

OpenText SAP Vendor Invoice Management Health Check

Not realising the full benefit or ROI on your Vendor Invoice Management system? Are users left frustrated at a solution riddled with errors and inaccuracies. Let us help you...

OpenText Vendor Invoice Management is a powerful system in automating the SAP Accounts Payable process, however many organisations are not realising the full benefits or are left frustrated with the solution, due to poor implementations, lack of adoption, inadequate application support etc.

Concentrico experts specialise in performing VIM health checks offering customers the opportunity to assess if they are achieving maximum value from their VIM solution.

Health Check Features

This service will focus on what the customer needs and determines the operating condition and current performance of the application and processes based on the analysis below:

- 1. Incoming Channels:** The incoming channels of receiving invoices is critical to the success of the process. Poor handling of documents can result in the deterioration of the document which in turn negatively impacts on the Optical Character Recognition (OCR) during scanning. Incoming channels will be reviewed to ensure optimal methods are employed.
- 2. OCR:** Optical Character Recognition is at the heart of AP automation in SAP. The accuracy of reading information from invoices using OCR determines the successful hit rate for automatic processing in SAP. An OCR assessment will be performed to determine OCR accuracy rates, calibration of hardware and software, strategies to improve OCR accuracy and reduce manual intervention.
- 3. Validation/Transformation:** Validation of extracted data from invoices against SAP Master data is required for efficiency in auto posting. Sub optimal validation methods can result in slower processing times. This will be reviewed to determine if any optimisation is required. Optimisation improvements include generation of custom business rules and proper training of users to manage validations.
- 4. Exception Handling:** Striking the balance on exception handling is vitally important to auto posting after validation. Only required exceptions should be implemented. Unnecessary exceptions will result in increased manual intervention, bottlenecks and reduction in auto posting.
- 5. Processing Options:** Process options are used to provide the user with 1 touch functionality. Processing options will be reviewed to optimise the processing option to achieve the best results.

Benefits:

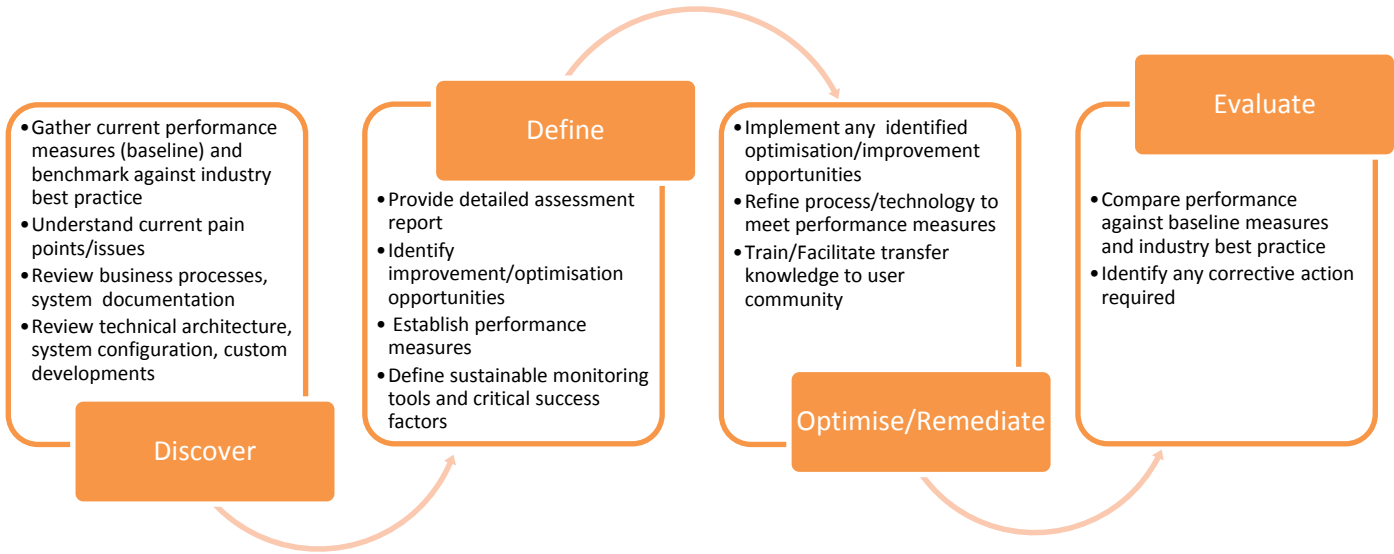
- *Maximise Return on Investment*
- *Reduce Invoice Processing Cost*
- *Process Invoices Faster*
- *Pay Suppliers on Time*
- *Avoid Penalties on Late Payments*
- *Reduce Possibility of Fraud*

Key KPIs:

- *OCR Accuracy Rate*
- *Successful Auto Posting Rate*
- *Number Invoices Paid on Time*
- *Average Invoice Processing Time*
- *Invoice Exception Rate*
- *Number of Invoices Processed Per Day*



Health Check Model



About Us

Concentrico is a boutique consultancy specialising in the implementation of Enterprise Content Management and Business Process Automation solutions.

We specialise in OpenText, SAP and Microsoft product suites.

OpenText

- Vendor Invoice Management
- Employee File Management
- Extended ECM for SAP solutions
- Extended ECM for Successfactors
- Archiving & Document Access
- Content Server
- Invoice Capture Centre
- Business Centre Capture
- OpenText Capture Centre

SAP

- SAP Document Management
- SAP Records Management
- SAP ABAP Development/Workflow/Fiori

Microsoft

- SharePoint Enterprise Content Management

Our VIM consultants are vastly experienced in the implementation and support of VIM solutions. They are techno-functional consultants in OpenText VIM and SAP along with deep business understanding of AP processes. This unique set of abilities allows them to provide exceptional technical and business expertise so that the maximum value can be achieved from your VIM solution.

For further information contact:

Carmen Davids

Managing Principal
 +27 (0) 83 254 3987
carmen.davids@concentrico.co.za

Imraan Vadia

Managing Principal
 +27 (0) 82 303 5236
imraan.vadia@concentrico.co.za