



# PROCESSES TO CONSIDER FOR ROBOTIC PROCESS AUTOMATION IN 2020



## **PURCHASE TO PAY**

- Vendor Set Up Maintenance
- PO Processing
- Invoice Coding and Indexing
- Invoice Processing
- Requisition Processing
- **Exception Resolution**

- Tax Processing
- T & E Processing (Expense reports and credit cards)
- Payment Proposal Preparation
- **10** Vendor Statement Preparation and Distribution
  - Vendor Price Change Analysis
- 12 Other Reconciliations & Reporting Preparation

- Cash Management and Payment
- Approvals (i.e., which vendors to pay and when)
- Some Vendor Inquiries & Resolution
- Exception Research and Resolution
- Employee T&E Inquiries & Resolution
- Supplier Management
- Supplier Contract Management





## **ORDER TO CASH**

- - Customer Set Up & Maintenance
  - Customer Quotes
  - Order & Returns Processing
  - Billing
  - Sales to Cash Reconciliation
  - Claims Processing

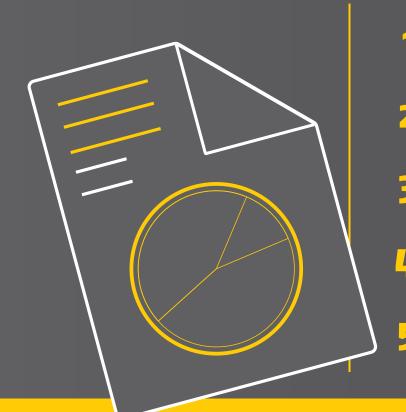
- Aging Reporting Preparation
- Customer Reconciliation and Statement Distribution
- Collections Support
- 10 Chargeback and Deduction Management
  - **1** Credit Management
- AR Reconciliation and other Month-end reporting



- Credit approval
- Credit or payment negotiation or revision
- Customer billing inquiries and resolution
- Cash on account or unapplied cash resolution
- Smaller customer collections (more personal touch)
- More complex operational claims or chargeback resolution and negotiation
- Customer complaint resolution



## **RECORD TO REPORT**



- Chart of Account Maintenance
- GL Account reconciliations
- Bank Reconciliation
- Fixed Asset Set Up and Administration
- Standard and Recurring Journal Entries processing

- Intercompany Transaction
  Posting (based on defined business rules)
  - Tax Filings and Regulatory Reporting
- Period Report Data Compilation and Generation
  - Variance and Trend Tracking
- Audit Support



- More complex or non-standard journal entries
- Non-standard period end adjustments and accruals
- Forecasting and budgeting

- Variance analysis
- Business performance analysis
- Cash flow management
- Internal Control deficiency remediation



## **HIRE TO RETIRE**

- Payroll Processing
- W4 Management
- Employee Onboarding and Offboarding
- Time & Attendance Management
- 5 Employee Data Maintenance
  - Benefits Administration

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- Employee Performance Management Support (i.e., evaluation form workflow)
- Employee Requisition and Job Posting
- Recruiting Process and Internal Referral Support (i.e., candidate screening and workflow management, candidate and internal management notification, etc.)

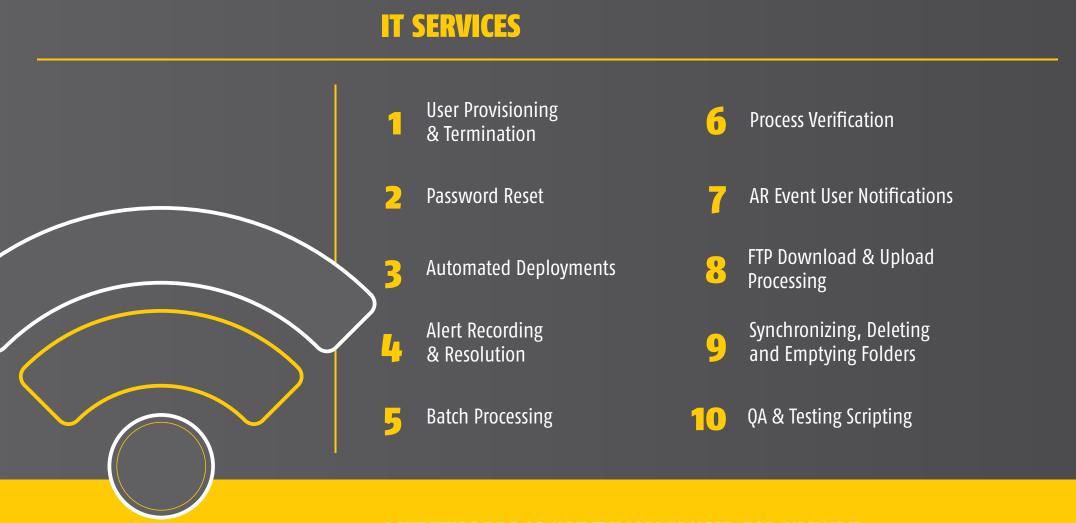
Audit Support



- Candidate interview and selection
- Employee relations
- Professional development

- Employee Performance Management
- Training
- Compensation planning and analysis





- Exception-based incidents and requests
- Change Management
- Disaster Recovery & Service Continuity
- Application Development
- IT Vendor Management
- Security





## We can help you implement RPA and achieve quicker ROI Schedule Your Free 1-Hour Consultation

### SPEAK TO AN EXPERT FROM AUXIS' RPA TEAM TO:

- Review your current automation initiatives and how RPA could fit into your organization
- Where does it make sense to get started based on your current organization/processes?
- What specific skills/capabilities will you need to implement RPA?
- Ideal deployment model for you: In-house or hybrid (outsourcing)
- How can Auxis help you get started?

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