



TraX

ACCOUNTS PAYABLE
AUTOMATION

Digitise your accounts payable



Enterprise
IMAGING SYSTEMS



TraX Accounts Payable Automation (TraX APA) minimises human intervention and helps eliminate error-prone tasks from your accounts payable function by streamlining and automating your accounts payable processes, providing better transparency and control over critical financial data.



'TraX APA has been an absolute game-changer for the business.'

Brian Murphy

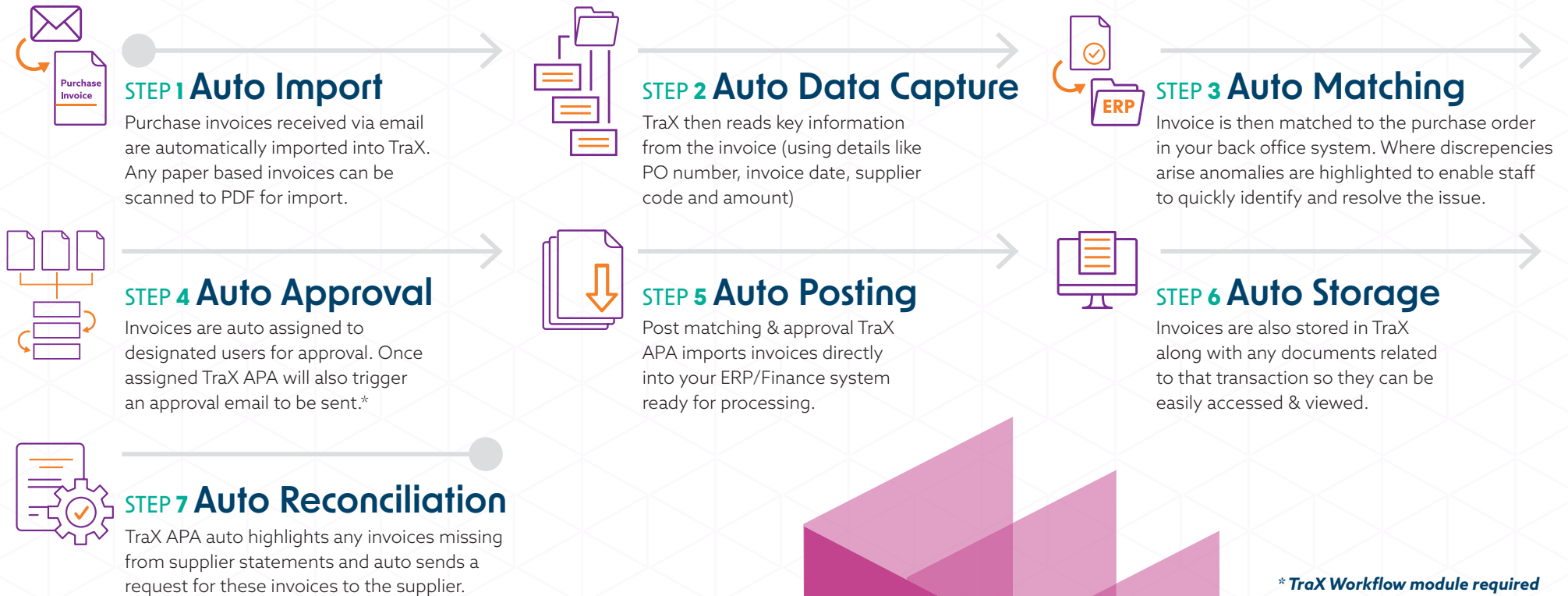
Customs, IT & Projects Manager,
JMC



Here's How it Works

From extracting purchase invoices from emails to automatically processing them directly into an accounts system with added workflow approval, the TraX Accounts Payable Automation solution does it all.

TraX Accounts Payable Automation



* TraX Workflow module required

Features

Eliminate Data Entry

- Reduce manual effort by up to 95%. Automate repetitive accounts payable tasks, in line with your ways of working.
- Extracts data from scanned or electronic invoices that would normally have to be keyed into the accounts system manually.
- Scan, capture, validate, match, request approval and post invoices automatically.

