



InputAccel for Invoices™

Accelerating the Accounts Payable Process

Automating Invoice Processing

InputAccel for Invoices by EMC Captiva® is a fully customizable invoice capture solution that scans vendor invoices and automatically extracts and validates the data they contain before exporting it to accounting systems for processing. Using intelligent document recognition technology (IDR), InputAccel for Invoices identifies incoming documents as invoices and immediately begins extracting information such as purchase order number, invoice date, total amounts, line item data and more. Vendor ID is automatically determined and critical information is validated against existing data in accounting systems before being exported directly into Enterprise Content Management (ECM), Enterprise Resource Planning (ERP), Accounts Payable (AP) and other back-end systems. The result is a faster, more efficient means of handling invoices.

REDUCE MANUAL PROCESSES – Reduce the manual effort needed to process vendor invoices InputAccel for Invoices enables businesses to accomplish more work with fewer people and less money.

INCREASE VENDOR DISCOUNTS AND REDUCE LATE FEES – Take advantage of early-pay discounts and avoid late fees by processing invoices faster. InputAccel for Invoices also helps businesses achieve SOX compliance when taking vendor discounts.

INCREASE ACCURACY AND EFFICIENCY – Advanced indexing capabilities reduce retrieval times from days to seconds with 99.9% accuracy.

Exclusive Features

SCAN - Using the power of EMC Captiva's ISIS® scanner interface, InputAccel for Invoices supports every feature of more than 300 scanners. Capture data from any combination of single- and multi-page invoices, with or without attachments, in portrait or landscape view—all without using separator pages.

IMAGE ENHANCEMENT - Once invoices have been scanned, they undergo a rigorous, fully automated image cleanup process for despeckling, "noise" reduction, deskewing, page orientation, and other functions which prepare them for indexing and data validation.

EXTRACT - InputAccel for Invoices uses multiple recognition technologies to automatically extract invoice data, even from new and one-time vendors.

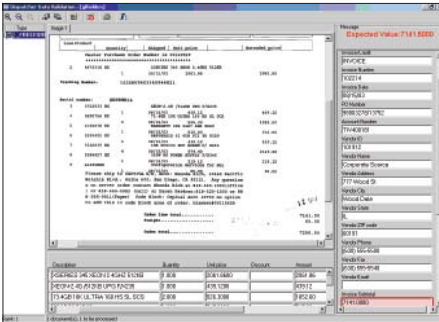
The Big Picture

InputAccel for Invoices is a fully customizable invoice capture solution that transforms paper invoices into digital images from which invoice data is automatically extracted, validated and exported into ERP, accounts payable or other back-end systems.

SAP® Certified Integration

InputAccel for Invoices now supports line item detail capture and provides full SAP R/3 connectivity.





The validation module enables operators to correct questionable data with improved speed and accuracy.

VALIDATE AND MATCH - Extracted data is validated against purchase order and vendor data from A/P or ERP systems. Invoice line items that match with purchase order line items can be automatically linked, including automatic correction of common Unit of Measure and Unit Price discrepancies.

EXPORT - The export module allows users to export the content extracted from invoices to virtually any A/P, ECM, ERP, database, workflow, or other system, including Documentum® Content Server, IBM Content Manager, SAP R/3, Global360, FileNET, Open Text Livelink, Hyland OnBase, and more. InputAccel for Invoices' complete third-party integration allows for new and/or enterprise-specific technologies to be easily integrated. The A/P Connect architecture is specifically designed to facilitate data interchange with AP and ERP systems.

The Captiva Advantage

PUSH PROCESSING - InputAccel for Invoices is built on a modular, open architecture that can be scaled to accommodate any volume of incoming information, from small to large. The InputAccel™ server relies on parallel processing to proactively push increments of work to client workstations and automatically assign processing tasks to those that are idle. This is particularly crucial for networks with varying bandwidth such as the Internet. Because the server provides complete workload balancing, all available clients are used to their maximum efficiency. Other solutions on the market that rely on serial processing do not have the same capacity and force workstations to remain idle while they wait for batches to be processed by preceding client machines.

ADVANCED DISASTER RECOVERY - InputAccel for Invoices is a true client/server platform that provides robust "roll-backs" or disaster recovery capabilities. Should an InputAccel module ever experience a problem such as a power failure, the server will roll back to the last known good state, restart the module, and retry or reroute the transaction to ensure no data is lost. Other input management solutions use a peer-to-peer system, which under the same conditions would leave shared server files in an unpredictable state and compromise the configuration or batch and risk loss of data.

INTUITIVE SYSTEM ADMINISTRATION - InputAccel for Invoices offers the simplicity of single-point administration and eliminates the need for complicated and error-prone multiple module administration. Furthermore, data may be output at any point during the capture process, not only at batch conclusion, and an intuitive page status interface allows users to view page progress within a batch to catch bottlenecks.

InputAccel for Invoices in Action

Invoices are a good example of one document that virtually all businesses must process from time to time, but in the case of certain big-box retail chains, the number of invoices that originate from the many vendors who service their stores represents a significant administrative burden. From electricians and other building maintenance providers to textile and durable goods providers, each one of the chain's many retail stores is constantly receiving invoices from a broad array of different sources that need to be submitted to corporate for processing. By choosing a solution to automate the capture of incoming invoices, these businesses are not only able to eliminate the cost associated with having large departments of data entry clerks dedicated to manually keying information into A/P systems, but they actually save money by reducing the number of administrative errors in the reconciliation process and are able to take advantage of discounts that result from settling with their vendors early. With volumes of invoices running in the thousands per week, it is easy to see how the savings from InputAccel for Invoices can add up quickly.



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