

AP Automation

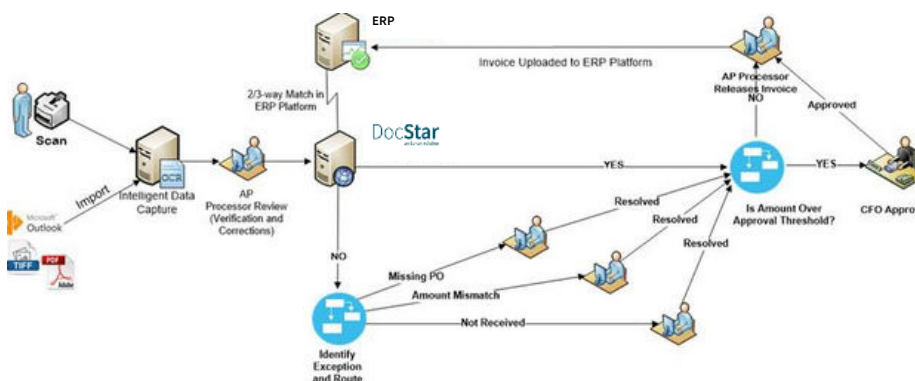
Capture, route, approve, integrate

Remember when you had a pager vs. your current smartphone? You'll think the same way about your current accounts payable (AP) process once you've switched from paper to smart AP Automation for DocStar ECM (Enterprise Content Management). You won't believe the transformation.

Is your AP team spending countless hours performing routine tasks to simply enter and process your AP invoices? Your Accounts Payable process will be dramatically improved with DocStar ECM software. You'll quickly switch to a whole new way of automatically and securely capturing, indexing, routing, approving, and integrating AP invoices with your ERP software. Empower your team to focus on higher value goals by reducing your procure-to-pay processing time with DocStar ECM software.

Three-Way Match

DocStar ECM software captures and automatically processes your AP invoices from multiple inbound sources, including existing document scanners or multifunction copiers. Invoices are automatically routed for two-way and three-way matching workflows and approvals.



+ DocStar® ECM AP Automation

Benefits

- Increase productivity
- Reduce or eliminate late payment
- Approve invoices anytime, anywhere
- Improve vendor setup and management
- Enhance visibility and control of the AP process
- Focus your team on higher-value goals
- Eliminate transposition errors
- Avoid losing or misplacing orders

Intelligent data capture

Instantly recognize and extract key information from inbound vendor invoices. Using industry leading OCR technology—combined with highly sophisticated processing algorithms—DocStar ECM Automation software achieves the highest possible levels of automation accuracy.

- Automatically capture and process vendor invoices
- Improve accuracy with automated data matching
- Speed procure-to-pay process time

Advanced workflow

At its core, the DocStar ECM AP Automation solution benefits from one of the most powerful workflow engines available—balanced with an easy-to-use graphical workflow designer. Yet all this technology results in a highly intuitive solution for your team. We've done the hard work, so you don't have to.

- Automatically perform two-or three-way matching
- Easily approve AP Invoices anytime, anywhere
- Integrate with your ERP system

Improve vendor relations

Respond to vendor inquiries instantly rather than wasting time looking through file cabinets. Vendor relations will improve and staff will be able to focus on more important tasks.

- Instantly find any invoice and its supporting documentation
- Quickly email documents to vendors while still on the phone
- Save on costs associated with paper access and distribution

Help ensure compliance

Let DocStar ECM software help ease the burden of regulatory compliance and retention requirements. Consistent and secure, DocStar ECM AP Automation software helps ensure that your organization is following the recommended procedures you've established.

- Help ensure records retention compliance
- Monitor document access and activity with audit trails
- Guarantee file integrity with DocStar authentication that time and date stamps every image
- Electronic document storage helps ensure safety and security of all files in the event of a disaster
- Gain greater business insight with full reporting tools

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