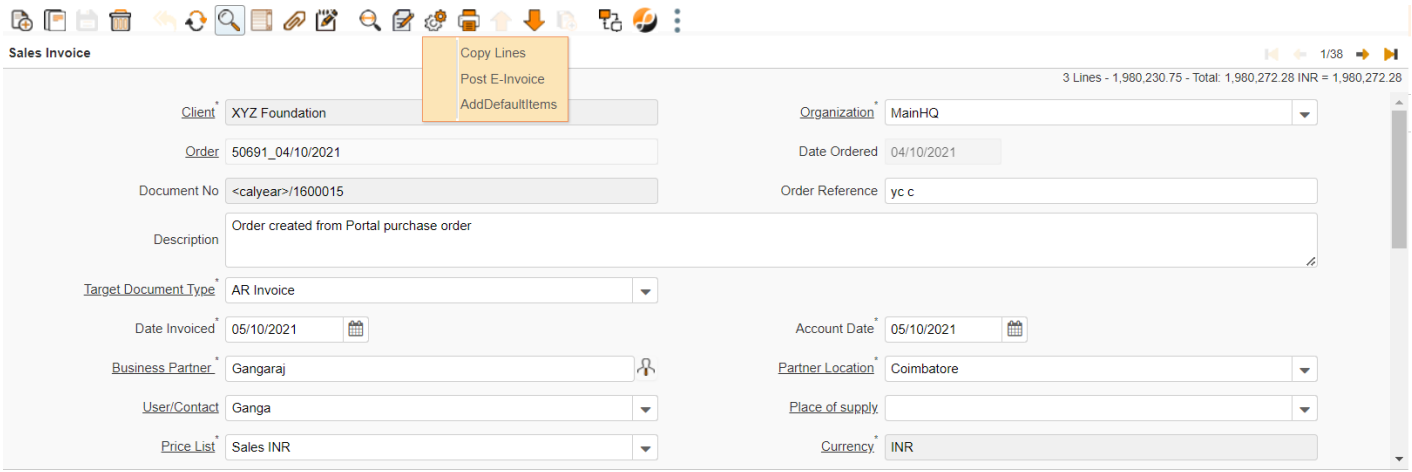
# Process

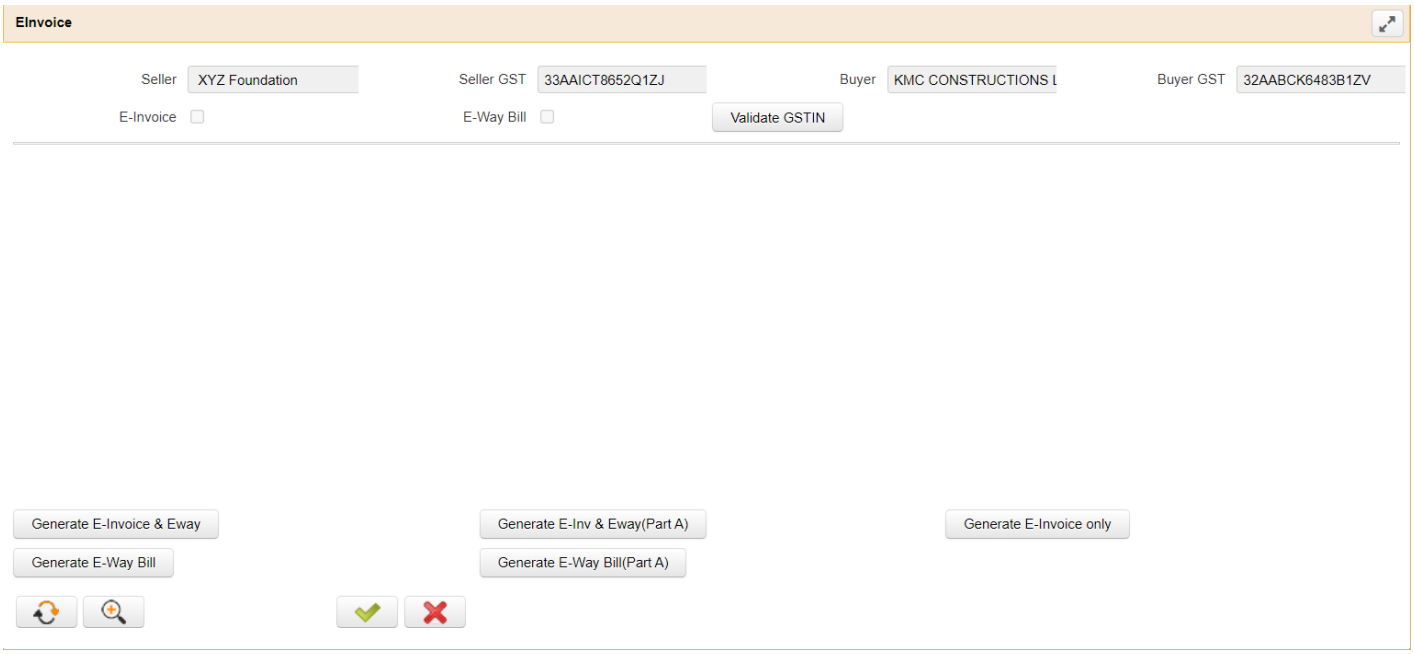
- Copy Lines
- Post E-Invoice
- Add Default Items

