



Master Overview Deck

# Invoice to Pay - Vendor Invoice Management (VIM)





Driving Innovation, Empowering Transformations.

1,500  
Successful  
Projects

10,500+  
TB of Data  
Managed

22+  
Years Evolving  
Companies

\$1,5B  
Total Customer  
Savings

## Data Management

- SAP Data Archiving
- SAP DaRT
- Data Quality & Governance
- Data Migration
- System Decommissioning
- Data Privacy

## Solution implementation

- S/4HANA Implementation
- SAP Business Data Cloud (BDC)
- SAP BTP Deployment
- SAP OpenText
  - Extended ECM
  - Vendor Invoice Management
  - Doc Presentment
- SAP Ariba
- SAP Vistex
- SAP Vertex
- AI Implementation
- Cloud Migrations

## Product & Innovations

- Data ASSIST by Auritas  
*(Data Archiving Automation)*
- Data GUARD by Auritas  
*(Legacy Decommissioning)*
- Auritas Intelligent Accrual  
*(Financial Automation)*



## Strategic Partnerships

- SAP Gold Partner
- SAP PartnerEdge, Sell
- CCFlex – Cloud Choice Flex



# Customer Success



Services Across Multiple Industries – Verticals:



Automotive



Utilities



Financial Services



Chemicals



Customer Products



Defense & Aerospace



Engineering & Construction



Life Sciences & Healthcare



High Tech



Manufacturing & Distribution



Oil & Gas Mining



Retail

# Success Story:

## Global Invoice Management Transformation Within 9 months

### Pain Points:

- Production failure and operational risks
- Current AP solution/business model not scalable
- Compliance risk - Heavy manual controls to mitigate failures
- Business continuity and growing-concern over vendor stability

### Benefits:

- Intuitive and mobile enabled FIORI user experience
- Global standardization of indirect invoice end to end process
- Operational around the clock, providing history, visibility, security, and a single system of document control
- Enhanced compliance by meeting local regulations

### Results:

- 51% touchless global automation within three months post rollout
- Established a unified ECC platform for 49 entities
- Addressed 145 global requirements
- Scalable Automation & standardized workflows



# Success Story:

## Global Invoice Management Optimization

### Pain Points:

- Heavy manual labor needs to complete tasks. Long cycle/processing time.
- Challenges to measure supplier performance.
- Large number of exceptions.
- Customizations were being used in the place of business rules.

### Solution:

- Scale for growth with common, standard global processes; develop and track key performance metrics to trend progress.
- SAP validation, rejection, exception handling, workflow, approval and posting minimal SAP customizations.
- Architect future state supplier portal integration.
- Integrate EDI and auto ingest emailed invoices.
- Lead change with business process, not technology; build cross functional change coalition to root the cultural change.

### Results:

- Over 700 thousand invoices processed – EDI 55% and email and paper 45%.
- Touchless process went from 0-20% to 85+% globally.
- Cycle time was reduced from 18 to 4.5 days.
- Implement and integrate a supplier portal. Improved supplier relations.
- Extend standard POs for Maintenance, Repair and Operations (MRO) expense.
- Grow digital invoicing, target paper reduction with new vendors and non-PO.



# Invoice-To-Pay Business Drivers

## Reduce Labor

Streamline and digitize invoice processing  
Use business rules instead of customizations

## Reduce Cycle Time

Root cause exceptions and track Straight Through Processing Measure supplier performance and drive accountability

## Optimize Cash Flow

Minimize exceptions to maximize DPO

## Create Scalability

Standardize and automate for Shared Service enablement Operational excellence balances people-process-technology

# Project Scope & Objectives

<p><b>Global</b></p>		<p>Scale for growth with common, standard global processes Develop and track key performance metrics to trend progress</p>
<p><b>Application</b></p>		<p>SAP validation, rejection, exception handling, workflow, approval and <b>posting Minimal SAP customizations</b></p>
<p><b>Systems</b></p>		<p>Integrate EDI and <u>auto</u> ingest emailed invoices Manage digital invoices in a payables platform to enable business rules</p>
<p><b>Grow Digital</b></p>		<p>Architect future state supplier portal integration</p>
<p><b>Change Management</b></p>		<p>Lead change with business process, not technology Build cross functional change coalition to root the cultural change</p>

# Why SAP Invoice Management by OpenText?

- Global compliance for invoice mandates
- Open Platform



✓ No invoices lost in private mailboxes

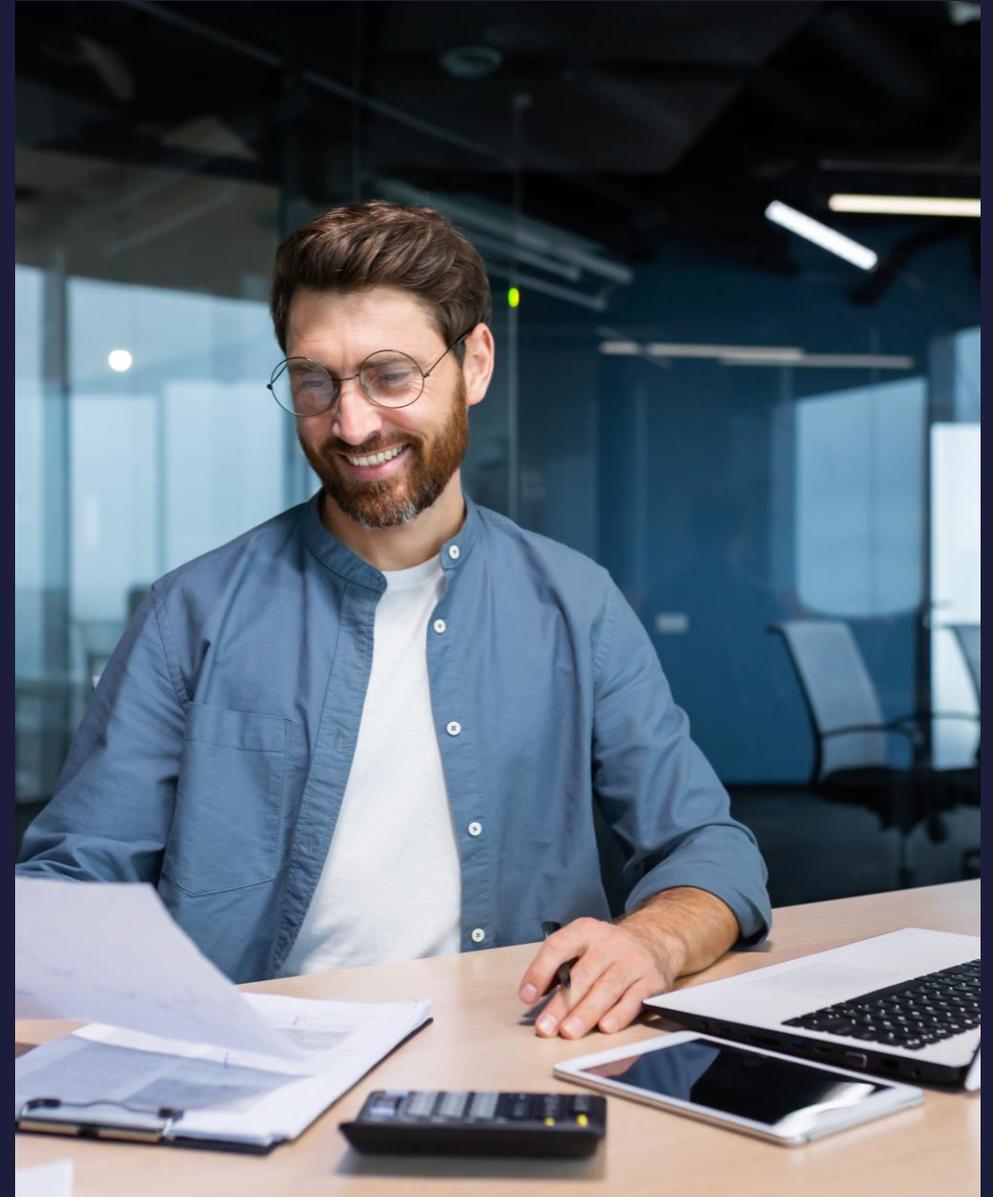
✓ No complex supplier on-boarding

✓ No need to print

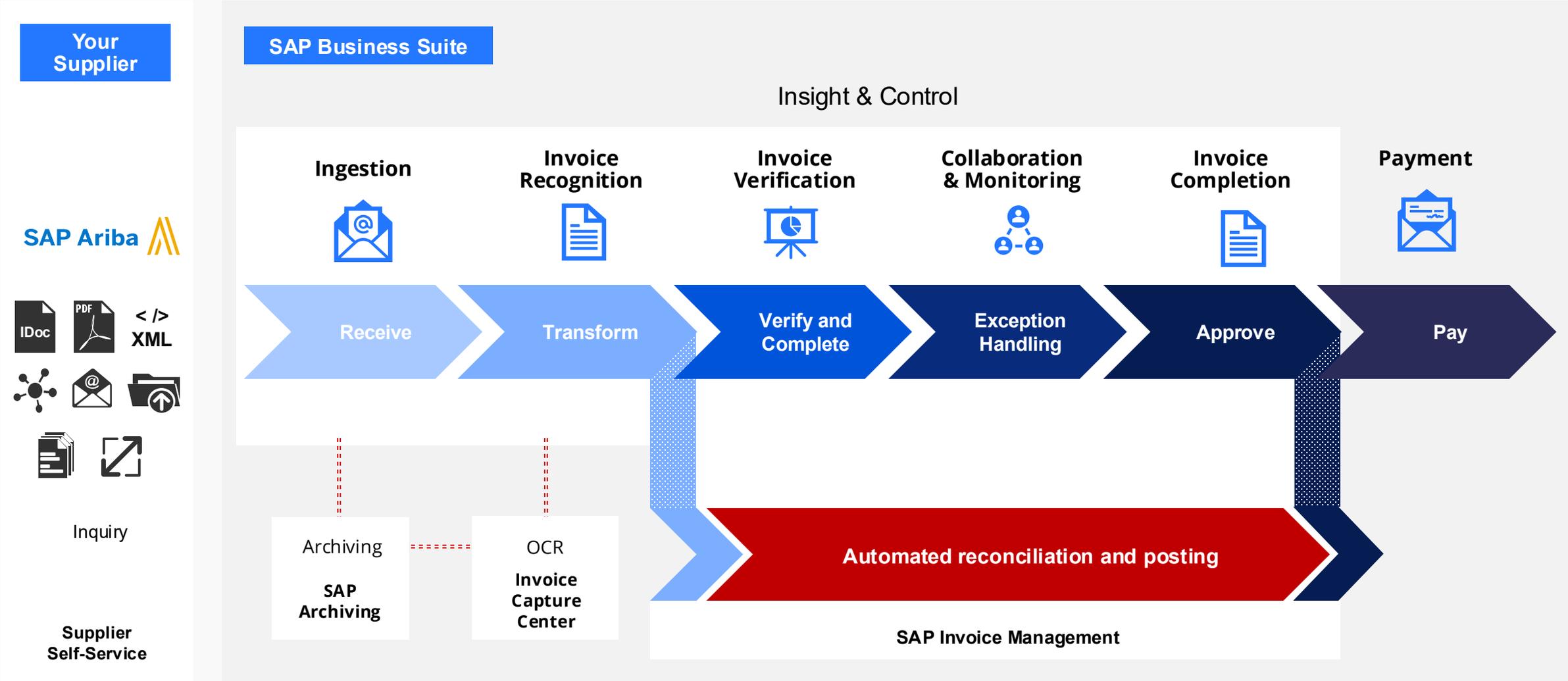
✓ Simple way to forward to AP

✓ Simple solution for any supplier

✓ Simple collaboration with suppliers



# Digital, Integrated, Automated Invoice Processing



# Recasting the Toro: Invoice-to-pay Journey



- Grow EDI invoices
- Automate email
- Paper reduction

- Standardize process
- Review & update Policy
- Eliminate touch points

- PO Driven
- Line-item match acceleration
- Minimum touch exception path
- Robust business rules
- Digitized workflows
- Analytics

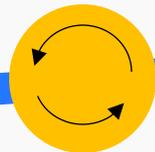
- Establish SSC
- Measure performance
- Benchmark
- Vendor Adoption

- Actionable Improvements
- Supplier Portal Integration
- Continuous Improvement

## Digitize



## Standardize



## Accelerate



## Operate



## Optimize



## Our Success

## Vision Of Tomorrow

### 1. Volumes

700,000 Invoice in 12 Months:  
EDI – 55%; Email and Paper – 45%

Supplier Portal implementation  
and integration

### 2. No Touch

“Straight Through Process”  
0-20% to 85+% globally

Extend standard POs for Maintenance,  
Repair and Operations (MRO) expense

### 3. Cycle

Shrank cycle time from 18 to 4.25  
Days (Average Days)

