

Evolution of AP into a Centralized, Automated Function

CASE STUDY





OVERVIEW

A worldwide, direct and targeted marketing company that provides distribution of direct marketing services and shopper advertising opportunities to local, regional, national, and international consumer and business-to-business marketers was seeking to improve its paper and electronic AP and matching Purchase Order/Bill of Lading process. AP Automation with Circulus resulted in significant cost and time saving and yielded immediate ROI.

KEY ELEMENTS

- ✓ Centralized, web-based portal for handling all AP-related workflows
- ✓ Remote access enablement for greater control and business continuity
- ✓ Automated routing of approvals for faster invoice processing
- ✓ Implementation of business rules to allow for "Touchless" PO invoice processing
- ✓ Better utilization of resources by freeing them from redundant tasks
- ✓ Improved visibility into the operations through reports

SCENARIO

As a worldwide direct and targeted marketing company, this dynamic sector is characterized by tight deadlines, target-based approach, and fierce competition, so streamlined backend operations are a must for top-notch business performance.

The Accounts Payable department of the client was relying on legacy processes to handle a variety of invoice types. The manual PO/BOL matching process was slow and error-prone. Manual approval process was adding to the delays. The discord between multiple back end solutions was increasing the challenges and workload for the team. Thus, the client was in need of centralized AP Processing with 24X7 access to consolidated, up-to-date AP data. The management required more visibility of the operations to obtain the real financial picture.

THE CIRCULUS SOLUTION WAS TASKED WITH:

- ✓ Disparate data from multiple uncommunicative back end solutions
- ✓ Automating multiple 'invoice types' with different business rules
- ✓ 100% elimination of paper documents received
- ✓ Expense report creation/approval access for 4,500+ employees
- ✓ Eliminating manual PO/BOL matching process
- ✓ Timely approval workflow when no internet access is available

SOLUTION:

Circulus team studied and documented the existing AP processes of the client before implementing Cloud-Based AP automation for the department. The multi-format, multi-channel invoice submission provided an increased flexibility to the client's vendors. Data could be accepted in various formats, including our proprietary web scan interface, web forms, data feeds, EDI / XML, email, FTP, and direct uploads.

Circulus web-based AP portal provided an updated and consolidated database. Mobile-based access empowered the Accounts Payable team to function in full-swing at any time, from anywhere. In-built communication tools, audit trails, plus role-based access boosted the transparency as well as the security of the process. Moreover, the non-license-based pricing from Circulus allowed unlimited users without an additional fee.

THE CIRCULUS SOLUTION INCLUDED THE IMPLEMENTATION OF:



Multiple avenues of invoice delivery for vendors



Image-based web portal



Integration of 12 data feeds from multiple back end solutions



Business rule robotics applied to match BOL's and PO's to invoices



Mobile approval workflow app

RESULT

Moving from labor-intensive AP operations to automated, efficient AP Processing resulted in reduced turn-around-time and accurate payments. The client generated immediate ROI due to the significant labor cost savings. This also led to improved vendor relations for the client and allowed more bandwidth for analytical decision making.

CIRCULUS

The Circulus AP automation solution was created to provide businesses with the tools they need to harness the power of an automated and online AP workflow. It is our goal to offer a solution that is affordable to any business, while not compromising on technology or features. With Circulus, we have developed a solution which allows users to streamline and reduce labor-intensive processes, enhance data quality, tighten AP controls, and provide for invoice management anywhere there is internet access.



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FOLLOW US ON



KEY HIGHLIGHTS

100%

PAPERLESS PROCESSING

24/7

ACCESS TO CENTRALIZED,
WEB-BASED AP PORTAL

99%

DATA EXTRACTION ACCURACY