COMPLEAT

AP Automation for Accounting Practices

Self-service invoice management automation software

Contents

Empowering businesses to achieve the extraordinary.

Invoice capture and approval software for every accounting application

AP Automation is a "plug and play" SaaS software solution that fully automates the capture of invoices, combined with sophisticated approvals processes and integrated with any accounting software.

AP Automation supersedes the capabilities of all other similar applications in the market.

APPROVE

Expand your services and the marketplace your practice can address

AP Automation has been designed from scratch to enable Accounting Practices to expand the depth and breadth of services you can offer to both existing and new clients, scaling from very small businesses to much larger and more complex organisations, irrespective of the accounting software applications they use.

What makes us different?

Whilst there are many invoice capture and a few invoice approval apps on the market, none match the functional capabilities and flexibility of AP Automation, saving both your and your clients' time.

For more a detailed analysis, please read our **Buyers Guide to Invoice Automation**.

Compleat's enterprise software experience has shaped the future of our products

AP Automation is a new application, however it reflects 15 years of experience with our Compleat Enterprise Purchase to Pay automation suite, already servicing over 20,000 users and processing over £5bn of invoices per annum, for small, large and global organisations.

Productivity & visibility

iCompleatInvoice leverages our eCompleat infrastructure, AI and machine learning methodologies to deliver the maximum productivity possible within the AP function.

The benefits include reducing the cost of sales of your outsourced services, whilst delivering your clients with total visibility of the exact status of every supplier and every invoice; whether awaiting approval (by whom), under query, fully approved but not yet paid and paid.

Real-time information

AP Automation provides comprehensive realtime reporting to everyone that needs to know to manage the process, which unifies supplier management across the business whilst addressing invoice query management, month end accruals and real time cash flow requirements.

Maximum efficiency

AP Automation can remove up to 90% of the current AP workload, as between 60% - 80% of all invoices are delivered directly to the approver(s) and on final approval, posted directly into the accounting software, without requiring any manual intervention.

Invoice capture accuracy & general ledger code defaulting

The Compleat e-Invoice Portal, already used by our Compleat customers, processes all formats of invoices with exceptional accuracy and every invoice is captured within the AP Automation Register within just a few minutes from receipt, ensuring no invoices can ever get lost.

AP Automation uses advanced machine learning to enable the automated defaulting of general ledger (nominal), costing and project analysis coding at both invoice header level and at invoice line level. Using our comprehensive "defaulting" criteria, between 60% and 80% of all invoices can be accurately coded automatically, permanently removing this work from the process.

Select a supplier to configure any defaults you would like to apply to it. iCompleat will automatically apply these defaults whenever an invoice is received for this supplier, automatically coding it with account codes, tax codes and so on, and even assigning it to a workflow. With the right coding, your invoices can be automatically submitted to workflow without you needing to code anything manually.

Select Supplier

Office Supplies Ltd [LM00123]   ▼

Flexibility of invoice approvals

The iCompleatInvoice approval process accommodates both simple and multistep approval processes, including groups of approvers, from any device, including our mobile approval app.

To minimise the number of approval processes required, and the associated maintenance work when things change, each approval process dynamically adapts based on the profile of the invoice, (e.g. invoice value) added the appropriate additional approval steps automatically.

Select Approver

Marketing Team [Group]

Threshold

-

Select Approver

Marketing Director [Sonia Goodall]

Threshold

-

Select Approver

CEO [Neil Branson]

Threshold

£5,000

As with invoice coding, the correct approval processes can be defaulted (based on multiple criteria) to fully automate this step and permanently removing this work from the process.

The result of our defaulting invoice capture and approval process is between 60% and 80% of inbound invoices are captured, coded and sent directly for approval without touch and on final approval, automatically posted directly into the accounting software.

In short, you only deal with the exceptions. We call this Exception Management.

Scalability & integration architecture

A single deployment of iCompleatInvoice will support an unlimited number of clients, each being extremely easy to set up with their own secure iCompleatInvoice environment, dedicated email address for automated invoice capture and each connected to their own accounting application, whether it is a cloud application or an on-premise deployment.

