Semester	Due Date	Inv Start Date	Agent Name	Fees	Fee Paid	Accrued Fee	Paid Duration	Comm% + GST	Commission	GST	Invoice Sent	Invoice Credit	Ledger Value	Remarks	Action
34	1033		05 Nov 18	12 Nov 18	New Agency	8000.00	8000.00	6457.44	20 Week	35%+GST	2800.00	280.00		0.00	6-1100	Generated from Intake payment plan	
35	1034		28 Mar 19	28 Mar 19	New Agency	11200.00	12320.00	0	26 Week	35%+GST	3920.00	392.00		0.00	6-1100	Generated from Intake payment plan	
36	1035		26 Sep 19	26 Sep 19	New Agency	11200.00	0.00	0	26 Week	35%+GST	3920.00	392.00		0.00	6-1100	Generated from Intake payment plan	
37	1036		26 Mar 20	26 Mar 20	New Agency	11200.00	0.00	0	26 Week	35%+GST	3920.00	392.00		0.00	6-1100	Generated from Intake payment plan	
38	1037		24 Sep 20	24 Sep 20	New Agency	11200.00	0.00	0	26 Week	35%+GST	3920.00	392.00		0.00	6-1100	Generated from Intake payment plan	
39	1038		25 Mar 21	25 Mar 21	New Agency	11200.00	0.00	0	26 Week	35%+GST	3920.00	392.00		0.00	6-1100	Generated from Intake payment plan	

Trans No. Invid Receipt No. Payment Date Amount Paid Amount Deposited Payment Mode Ref. No Bank Dep. Date Remarks Scholarship Amount Refunded Agent Bonus Bonus GST Bonus Paid Date Bad Debt Reversed Receipt Sent Action

25	34	1024	21/11/2018	8000.00	8000.00	Cash																		
27	36	1026	04/03/2019	12320.00	11200.00	XERO Import	04/03/2019		Imported from Xero. Last updated by: System @ 05/03/2019	0	0	0	0.00	0.00	0.00									
28	35	1027	05/03/2019	12320.00	11200.00	XERO Import	05/03/2019		Imported from Xero. Last updated by: System @ 05/03/2019	0	0	0	-300.00	0.00	0.00									

Agent Commission and Bonus Adjustment

Agent Commission and Bonus Adjustment during the Settlement Process:

- Log into Xero and open the relevant invoice.

Mesheed Accounts Payroll Projects Reports Contacts Settings

Sales > Invoices > Edit Invoice T2300

It is recommended that you add your organisation contact details before sending invoices.

Draft Preview Email Print PDF Invoice Options

To	Date	Due Date	Invoice #	Reference
Negah Rokni5675	6 Nov 2018	4 Dec 2018	T2300	3902

Account No. MESH20180106

AUD Australian Dollar Amounts are No Tax

Item	Description	Qty	Unit Price	Disc %	Account	Tax Rate	Amount AUD
	Tuition Fee	1.00	1,000.00		200 - Sales	BAS Excluded	1,000.00

Subtotal 1,000.00

TOTAL 1,000.00

Save Approve Cancel

- Deduct Agent Commission and Agent Bonus from the invoice and save it in Xero.



Meshed Higher-Ed | Dashboard | Business | Accounting | Payroll | Contacts

Sales overview > Invoices > **Edit Invoice T35**

i It is recommended that you add your organisation contact details before sending invoices.

Awaiting Payment Preview Invoice Options

To: Andrew Brand/ACME180018 | Date: 28 Mar 2019 | Due Date: 28 Mar 2019 | Invoice #: T35 | Reference: 1034

Account No. ACME180018 | Add last items

AUD Australian Dollar | Amounts are Tax Exclusive

Item	Description	Qty	Unit Price	Disc %	Account	Tax Rate	Amount AUD
	Tuition Fee	1.00	11,200.00		200 - Sales	GST on Income	11,200.00
	Agent Commission	1.00	1,000.00		441 - Legal expenses	BAS Excluded	1,000.00
	Agent Bonus	1.00	300.00		441 - Legal expenses	BAS Excluded	300.00

Subtotal: 12,500.00
Total GST 10.00%: 1,120.00
TOTAL 13,620.00

- Make the payment in Xero.