Grow digital invoicing, target paper  
reduction with new vendors and non-PO

### 4. Partner

Greatly Improved Suppliers  
Relationships

Root cause and resolve vendor exceptions  
via supplier performance meetings

# Invoice to Pay: Assess Your Opportunity

Impact	Process Metrics	UOM	Best-in-class	Time to value
Efficiency	Total Cost-per-Invoice (AP)	\$	1.00 to 2.50	●
	AP Invoice Cycle (receipt to payment)	Days	5	●
Acceleration	DPO (Days Payable Outstanding)	Days	45-60	●
	% of Invoices Paid on time	%	92-96	●
	Straight Through Pass %	%	50-65	●
	Early Payment Discount Capture	%	70	●
	Invoices Processed per FTE	Nos.	30000-45000	●
Optimization	Electronic Invoicing	%	60	●
	Supply Chain Financing (Addressable Spend)	%	50	●
	Electronic Payments	%	80	●

High ● Medium ● Low ●

# Invoice to Pay: Value Attainment Roadmap



## Ingestion

- Simplify and Digitize
- Introduce EDI early
- Compliant - SAP eDocuments
- Use a Vendor segmented approach



## Transform

- Machine Learning
- Invoice Validation as a Service
- Electronic Document mapping



## Manage by Exception

- Policy
- Intelligent process
- Auto Posting
- Electronic Approvals
- Audit Trails
- Electronic Payments
- Reporting Insight



## Supplier Management

- Manage Supplier Onboarding
- Supplier Self Service
- Supplier Performance



## Financing

- E-invoicing
- Supply Chain Financing
- Dynamic Discounting

# Optima Differentiators for Best-in-Class Invoice-to-Pay



- Tried and tested methodology to maximize first pass
- Balance process and solution capabilities
- Approach scales for most industries and company size
- Simplify and streamline invoice to pay
- Automation to minimize reconciliation time & enhance worker productivity
- Improve cash flow and vendor relations
- Reduce cost and compliance risk
- Audit trail, compliance, quick close, & reporting
- Acceleration within invoice entry and processing for AP

Global Competence: Compliance and Localization

Solution Accelerators

Change Management Orchestration

Vendor On-Boarding & Adoption



## Solution Extensions Vendor Invoice Management



# Challenges To Optimal Accounts Payable Processes

## Receipt & Capture

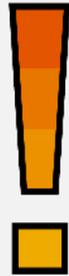


**High cost of paper invoices**

“Nearly **80%** of all incoming invoices are still paper-based.”

The Hackett Group

## Inquiries & Exceptions

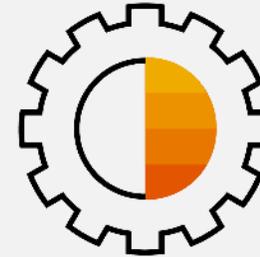


**Too many exceptions**

“**25%** of invoices have exceptions.”

TAPN

## Matching & Approvals

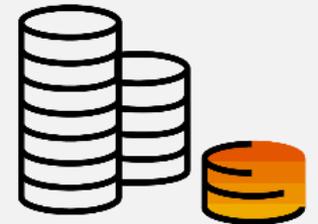


**Lack of compliance**

“**\$4.6** million avg. in contract leakage per billion in spend.”

The Hackett Group

## Discounts & Payments



**Lack of control**

“**80%** of early payment discount opportunities missed.”

Ariba

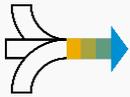
# Key Business Drivers for Achieving Excellence in AP



1. **Insight** – Financial and operational



2. **Collaboration** – Share common information



3. **Automation** – Reduce manual processes



4. **Control** – Exception-based management



5. **IT Simplification** – One platform

# Unoptimized / Optimized / **Best Run**

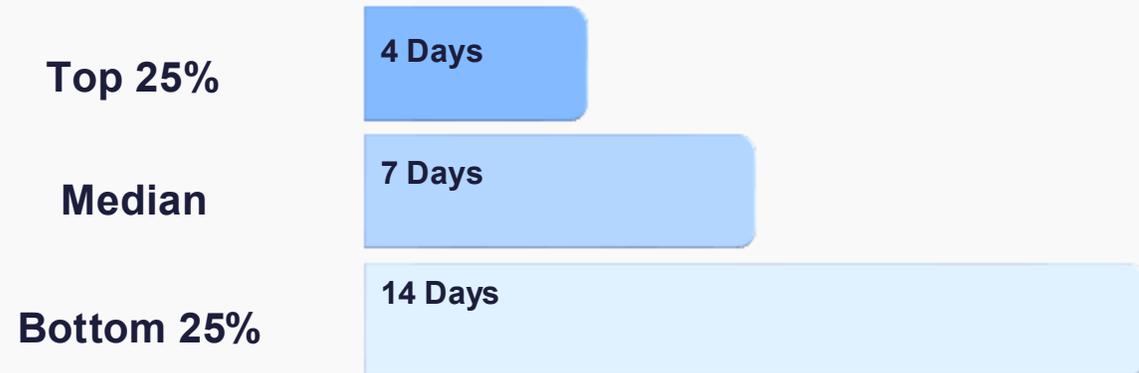
Best run companies process invoices **more efficiently**.

Best run companies process invoices **faster**.

**Number** of invoices processed per "process accounts payable" FTE



**Cycle** from receipt of invoice until approved and scheduled for payment



# Invoice Management: Benchmark

Impact	Process Metrics	UOM	Best-in-class (Private sector)	Best-in-class (Pubic sector)
Efficiency	<i>Total Cost-per-Invoice (AP)</i>	\$	2.93	9.43
	<i>AP invoice cycle (receipt to payment (in days))</i>	Days	3	15
Effectiveness	<i>DPO (Days Payable Outstanding)</i>	Days	33	15
	<i>% of Invoices Paid on time</i>	%	91.2	88
	<i>Straight Through Pass % (PO and Non PO Invoices)</i>	%	87.5	95
	<i>% Early payment discount capture</i>	%	77.1	75
	<i>Accounts Payable FTE s per billion on spend</i>	Nos.	5.32	8
	<i>Invoice Processed per FTE</i>	Nos.	22126	8333
	<i>Electronic Invoicing</i>	%	79	65.6
Automation	<i>Electronic Payment</i>	%	80.9	NA

Benchmark Source :-Best In Class Private Sector –Hackett ; Best in Class Public Sector -APQC

# Invoice Management Potential Outcomes (US Cost Model)

Impact	Process Metrics	Best-in-Class	Opportunity
Efficiency	Total Cost-per-Invoice (AP)	\$ .50 - \$1.50	●
	AP Invoice Cycle (minimum time to payment)	5 days	●
Acceleration	DPO (Days Payable Outstanding)	45 - 60 days	●
	% of Invoices paid on time	92% - 96%	●
	Straight Through Pass % (PO Based volume)	50%-65%	●
	Early Payment Discount Capture	70%	●
	Invoices Processed per FTE	30,000-45,000 annually	●
	Electronic Invoicing	40-60%	●
Optimization	Supply Chain Financing (Addressable)	50%	●
	Electronic Payments	80%	●

● Short Term

● Medium Term

● Long Term

# Solution Extension Program vs. Open Ecosystem

## What is the difference?

### Partner & Solution Selection

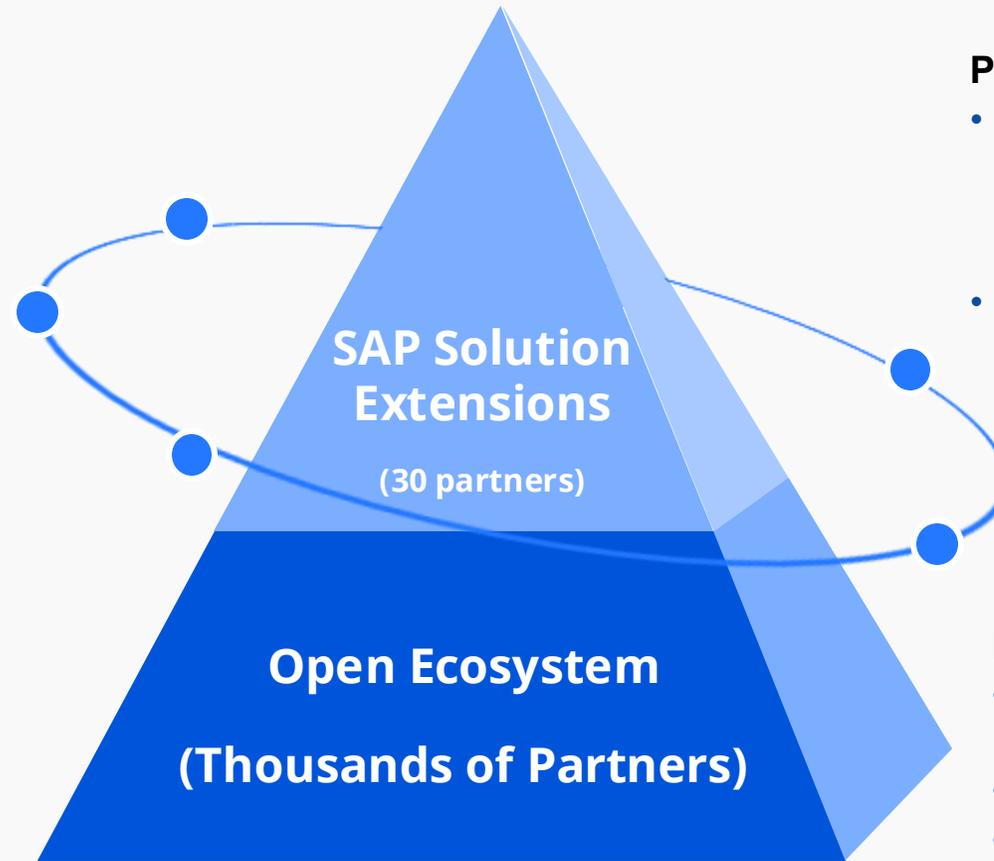
- **By SAP invitation Only**
- **SAP branded**
- Open and partner certified

### Product Roadmap

- **SAP owns integration of solution into SAP roadmap**
- Available from the partner

### Customer Route to Acquiring Solution

- **Sold by SAP**
- **PSLE applicable**
- **SAP EULA**
- Sold by the partner
- Partner EULA



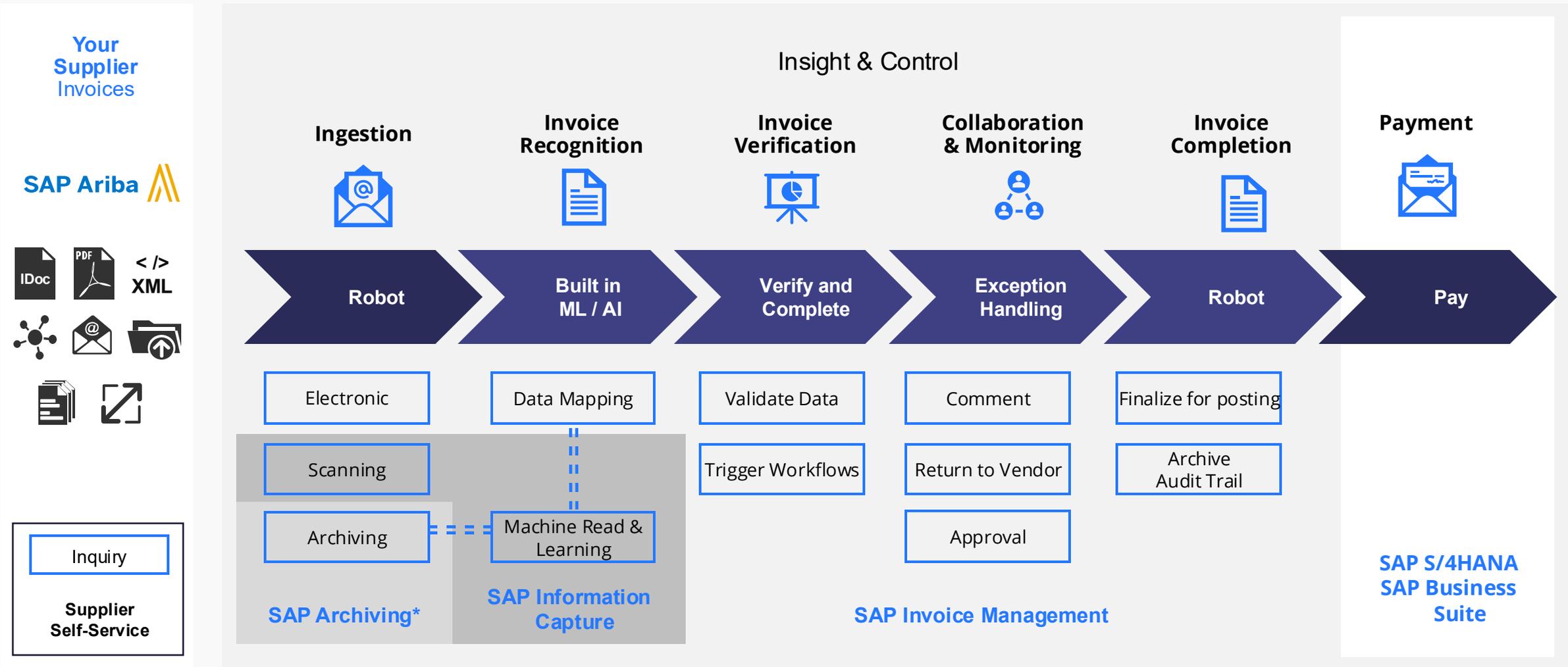
### Product Support

- **SAP is single point of contact for customer across all phases of the technology lifecycle including Training, Maintenance and Support**
- Available from the partner