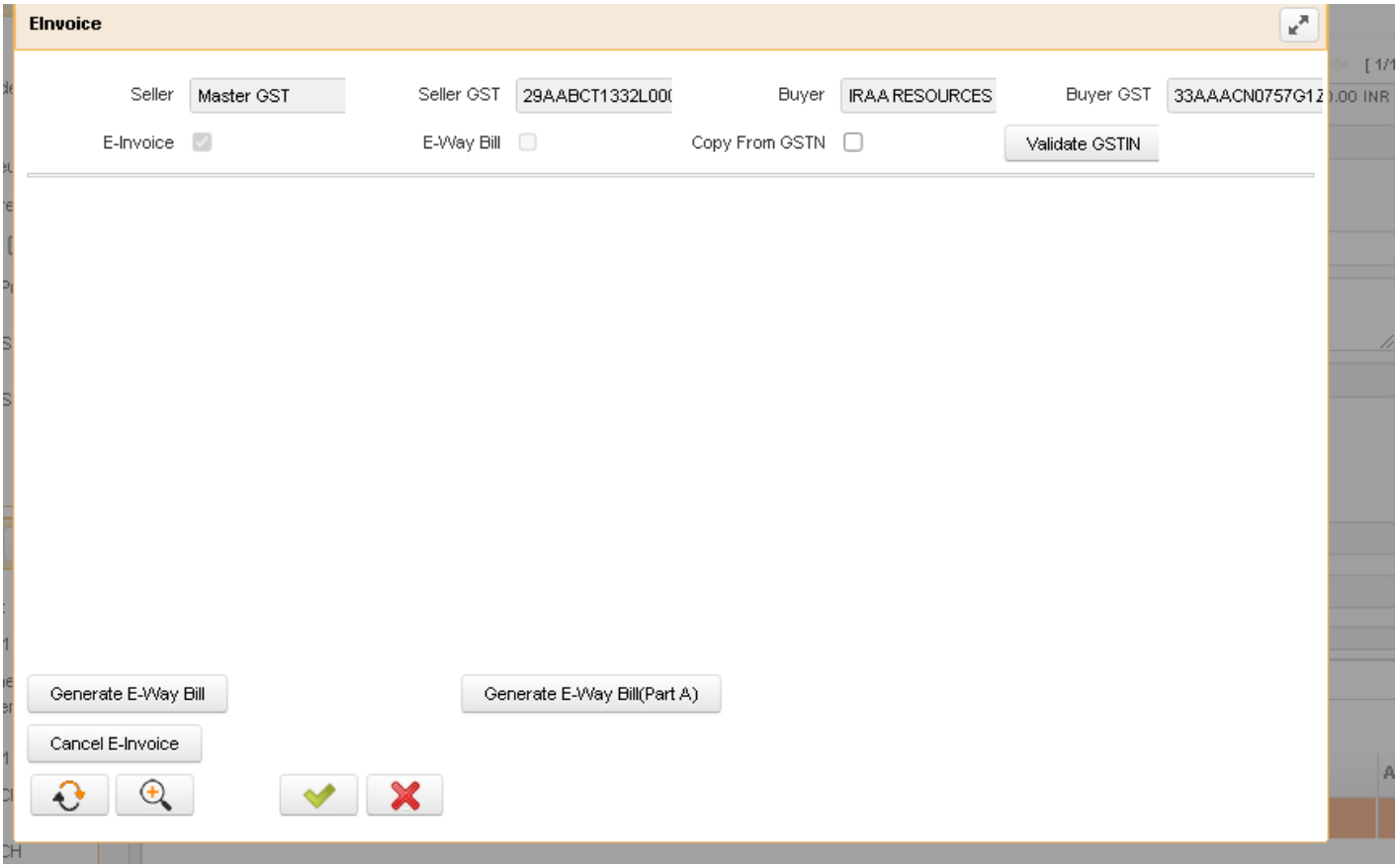
# Copy Lines




**Copy Lines:** This Process is used to create the same line details from one document to another document.

# Post E-Invoice

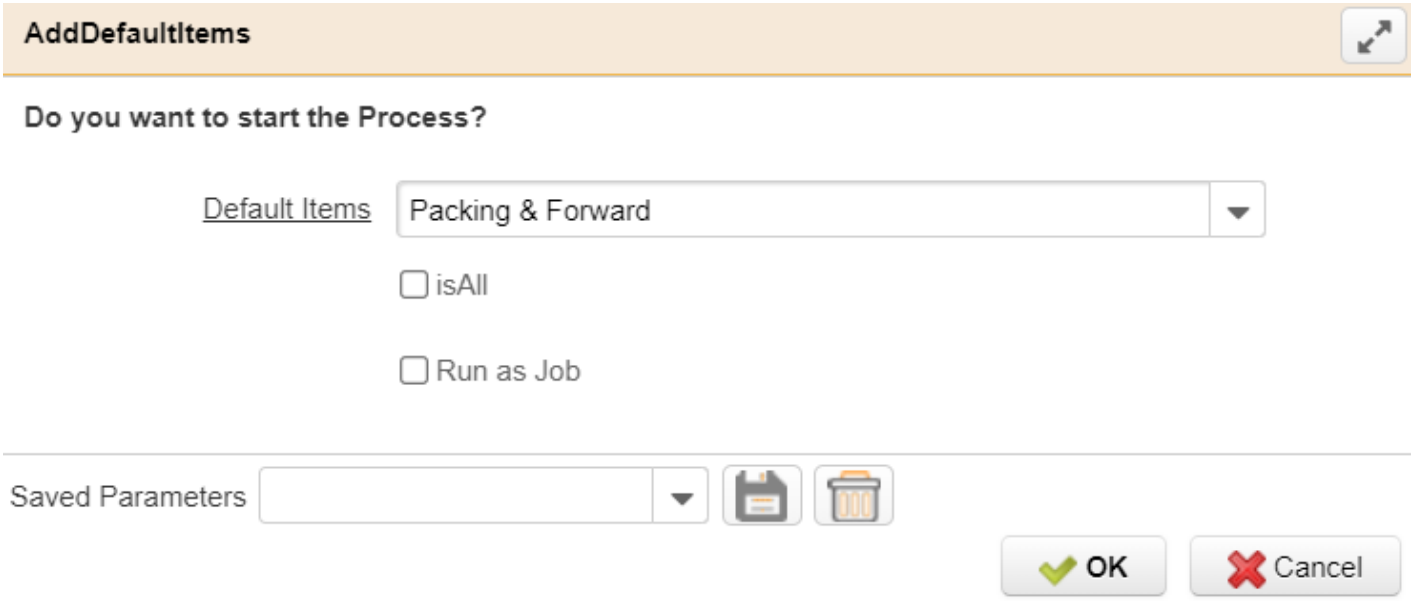



**Post E-Invoice :** Process will help you to post the e-invoice & e-waybill to the GST portal

1. **Validate GSTN :** The button will help us to validate the buyer's GSTIN and that their details are correct before post the E-Invoice.
2. **Generate E-Invoice & Eway :** The button will post both e-invoice and e-way bill to the portal
3. **Generate E-Invoice only :** The button will post the e-invoice only to the portal.
4. **Generate E-Way Bill :** The button will post only the E-way bill.
5. **Generate E-Inv & Eway(Part A) :** This button will post the E-Invoice and the e-waybill Part A section only.
6. **Generate E-Way Bill(Part A) :** This button will post the e-waybill Part A section only.
7. **Copy From GSTN :** This button is used to copy GSTN Data From Portal.

# Add Default Items




**Default Items:** This process is used to add the default charges to add in the invoice line.