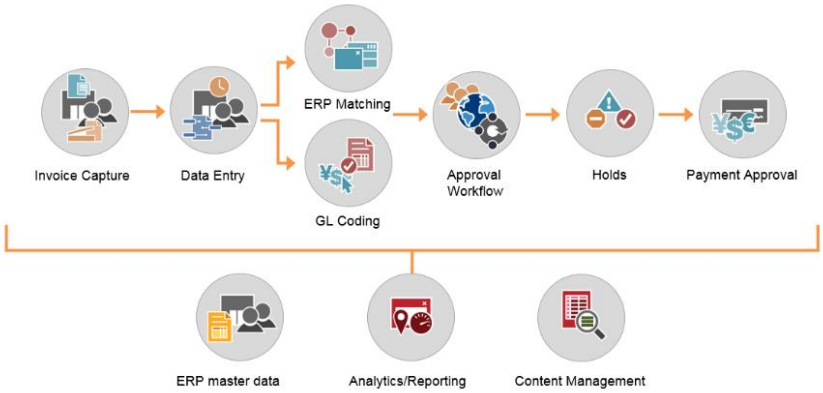
BCS® Advanced Payables allows organizations to automate their accounts payable approve to pay process through powerful management of invoices and related documents, realizing benefits of reduced document handling and storage costs, reduced data entry costs coupled with increased process visibility and control, and dramatically improved access to electronic transaction information. Our solution goes beyond scanning and extraction of information from paper documents by including integration with major ERP applications providing straight-through processing of accounts payable transactions.

This solution is based on proven technology for invoice data extraction and validation using integration with ERP data to proactively route documents to initiators, approvers and managers allowing them to process, review and approve payments more efficiently. With BCS Advanced Payables, organizations can reduce data entry labor in their AP process, improve process visibility, reduce costs and transaction cycle times throughout the payment cycle.

APPROVE TO PAY INVOICE PROCESSING

The BCS Advanced Payables solution integrates content and transactional information with your existing line of business and ERP systems.



BCS delivers market-leading scanning and imaging software coupled with user-friendly solutions that provide clients the most advanced OCR extraction technology in the industry. BCS iConnect enables complete control over your enterprise document management infrastructure providing chain of custody, visibility and built in compliance. The result is a significant return on investment from improved process efficiency, compliance and service levels. Further, reduced data entry labor and increased protection of information in electronic format can lead to immediate and significant long term savings in a company's total cost of information management.

Incoming invoices are processed automatically, regardless of the source: paper, email, fax, EDI. The solution can be used to support an ERP based approval process, or to provide a complete approval process within the Advanced Payables application suite.

Exception handling validation screens are configured to handle issues found in the extraction process for PO invoices and/or Non-PO invoices.

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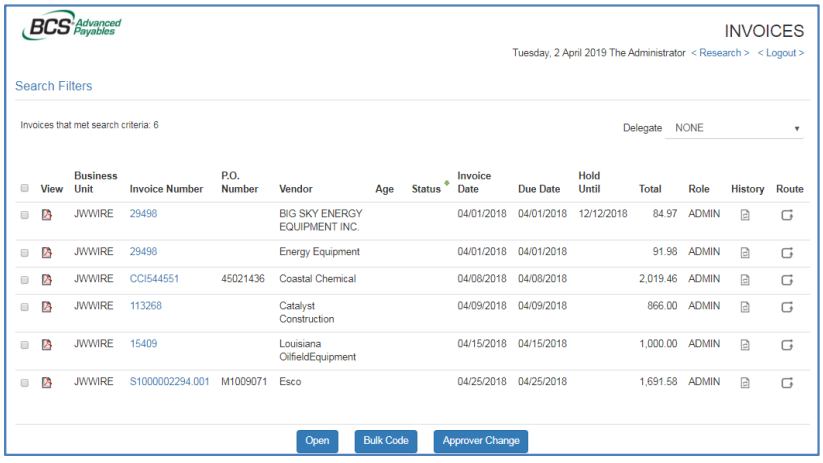
During the recognition and extraction process, invoices are automatically validated using information obtained through integration with your ERP system. This includes vendor identification, validation of purchase order information, etc. PO invoices can be matched by using summary header information, or in detail using line items extracted from the invoice.

Rules can be established to allow matching and automated approval to occur at this stage if necessary conditions are met. Once invoices clear the validation process, they can be automatically submitted to the ERP system for approval and payment.

If the approval process occurs within Advanced Payables, invoices are submitted to the appropriate approval queues. If all conditions are met, PO invoices are automatically matched to open purchase orders for a 2-way match or to open receivers for a 3-way match. If an exact match is not possible, variance limits can be set to automatically approve transaction within tolerance limits. Transactions outside the pre-defined tolerance limits are automatically sent to AP Specialists for further review and disposition.

Non-PO invoices are automatically sent to the appropriate approval queue based on a pre-defined set of business rules. Once in the approval process invoices must be coded, then approved according to business rules established within the application.

Once invoices are submitted to the Advanced Payables system, user notifications occur based on the arrival of new invoices or escalations that may have occurred. A user accesses their set of invoices based on their role as defined in the process rules. This access occurs using a web based dashboard where all invoices are listed for the user. Users can review the detailed information about each invoice and perform authorized functions such as coding, re-routing, providing approvals, escalations, holds, etc. Users can also manually match PO invoices that did not meet the auto-match conditions.



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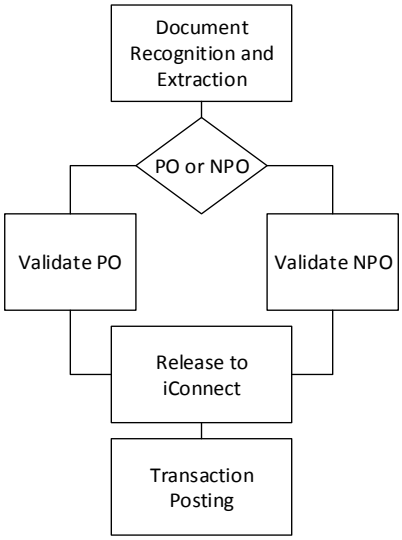
After invoices complete the prescribed approval steps, they are sent to the ERP system via the iConnect transaction process. This step provides a verified hand off of the transaction to the ERP system and logs the event in the transaction history.

SUPPORT FOR ERP WORKFLOW

Some clients prefer to have the approval process occur within the ERP system workflow. In this case, Advanced Payables performs initial invoice recognition, extraction and validation to determine that the invoices being processed are valid. This validation process occurs using information obtained from the integration to your ERP system.



After invoices complete the prescribed approval steps, they are sent to ERP system via the iConnect transaction process. This step provides a verified hand off of the transaction to the ERP system and logs the event in the transaction history.

Through intelligent capture and integration with ERP information, the Advanced Payables solution enables organizations to capture, process and store invoices the moment they enter the organization regardless of the entry point or media type. This single process for all incoming invoices reduces processing time, standardizes process rules and virtually eliminates the possibility of lost invoices. Having a unified process also increases visibility of all incoming payables at the organization level, thereby improving controls through better reporting.

For over 30 years, BCS® Systems (BCS) has been at the forefront of working with companies to develop comprehensive workflow, document and content management solutions, and giving them the tools to maximize their return on their ECM investment. BCS Systems is a leader in delivering integrated solutions that automate the way organizations collect, process, and use unstructured content.

Our solutions span many industries and applications including: healthcare, manufacturing, financial services, energy, insurance, and local, state and federal government. For more information contact us or email us at info@bcssys.com.

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