Intelligent Automation

- Extracts supplier invoices from emails and adds them to TraX automatically. Any invoices from suppliers not on your system are highlighted for verification.
- Reads invoices intelligently and matches them to Purchase Orders in your accounts system, using key information from the invoice (like PO number, invoice date, supplier code, invoice number, net, VAT, total, proof of delivery and more).
- Verifies invoice details against your ERP/accounts systems.
- Auto-seeks approvals within TraX or by email.*
- Spots anomalies or discrepancies and highlights them.
- Post approval invoices are auto-posted to your accounts/ERP system.

Easy to Use, Anytime, Anywhere

- Powerful yet simple to use solution. Your team will be up and running benefiting from the system instantly.
- Provides a central repository to search and retrieve invoices and their related documents.
- Secure access for remote and office based users.

Improved Control

- Real-time view of your entire accounts payable operation.
- Any invoice anomalies are efficiently highlighted to your team to enable them to rectify issues in a timely fashion.
- Maximises margin by identifying invoice errors and removing duplicates.
- Enables users to easily spot supplier pricing anomalies at the pro-forma invoice stage. Discrepancies can then be proactively addressed by the purchasing team before the goods arrive.

Workflow Engine

- Avail of built-in approval logic to automatically issue invoices for sign off.*
- Automate follow up reminders.
- Eradicates micromanagement by enforcing accountability and transparency.

Your Business, Your Way

- Tolerances or value amount discrepancies that apply to invoice processing in your ERP/accounts systems can also be reflected in the TraX APA system.
- Solution can flex to cater for your ways of working.
- Accommodates both electronic and paper documents.
- Link relevant documents (e.g. Certs, PODs, credit notes etc.) to invoices with ease. Any invoice queries can then be quickly resolved by your team who have immediate access to all documents related to the transaction.

Statement Reconciliation

- Automatically highlights any invoices missing from supplier statements and sends a request for these invoices to the supplier.

No-Code Integration

- Pre-built integration connectors for all major ERP/accounts systems.
- Your team can access TraX and view documents from within your ERP/accounts system.
- Two way integration.
- Checks ERP/accounts system data to match & verify invoices.
- Upon approval automatically posts the invoice to your ERP/accounts system.

* **TraX Workflow module required**



'A day a month spent reconciling supplier statements, now takes 10 minutes

Sean Jones

Director, Jones Business System

Benefits



Save Time, Maximise Talent

- Your team are no longer tied up with manual, tedious tasks.
- Get back those countless wasted hours and free your staff up to focus on more productive work that will add value to your organisation.



360 Visibility

- Provides complete visibility of the payment cycle. Access the status of all invoices and view all relevant related documentation supported with a full audit trail history.
- Fraud, errors or price changes are easily captured.



Improved Accuracy & Efficiency

- On average 70% of invoices are automatically captured, matched, verified and posted to your ERP/ accounts system. This not only eliminates human error it also speeds up the process and all but eradicates overpayments.
- Your team now has the time to focus on any exceptions that the system automatically alerts them to address.



Speeds up the Process

- Invoices are automatically sent to the right people for approval and posted to your accounts system post approval.*
- Exceptions are highlighted for immediate resolution.



Increases Transparency

- Bottlenecks immediately become visible. At a glance, you can see where and why invoices are getting delayed for payment or processing.



Improves Collaboration

- You can provide users with controlled access rights to TraX APA to enable them view or action invoices without having to call/email the accounts team.



Improved Supplier Relationships

- On-time, accurate payments serve to improve supplier relationships and ensure any early payment discounts are received.



TraX

ACCOUNTS PAYABLE
AUTOMATION

The go-to choice for businesses looking to automate and optimise their accounts payable processes.

To find out more about how Enterprise Imaging Systems and the TraX Accounts Payable Automation solution can improve your accounts payable operation get in touch at trax@enterpriseimaging.com



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