

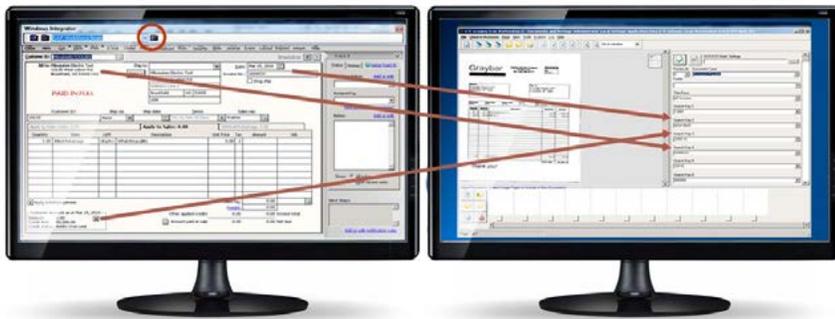
Webdocs for AP

Speed Up Invoice Processing with Accounts Payable Workflow Automation

Webdocs streamlines invoice processing by capturing invoices electronically and routing them through every step of your accounts payable (AP) workflow. From matching and GL coding to approvals and payments, Webdocs automates AP processes from beginning to end.

How It Works

Manual data entry and paper-based AP processes are full of costly inefficiencies. Webdocs helps you scan, store, and electronically route invoices through your unique accounts payable process. Invoice data such as vendor ID numbers, date, line-item descriptions, and charges are quickly captured and validated based on your business rules. Paying invoices is easy because you can automatically match POs and look for variances in quantity and amount from a single web interface instead of toggling between multiple screens.



The software immediately searches for data on a scanned image and pre-populates key index data, automating document indexing and reducing data entry.

Automated Workflow Logic Streamlines PO and Non-PO Processes

Webdocs can process an invoice even if there isn't a purchase order (PO). Electronic purchase request forms are built in to the approval process. AP staff no longer need to chase down managers for approval; managers are notified when their approval is requested and can approve or deny the purchase with a click of a button. Data is verified and validated before it's exported to another business system.

PRODUCT SUMMARY

KEY FEATURES

- Scan invoices or capture data digitally with a web-based form
- Route invoices and other documents through any workflow or approval process
- Process payments with PO and non-PO processes
- Print and store less paper, reducing paper shuffle
- Automate AP processes from beginning to end
- Access documents from ERP or other systems from anywhere, at anytime

CHALLENGES

- Inefficient AP invoice processing
- Manually printing and storing invoices

INTEGRATIONS

- Enterprise resource planning (ERP) systems
- Financial systems
- Other HelpSystems products

INTEGRATIONS

IBM i or Windows

