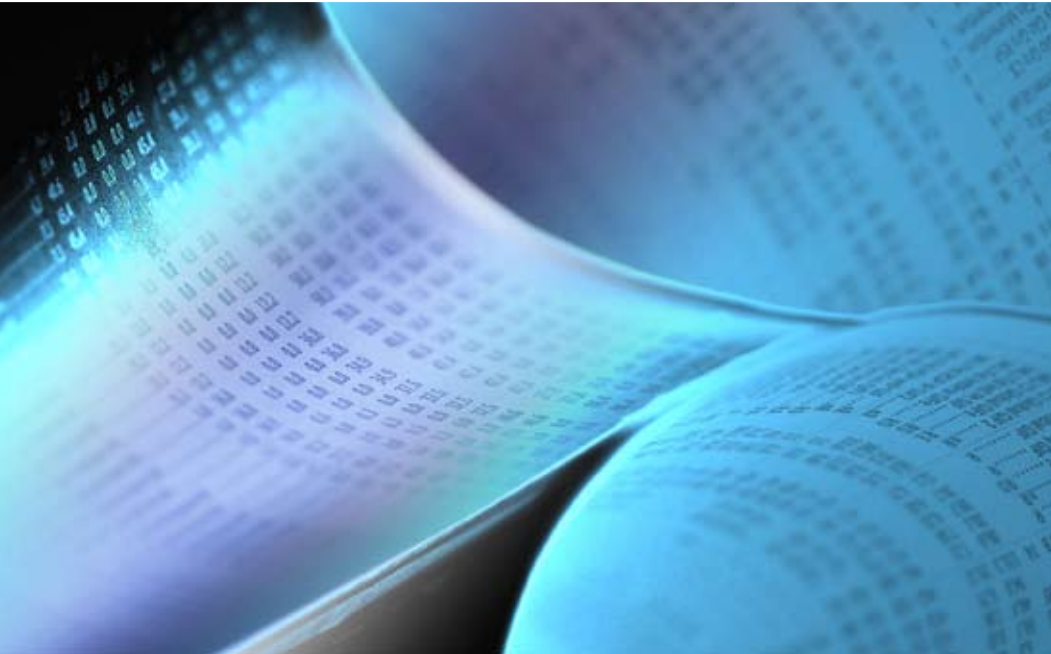
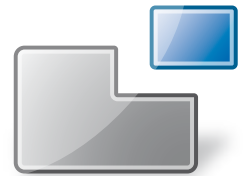


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ELO DocXtractor INVOICE

The complete solution for automated invoice processing



Speed up your success

Shift your processes into 6th gear

The ELO DocXtractor is the intelligent solution for full and automated invoice processing. The entire accounts payable process will be transparently managed electronically; starting with the receipt of invoices through to capture, verification and invoice approval. The ELO DocXtractor transfers invoices and their content in full to the appropriate processes and therefore seamlessly works together with the market leading market ERP systems (Dynamics NAV, Dynamics AX etc.). All processes are initiated, managed and monitored centrally. As a company, you will be informed about every process in real-time.



The solution
practical added value



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Cost savings through automation

Improving corporate processes as well as time and cost savings are paramount for many companies. A high level of business process automation is now a decisive factor for economic success. However, the reality is often different. If you measure the true transaction costs of a business transaction, these are generally far too high for value creation in the company. The high percentage of manual processing arises from a media break and processing of paper-based documents leads to high capture and processing costs as well as high error rates. At a time when markets are becoming more global, this means that competitiveness is jeopardised.

Processes are set up more easily and more quickly

Using the **ELO DocXtractor**, companies have the capability of comprehensive and complete processing based on intelligent technology. Extensive workflow functionalities of the ECM platforms **ELOprofessional** and **ELOenterprise** guarantee that related business processes are supported. According to global market requirements, the **ELO DocXtractor** also enables the processing of international invoices with different languages, currencies and country-specific tax legislation. The **ELO DocXtractor** offers the complete solution for accounts payable processes. The module enables the full and intelligent processing of all incoming invoices. Companies will profit from various additional benefits.