Meshed Higher-Ed | Dashboard | Business | Accounting | Payroll | Contacts

Sales overview > Invoices > **Invoice T35**

Awaiting Payment Preview Email Print PDF Invoice Options

To: Andrew Brand/ACME180018 | Account No. ACME180018 | Date: 28 Mar 2019 | Due Date: 28 Mar 2019 | Invoice #: T35 | Reference: 1034 | Online payments: None. [Get set up now](#) | Total: 13,620.00

Attention: Andrew Brand/ACME180018
Suite 1096
128
Rue de l'Eglise
LE PETIT-QUEVILLY HAUTE-NORMANDIE 76140
FRANCE
[Edit address](#)

Item Code	Description	Quantity	Unit Price	Disc %	Account	Tax Rate	Amount AUD
	Tuition Fee	1.00	11,200.00		Sales	GST on Income	11,200.00
	Agent Commission	1.00	1,000.00		Legal expenses	BAS Excluded	1,000.00
	Agent Bonus	1.00	300.00		Legal expenses	BAS Excluded	300.00

Subtotal: 12,500.00
Total No GST: 0.00
Total GST 10%: 1,120.00
TOTAL 13,620.00

Receive a payment

Amount Paid	Date Paid	Paid To	Reference
13620.00	5 Mar 2019		

Add Payment



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Meshed Higher-Ed ▾ Dashboard Business Accounting Payroll Contacts

Sales overview > Invoices > Invoice T35

Paid Preview Email Print PDF Invoice Options ▾

To: Andrew Brand(ACME180018)
 Attention: Andrew Brand(ACME180018)
 Suite 1096
 128
 Rue de l'Église
 LE PETIT-QUEVILLY HAUTE-NORMANDIE 76140
 FRANCE
[Edit address](#)

Account No. Date Due Date Invoice # Reference Online payments Total
 ACME180018 28 Mar 2019 28 Mar 2019 T35 1034 None. Get set up now 13,620.00

Amounts are Tax Exclusive

Item Code	Description	Quantity	Unit Price	Disc %	Account	Tax Rate	Amount AUD
	Tuition Fee	1.00	11,200.00		Sales	GST on Income	11,200.00
	Agent Commission	1.00	1,000.00		Legal expenses	BAS Excluded	1,000.00
	Agent Bonus	1.00	300.00		Legal expenses	BAS Excluded	300.00
Subtotal							12,500.00
Total No GST							0.00
Total GST 10%							1,120.00
TOTAL							13,620.00
Less Payment 5 Mar 2019							13,620.00
AMOUNT DUE							0.00

- After the engine processes, the paid invoice will be settled in Meshed RTOManager CRICOS and Agent Commission and Agent Bonus will also be settled.

Student Payment Summary Page

Student & Course Info
 Student ID: ACME180018 Student name: Mr Andrew Brand
 Course enrolled: BA Bachelor of Accounting-12/11/2018 - Current Student
 Campus Name: Sydney campus
 Agent Name: New Agency
 Course Duration: 12/11/2018 - 7/11/2021 (156 Week) Status: Current Student
 Total Course Fee: AUD 68000.00 Total Fee Paid: AUD 33540.00
 Total Course Fee Balance Due: AUD 31360.00 Course Miscellaneous Fee Due: AUD 300.00
 Invoiced Due Amount: AUD 31360.00 Total Miscellaneous Fee Due: AUD 130.00
 Available Credit: AUD 33,540.00