### Product Testing & Validation

- **Meets SAP product standards with broader testing requirements**
- **“Premium Qualification” (16 standards)**
- Platform interoperability certification

# Digital, Integrated, Automated Invoice Processing



# Information Capture Has a Global Scope

<b>Australia</b>	<b>Korea*</b>
<b>Austria</b>	Mexico
<b>Belgium</b>	<b>Netherlands</b>
<b>Brazil*</b>	<b>New Zealand</b>
<b>Canada</b>	<b>Norway</b>
China (Mainland)	<b>Poland</b>
China (Traditional)*	<b>Portugal</b>
<b>Czech Republic</b>	<b>Russia</b>
<b>Denmark</b>	Singapore
<b>Finland</b>	Slovakia
<b>France</b>	<b>Spain</b>
Germany	<b>Sweden</b>
Hungary	<b>Switzerland</b>
<b>India</b>	Taiwan
<b>Italy</b>	<b>Turkey</b>
Ireland	United Kingdom
Japan*	United States

With machine learning support

\*Restrictions apply

Additional languages and countries are added frequently

## Additional countries with “Basic Support”

Andorra, Angola (Portuguese), Argentina, Azerbaijan, Bahamas, Barbados, Belarus, Benin (French), Bolivia (Spanish), Bosnia, Bulgaria, Burkina Faso, Cap Verde, Central African Republic (French), Chile, Columbia, Costa Rica, Cote d’Ivoire, Croatia, Cuba, Cyprus, Dominican Republic (Spanish), East Timor (Portuguese), Ecuador, El Salvador, Equatorial Guinea, Estonia, Greece, Grenada, Guatemala, Guinea, Haiti, Honduras, Iceland, **Ireland**, Jamaica, Kazakhstan (Russian), Kenya (English), Latvia, Liechtenstein, Lithuania, **Luxemburg**, Malaysia (English), Mali, Malta (English), Mauritius, Moldova, Monaco, Mozambique, Namibia, Nicaragua, Niger, Nigeria (English), Panama, Paraguay (Spanish), Peru, Philippines (English, Spanish), Republic of the Congo, **Romania**, San Marino, Senegal, Serbia, Seychelles, Slovenia, South Africa (English, Afrikaans), Suriname, Togo, Ukraine, Uruguay, Venezuela.



# How RPA is Used



**Document Classification, Invoice Intake and Rejections**



**Enrich missing information**



**Match in real-time**



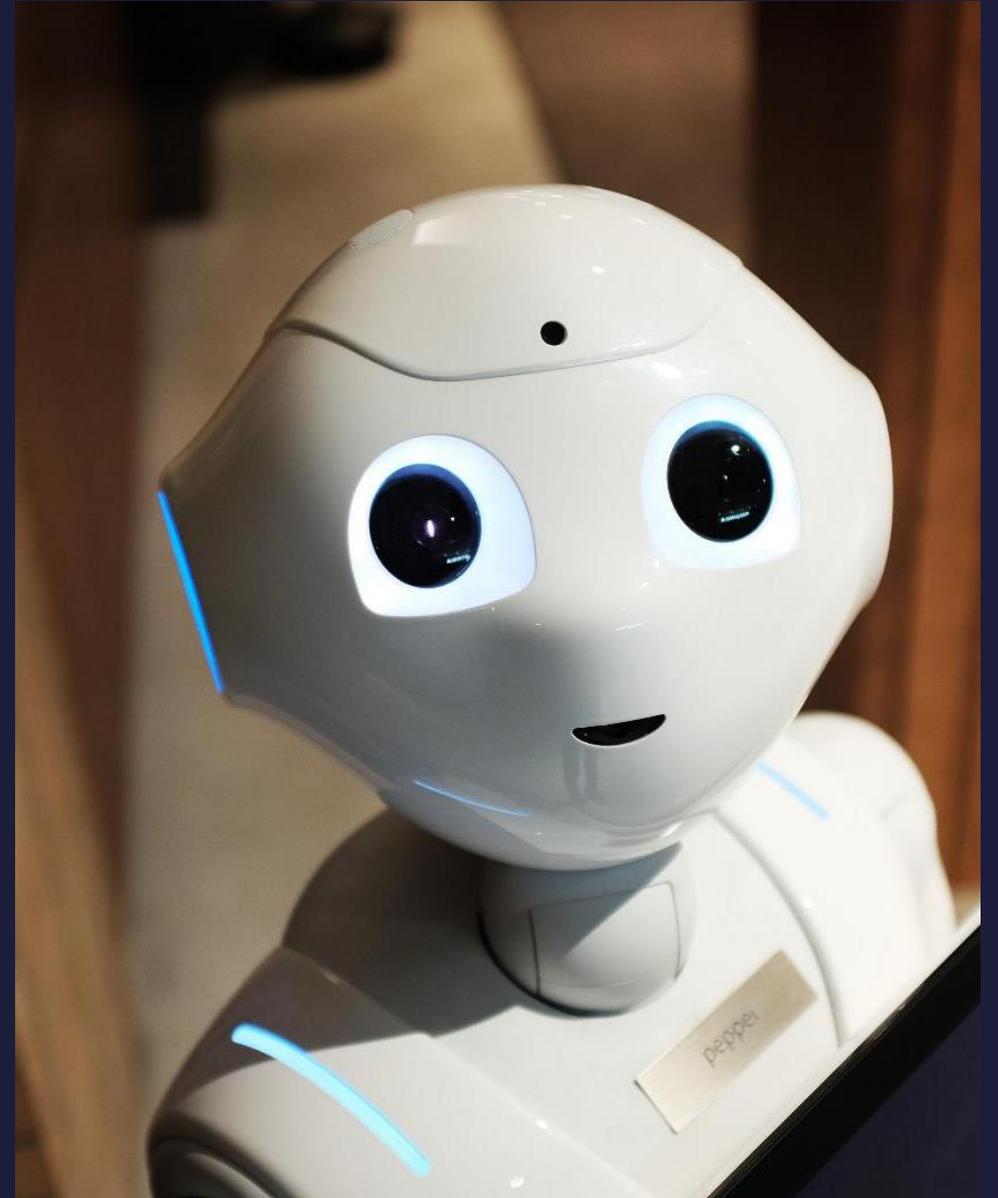
**Apply the right set of business rules**



