

Kofax MarkView

Kofax MarkView® automates the AP operation of hundreds of major organizations. The solution provides industry-leading information capture and automates invoice processing and data entry. It includes best practice workflows for discrepancy processing, resolution and accounting details as well as real-time Oracle EBS integration, a self-service supplier portal and a real-time dashboard for AP process optimization.



LEVERAGING ORACLE EBS

With Kofax Capture, the process of capturing and managing all invoice data is fully automated and accelerated, enabling companies to completely streamline and automate invoice processing. In addition, Kofax Transformation™ provides intelligent document classification, extraction and validation. Many Oracle EBS implementations are not fully leveraged because the business processes that touch these expensive systems have not been optimized. The same volume of back and forth email, faxes and paper shuffling continues well after an Oracle EBS implementation is complete. By accurately capturing all invoice data as early as possible using Kofax Capture and Kofax Transformation organizations are better able to achieve true end to end automation of the invoice process.

Kofax has encapsulated best practices from decades of experience and hundreds of implementations into AP business process flows that eliminate communication bottlenecks and optimize AP processes.

MarkView manages both PO and non-PO transactions. With preapproved and PO invoices, the usually cumbersome dispute resolution process is optimized, as all invoice information is automatically captured, extracted and validated before being delivered to the user responsible for resolving the dispute.

Automatic matching of invoice lines to purchase order (PO) receipts, as required, greatly reduces manual intervention. Enhanced integration with Kofax Transformation supports



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matching line item details to multiple POs for Oracle EBS. With MarkView, all of the information and tools are at the user's fingertips to resolve the hold/block and approve the invoice for payment. If individuals require information from the invoice or purchase order, MarkView delivers online access to all of the associated information, greatly reducing the cost and time for AP to retrieve such information.

With non-PO invoices, MarkView brings supplier invoices directly into AP and optimizes the coding and approval process. MarkView leverages Oracle EBS system's security and approval hierarchies to route the invoice to the appropriate line of business manager via an email with a link. When the manager clicks on the link, the invoice is displayed in a browser for the manager to review, code and approve. Cost center codes, which can be very lengthy and difficult to remember, are entered accurately the first time with MarkView and are crosschecked and validated against Oracle EBS tables in real time. The manager simply clicks on "approve" or "reject" to complete their role in the invoice process.

SECURE, MOBILE AP AUTOMATION

Integration with Kofax Mobile Capture™ enables users inside and outside the enterprise to gain secure access to information and capabilities required for the capture and processing of invoices, receipts, and related documents, speeding processing of invoices and receipts.

MarkView's mobile capability increases responsiveness of line of business employees and executives with intuitive, secure access to invoice processing functions and the associated financial and business process information from virtually anywhere, at any time. Financial Shared Service Centers can leverage MarkView across the extended enterprise, integrating the lines of business with geographical hubs and smartphone users. Employees can image expense receipts with Kofax Mobile Capture and transmit them to the Oracle expense management application. Suppliers can leverage Kofax Mobile Capture to image an invoice and transmit it to an enterprise with secure chain of custody and image enhancement and receive instant, secure and verified receipt. These smartphone-supplied images are now the source of the highest quality invoice processing data.

In addition to mobile devices; review, approval, and rejection of invoices can be done directly from e-mail without the requirement for connectivity to the corporate intranet.

EASY ACCESS TO DATA

Kofax MarkView for AP integrates industry leading document capture, classification, information extraction and validation with a complete set of best practice workflows, enabling interaction through a web browser in much the same way as with a paper document. Kofax MarkView for AP provides a single, consistent, business process for all media types (paper, fax, EDI, e-invoicing, etc.), encompassing all user roles, locations and operating models. Sticky notes, highlights, comments and actions are placed on the electronic document. HTML5 enabled access to these documents, for those both inside and outside the company, extends involvement in the process beyond the AP department. Line of business managers and suppliers can use the system without any training, as there are no complicated forms or screens to learn. Since all information sources are captured and interacted with using a familiar interface, the business process is consistent.

BENEFITS OF MARKVIEW

- ◆ Kofax MarkView mobile capabilities adhere to enterprise security standards and extend the application to traveling and remote employees
- ◆ Cycle times are reduced, resulting in increased internal and external customer satisfaction and maximized cash flow
- ◆ Prompt payments enable early payment discounts, eliminate late fees and reduce the likelihood of duplicate payments caused by vendors resending overdue invoices
- ◆ Immediate online capture eliminates lost or misfiled invoices and removes the need to copy, fax and resend documents
- ◆ Document transport and physical storage costs are reduced by eliminating the need to mail paper invoices for review and approval
- ◆ Productivity is improved through reduced AP invoice preparation, manager approval, time spent handling supplier inquiries and back office processing times
- ◆ Online management of all backup information for AP transactions and access to self-service offer visibility into audit history for a more efficient and accurate audit process
- ◆ Fines and penalties related to failed audits or compliance are reduced or eliminated
- ◆ Continuous improvements in performance metrics, monitoring and processes are facilitated by access to real-time data
- ◆ Benchmarks, such as cost per invoice or cost per invoice line item, are easily tracked

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- ◆ An increase in control and visibility is achieved through automated workflows that enable control policies, such as the segregation of invoice processing and supplier maintenance duties; and by giving AP a clear line of sight into processes that can help prevent and detect losses due to fraud

Discover more about Kofax MarkView at
kofax.com

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