Payment schedule(s) for student: ACME180018; courseid: BA

InvId	Invoice No	Semester	Due Date	Inv Start Date	Agent Name	Fees	Fee Paid	Accrued Fee	Paid Duration	Comm% + GST	Commission	GST	Invoice Sent	Invoice Credit	Ledger Value	Remarks	Action
34	1033		05 Nov 18	12 Nov 18	New Agency	8000.00	8000.00	6457.14	20 Week	35%+GST	2800.00	280.00	0.00	0.00	6-1100	Generated from intake payment plan	
35	1034		28 Mar 19	28 Mar 19	New Agency	11200.00	12320.00	0	26 Week	35%+GST	3920.00	392.00	0.00	0.00	6-1100	Generated from intake payment plan	
36	1035		26 Sep 19	26 Sep 19	New Agency	11200.00	12320.00	0	26 Week	35%+GST	3920.00	392.00	0.00	0.00	6-1100	Generated from intake payment plan	
37	1036		26 Mar 20	26 Mar 20	New Agency	11200.00	0.00	0	26 Week	35%+GST	3920.00	392.00	0.00	0.00	6-1100	Generated from intake payment plan	
38	1037		24 Sep 20	24 Sep 20	New Agency	11200.00	0.00	0	26 Week	35%+GST	3920.00	392.00	0.00	0.00	6-1100	Generated from intake payment plan	
39	1038		25 Mar 21	25 Mar 21	New Agency	11200.00	0.00	0	26 Week	35%+GST	3920.00	392.00	0.00	0.00	6-1100	Generated from intake payment plan	

Notes Description: Study or debts payment schedule | Pay schedule fee | View schedule pay int | Generate student invoice | Generate agent invoice
 Paid payment list for student: ACME180018; courseid: BA

Tran No.	InvId	Receipt No.	Payment Date	Amount Paid	Amount Deposited	Payment Mode	Ref. No	Bank	Dep. Date	Remarks	Scholarship	Amount Refunded	Agent Bonus	Bonus GST	Bonus Paid Date	Bad Debt	Reversed	Receipt Sent	Action
25	34	1024	21/11/2018	8000.00	8000.00	Cash				. Last updated by: prameth @ 22/02/2019	0	0	0.00	0.00	0.00				
27	36	1026	04/03/2019	12320.00	11200.00	XERO Import			04/03/2019	Imported from Xero. Last updated by: System @ 05/03/2019	0	0	0.00	0.00	0.00				
28	35	1027	05/03/2019	12320.00	11200.00	XERO Import			05/03/2019	Imported from Xero. Last updated by: System @ 05/03/2019	0	0	300.00	0.00	0.00				

Agent Commission for Individual Student

Student Agent Commission Information

Student ID: ACME190019
 Student name: Mr Andrew Brand
 Student Course: BA - Bachelor of Accounting-12/11/2018 - Current Student
 Campus Name: Sydney campus
 Total student paid amount: AUD 32649
 Total agent commission payable (GST Inc.): AUD 12566.40
 Total commission paid amount (GST Inc.): AUD -1000.00
 Total commission to refund (GST Inc.): AUD 0.00

Transaction No.	AgI_Invoice	Agent Name	Comm. Payable (Exc. GST)	GST	Comm. Paid	Mode	CHQ#	Paid Date	Comm To Refund	GST To Refund	Refund Amount	Remarks	Action
25		New Agency	2800	280	0				0	0	0	; Last updated by: Pramesh Khadka (pramesh) on 22/02/2019	
27		New Agency	4312	431.2	0				0	0	0	Imported from zero : Last updated by: N/A on 05/03/2019	
28		New Agency	4312	431.2	-1000				0	0	0	Imported from zero : Last updated by: N/A on 05/03/2019	

Agent Bonus/Rebate Details

- Note: In a Xero invoice while adding line items, the description text should be “Agent Commission” and “Agent Bonus” to ensure the integration functions correctly.

Deleting an Invoice in Xero

If an invoice is deleted in Meshed RTOManager CRICOS, after the engine processes the invoice it can be deleted from Xero if the invoice is in the “draft” section of Xero.

- Log into Meshed RTOManager CRICOS and delete the invoice from the system. Once the engine runs at the scheduled time, the invoice will be removed from Xero.

