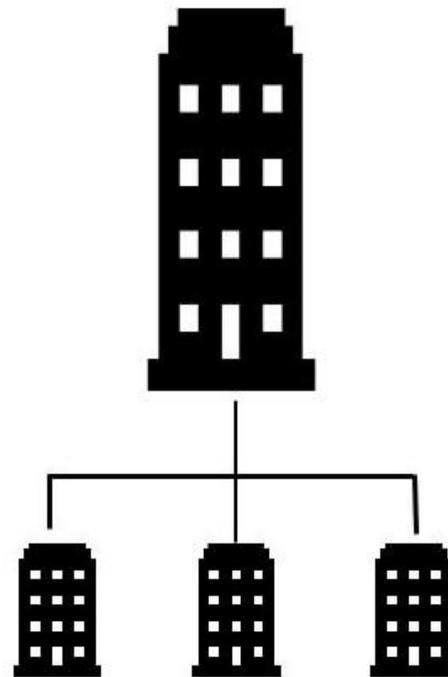


Configuration of Company Subsidiary





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1.0 Introduction

Odoo, as an open-source ERP software is a dynamic platform that facilitates accounting operations.

Odoo has a multi-company environment that allows you to manage operations from different companies with different warehouses, customers, and suppliers, products. In a multi-companies setup, each company works as a stand-alone and independent of the other companies within the database. This follows the legal and statutory compliance of each company. This feature is useful for multiple companies that have their individual company registration, tax filing, and reporting.

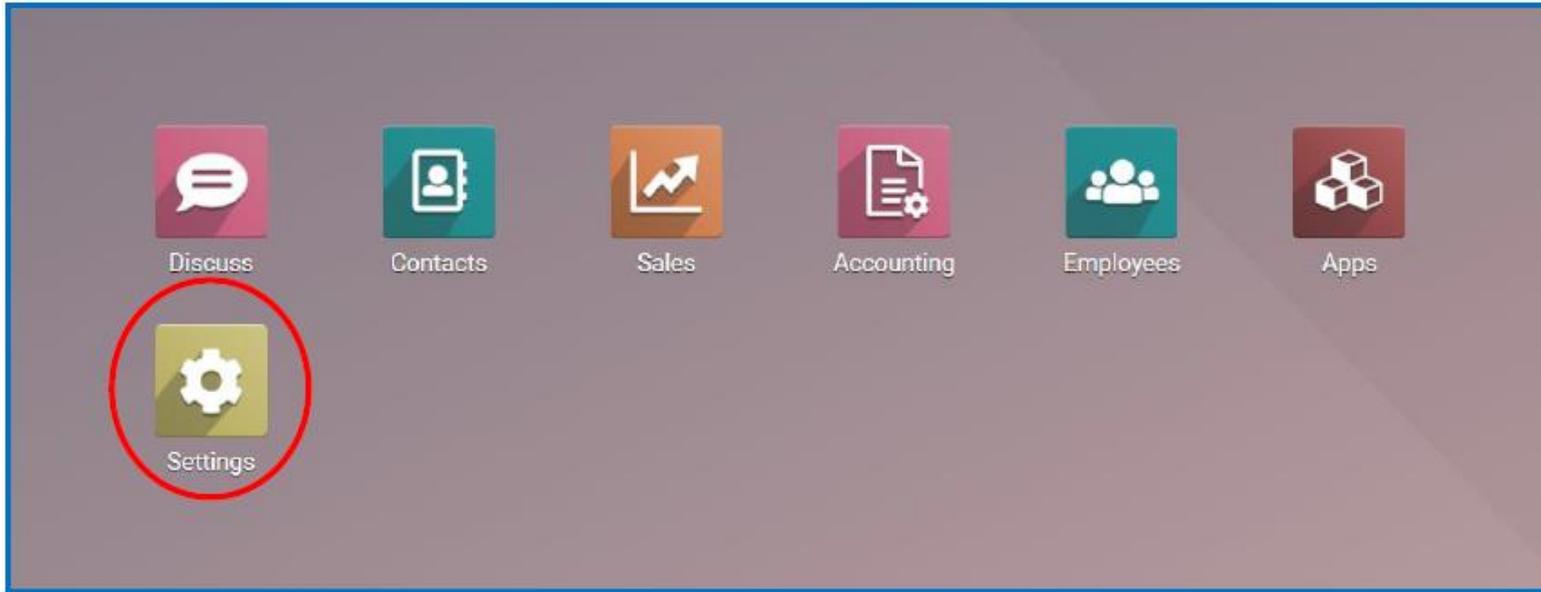
However, Odoo does not offer the possibility to manage branches under one legal company only. To address this need, this “COMPANY SUBSIDIARY” module was developed to configure the location and contact details of the different branches without a separate legal and tax requirement.

