



DocSavi™

ORACLE CERTIFIED
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Expert Solution for Accounts Payable Invoice Automation

AP Business Challenge

The changing Role of Accounts Payable

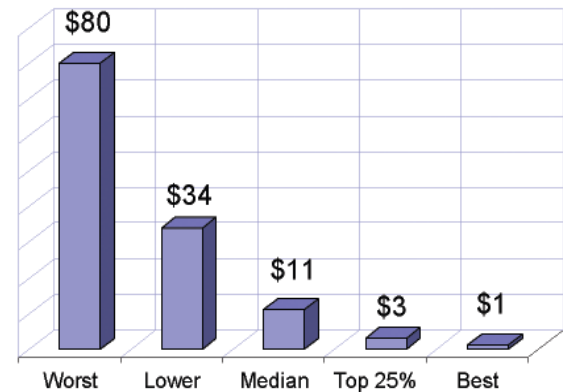
Over the last 5 years the role of the accounts payable department in all levels of enterprises has dramatically changed. Specifically, an accounts payable department used to be managed as a cost center whose job it was to process and review transactions, coordinate with other departments, respond to inquiries, reconcile accounts and generally perform paperwork. More recently, however, this department is playing a larger support role helping to control, coordinate, and analyze key business processes.

In general, this means that the primary AP responsibilities now lie in quality assurance, contract and policy compliance, reporting, and analysis. This change has come at a cost of increased workload and added responsibilities. To deal with this, AP departments need to re-deploy their skilled knowledge workers from back-office administrative tasks, to more business critical management activities. To achieve this, AP departments are looking to automate as much of the business process as they can.

DocSavi Solution

DocSavi automates the AP Invoice creation, routing, approval and payment process. DocSavi leverages integrated front-end capture functionality and Optical Character Recognition (OCR) software to scan, read and automatically key-in all invoices upon arrival. Once the invoice is captured, DocSavi validates the information and loads it into Oracle E-Business. If the AutoPay function is used, the invoice can be paid with virtually no intervention by a processor. However, if for some reason the invoice does not match the P.O., or secondary approval is required, DocSavi automatically routes the information, including the document image, using Oracle Workflow Mailer to the appropriate person for either approval or exception handling. This saves valuable time in allowing the company to handle and resolve issues quickly, process increased volumes of invoices with fewer resources, and eliminate lost document costs. DocSavi can reduce the cost of accounts payable processing to roughly \$3 per invoice.

Invoice Processing Cost



Aberdeen 2006

Figure 1 – The cost per invoice varies according to the amount of process automation your business implements.

DocSavi's unique features enable businesses to:

- Provide access to relevant content in the context of the users' business processes and directly from the Oracle interface;
- Leverage standard Oracle workflow capabilities, as well as additional core capabilities of Oracle Applications:
 - Approval Hierarchies
 - Approval Mailer
 - Security
 - Auto Pay Function for Accounts Payable
- Leverage standard Oracle APIs for integration to ensure supportability and upgradeability; and,
- Fully integrate front-end content capture process links directly to Oracle to ensure data accuracy while linking content directly to Oracle business processes.

DocSavi is an integration solution that links the Oracle E-Business Suite with Content Management systems, giving Oracle Applications users direct access to content stored within the Content Management repository.



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With DocSavi, users can take full advantage of content management and records management capabilities to help meet regulatory compliance requirements. The solution leverages standard Oracle integration methods that give users direct access to relevant content from the Oracle E-Business Suite screen.

Value Proposition

- Complete control over the AP process: A controlled framework for capturing invoice data and delivering it quickly into a secure repository. Powerful data validation capabilities ensure that the data is accurate.
- Increased productivity: By automating back-office administrative tasks like invoice processing and PO matching, AP staff can focus on more strategic and value-adding tasks such as contract and policy compliance, reporting and analysis.
- Increased processing speed: Automatic extraction means invoice data is available within minutes of receipt, allowing better management of cash at hand and capitalization on preferred vendor relationships and vendor discounts.
- Reduced processing costs: Aberdeen reports that the actual cost of processing an invoice from receipt to payment can be as high as \$80. Automating invoice extraction and matching can reduce this by 50%.
- Automatic booking of invoices: DocSavi hooks directly into Oracle to enable matching as part of the capture process.
- High levels of invoice extraction from Day 1: Learn-by-example technology automatically learns how to extract data from invoices of any format with a high degree of accuracy. The result is a quick-to-configure and easy-to-maintain solution that handles all your invoices.

- Automatic improvement of performance on-the-fly: Unique on-line learning capabilities automatically update the system's knowledgebase as it runs. As more invoices are processed, more data can be extracted automatically, leading to a greater return on investment.

Intuitive for Oracle Users

Leveraging the right tool for the task is important when looking for efficiency gains. DocSavi is designed to utilize the native functionality in Oracle E-Business Suite such as Oracle Approval Manager workflows and attachment functionality.

The intuitive nature of the solution means that users continue to use features they are already familiar with, without having to learn new systems and screens. The image viewing interface allows users to quickly see multiple files at once, and by placing the cursor over a thumbnail, view the entire image on the screen.

Configurable

Configurable architecture ensures a short implementation time and a quick return on investment. DocSavi is based on standard Oracle interfaces to avoid costly upgrade and supportability issues.

Company Description

C.M. Mitchell Consulting Corporation (CMMC) has been providing expert consulting services to Oracle clients since 1992. The company's content management experts have assisted many companies around the world to deploy enterprise capable ECM solutions. CMMC's philosophy is to bring together the best technology, strategy and resources to its client project.

C.M. Mitchell Consulting Corporation

An Information Management &
Business Process Solutions Provider

info@cm-mitchell.com
www.cm-mitchell.com



6200 S. Syracuse Way, #125
Greenwood Village, CO 80111
(303) 526. 2796 ph
(303) 526.2811 fax