**React to business events: PO Change, GR Creation**

# How Machine Learning is Used

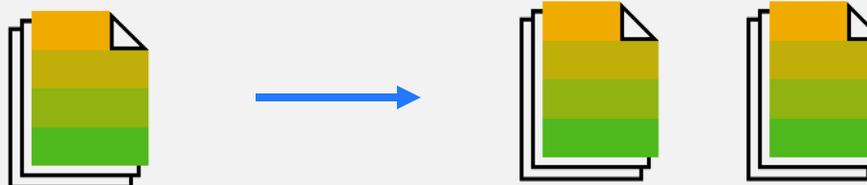
Machine Reading +  
Machine Learning



# Add Intelligence to Invoice Processing

## Pre-processing & text recognition

Split an image into invoice and attachment



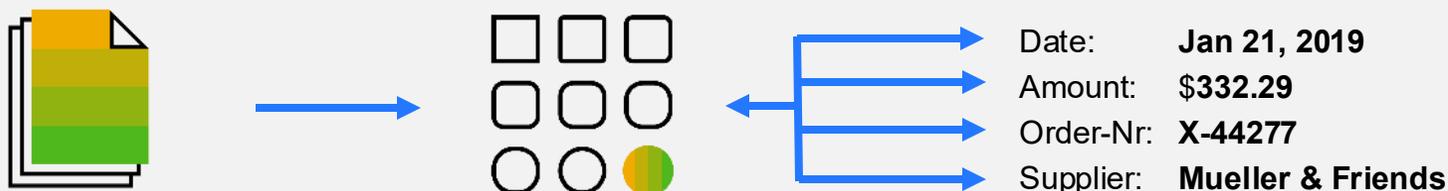
## Classification

Identify document type



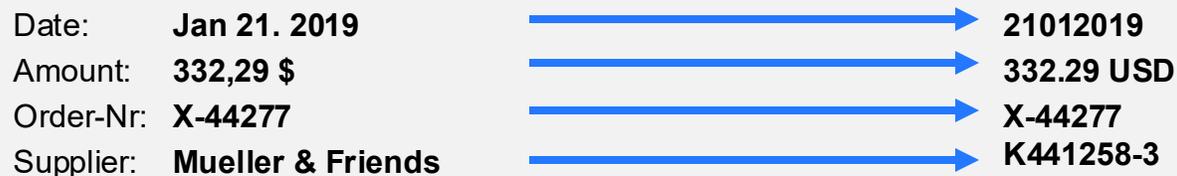
## Extraction

Search for relevant information on the document



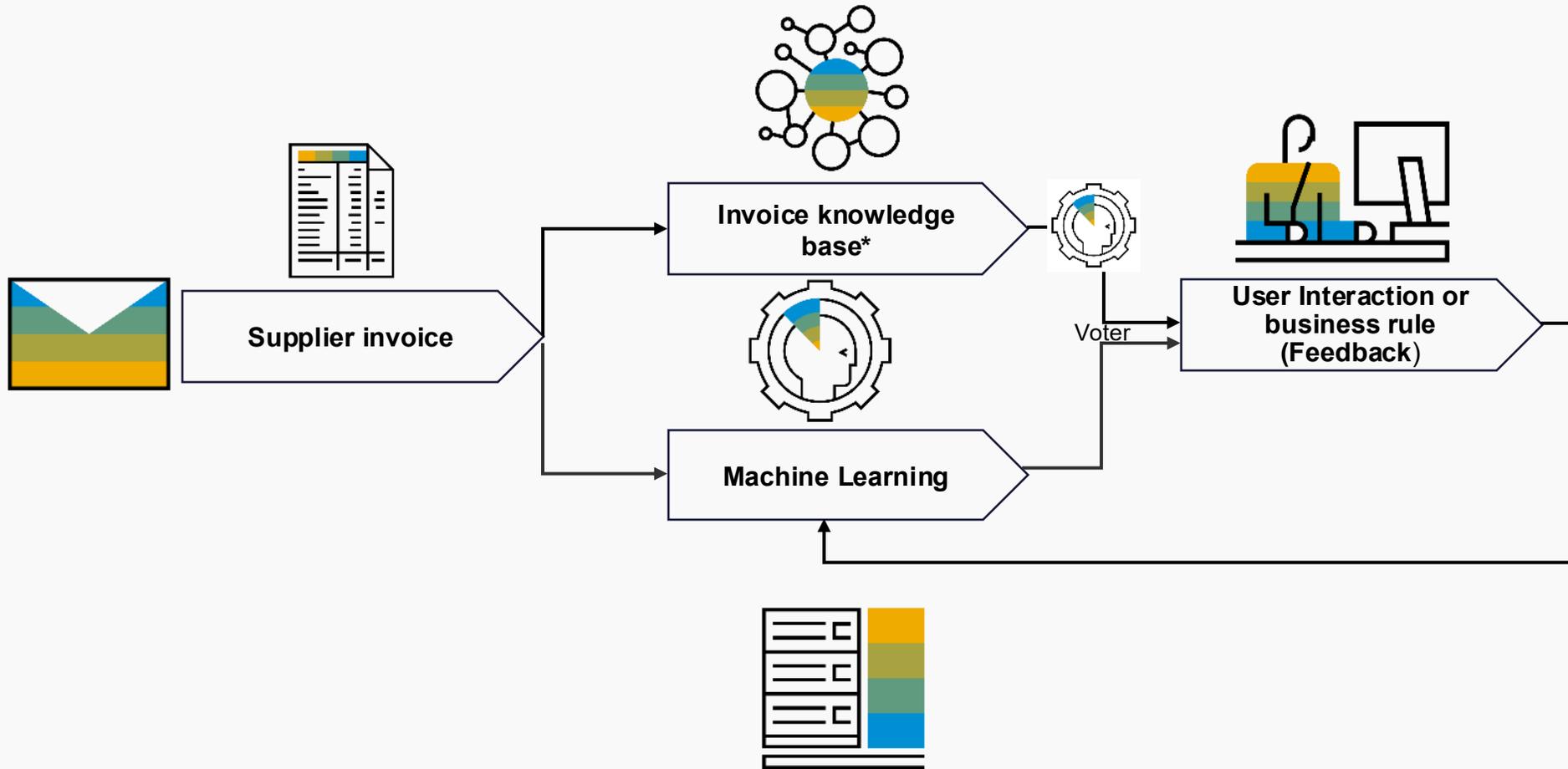
## Interpretation

Enhance extracted data with context information

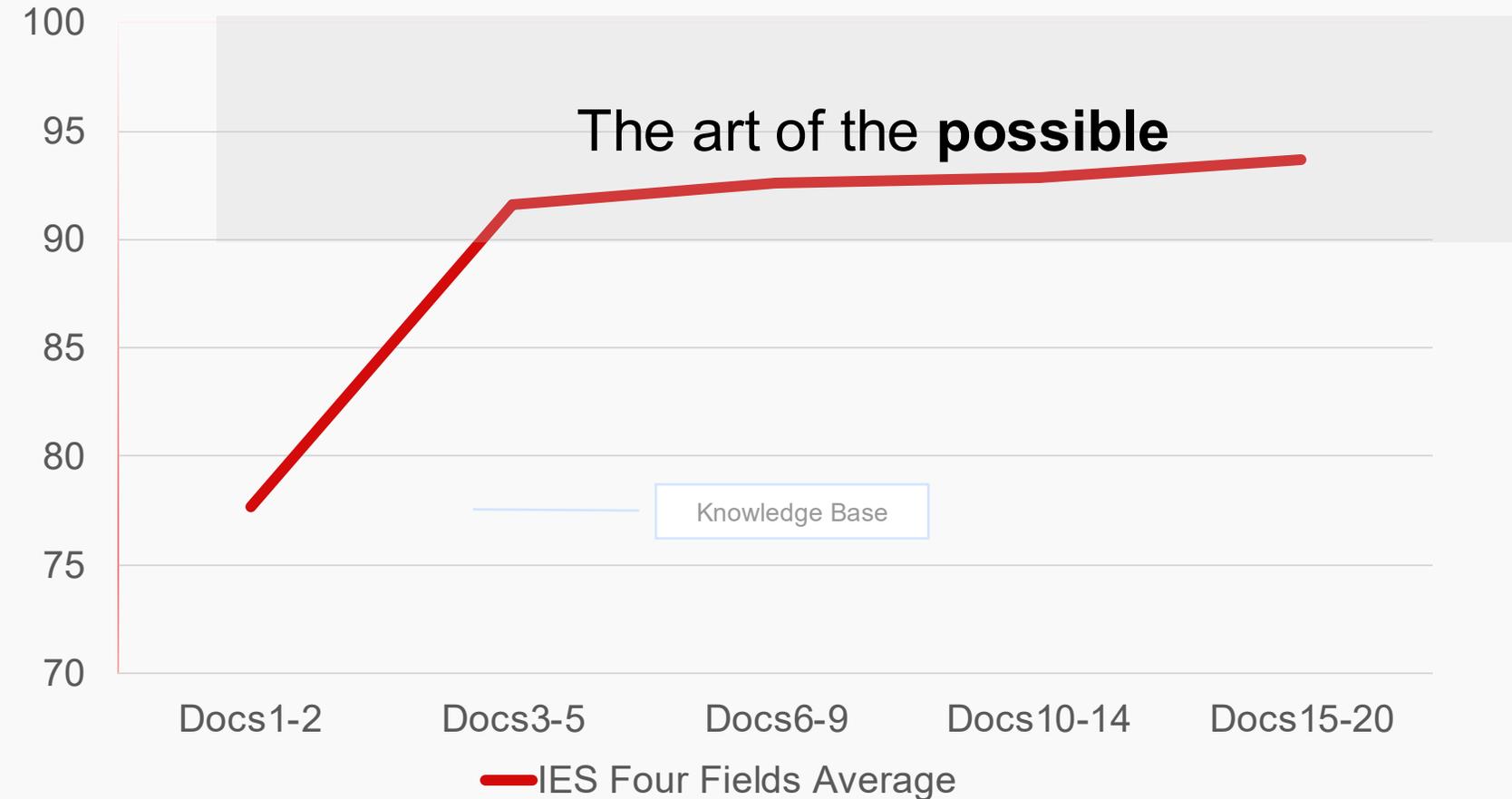


*\*out-of-the-box field recognition rate of about 75%*

# Invoice Knowledge Base + ML Boosts Recognition Rate (Built in RPA)



# Continuous Self-adapted Learning



Processing 20 invoices for 80 different suppliers:

- The machine learning algorithm just needs a few invoices from the same supplier to cross the 90% field recognition mark

# Information Capture Simplifies Navigation & Data Entry

Document Edit GoTo Settings OpenText System Help

Process IDEA - PO Processing - 000000001170

Show Options Hide Detail Pane Display / Change Open Comments Submit Display Image Simulate Rules Set to Obsolete Rescan Display Messages Help

opentext™ | Vendor Invoice Management for SAP® Solutions

Basic Data Line Items Accounting Tax Process

Invalid PO Number (PO)

Vendor Data

Vendor Number	32110	Display Vendor	Part. Bank Type	0001
Vendor Name	C.E.B. UK		Bank name	CitiBank
Name 2			Bank Account	7678686
IBAN	GB35CIII18500807678686		Bank number	185008
SWIFT code	CITIGB2L		Reference	
Street / House No	3 Johnson Road		Country / Region	GB
Postl Code / City	EC1V OBN London		PO Box	
			Group	BLACK

Recipient Data

Company Code	2100	Innovate UK	Country / Region	GB
Street / House No	Dashwood House			
Postl Code / City	EC2M 1QS	London	PO Box	

Invoice Data

Trans./event	Invoice		Document Date	04/16/2018
Reference Number	MN04162858		Supply Date	
Auto-Calculate Tax	<input type="checkbox"/>		OO Balance	0.00
Gross Amount	1,292.40	GBP	Tax Code	
Tax Amount	215.40		Tax Rate	20.000
Total Tax Amount				

Image History Comments Vendor Workspace Single Click Entry PO Workspace

C.E.B. UK Ltd.

3, Johnson Road  
London, EC1V OBN  
Tel: +44 20189291

Invoice

Invoice date: 16/04/2018  
Invoice Number: MN04162858  
Payment Terms: 30 days  
Due Date: 16/05/2018

To:  
Innovate UK LTD.  
Dashwood House  
London  
EC2M 1QS

Innovate UK LTD.  
Dashwood House  
London

Changes saved successfully

SAP

SSMITH | tmcrcp1 | INS

# SAP Information Capture Simplifies Navigation & Data Entry

Process IDEA - PO Processing - 000000001170

opentext | Vendor Invoice Management for SAP® Solutions

Basic Data | **Line Items** | Accounting | Tax | Process

PO Reference | G/L Account

Description	Amount	Quantity	O... Net price	Deliver
FINGERPRINT SCANNER PRO SENSE X-I	69.002	PC	34.50	
<b>NOTEBOOK WEBCAM</b>	<b>600.005</b>	<b>PC</b>	<b>120.00</b>	
TOUCHSCREEN DISPLAY (MULTI TOUCH)	408.008	PC	51.00	

Match All | OO | 0.00

Quantity Description Unit Unit Price

2	Fingerprint Scanner Pro Sense X-I	PC	£34.50
<b>5</b>	<b>Notebook WebCam</b>	<b>PC</b>	<b>£120.00</b>
8	Touchscreen Display (Multi Touch)	PC	£51.00

Handling costs  
Freight expenses

The viewer navigates to the right location

Users simply click to enter data

# Efficient Collaboration Personal, Team & Global Inbox

**opentext** | Vendor Invoice Management for SAP® Solutions

My Inbox (248 Hits) - Selection Active

Proc.S.	Bulk Action	Exe.	Doc. ID	Doc.	Res.	Im.	Co.	CoCode	DocumentNo	Year	Vendor	Name 1	Reference	CrCY	Gross Amnt	Doc.Date	Exception Reason	Disc.	CD 1	Posting Date	Due Date	Rero.	Recall	Current Role	Current Agent	Document Status
1128			1128				3000			30020	Atlanta Electronics Supply, Inc.	MM-18041301		USD	2,121.12	04/13/2018	Invalid PO Number (PO)			04/13/2018	04/13/2018			AP_PROCESSOR	SSMITH	Created
1116			1116				3000			30020	Atlanta Electronics Supply, Inc.	MM-18041201		USD	388.80	04/12/2018	Suspected Duplicate (PO)									
1115			1115				3000			30040	Miami Electronics Supply, LLC	ARIBAI2041802		CAD	3,450.00	04/12/2018	Invalid Requester ID (PO)									
1111			1111				3000			30010	C.E.B. New York Inc.			USD	0.00	04/12/2018	Missing Gross Amount									
1104			1104				2100			32210	Ice Cream Manufacture Inc.	AB04120253		GBP	378.00	04/12/2018	Invalid Tax Info (NPO)									
1085			1085				3000			30010	C.E.B. New York Inc.			USD	0.00	04/11/2018	Missing Gross Amount									
1084			1084				3000			30010	C.E.B. New York Inc.	AAA		USD	1,344.60	04/11/2018	Process PO Invoice (PO)									
1076			1076				1000			10020	C.E.B. Berlin SE	GD-18041127		EUR	102.28	04/11/2018	Missing Mandatory Info									
1070			1070				3000			30020	Atlanta Electronics Supply, Inc.	AB04112556		USD	2,121.12	04/11/2018	Process PO Invoice (PO)			04/11/2018				AP_PROCESSOR	SSMITH	Sent for Doc Creation
705			705				1000			10020	C.E.B. Berlin SE	HK03125638		EUR	92.82	03/12/2018	Cannot Verify Quantity/Price Excep			03/12/2018				AP_PROCESSOR	SSMITH	Indexed
1058			1058				3000			30060	Smith Boyd Rossi LLP	YR04101657		USD	45,000.00	04/10/2018	Non-PO Credit Memo Processing									
1055			1055				3000			30020	Atlanta Electronics Supply, Inc.	YR04100559		USD	2,121.12	04/10/2018	Suspected Duplicate (PO)									
1049			1049				3000			30060	Smith Boyd Rossi LLP	YR-18041031		USD	45,000.00	04/10/2018	Suspected Duplicate (PO)									
1047			1047				3000				Smith Boyd Rossi LLP	YR43200690		USD	1,890.00	04/10/2018	Invalid Vendor ( NPO)									
1039			1039				3000			30020	Atlanta Electronics Supply, Inc.	YR-18041001		USD	3,056.40	04/10/2018	Invalid PO Number (PO)									
1038			1038				3000			30060	Smith Boyd Rossi LLP	YR-18041031		USD	45,000.00	04/10/2018	Non-PO Credit Memo									
1036			1036				3000				Smith Boyd Rossi LLP	YR43200690		USD	1,890.00	04/10/2018	Invalid Vendor ( NPO)									
1030			1030				3000			30060	Smith Boyd Rossi LLP	YR04101657		USD	45,000.00	04/10/2018	Non-PO Credit Memo Processing			04/10/2018				AP_PROCESSOR	SSMITH	Indexed
1024			1024				3000			30010	C.E.B. New York Inc.	MM-18041011		USD	999.00	04/10/2018	Invalid PO Number (PO)							AP_PROCESSOR	SSMITH	Created
1022			1022				3000			30010	C.E.B. New York Inc.	IP04104312		USD	237.60	04/10/2018	Invalid PO Number (PO)									
1019			1019				3000			30020	Atlanta Electronics Supply, Inc.	IP04103643		USD	2,121.12	04/10/2018	Process PO Invoice (PO)									
1018			1018				3000			30010	C.E.B. New York Inc.	IP04100154		USD	237.60	04/10/2018	Process PO Invoice (PO)									
929			929				3000			30020	Atlanta Electronics Supply, Inc.	JH04095915		USD	2,121.12	04/09/2018	Suspected Duplicate (PO)									
925			925				3000			30010	C.E.B. New York Inc.	IP04093828		USD	237.60	04/09/2018	Process PO Invoice (PO)									
922			922				3000			30010	C.E.B. New York Inc.	5555		EUR	23,664.28	04/09/2018	Process Non-PO Invoice									
921			921				3000			30010	C.E.B. New York Inc.	4444		USD	1,344.60	04/09/2018	Manual Check Needed / Missing									
920			920				3000			30010	C.E.B. New York Inc.	1234		USD	1,344.60	04/09/2018	Invalid PO Number (PO)			04/09/2018				AP_PROCESSOR	SSMITH	Indexed
958			958				3000			30010	C.E.B. New York Inc.	MM-18040811		USD	999.00	04/08/2018	Suspected Duplicate (PO)									
1176			1176				1000			10100	Neotech GmbH	KW-1004TT51		EUR	1,041.25	04/06/2018	Invalid PO Number (PO)									
938			938				3000			30020	Atlanta Electronics Supply, Inc.	MM-18040601		USD	3,870.72	04/06/2018	Suspected Duplicate (PO)									
927			927				2100			32210	Ice Cream Manufacture Inc.	PE04061847		GBP	126.00	04/06/2018	Non-PO Credit Memo									

