

ADI Add on Module Implementation Process

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Purpose

ADI is a third-party add-on module that streamlines the purchase order data entry within SedonaOffice. It also allows you to download the PDF of the ADI bill directly into SedonaDocs

This document walks the user through the steps required to implement the module.

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Process Overview

The following steps are required to implement:

1. Verify SedonaOffice version is compatible
 1. Yes – move to step 2
 2. No – [SedonaOffice Upgrade Implementation Process](#)
 1. 5.7 or lower – Upgrade completion required prior to installation
 2. 6.x or higher, add install time to installation
2. Send customer kick off email
 1. Template: 'SedonaOffice Add on Module'
 2. Edit template as necessary
 1. Remove SedonaSync and SedonaWeb links
 3. Include instructions for requesting ADI Credentials
 1. Attached to this article [ADI Integration for SedonaOffice Customer Credential Request Steps](#)
3. Customer Requests ADI Credentials from ADI
 1. Timeline: 2 weeks to receive credentials
4. Customer provides ADI Credentials to PM:
 1. ADI Account Number
 2. Account Key
 3. Secure Key
5. PM Schedules installation

1. Include ADI credentials in Chatter on the installation task
2. Estimated Time:
 1. ADI Install: 1hr
 2. SO Upgrade: include additional 30 minutes
6. PM Schedules Training
 1. If purchased
7. Complete project

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ADI Contact Information

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