



ACCOUNTS PAYABLE AUTOMATION FOR ORACLE® E-BUSINESS SUITE

How Adding AP Workflow Automation to
Vendor Invoice Processing Can Make Your AP
Operation Best-in-Class





TABLE OF CONTENTS

Purpose of This eBook	3
About the Author	3
The Great Paper Chase of AP	4
The Value of End-to-End AP Workflow Automation.....	5
The Automated AP Process	6
Benefits of AP Automation	8
Customer Results.....	9
Conclusion	10
About Esker.....	10

Purpose of this eBook

Challenges within traditional accounts payable (AP) departments are nothing new. However, as companies feel the impact of high processing costs and manual inefficiencies on their bottom lines, the need for an automated workflow solution to complement Oracle® E-Business Suite is critical. This eBook addresses common AP challenges and proposes a solution: **leveraging an end-to-end automation solution to achieve a best-in-class AP operation.**



About the Author

Steve Smith ■ U.S. Chief Operating Officer ■ Esker

As U.S. Chief Operating Officer at Esker, Steve Smith is responsible for all operations in North and Central America.

Steve joined Esker in 2003 after 17 years at Equitrac Corporation as the Senior Vice President of Worldwide Sales and two years in sales at Pitney Bowes. Steve earned his bachelor's degree in marketing and finance from the University of Wisconsin-Whitewater.

THE GREAT PAPER CHASE OF AP: TOP FIVE OBSTACLES PREVENTING SUCCESS

AP departments all share common objectives for achieving success. But when using manual methods to process and handle vendor invoices, the ability to achieve these goals is often hampered by **five primary obstacles**:

01 Processing Delays

Manual slowdowns can lead to missed vendor discounts, late payment penalties and even strain supplier relationships.

04 No Visibility

Lack of process visibility and control makes it harder to assess AP operations and develop strategies for improvement.

05 Difficult Data Retrieval

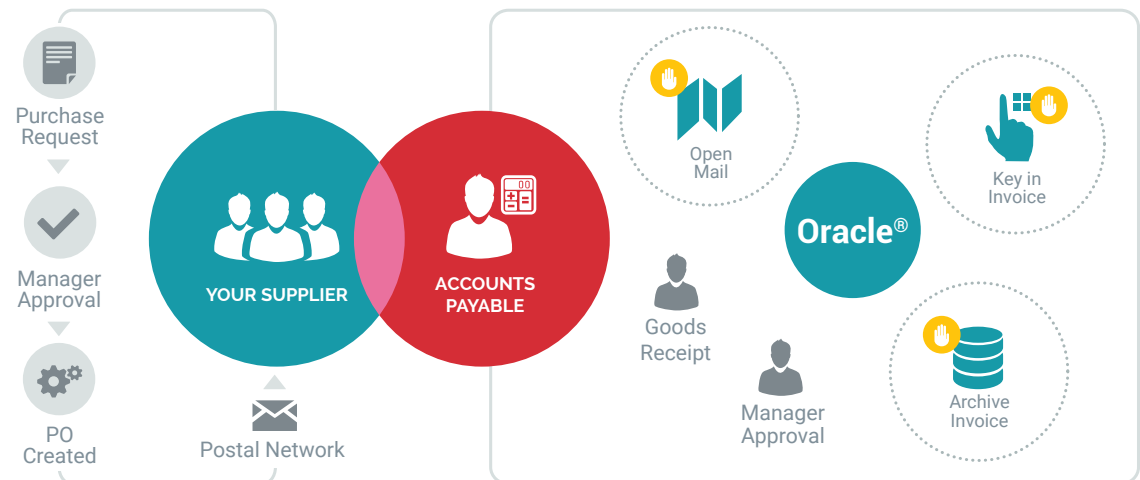
From audits to vendor inquiries, finding information quickly can be difficult when invoices are stored and retrieved manually.

02 Reduced Accuracy

Errors are common in manual processes and can be trouble when it comes to impacting working capital and compliance.

03 High Costs

Resolving processing errors not only decreases staff productivity, it ultimately drives up the average cost per invoice.