Invoice exceptions are automatically prioritized

Apply the same action to multiple items

Access details without opening

Personal workplace and team inbox

Advanced process control:  
Recall approvals, restart processing

Scan and track invoices from one screen



# Verification & Exception Handling



# SAP Invoice Management Includes an Extensive Set Of Pre-configured Rules

Exception Handling

Validate data

Invalid PO Number (PO)  
 Invalid Vendor (PO)  
 Invalid UOM (PO)  
 Invalid Currency (PO)  
 Suspected Duplicate (PO)  
 PO Not Released or Incomplete  
 Unable to Match PO Lines (PO)  
 Manual Check Needed / Missing Data for Indexing Lines (PO)  
 Unable to Determine PO Line Number (PO)  
 Manual Check Needed for Indexing Lines (PO)  
 Invalid PO Item Number (PO)  
 Invalid Vendor VAT Number (PO)  
 Incomplete Credit Memo (PO)  
 Vendor Address Mismatch (PO)  
 Missing Item Quantity (PO)  
 Missing Item Unit Price (PO)  
 Missing Invoice Date (PO)  
 Invalid Tax Info (PO)  
 Missing Date of Supply (PO)  
 ISR Number Mismatch (PO)  
 Invalid Recipient VAT Number (PO)  
 Payment Terms Mismatch (PO)  
 Invalid Siret Number (PO) (France)  
 Invalid Company Address (PO)  
 Vendor Invoice Reference Missing (PO)

Payment Method Mismatch (PO)  
 Missing/Invalid Tax Exempt Text (PO)  
 Missing Import Special Text (PO)  
 Missing Item Description (PO)  
 Missing Mandatory Information (PO)  
 Missing/Invalid Triangulation Text (PO)  
 Invalid Sales Tax for the Region (PO)  
 Vendor Audit Required (PO)  
 Vendor Maintenance (PO)  
 Vendor Mismatch (PO)  
 Service Entry Required (PO)  
 Currency Mismatch (PO)  
 Unit of Measure Mismatch (PO)  
 Approval Required (PO)  
 Freight on Invoice (PO)  
 Tax Audit Required (PO)  
 Invalid Requisitioner (PO)  
 PO Credit Memo Processing (PO)  
 Company Code Mismatch (PO)  
 Confirmation Required from SRM (PO)  
 Invalid Payment Reference (PO)  
 Missing Invoice Code (PO)  
 Invalid Invoice Code Format (PO)  
 Invalid Characters in Secret Code (PO)  
 Invoice Older than Allowed (PO)

Invalid Vendor Invoice Number (PO)  
 Invalid Common Ordinary Invoice (VAT Exists)  
 Check Hand Written (PO)  
 Verification Required (PO)  
 Validate Bank Details (PO)  
 Invalid/Missing Vendor ABN Number (PO)  
 Invalid/Missing Recipient ABN Number  
 Missing Vendor Name (PO)  
 Missing Recipient Name (PO)  
 Invalid Tax Description (PO)  
 GR Not Done - Simple Check  
 Missing Vendor ECC Number (PO)  
 Mismatch Vendor ECC Number (PO)  
 Missing Vendor CST Number (PO)  
 Mismatch Vendor CST Number (PO)  
 Missing Vendor TIN/TOT Number  
 Mismatch Vendor TIN/TOT Number (PO)  
 Missing Vendor LST Number (PO)  
 Mismatch Vendor LST Number (PO)  
 Missing Vendor PAN Number (PO)  
 Mismatch Vendor PAN Number (PO)  
 Missing Vendor STC Number (PO)  
 Mismatch Vendor STC Number (PO)  
 Wait for GR - Simple Check (PO)  
 Wait for GR - Enhanced Check (PO)

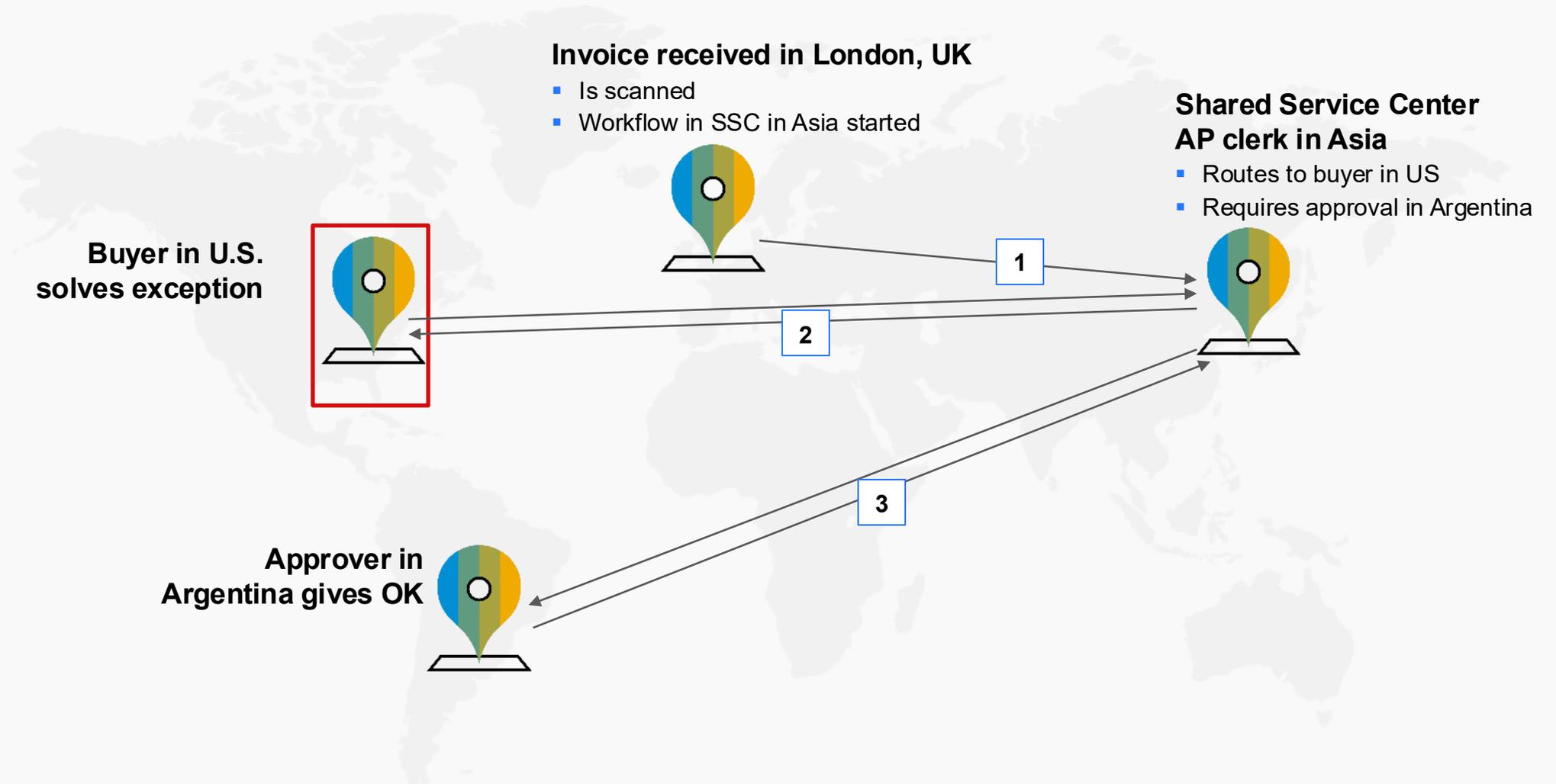
Service Entry Required (PO) - Enhanced Check  
 Brazil - Missing NF Data (PO)  
 Brazil - Missing NF Customizing (PO)  
 Brazil - NF Validation Check Failed (PO)  
 Brazil - Wait for GR - Simple Check (PO)  
 Brazil - Wait for GR - Enhanced Check  
 Russia - Wait for TORG-12/ACT - Simple Check  
 Russia - Wait for TORG-12/ACT - Enhanced Check (PO)  
 Russia - Original Invoice Mismatch (PO)  
 Invalid Withholding Tax Code / Type (PO)  
 Withholding Tax Base Amount Bigger than Total Net Amount (PO)  
 Check BPF Added Data (PO)  
 Tolerance Exceeded (PO)  
 Missing VAT Data (PO)  
 Missing/Invalid GST Partner (PO)  
 Missing Vendor GST Partner (PO)  
 Quantity/Price Mismatch (PO)  
 Check Vendor/Company Address (PO/NPO)

**Rules cover country specifics**

**You select the relevant business rules**

**It is simple to add rules**

# Support Large and/or Distributed Organizations with Transparent Routing





## Invoice Approval

Invoice Management Details



# Simplify And Automate Invoice Coding & Approval

Auto determination  
of initial routing

Coding – manual or automatic  
based on template

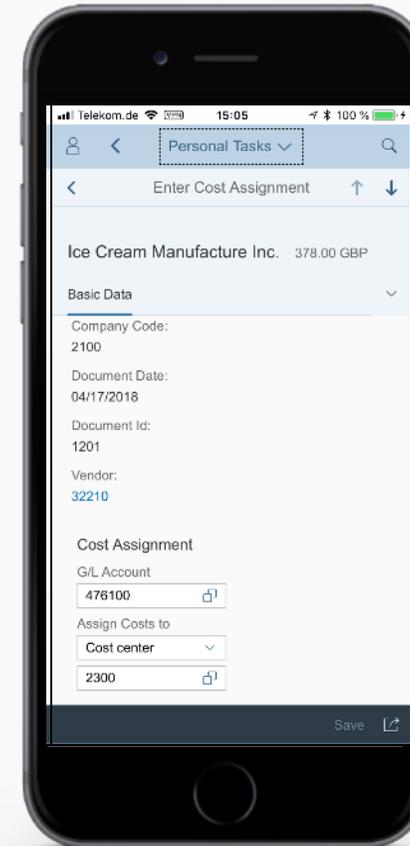
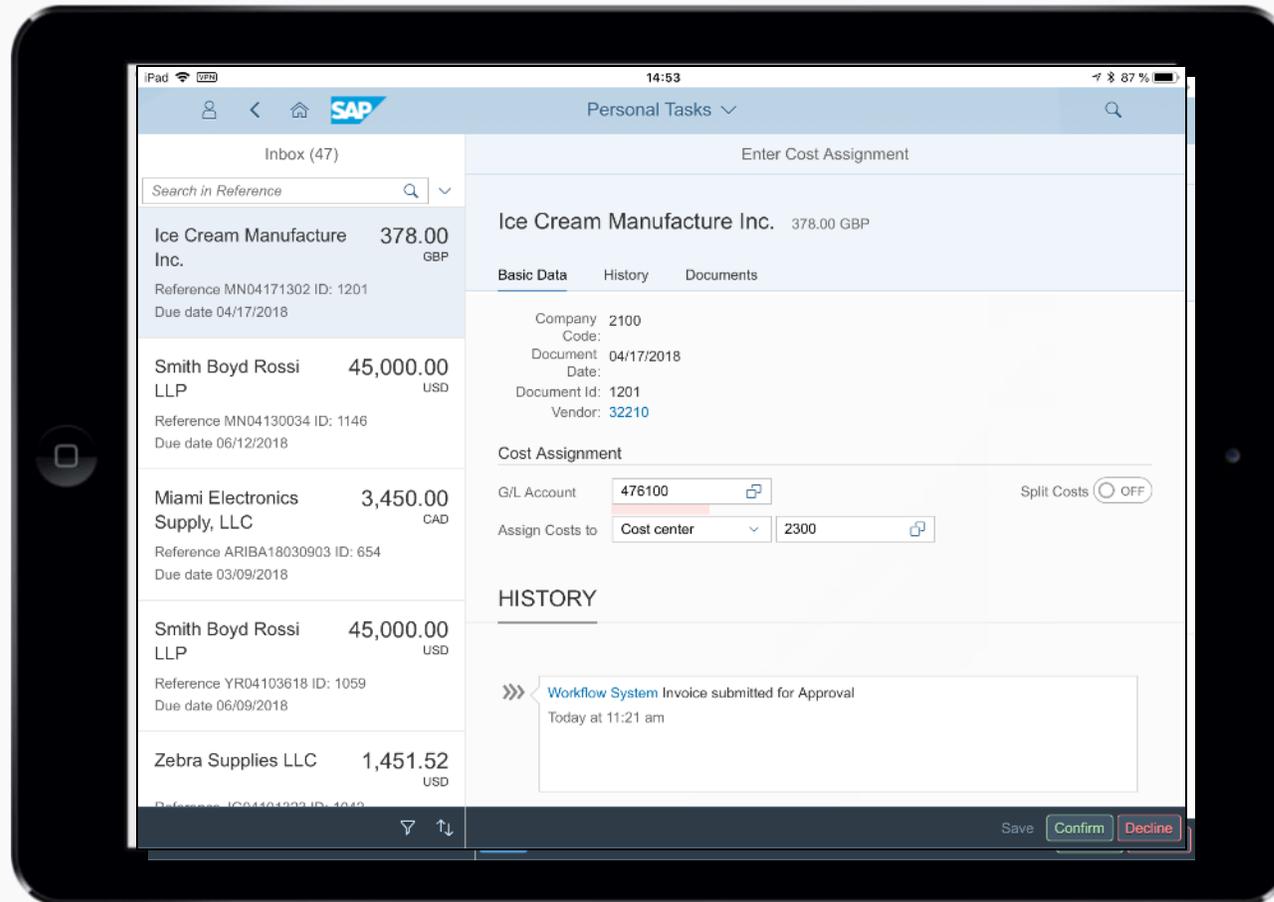
Parallel approval of line items  
with full view of history and  
invoice image

