

## AP AUTOMATION DIAGNOSTICS

Before you embark on your journey towards AP automation, your processes must be ready to reap maximum benefits out of this transformation. So, embrace these healthy AP practices and make a shift towards faster and efficient AP processing. Is your Accounting department ready for a positive change?

### ✓ TAKE A BRISK WALK THROUGH YOUR PROCESSES

Review and document the steps involved in the existing processes. Eliminate redundant tasks and define decision-making principles.

### ✓ DO NOT FEED JUNK TO ACCOUNTS PAYABLES

Work with internal departments in order to educate them on how best to work productively with the payables team. For instance, correct vendor information and timely invoice approvals, etc should be made available.

### ✓ PREPARE THE AP TEAM

While many in the AP function might be already aware of the many benefits offered by automation; it is still worth your time to prepare your team with education and readily available training resources.

### ✓ DEFINE AND TRACK YOUR FITNESS GOALS

Identify the current and targeted invoice turnaround time, processing costs, and other KPI's in order to quantify the impact of automation over a period.

### ✓ CONSULT THE RIGHT EXPERT

The market provides several options when it comes to quality AP Automation providers, each with a nuanced and unique approach to solving the needs of a modern payables function. Evaluate the available providers and decide which one is the right fit for your organization.

## CIRCULUS

Your Perfect AP Automation Partner

The Circulus team works together with you throughout the automation journey. We work closely with you to develop a plan of action based on the status of your current processes, the scale of operation, and budget. After defining your objectives and identifying the key metrics with our analysts, we assemble a solution for your workforce and help prepare them well for the change. Beyond implementation, we extend ongoing support through free training and a helpdesk.

### KEY BENEFITS

- Wide Variety of Bill Formats Accepted
- Customizable Roles and Permissions
- Automated Workflows and Approvals
- Audit Trails
- Reporting Capability
- Accounts Payable Mobile App
- Faster Processing
- Easy User-Interface

### CONTACT US

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