



Optical Character Recognition (OCR) for A/P Ledger Solutions

OCR for use with Ledger Solutions

IXOS IIL, VIM, Norikkon's A-Pay Center or Dolphin's PTS

The Situation

You're using a third party accounts payable ledger solution like IXOS Incoming Invoice Ledger (IIL) or VIM (Vendor Invoice Management), the Dolphin Process Tracking System (PTS) solution, or the Norikkon's A-Pay Center that allows you to have visibility into the processing status of individual invoices within the overall accounts payable process. These solutions, as informative as they are, contain a very manual and very limiting step. This limiting step in the invoice processing solution is the manual indexing that is required in order to create the workitem and to update the A/P solution. The Accounts Payable (A/P) clerks can only process vendor invoices as fast as the scan operators can index the image and create the workitem. Generally this requires a reduction in the number of A/P clerks and an increase in the number of indexing stations.

Challenges

The challenges here are to automatically and quickly create SAP workitem with the correct indexing information and update the A/P solutions without installing more scanning or indexing workstations and to reduce the amount of data entry for the A/P clerks.

The Solution

The simple solution here would be to use OCR (Optical Character Recognition) since most A/P workflow solutions like the ones listed above rely on manual indexing. These A/P tracking solutions usually require header information such as the PO number, invoice number and date, vendor number, and total amount, but line item information can be captured as well. An OCR software solution such as Kofax's Ascent for Invoices would be a simple add-on that would extract these key fields automatically from the vendor invoice during the scanning process and automatically update the A/P solution and also pre-fill the fields required for processing of the SAP workitem. At this point the user only has to verify the information and post the document, minimum to no data entry required.

How can Verbella CMG help you?

By using Verbella CMG as your primary solution provider, you will take advantage of our existing premier reseller agreements with various partners including, but not limited to, **Kofax®**, **TopCall®**, **Fujitsu®**, and **Kodak®**, and our overall experience with these Ledger solutions. Verbella CMG is also well known for our vast experience implementing SAP R/3 imaging and business solutions in the US and Canada and has very strong partnering relationships with **IXOS®**, **Norikkon®**, **SEAL Systems®**, **EMC®** and **OnBase®**.

Verbella CMG, LLC, can provide the following goods and services:

- Scanners from leading manufacturers such as **Fujitsu®**, **Kodak®**, **Bell & Howell®**, and **Canon®**, plus expert assistance with your scanner selections
- Installation of your scanner and scanning software - **Kofax® Capture**
- Implementation of OCR Advance Forms software - **Kofax® for "Invoices"**
- Assessment of your functional and technical R/3 environment for imaging
- Integration into your existing A/P Ledger solution, regardless of the backend storage provider.



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What we deliver?

Verbella CMG's OCR imaging implementations are based on a **phased approach** that delivers throughout each project :

- Installation, Configuration and Integration of Kofax OCR software suite.
- Implementation, integration, and project management expertise to ensure a quick, on-time, and on-budget solution.
- Training and knowledge transfer to your technical teams and end-users
- Functional and technical documentation
- Assistance and support for multiple testing environments
- Go-live support

Turnkey Solution Examples

Existing A/P solutions

Existing A/P Solutions such as the IXOS Incoming Invoice Ledger (IIL)

This enhancement is geared toward companies who are generally happy with the features provided by their current A/P solution like the IXOS IIL and the IXOS VIM, or Dolphin PTS solution, but who need to increase efficiency of there solution without increasing the number or resources required to manually key the indexing information.

Companies who are interested in replacing the slow, manual and labor intensive indexing process, turn to OCR to automate the entire indexing process.

In addition to extracting both header and line item data from the invoice, Kofax for Invoices, allow the user to automatically validate data with your SAP system in real time, store the document on a certified Archivelink Storage system, and then integrate the extracted data with the IIL or any other A/P solution.

Verbella CMG, can install, and configure the top of the line OCR product "Xtrata Pro" from Kofax and integrate it with the existing A/P solution such as the IXOS IIL and VIM solutions.

Customers that have implemented OCR with there existing staff have realized the following:

- Reduction in A/P staff
- Reduction in Indexing stations and indexing resources users
- Increase in the number of discounts taken
- Increase in the number of invoices processed by processors
- Decrease in the number of keying errors.
- Every Invoiced received is scanned and processed the very same day

Customer quote: *"One individual processed in 22 minutes what took 8 hours to last friday"*

Customers implementing these types of solutions generally recognize ROI in 6-12 months

Verbella CMG has certified consultants and partnerships with leading A/P solution providers in the SAP market. Combining our expertise and "one stop" delivery capability with the SAP A/P Solution that you already own, means we can quickly implement a "Solid and Stable" solution for your A/P department.