

SEAMLESS INVOICE PROCESSING

Genesis Imaging's AP-PROVAL – Accounts Payable Portal module that compliments OnBase Workflow, provides Accounts Payable departments with a paperless solution for handling Non-PO invoice or expense processing.

Utilizing an automated Accounts Payable solution ensures time is never wasted manually routing, coding and entering Non-PO invoices for approval and final processing. With technology that allows Non-PO invoices to be scanned, verified and electronically captured in one central system, invoices can be automatically routed to the relevant department for processing.

AP-PROVAL - Accounts Payable Portal

With electronic routing and approval, there will never be questions over lost or misplaced documentation. With complete transparency of liabilities that have not yet been posted to your ERP or accounting solution, real-time status of approved, pending and denied transactions can be viewed at any time.

One touch processing. When invoices are received by the Accounts Payable department, they can be scanned and instantly routed to the relevant department for review, coding and approval. This instantly eliminates the manual process of copying, routing and matching documents.

Clear insight into your budget. You'll never have to worry about surprises at the end of the month. Once invoices are scanned, verified and captured in the system, the reporting feature provides an insight into your outstanding financial obligations in real-time.

Eliminate manual processes. Instead of spending time manually preparing documents for approval and final processing, your Accounts Payable department can focus on more critical tasks such as verifying the coding of documents prior to automatically posting in the Accounts Payable system.

Create an audit trail for documents. By using the AP-PROVAL portal, a complete audit trail is created for each document. Information including who accessed the document and what actions were taken is recorded as part of the document history – all with a time/date stamp for easy reference. This complete record enables auditing/transparency, ease of use and the ability to report in real time.



"Our Expertise Creates Solutions"

Our Enterprise Wide Solutions:

- Document Management
- Records Management
- Workflow
- Business Systems Integration
- Report Distribution
- ERP Integrations

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EXPERTISE IN CONSULTING

- Our team of **Resource Optimization** experts can work with your business to ensure you gain the greatest possible efficiency and coherence from your current systems. A comprehensive analysis of your business systems will result in optimization of each of your hardware and software resources.
- Through **Enterprise Strategic Planning**, we'll guide your organization through the difficult process of self evaluation, helping you define and implement plans that will produce well beyond your expectations.
- With over a decade of experience in **Business Process Management**, we can assess your business to define your existing processes and identify areas that can be improved. Our unique approach will create a solid platform for reviewing your technology needs creating significant outcomes.

Call us Today

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