**Rule-based approval chain and automatic escalation**

One logic: many user-specific interfaces

# One Approval Logic

Always The Right User Interface

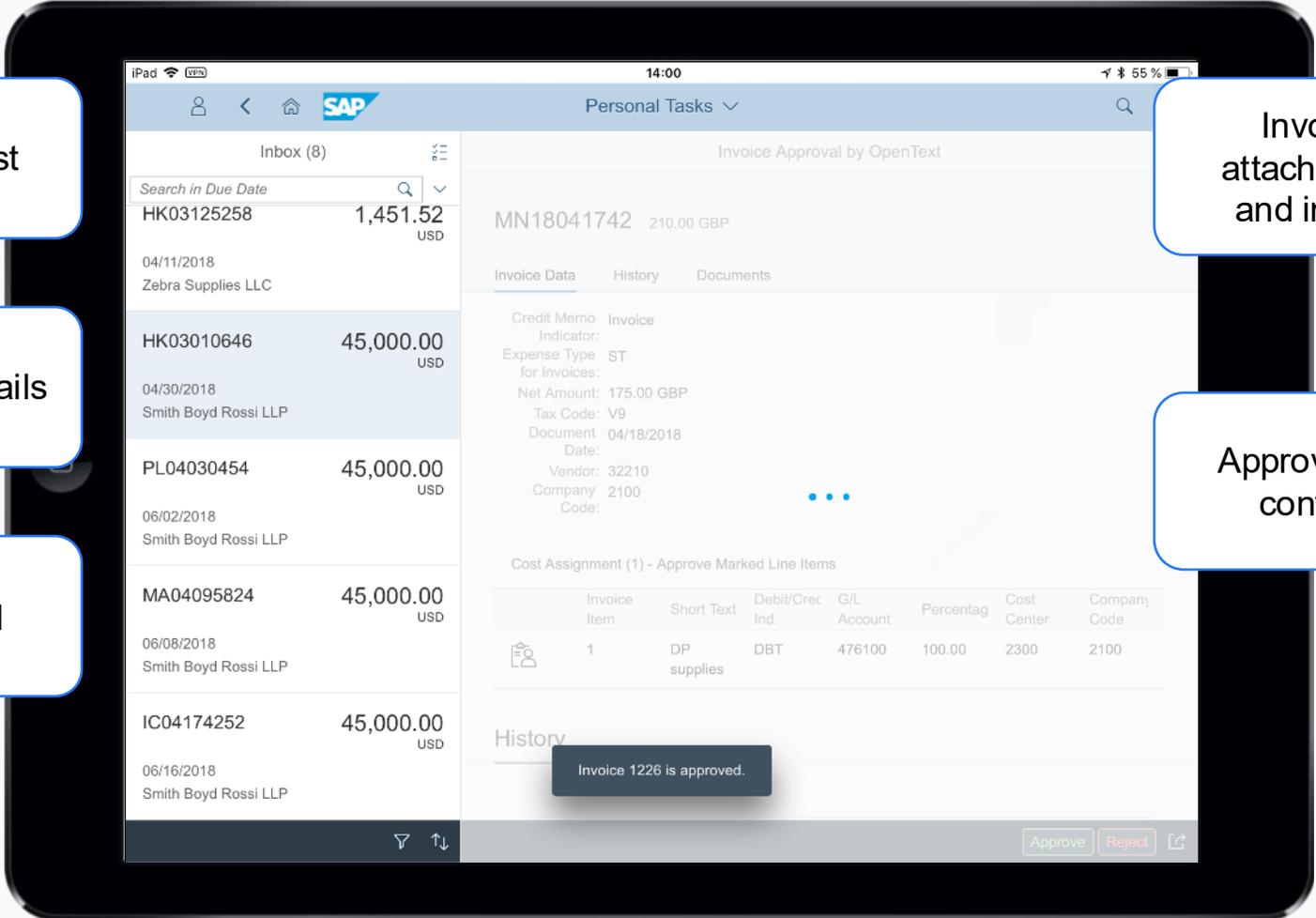


# ... or any tablet.

Invoice list

Invoice details

Invoice approval history



Invoice attachments and image

Approve and confirm



# Analytics & Reporting

## Invoice Management Details



- Aging report

# A Complete List Of Reports

- Exception analysis report

**Key Process Analytics @Open Text Corp.**

Frame Selection

System: \_\_\_\_\_ to \_\_\_\_\_  
 Company Code: \_\_\_\_\_ to \_\_\_\_\_  
 Plant: \_\_\_\_\_ to \_\_\_\_\_  
 Channel ID: \_\_\_\_\_ to \_\_\_\_\_  
 Date Range: \_\_\_\_\_ to \_\_\_\_\_  
 Reporting Currency: USD Currency Translation Date: \_\_\_\_\_

Last update: 05.01.16 16:38:58  
 Run time: 05.01.16 16:42:05  
 Time zone: CET

**Total Liability**

Category	Total Amount	Crcy
Blocked Documents	142.984,11	USD
Marked Documents	0,00	USD
Pre-Process Documents	1.470.875,25	USD
<b>Total</b>	<b>1.613.859,36</b>	<b>USD</b>

**Channel Analysis**

Channel	Channel Text	Total # PO Invoices	Total # NPO Invoices	Total # Un
ICC	ICC	123	255	
IDOC	EDI Channel	14	2	
OAWD	OAWD Channel	8	14	
ZICC_MAIL		0	14	
<b>Total</b>	<b>*</b>	<b>145</b>	<b>293</b>	<b>*</b>

**Processed / In Process Documents**

Invoice Type	Total # Processed	Total # In Process
PO Invoices	20	244
NPO Invoices	50	277
Unclassified	0	0
<b>Total</b>	<b>70</b>	<b>521</b>

**First Pass**

Invoice Type	First Pass (%)	Total # First Pass	Total # Documents
PO Invoices	1,89	5	264
NPO Invoices	6,06	20	330
<b>All Invoices</b>	<b>4,21</b>	<b>25</b>	<b>594</b>

**Top 5 Exceptions by Count**

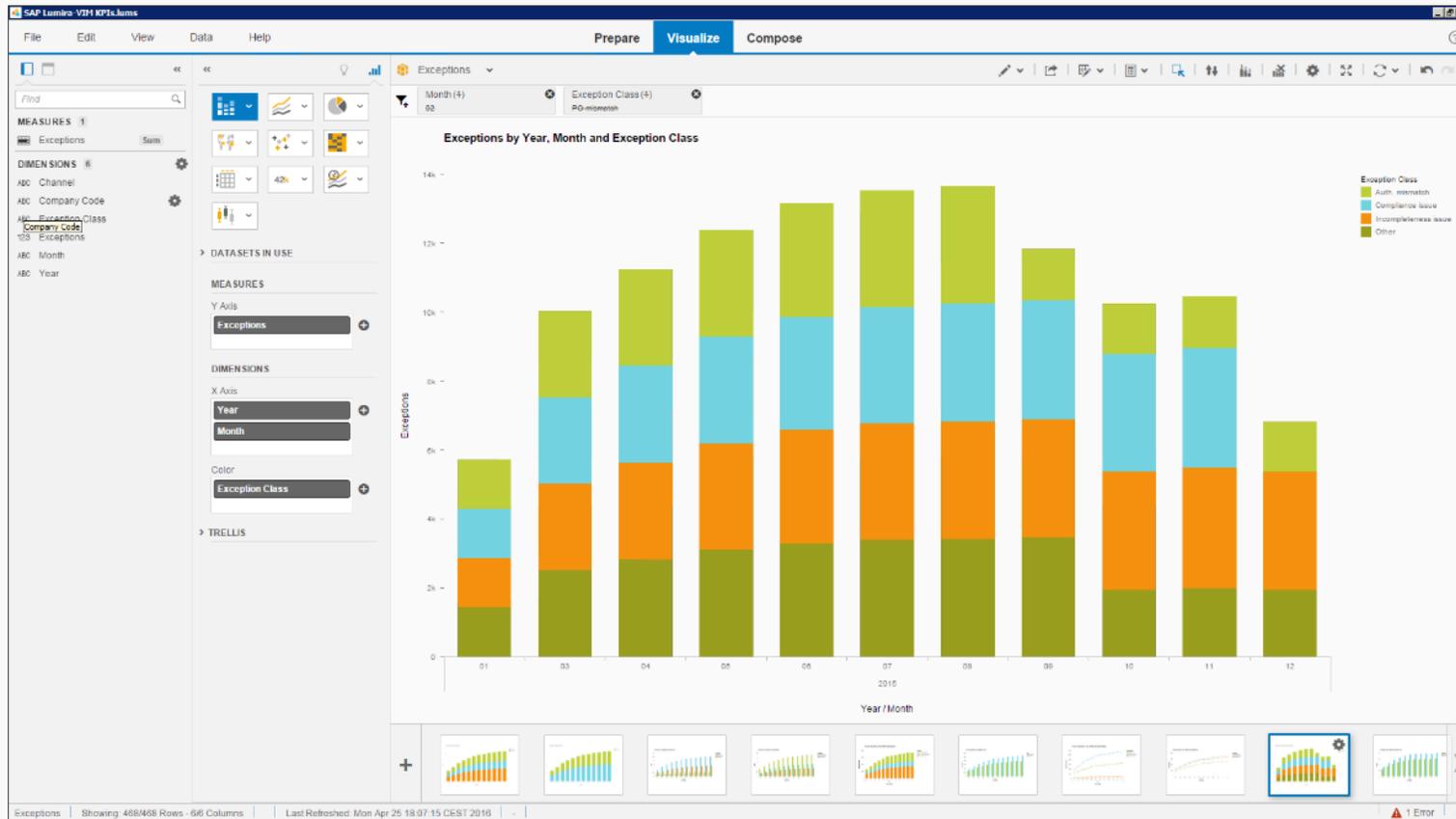
Exc. ID	Exception Text	# Excpt.
70	Approval Required (NPO)	203
76	LIV - Quantity Discrepancy	166
3	Invalid Vendor (PO)	124
46	Invalid Requester ID (NPO)	108
9	Process PO Invoice (PO) OCR	46

**Top 5 Vendors by Amount**

Log.System	Vendor	Name 1	Amount	Crcy
TM5CLNT800	1000	C.E.B. BERLIN	709.992,88	USD
TM5CLNT800	3000	C.E.B. New York	602.066,76	USD
TM5CLNT800	CH-5000	Spichiger GmbH	104.732,54	USD
TM5CLNT800	1008	C.E.B. UK Ltd.	72.765,48	USD
TM5CLNT400	DE-1001	CWT Hamburg	72.464,32	USD

