

it.approval with it.smartSCAN

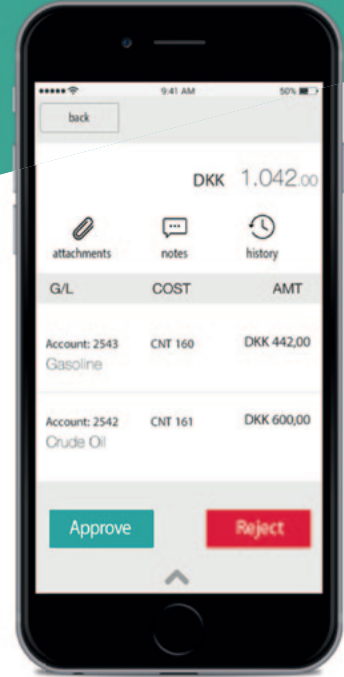
Experience Complete Document Approval Management





Without IT support of the approval process, we would never have been able to process the number of documents we do today. The advantages are that we automate and streamline the entire process for invoice approval.

JYSK, Denmark



Work Smarter – Not Harder

Accelerate Business by Automating Your Manual Processes

it.approval Saves You Time and Money

Many companies still handle document approval processes for vendor invoices and purchase orders for goods or services manually. This frequently leads to slow approval processes, delayed delivery of goods and late invoice payments, all of which can damage or jeopardize customer and supplier relationships.



Studies show that invoice approval using a manual process takes an average of 16 days, from receipt through approval for payment, at a cost that can reach \$17 per invoice.

75% shorter approval cycles.

Businesses using manual processes often face additional challenges such as missed early-payment discounts and incomplete invoice management transparency. As a result, these organizations operate without basic information such as knowledge of the current approval status of a document or a start-to-finish approval process history. Other difficulties include a high degree of manual tasks for document creation and approval, non-uniform document approval processes, and missing compliance requirements according to internal rules.

it.approval – A Complete Solution

Developed in-house in close relationship with customers and designed to address common challenges, the it.approval solution provides complete options for creating, validating and approving documents in an efficient, user-friendly way. For example, it.approval provides standard solutions for creating and approving purchase orders and requisitions, invoices with and without reference to a purchase order. it.approval runs inside SAP, enables document approvals through a web-based environment or a mobile application and seamlessly supports future upgrades.

30^{Less than} days
for implementation.

Our out-of-the Box Solution Provides

- Purchase requisition creation and approval
- Purchase order creation and approval
- Creation and approval of invoices
- Creation of invoices through different input channels:
 - XML files
 - Email, scanning using OCR (using it.smartSCAN)
 - Scanning and manual entry from invoice image
- Option for verification of invoices in AP department before approval
- Enter accounting information in AP department or in line of business
- Automatic approver determination based on cost carrier (next approver determined based on HR hierarchy or table entries)
- Automatic verification of approval limits before final approval
- User-friendly approval screen for approving all document types
- Full history on all approval actions
- Cockpit for AP to monitor documents in approval process

itelligence Your Partner for Proven SAP Expertise

There are no better credentials than a history of verifiable SAP awards and accreditations, as well as the endorsements of satisfied customers, to validate our SAP expertise.

We often are selected as a pioneering partner to implement the newest developments of proprietary technologies and methodologies. Our consultants are experts in cross-industry topics such as analytics, user interfaces and platforms such as SAP HANA. We offer deep industry knowledge and precise focus on your specific line of business needs, leading to faster time to value.

it.approval for Automated Document Receipt, Handling, and Approval Workflow.



Our approach has led to numerous successful implementations, where customers gradually take over knowledge of and responsibility for the solution.

Our methodology certifies that the it.approval solution is implemented with both customer-specific functionality and platform support. Through a number of workshops, we ensure that the set-up is fast, meets each customer's unique requirements and delivers early hands-on training.

Moving from manual processes to workflow supported processes.

Take Control for More Meaningful Business Results

- More efficient handling of the procure-to-pay process
- Shorter approval cycles
- Optimized cash flows
- Reduced costs per invoice
- Automated creation, entry and approval processes
- No manual handling and archiving, hereby facilitating a paperless office
- Full document history through the approval process
- Both ongoing and completed documents can be viewed centrally or locally
- Uniform handling and approval based on internal rules in every location and country
- Controlled and transparent approval processes
- Automatic compliance to approval rules
- Comprehensive time-stamping and logging



it.smartSCAN & it.approval

A Strong Team for Your Invoice Process

**it.smartSCAN & it.approval –
A Strong Team for Your Invoice Process**

Struggling with paper invoices? Is your team spending too much time for manual work getting paper invoices into the SAP system? Is your invoice management process lacking control and speed?

Get to know it.smartSCAN.

100%
data automation,
recognition and
registration.

Benefits:

- Data extraction from PDFs
- Data extraction from scanned documents or emails with attached PDFs
- Data recognition and interpretation
- Data availability in the relevant SAP fields

100% automation, recognition and registration of data in the ERP system – without human interaction!

it.approval and it.smartSCAN build the perfect team for the entire invoice process.

**Contact us today to
schedule an eye-opening
demo or workshop:**

» www.itelligencegroup.com/contacts