THE VALUE OF END-TO-END AP WORKFLOW AUTOMATION IN AN ERP ENVIRONMENT

The ideal solution to traditional AP should address the goals and concerns of all parties — easily integrating with Oracle E-Business Suite and providing automation capabilities across **every phase of vendor invoice processing.**



Streamlined AP Workflow Process

Error reduction, time management and process efficiency top the list of key concerns for the majority of AP departments. An end-to-end automation solution addresses these problems head-on by removing the error-prone and time-consuming manual steps of keying in, reviewing, coding and approval of invoices.



Improved Oversight and Visibility

Coordination and transparency, key concerns for CFOs and other members of management, are also addressed in an end-to-end approach. Since the entire AP process is electronic and 100% visible from start to finish, it is much easier to plan and forecast as well as identify areas of improvement in the process.

THE AUTOMATED AP PROCESS

Esquer's Accounts Payable automation solution provides all of the necessary functions and technologies for **completely electronic vendor invoice processing** all via one universal and fully-integrated platform.



Efficiency at Every Step

Regardless of format, scanned or electronic invoices are entered into an automated workflow where Esquer's intelligent image recognition technology accurately extracts data. Captured data is checked against Oracle E-Business Suite master data and dispatched to the appropriate parties for approval. The invoice is automatically archived in a web portal and linked back into the Oracle E-Business Suite application and available for as long as needed.



External ERP Workflow

Web-based AP workflow outside of the Oracle E-Business Suite system has many advantages over an "inside workflow" approach including: better business continuity, anytime access, non-Oracle user approval capability, easier training and user acceptance, and simplified setup of shared services centers.



KPI Improvement

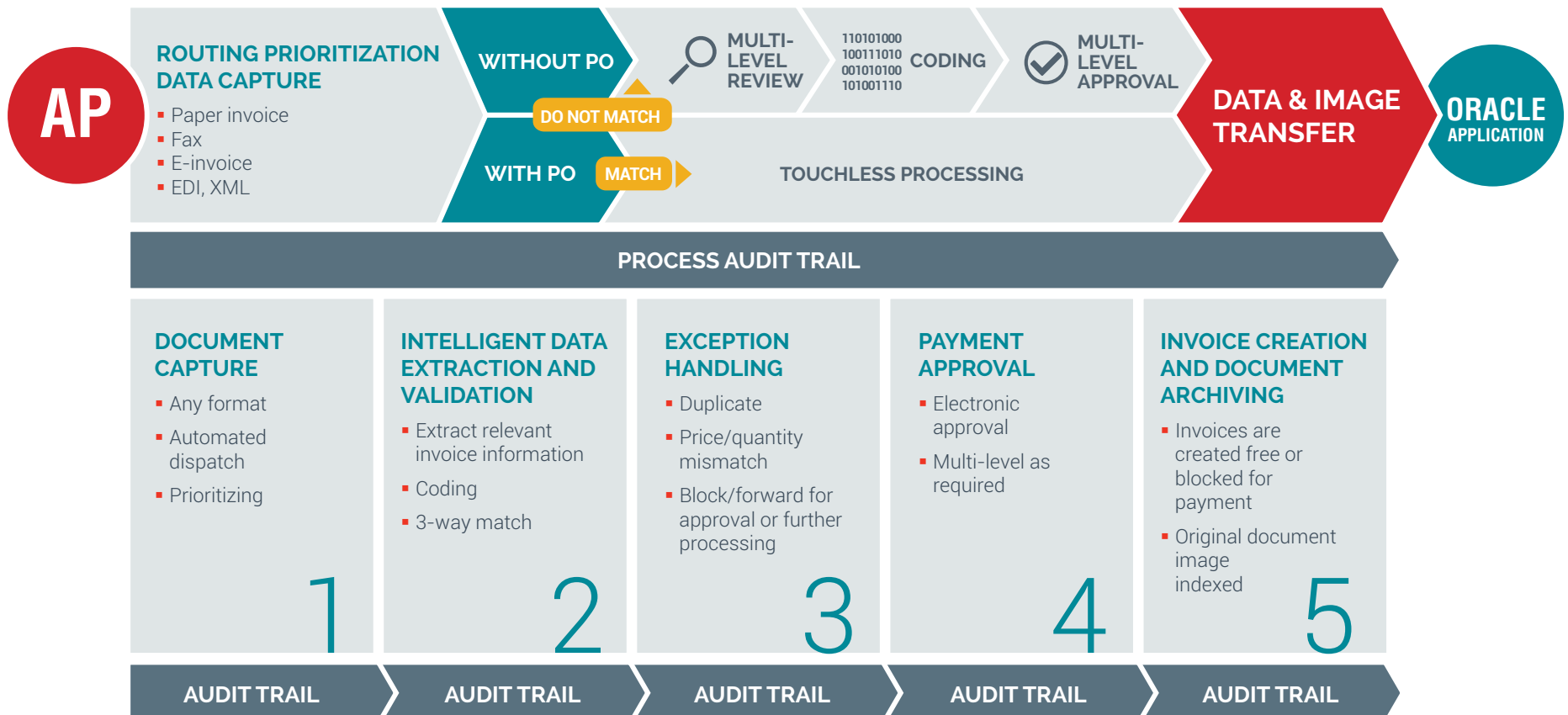
Over time, an automation solution can improve your Key Performance Indicators (KPIs) in comparison to top industry metrics by enabling you to process more documents per month/per employee, lower costs per invoice processed, capture more discounts, etc.