High performance output management

The seamless interaction between the **ELO DocXtractor** and the relevant ERP system enables the streamlined coordination of all business processes within the company. Here the **ELO DocXtractor** extracts from the invoices all the information needed for creditor posting and makes this available to the appropriate ERP system - and



all in a fraction of the time than manual processing would take. **ELO DocXtractor** will reduce the capture and evaluation of invoices to a minimum. If required, staff may only need to assume functions for control and correction. To prevent errors, the system performs all possible plausibility and mathematical checks before handover to the ERP system. The system checks whether the assignment of the order number, supplier ID, etc. is correct, which again increases the quality and security of the transaction. Furthermore, the system can automatically complete missing data and, for example, update a missing customer number from the available customer database. This opens up huge potential for cost savings in the company. Generally return-on-investment is achieved in under one year.

At a glance

- Significant time savings through reduced manual processing
- Complete transparency of the entire invoice verification process
- Full control of all accounting processes
- High data quality through minimal post-processing
- Significant cost savings through early payment discounts
- Transparency of payment dates through browser based cash flow forecast tool

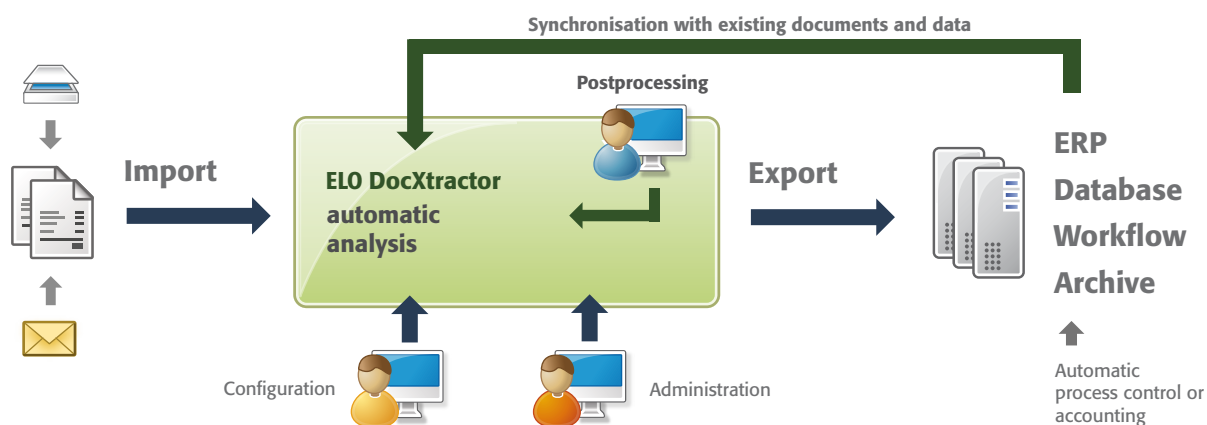


Fig. 1: Workflow of the ELO DocXtractor



>> High efficiency in invoice processing

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The ELO workflow – work in real-time and with top quality

The entire invoice processing workflow can be controlled directly via the ELO workflow tool. With the implementation of **ELOprofessional** or **ELOenterprise**, the customer has a high performance workflow component as standard. With an easy-to-use graphical user interface (Fig. 2), complex workflow processes are made extremely easy. This configurability enables much faster and more cost-effective implementation than is possible with alternative systems. Without any programming experience, individual process steps, regulations and escalation scenarios can be defined. For incoming invoices, processes can be specifically indexed which, depending on the invoice type (e.g. Capital Expenditure CAPEX, with partial payments, consumables etc.) or the company code, manage the process. The system automatically generates the correct process flow and delivers the relevant tasks to the staff or groups concerned. All business-related vouchers and documents are connected to the ERP system and the internal posting assigned to it via the flexible standard

