

## Work Smart

Digitise and automate your accounts receivable processes

### Optimise collections

Keeping track of late payments has never been so important; it's the lifeline of any business.

By transforming paper-based processes to digital ones, accounts receivable (AR) procedures can be automated and collections maximised.

- Lower your per-invoice cost
- Modify invoice templates on demand
- Send electronic invoices and documents
- Reduce time spent on customer inquiries and disputes



It costs \$8 per paper invoice.  
53% of organisations still rely on manual processes.\*

\*Aberdeen

### Does this sound familiar?

The AR staff spends so much time manually producing and distributing monthly invoices, statements, and reminders.

### Feeling stressed?

Electronic invoice processing is gaining in popularity every year but AR professionals face a dilemma. Customers and management are demanding more electronic processes but there is a lack of system,

### Prevention or correction?

Human errors, like misfiled or unreadable supporting documents and inaccurate amounts or line items, are inevitable when manually producing invoices. AR departments are forced to allocate time and resources to correct mistakes, which could be prevented altogether.

### To comply or not comply?

Compliance requirements can seem overwhelming. Seemingly simple requests, such as modifying a template, logging approvals electronically, or adjusting a customer's document delivery preference, can lead to internal projects with heavy development costs. That is not always profitable or even possible.

## Accounts Receivable Workflow

### Operations' Experience

CONTENT SERVICES



COMPANY



Printed Invoices & Aging Report

AR PORTAL



- Communications Activity
- Receivable Status
- Reminder Management
- Batch Print Console

### OL Connect

- Captures invoices and Aging Report
- Manages Customer Communications
- Populates AR Portal



- Delivers Invoices Based on Customer Preferences
- Sends e-Invoices to AP Portal
- Sends EDI Over Value Added Network\*

### Delivery Options

PAYMENT PROCESSING\*



Credit Card / ACH

MAIL & EMAIL DELIVERY



Optimised Mail

E-INVOICING



XML to AP Portal

### Customer Experience

CUSTOMER LOGIN



VIEW INVOICE & SET DELIVERY PREFERENCES



RECEIPT & PAYMENT\*



\*May require integration.

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