



Document Capture – next level invoice automation

Do you want to make your organization more productive, and are you getting tired of manually handling the daily flood of incoming order confirmations, invoices, contracts, agreements etc.?

Wasting time?

Without Document Capture, the process of handling documents consists of first reading the document, then extracting data, and then finally inserting the data into the organization's administrative programs – manually. This easily allows for a lot of mistakes and strikes a blow to productivity.

Go for Document Capture

With this solution, you can make every step of processing your invoices, and more, automatic. Anything from receiving, registering, approving and archiving – all steps are easily processed with just a few clicks. This saves you a lot of time, and you don't even have to do any manual typing of data.

The solution provides you with

- Efficient processing and registering of documents – no matter the format
- Eliminate manual registration and handling of documents
- Approval of purchase invoices and credit memos from anywhere
- Easy and quick search for archived purchase documents
- Geographical independence – remote employees can view purchase documents too
- Strong control and security with full audit trails

Proven methodology

Install
the solution
right away

Customize
your
document
flow

Train
your
employees

Measure
the impact
on
productivity

Features and benefits



Automatic registration and processing

- Automatic detection and processing of PDF and XML files
- Files are OCR processed
- Automation flow
- Match invoices with delivery orders



Approval flow

- Web Approval Portal
- Approve, reject, put on hold - single or multi-approver
- Direct access to original invoice
- Add comments or attachments



Easy to find archives

- Quick retrieval of documents and specific data
- Fully indexed archives: search possible from any information on the document

This solution is available for all versions of Microsoft Dynamics NAV and Business Central, through subscription or purchase licenses.