

Easy and Efficient Invoice Processing

Your benefits

- Validation, account allocation, verification, and release – all in a single client
- Supports connection to any ERP system
- Fully web-based application
- Work with mobile devices
- Flexible release table for defining verification and release rules
- Incoming invoice ledger, check for duplicates, escalations
- Item-based account and cost allocation including parallel line item check
- Company-wide, fully transparent access

xSuite Invoice Prism

Optimized, fully automated Invoice Processing for Companies

For reasons of economy optimising business processes in a firm and creating company-wide transparency is more relevant than ever these days. In order to achieve this goal it is of the utmost importance to make sure that the incoming documents arriving every day and above all the information they contain are forwarded as quickly as possible to the relevant processing points in the company. Particular attention has to be paid to incoming invoices for they on the one hand arrive at different points and on the other often have to go through time-consuming handling in the company due to manual processing and clearance regulations. This often results in invoice documents getting lost as well as long processing periods which in turn entail enormous losses due to expired cash discount deadlines. Our solution offers clients an integrated, standardised overall solution that can be customized to the particular system environment.

Capture for Documents - Automatic Invoice Reading

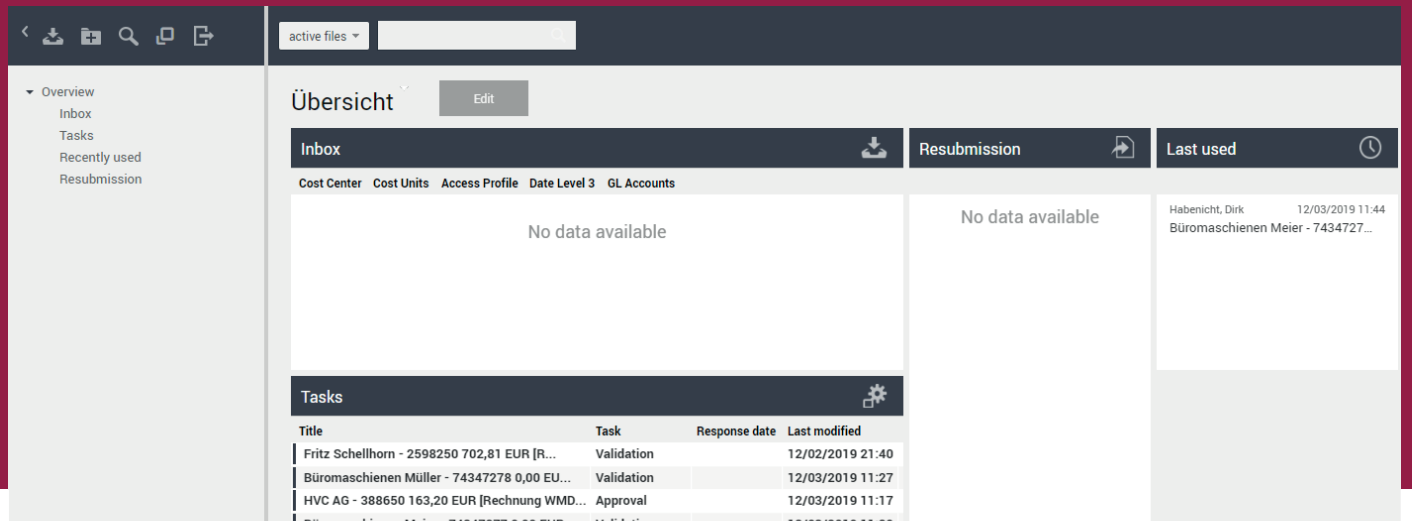
At the beginning of the process the invoices arrive either on paper or electronically. Capture automatically reads these documents. The reading accuracy of the solution enables suppliers' invoices to be automatically processed immediately. Header as well as line

items are captured. To do this there are two steps that complement each other: The first step classifies the most important supplier forms for invoice documents that can be recognised accurately. In the second step the content of the invoice is determined by means of full-text-analysis and a special set of rules for calculation – this is all done without the type of invoice having to be known to the system. Both processes can be used at the same time and are able to capture both header as well as line items.

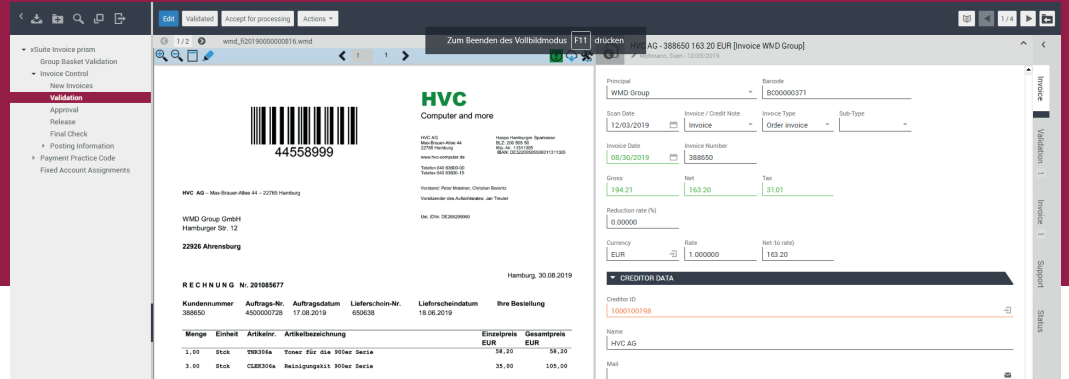
Data Validation - Forwarding to DOCUMENTS

When it comes to data extraction the main emphasis is on the almost complete elimination of the manual processing of incoming invoices. All automatically captured data are tested using comprehensive plausibility processes and the 100% validated data are then sent to Workflow system DOCUMENTS to be automatically entered. Digital documents whose data cannot be plausibly classified or in which the system has detected errors are then sent to be post-processed either by hand or by automatic correction. After the forwarding of extracted and plausibly classified data to DOCUMENTS the invoices are automatically entered and a specific workflow is then initiated depending on the type of document (invoices with or without a reference to an order).

01



02



01 Dashboard xSuite Invoice Prism 02 Validation of an invoice (web client)

xSuite Invoice Prism

With Invoice the client is able to use a standardised solution, capable of customizing, for workflow-supported control of incoming invoices in his company.

Checking and Clearance Processes

With Invoice your accounts payable department knows at any given time exactly who is processing which incoming invoice, which invoices are in circulation and when the expired cash discount deadlines are coming up. The processing time for incoming invoices is reduced to less than one day - even if the processing locations are different. The invoice-checking workflow is responsible for the necessary transparency of the handling process and protects the company from losses caused by discount deadlines.

Made-to-measure Auditing

With very little effort Invoice can be customized. All your specific application requirements will be fulfilled perfectly. Our extensive experience with accounts payable automation projects is a guarantee for the successful introduction of the system over a short project duration period.

Audit-proof Archiving

After conclusion of invoice processing all information is stored in an audit-proof archive and can be re-accessed at any time.

Interfaces

DOCUMENTS has a standardized interface, enabling it to accept all data relevant to workflow from a third system and then return it whenever necessary.