Student Payment Summary Page

Student & Course Info

Student ID: ACME190003 Student name: Mr Karl Jones
 Courses enrolled: BA - Bachelor of Accounting-18/02/2019 - Current Student
 Campus Name: Sydney campus
 Agent Name: ACME Higher Education Training Institute
 Course Duration: 18/02/2019 - 19/02/2022 (156 Weeks)
 Total Course Fee: AUD 8400.00 Total Fee Paid: AUD 0.00
 Total Course Fee Balance Due: AUD 8400.00 Course Miscellaneous Fee Due: AUD 0.00
 Invoiced Due Amount: AUD 8000.00 Total Miscellaneous Fee Due: AUD 0.00

Payment schedule(s) for student: ACME190003, course(s): BA

Invoice	Invoice No.	Semester	Due Date	Inv Start Date	Agent Name	Fees	Fee Paid
48	1950	11 Feb 19	18 Feb 19	18 Feb 19	ACME Higher Education Training Institute	8000.00	0.00

No transaction record is found

Update Schedule

Total tuition fee: AUD64000 Total course fee paid: AUD 0
 Semester: Semester3 2018
 Invoice start date: 19/02/2019 Due date: 11/02/2019
 Agent Name: ACME Higher Education Training Institute
 Invoice No: 1950 Amount for this schedule: AUD 8000
 Invoice Sent on: 05/03/2019
 Remarks: Generated from Intake payment plan
 Update this schedule only
 Update all remaining unpaid schedules
 Delete this schedule only
 Delete all remaining unpaid schedules
 Frequency: 20 Week
 Agent Commission: 0 %
 GST No GST

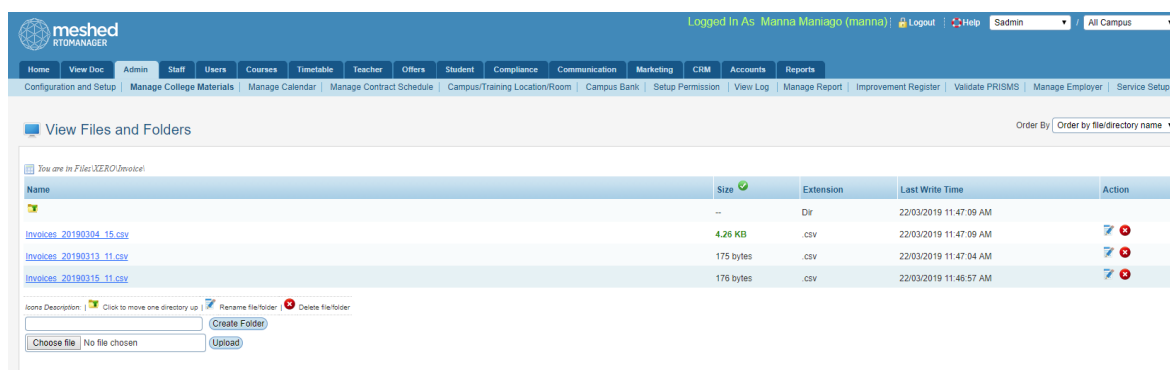
Delete this invoice which is in draft section of xero

Transactions Log in Meshed RTOManager CRICOS

To view the records of transaction information:



- Invoices sent to Xero, Payment information received from Xero, Log of Transaction in a particular iteration can be viewed in Meshed RTOManager CRICOS by navigating to **Admin > Manage College Materials > Xero**



Limitations

- If an invoice created in Xero is deleted by the user in Xero, the same invoice cannot be sent again from Meshed RTOManager CRICOS.
- Xero only allows for the creation of 60 invoices per minute.
- If a partial payment is made in miscellaneous fee in Xero, it can't be settled back in Meshed RTOManager CRICOS (Partial payment settlement applies only to Tuition fees)

Client Integration Information

To integrate respective Meshed RTOManager CRICOS platform with Xero, Meshed Group provides a public key certificate to the Client. Using this information, the Client will need to generate the following information and provide it to the Meshed Group:

1. Consumer Key
2. Consumer Secret

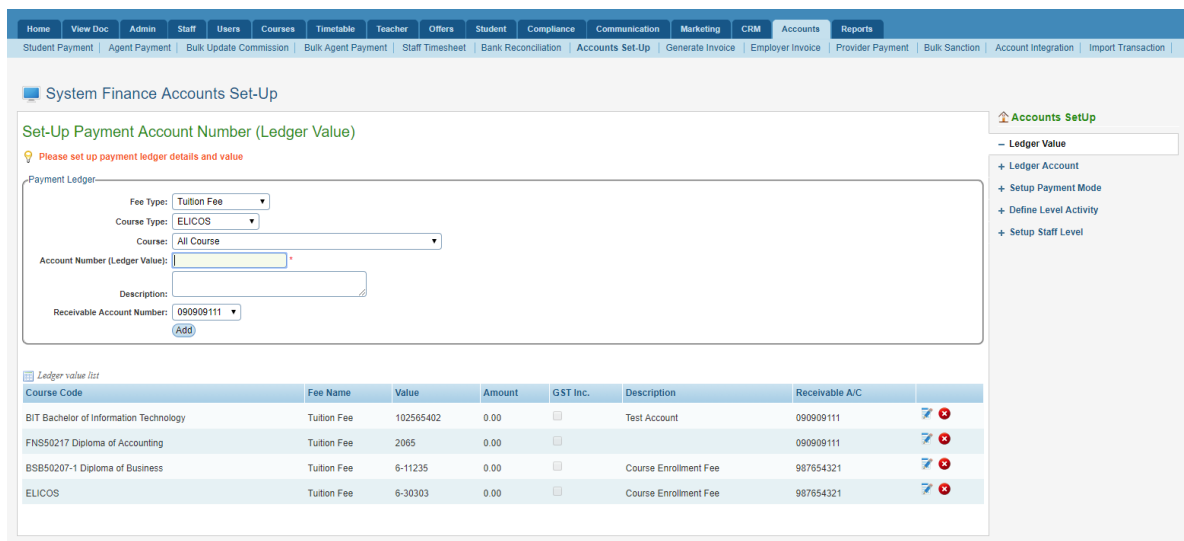
Note: Meshed Group will need to create a key pair by using these details. The key expiry date also needs to be defined when creating the key.

Pre-requisite for Integration

In Meshed RTOManager CRICOS, Clients need to setup Account Codes prior to using the Xero integration. The Account Code information needs to be identical in both the Xero and Meshed RTOManager CRICOS Systems.

To create an Account Code in Meshed RTOManager CRICOS:

- Navigate to **Accounts > Account Setup > Ledger Value:**
- Select **Fee Type**
- Select **Course Type**
- Enter the **Account Number**
- Enter the **Description**
- Click **Add**



System Finance Accounts Set-Up

Set-Up Payment Account Number (Ledger Value)

Please set up payment ledger details and value

Payment Ledger

Fee Type:

Course Type:

Course:

Account Number (Ledger Value):

Description:

Receivable Account Number:

Ledger value list

Course Code	Fee Name	Value	Amount	GST Inc.	Description	Receivable A/C	
BIT Bachelor of Information Technology	Tuition Fee	102565402	0.00	<input type="checkbox"/>	Test Account	090909111	<input type="button" value="edit"/> <input type="button" value="delete"/>
FNS50217 Diploma of Accounting	Tuition Fee	2065	0.00	<input type="checkbox"/>		090909111	<input type="button" value="edit"/> <input type="button" value="delete"/>
BBS50207-1 Diploma of Business	Tuition Fee	6-11235	0.00	<input type="checkbox"/>	Course Enrollment Fee	987654321	<input type="button" value="edit"/> <input type="button" value="delete"/>
ELICOS	Tuition Fee	6-30303	0.00	<input type="checkbox"/>	Course Enrollment Fee	987654321	<input type="button" value="edit"/> <input type="button" value="delete"/>