In the Cloud or On-Premises

Easily deploy automation any way you choose — on-premises via Esquer DeliveryWare or in the cloud via Esquer on Demand — with minimal interfacing and support.



Esquer's innovative workflow technology integrates directly with your Oracle E-Business Suite application to streamline the sorting and handling of your documents while providing a full audit trail from invoice receipt to payment posting.

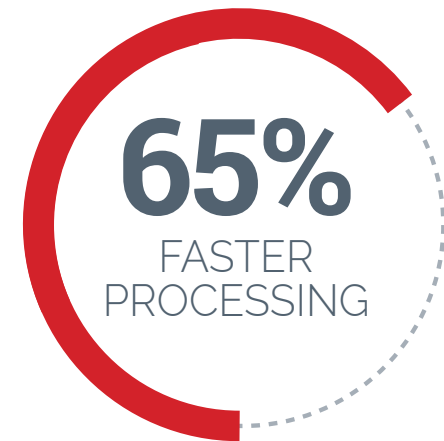


BENEFITS OF AP AUTOMATION

Highly efficient. Fully visible. **Completely paper-free.**

According to Esker research, AP automation can help organizations **overcome the five obstacles of manual invoice processing** through:

- **Faster processing:** Receive and enter vendor invoices up to 65% faster by removing the requirement of manual sorting and handling.
- **Reduced costs:** Lower purchase-to-pay process costs by 40-60% by eliminating excess paper, transportation and archiving expenses.
- **Improved accuracy:** Achieve processing accuracy up to 99% by reducing error-prone manual touch points.
- **Full visibility:** Oversee the entire approval and payment process with 100% visibility and control.
- **Electronic archiving:** Make all invoices electronically available from anywhere and at any time for easy data retrieval and audit compliance.



CUSTOMER RESULTS

Thanks to an “ERP-agnostic” automation platform, Esker’s Order Processing solution is compatible with virtually every ERP system — allowing companies to do away with manual tasks and pain points associated with traditional order management without disrupting existing applications. Below are some of the biggest benefits Esker customers have achieved in a wide array of ERP environments:



Farmland Foods

Reduced “out period” for freight invoices from 14 to 2 days



Maxim Integrated

Achieved a 95% on-time invoice payment rate



STACI

Earned ROI in 8 months



Parts Town

Increased productivity by 60%, going from 57 to 92 invoices per-day/per-user



With Esker, we have **cut our operating costs, paper costs, printing costs, postage costs and storage costs**. It easily exceeded our expectations.

Financial Controller | **Craig Mostyn Group**

Having full OCR and the ability to post invoices to SAP, and see them with **100% visibility**, has had a significant impact on our **company’s overall success**.

Director of Global MRO Purchasing | **Albemarle**



About Esker

Esker is a worldwide leader in cloud-based document process automation software. Organizations of all sizes use our solutions to automate order processing, accounts payable, purchasing, accounts receivable and other critical areas of business communication.

After 30+ years of field experience, we have helped over 11,000 companies around the world in their efforts to Quit Paper™ and improve operational efficiency. Our headquarters are in Lyon, France, but we're located just about everywhere paper needs quitting.



WE'RE ONLINE

www.esker.com



WE BLOG

blog.esker.com



WE TWEET

twitter.com/eskerinc

SHARE THIS eBook