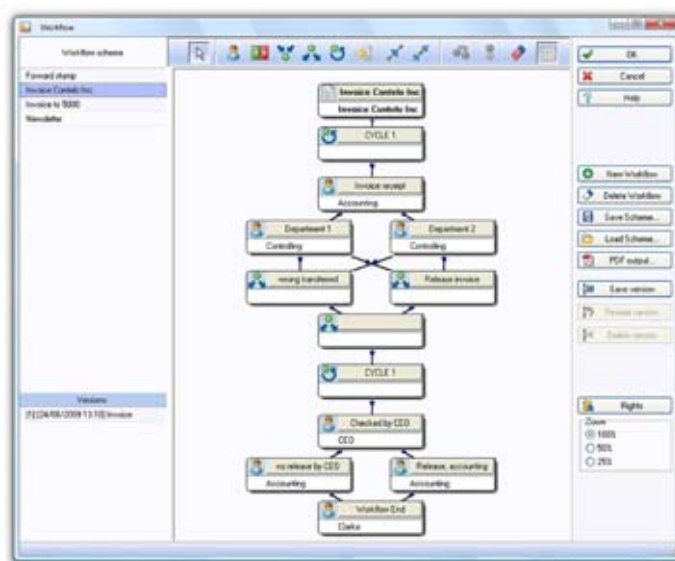


Fig. 2: Overview of a release process in ELO



interface. Due to the electronic workflow, every business transaction is processed quickly since there are no transport and waiting times as for paper documents. Furthermore, the graphical workflow overview creates the required transparency of the process flow; current errors in the workflow can be detected early and corrected appropriately.

Safely archived

The early and automated archiving of invoices meets legally compliant storage requirements. The invoice is available at any time through the ELO archive and can also be called up after several years, e.g. for possible company and tax audits. Archiving in the central archive also has the effect of relieving the burden on the live ERP database in the long-term and will therefore improve the performance.

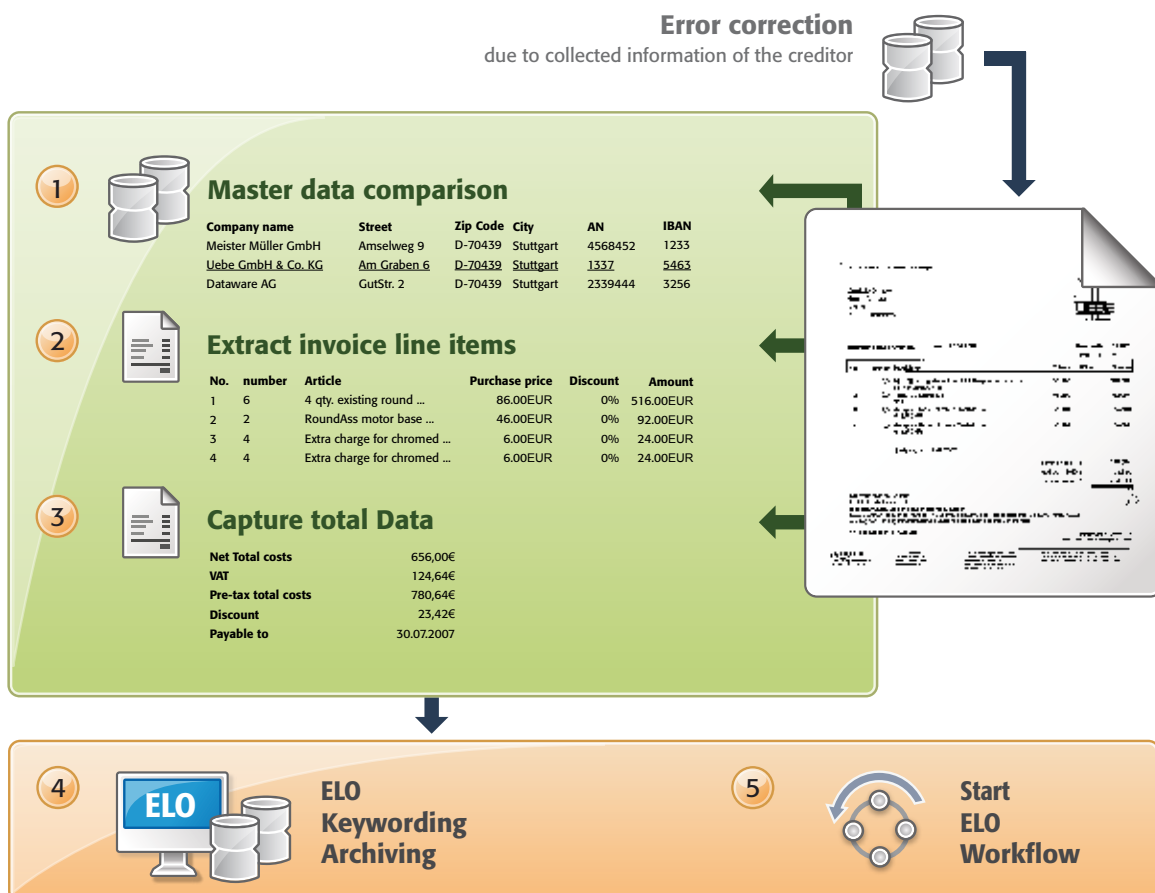


Fig. 3: Extract from the internal process of the ELO DocXtractor

The solution

practical added value



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Capture in a fraction of time