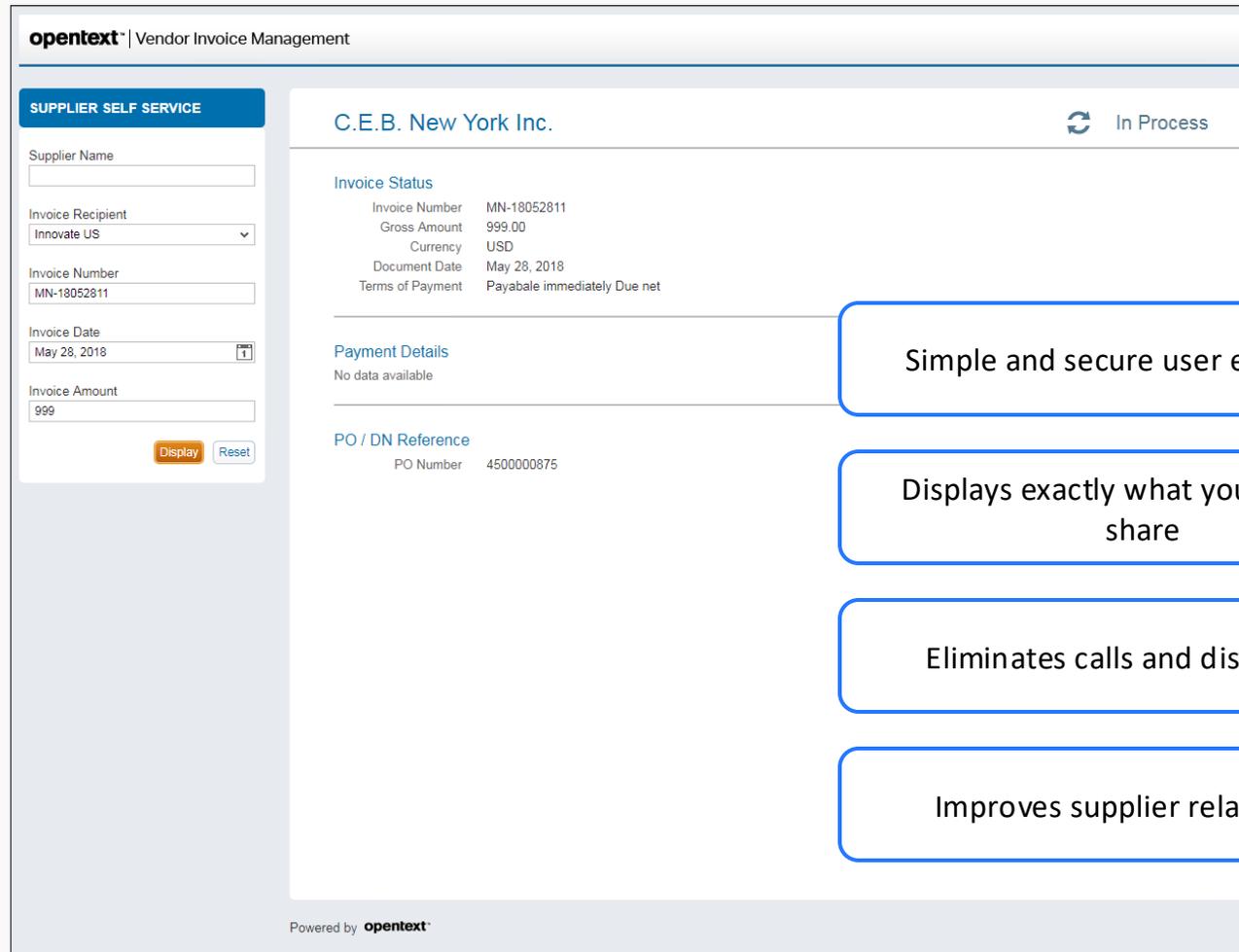
SAP | /OPT/VIM\_KPA1 | tmderp2 | INS

# Trend Analysis is Key for Continuous Process Optimization



# Supplier Self-service:

## Keep Suppliers & Internal Staff Informed



**opentext** | Vendor Invoice Management

**SUPPLIER SELF SERVICE**

Supplier Name:

Invoice Recipient: Innovate US

Invoice Number: MN-18052811

Invoice Date: May 28, 2018

Invoice Amount: 999

[Display](#) [Reset](#)

**C.E.B. New York Inc.** ↻ In Process

**Invoice Status**

Invoice Number	MN-18052811
Gross Amount	999.00
Currency	USD
Document Date	May 28, 2018
Terms of Payment	Payable immediately Due net

**Payment Details**

No data available

**PO / DN Reference**

PO Number	4500000875
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Powered by **opentext**

Simple and secure user experience

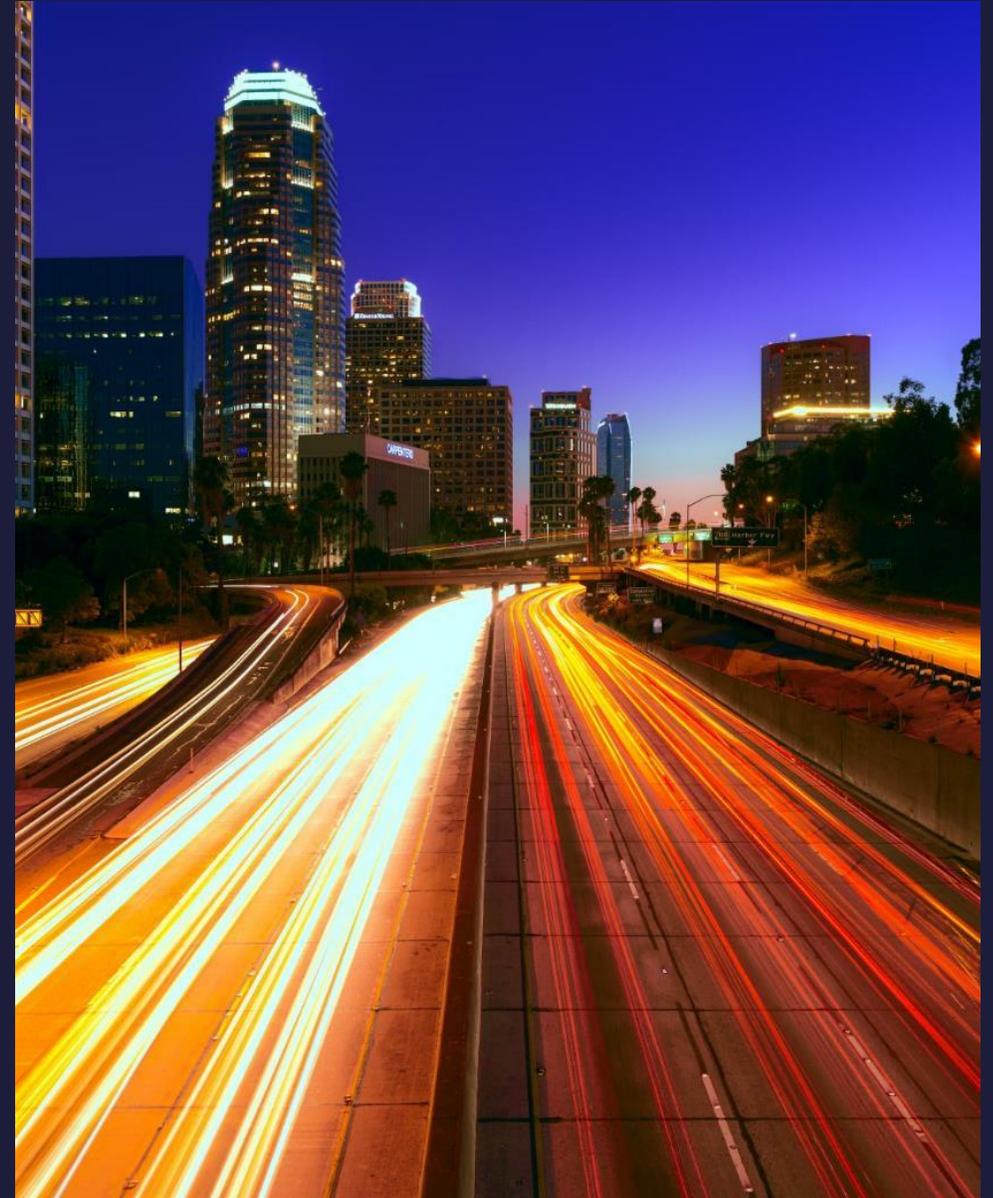
Displays exactly what you intend to share

Eliminates calls and distractions

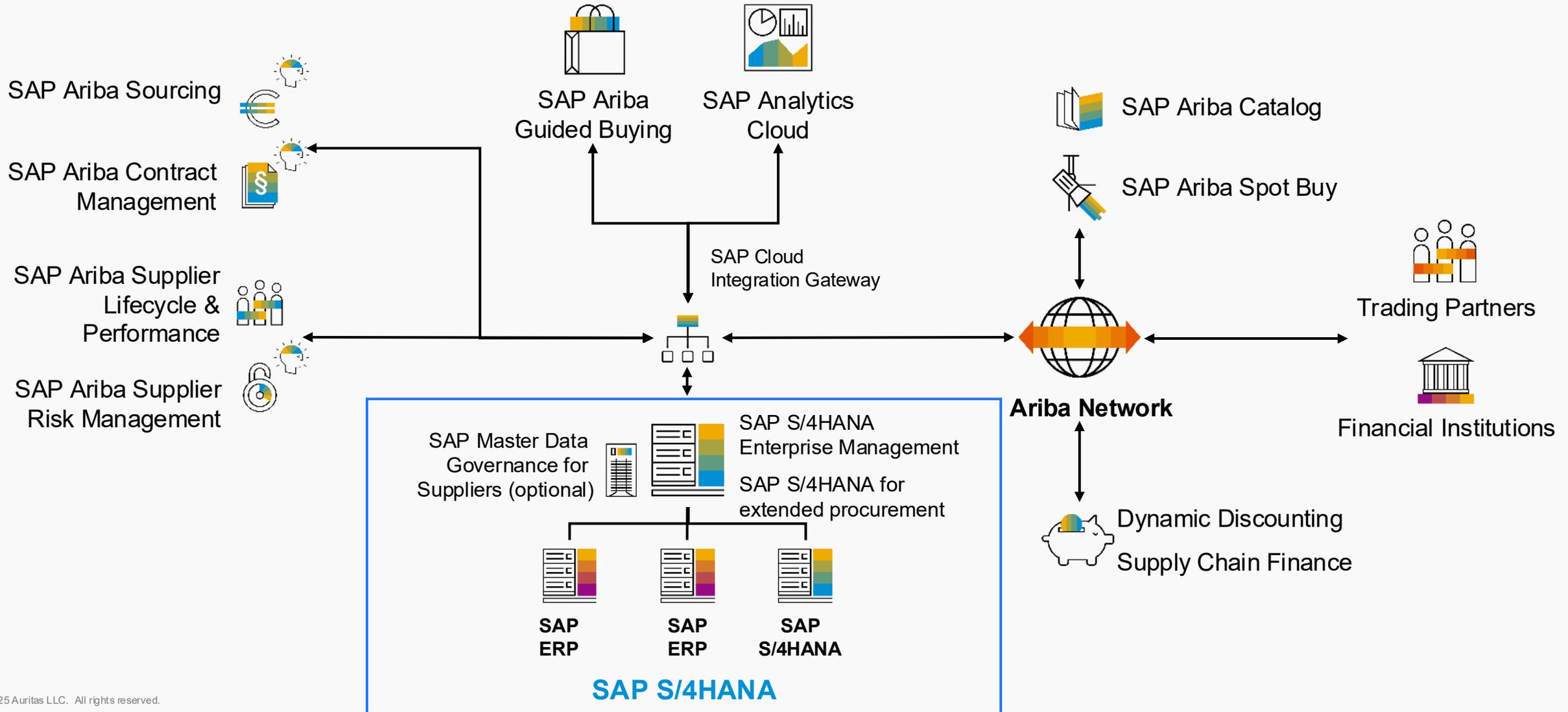
Improves supplier relationship

# Aligned to SAP Source to Pay Roadmap

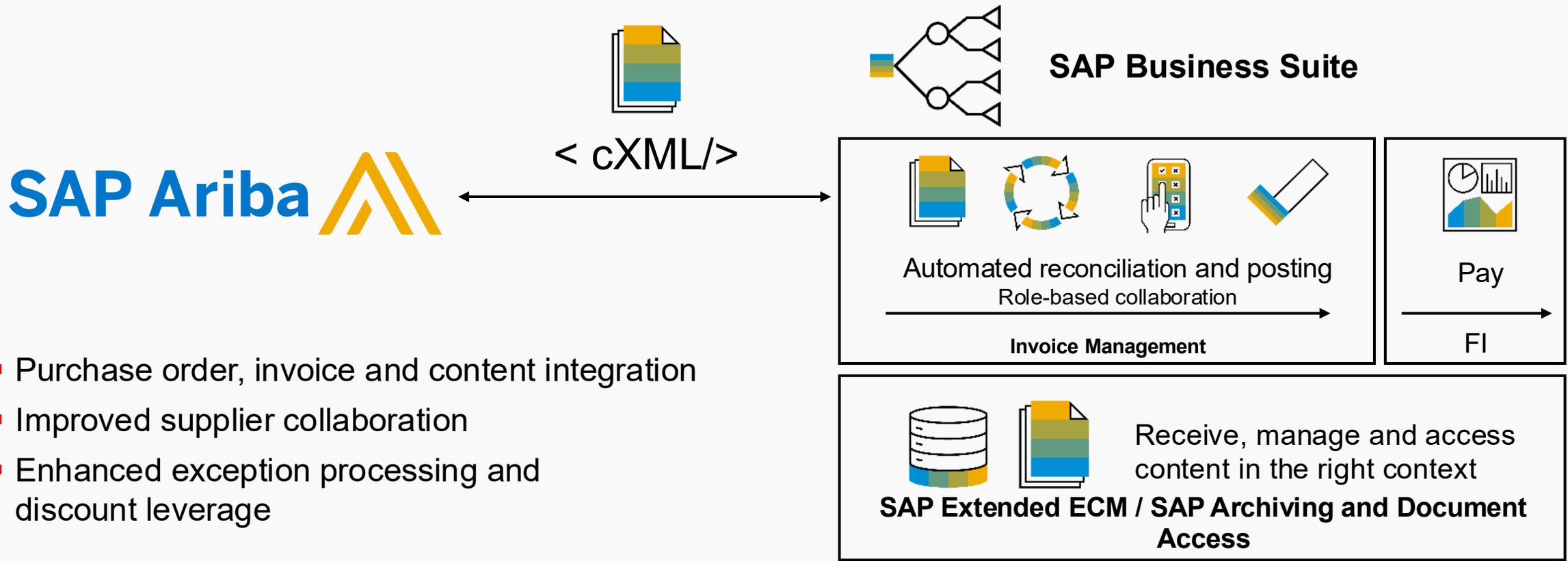
Leverage The Supplier Network To Achieve  
Higher Margins