Named users subscriptions and Invoice transaction credits (non-expiring) are purchased centrally by your practice to meet both you and your clients' requirements as you grow and our detailed monthly usage report by client provides a simple and accurate re-billing process.
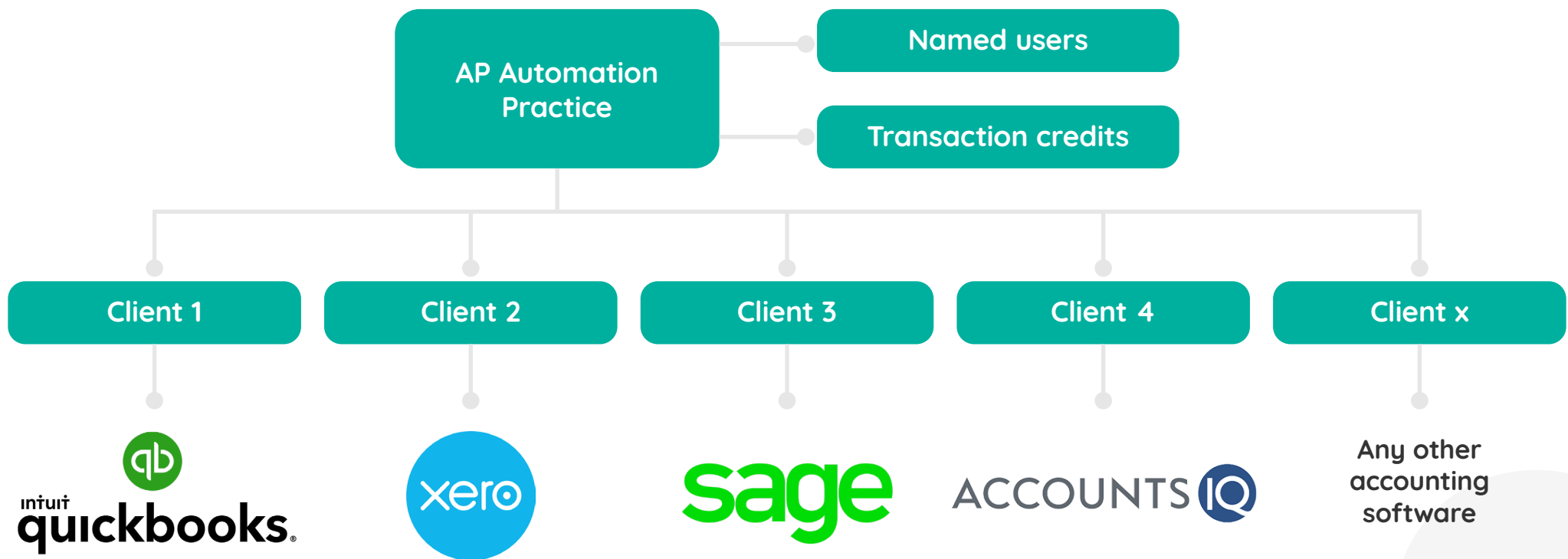
Pricing & affordability

iCompleatInvoice is priced to be both competitive and compelling for end user customers, with the cost per named user and for invoice transaction credits dropping rapidly as the numbers increase.

Our single iCompleat deployment architecture for both your practice and all your iCompleat clients means that your costs are based on the aggregated total number of users and transaction credits, minus our practice partner margin. This delivers growing margins in line with client growth.

About Compleat Software

Compleat Software is a leading provider of smart spend software available for businesses of all sizes. The powerful, modular software empowers businesses to eliminate paper, unite finance, procurement and budget holders and gain an accurate, real-time view of company finances and budget availability.

Offering the next generation of purchasing and budget management automation at an affordable cost, this "purchase to pay" software delivers a single seamless, paperless process that incorporates e-invoicing, purchase invoice approval, purchase order and receipting, employee expenses, contract management with comprehensive dashboards and reporting for every user.

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