Overview of invoices – the cash flow forecast tool

With the cash flow forecast tool, invoices can be evaluated in an overview. Various input fields (creditor no., creditor name, invoice date from to, etc.) are used to show an individual view of invoices in the system. The user for example has the option to display all invoices for which the verification process has not yet been completed. The cash flow forecast tool is the central administrative tool which enables the easy, quick control and management of the invoice verification processes.

Professional and secure cash flow planning

With the help of the cash flow forecast tool, the user also receives a professional on-screen report for cash flow planning. As soon as the document is scanned, the ELO DocXtractor processes the information and updates the data. The company can calculate cash flow

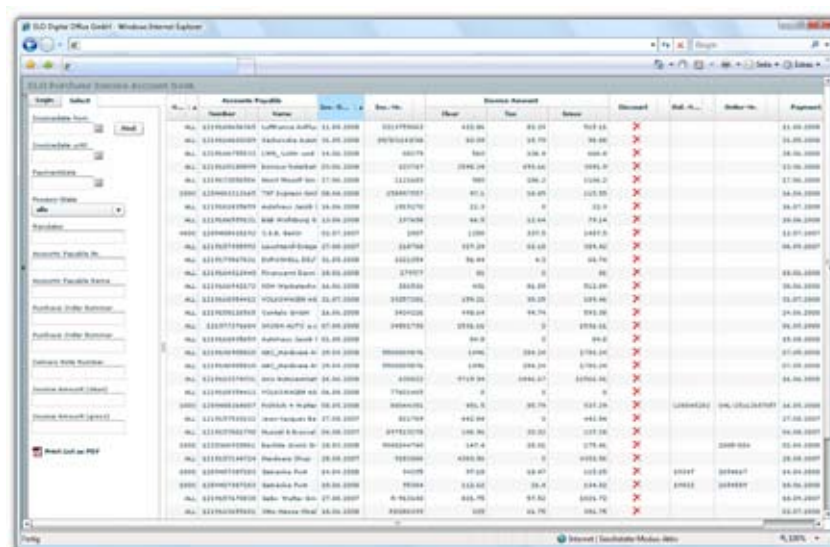


Fig. 4: Browser based cash flow forecast tool



requirements in advance and implement an active control and adjust liquidity as required. The seamless connection of the **ELO DocXtractor** to the company's ERP system means that monitoring is also possible within the ERP system itself. Users can access the

browser based cash flow forecast tool (Fig. 4) via common browsers such as Internet Explorer, Mozilla Firefox, etc.

The highlights of the ELO DocXtractor at a glance

- Creditor independent invoice processing
- No adjustment costs for new creditors
- Flexible input field recognition
- Recording General Ledger (GL) creditor and invoice recipient including GL code assignment; processing of one-time creditors (with SAP =CPD)
- Extended extraction of header and footer data incl. unexpected additional costs and up to three Tax rates
- Fully automated differentiation between costs and invoices with and without purchase orders (with SAP = FI and MM) via preconfigured and configurable set of business rules
- Identification of payment terms, conformity check (also individually configurable) and compliance checks
- Processing domestic and international invoices in various document languages in one system
- Processing of multi page documents
- Extended extraction of item data including purchase order assignment via order and goods receipt advice (GRA)
- Self-learning and self-optimising system with autoadaptive, intuitive and visual administration and configuration support
- Extensive statistical evaluations and reporting. Individual adaptation possible automated order reconciliations, special fields, etc.)
- Continuous self-learning system
- Identification of invoice content, incl. tables and additional delivery costs
- Complete extraction of all invoice line items
- Processing of foreign language documents
- Automatic recognition of credit notes and reminders
- Expansion to include **ELO DocXtractor II SUITE** possible (processing all incoming mail)



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ELO is available through:



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