# S/4 HANA Procurement – Reference Architecture



# Out-of-the-box Connection With Millions Of Suppliers



- Purchase order, invoice and content integration
- Improved supplier collaboration
- Enhanced exception processing and discount leverage

# Why a Hybrid Solution for Procure to Pay

**SAP Ariba** 

- Optimized collaboration with business partners
- Instant insight in one central procurement platform
- Intuitive user experience
- Real-time and on-the-fly analysis



**opentext**<sup>™</sup>  
SAP Invoice Management

- Simplify routing of invoices and related documents
- Shorter invoice approval time due to real-time information
- Increased productivity and reduced manual processing costs



**SAP S/4 HANA**

- Fast pre-validation of invoices
- Reduced manual re-entry of documents minimizes errors
- Improved working capital management

# Overview: Partner Capability and Success

## 200+ VIM Implementations

### Specialized and global talent pool

### Sales Capabilities – Dedicated Sales, Inside Sales, Sales Consultants

- Demand Generation
- Value Positioning and Road Mapping
- Solution Demonstrations
- POCs & RFPs
- Upsell and Cross Sell

### Sales Influence and Customer References

- Published Case Studies
- Roundtables – SAPPHIRE, SAP Insider, webinars

### Recent sales activity with ISBN

- Huntsman (500K)
- Viatras (Ariba, VIM, Payment Hub)

SAP Ariba 

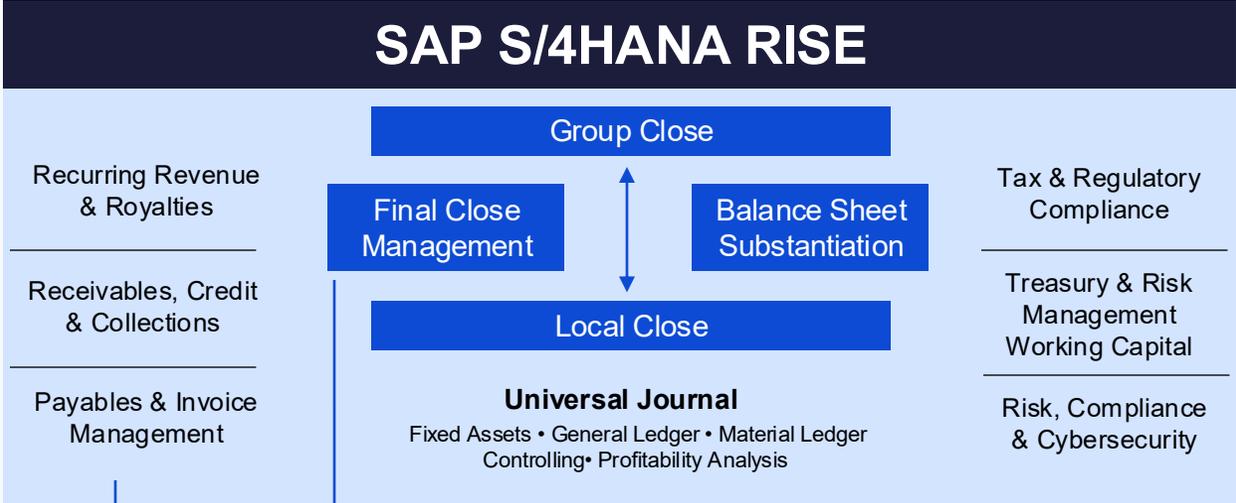


opentext™  
SAP Invoice Management



SAP S/4 HANA 

# Finance Alignment



**opentext™**  
Invoice Management

**Intelligent Accrual™**

**VERTEX®**

Achieve SAP finance excellencelike never before



Automate your Financial Close Process



Vertex Enabled Commerce

## Value

- Modernize payables operations and drive down costs
- Clean GR-IR
- AI Powered
- Best Automation Outcomes
- Gain operational insight & guide performance of business teams
- Unlock Supply Chain Finance



- Reduce manual accrual effort by 80% or more
- Streamline month end closing
- Flexible Criteria & rule based
- Accurate & ready reporting
- Compliance Driven



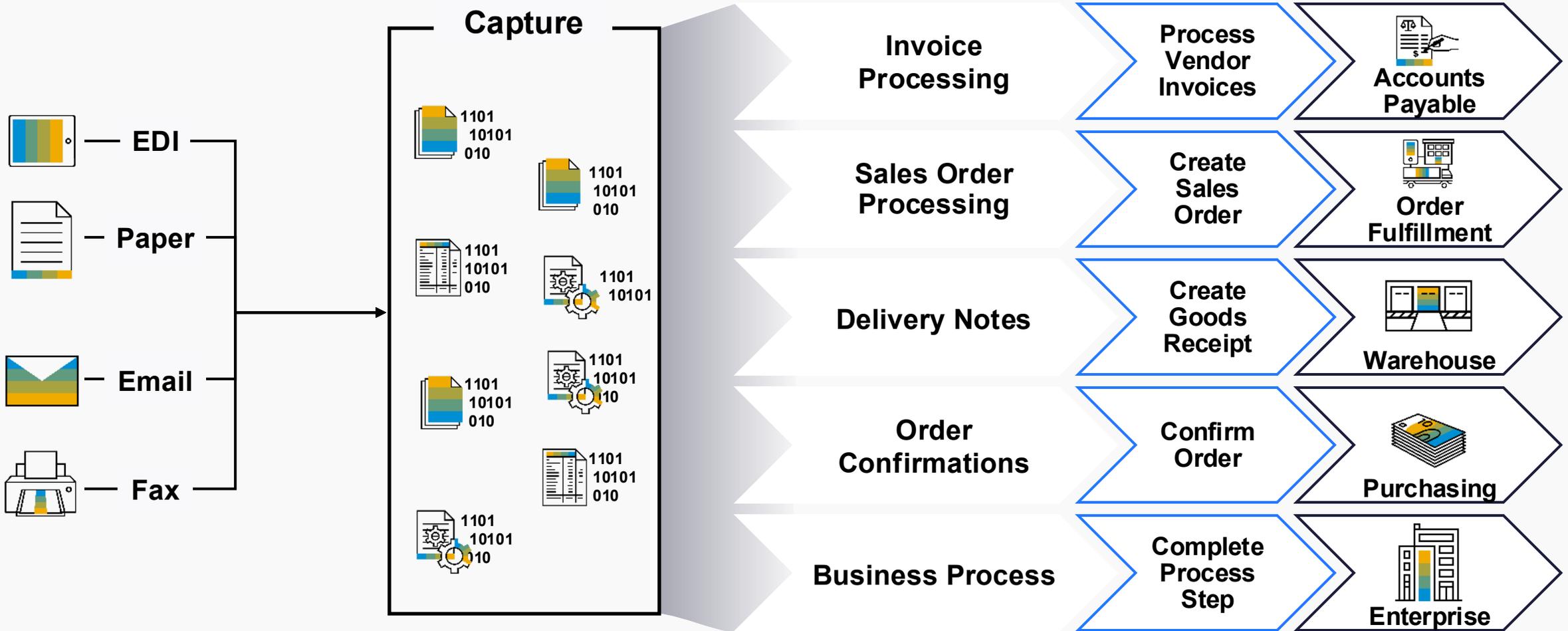
- Automated, real time tax calculation
- Global Tax Compliance
- Simplified returns filing
- Master Data Monitoring
- Easy maintenance & scale
- Cost and Process efficiencies

**BOURNS®**



# SAP Invoice Management By OpenText

## One Foundation for Multiple Invoicing Channels & Document Types

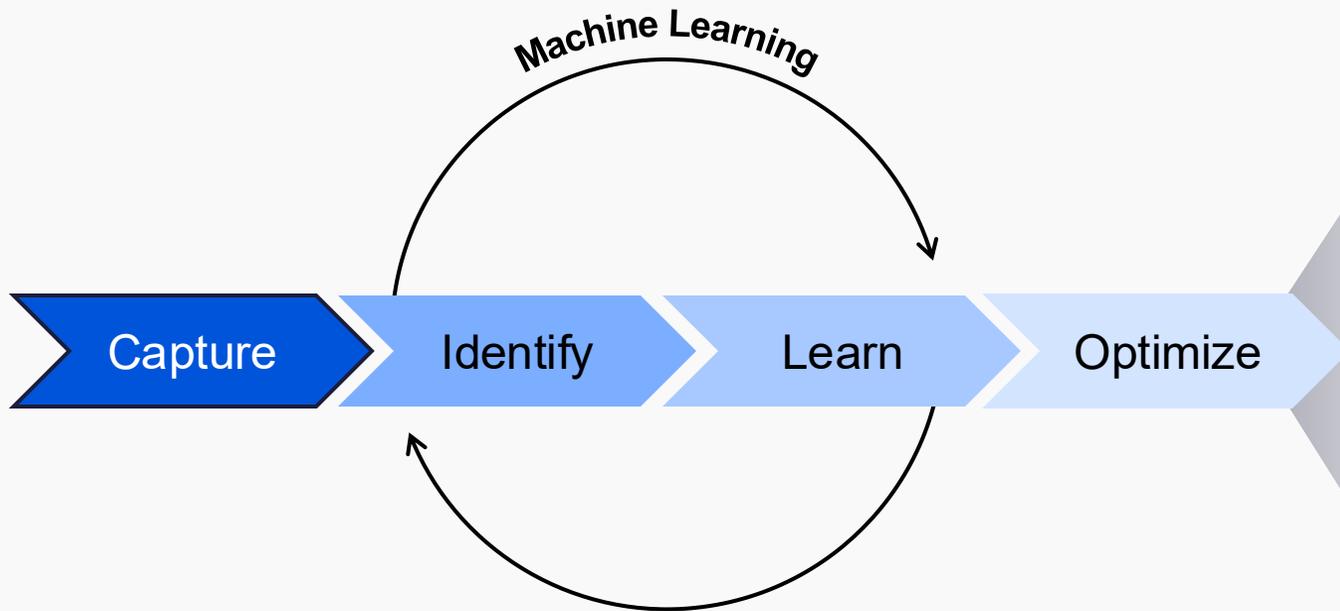


# SAP Information Capture & SAP Invoice Management

**SAP Information Capture by OpenText**  
Capture / extraction solution  
for all SAP documents



**SAP Invoice Management by OpenText**  
Processing and workflow engine



-  Invoices
-  Delivery Notes
-  Order Confirmations
-  Remittance
-  Sales Orders
-  Other Documents

# Auritas Differentiators for Best-in-Class Invoice-to-Pay

## Global Procure-to-pay Competence

### Methodology

- Process & Solution experts
- Optimize Touchless
- Minimize Cycle Time

### Global:

- Compliance risk & Controls
- Cross industry experience

### Analytics:

- Terms & Discount Capture
- Reporting Definition
- Payment Consolidation

## Solution Accelerators

### Automation:

- Process Automation
- Global Tax Automation
- Approval Automation
- Auto Accruals

### AP Reporting Package:

- Trend analysis
- Key Metrics Dashboard
- Approval Automation

### AMS:

- Managed services
- Run the business support

## Change Management Orchestration

### Impact Assessment:

- People, Policy, System
- Training Plan

### Training Package:

- Desktop Procedures
- Job Aids
- Training Delivery

## Supplier Focus

### Supplier Portal:

- Vendor Self Service
- Vendor Master Governance
- Supply Chain Finance
- Vendor Communication

### Vendor On-Boarding & Adoption:

- Vendor Communication
- Vendor Onboarding

### Master Data:

- Vendor Master Campaign
- Vendor Master Diagnostics

**Thank you.**