Furthermore, this module is also used as a functional dependence for electronic invoicing.

In this module, the configuration of COMPANY SUBSIDIARY is presented.

1.1 How to configure the COMPANY SUBSIDIARY

This is a step-by-step guide on how to set up a COMPANY SUBSIDIARY.



From the Odoo dashboard, go to Settings.

Settings General Settings **Users & Companies** Administrator

Settings Users Companies Subsidiaries Search...

SAVE DISCARD

General Settings Sales Accounting Employees

Users

Invite New Users
Enter e-mail address **INVITE** 1 Active User
→ Manage Users

Pending Invitations:
admin

Languages

1 Language
→ Add Language

Companies

Click on 'Users & Companies' then click on 'Subsidiaries'.

Settings General Settings Users & Companies Administrator

Company Subsidiaries Search...

CREATE Filters Group By Favorites 1-1 / 1

Company	Code	# of Employees	Complete Address
<input type="checkbox"/> APCON CONSULTING INC	Sucursal 1	0	Panamá Panamá Bella Vista Panama

Click on 'Create'.

The screenshot shows the 'Company Subsidiaries / New' form. At the top, there are navigation tabs for 'Settings', 'General Settings', and 'Users & Companies'. The user is logged in as 'Administrator'. The form has 'SAVE' and 'DISCARD' buttons. The 'Code' field is highlighted with a red box. Below it is a 'Company' dropdown menu, also highlighted with a red box, which is open and shows 'APOON CONSULTING INC' and 'Start typing...'. Below the dropdown are fields for 'Address', 'City', 'State', and 'ZIP' (with 'Andorra' selected). To the right are fields for 'Phone', 'Mobile', and 'Email'. At the bottom, there are tabs for 'Journals', 'Employees', and 'Geolocation'. A 'GEOLOCATE' section is visible with a 'GEOLOCATE' button and a field for coordinates: '(On : Lat : 0.0000 ; Long: 0.0000)'.

Type the 'Code'.

Type the 'Company', or if there are different companies created, choose one from the dropdown menu.

Fill in details for the 'Phone', 'Mobile' and 'Email'.

Settings General Settings Users & Companies Administrator

Company Subsidiaries / Sucursal 2

SAVE DISCARD 2 / 2 < >

Code
Sucursal 2

Company: APCON CONSULTING INC Phone: 942-888888

Address: Calle de Torres Quevedo, 12 Mobile: _____
Street 2... Email: _____

Santander Cantabria (ES) - 39011

Sp [v]
Spain

Journals Employees Geolocation

✓ GEOLocate
(On 03/28/2022 - : Lat : ; Long:)

Fill in the details of the address.

Type the first 2 or 3 letters of the country and options will appear, or click on the dropdown menu to choose the country.

Settings General Settings Users & Companies

Company Subsidiaries / Sucursal 2

SAVE DISCARD

Code
Sucursal 2

Company APCON CONSULTING INC Phone 942-888888
Address Calle de Torres Quevedo , 12 Mobile _____
Street 2... Email _____
Santander Cantabria (ES) 39011
Spain

Journals Employees **Geolocation**

✓ GEOLOCATE
(On 03/28/2022 : Lat : ; Long:)

Under the tab 'Geolocation', click on 'Geolocate'.

Code

Sucursal 2

Company	APCON CONSULTING INC	Phone	942-888888
Address	Calle de Torres Quevedo , 12	Mobile	
	Street 2...	Email	
	Santander Cantabria (ES) 39011		
	Spain		

- Journals
- Employees
- Geolocation

✓ GEOLOCATE
(On 03/28/2022 : Lat : 42.9978 ; Long: -4.1405)

After clicking 'Geolocate', the latitude and longitude will be automatically shown.

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