



**rpi** consultants **Accounts Payable Automation Scorecard**

For a limited time only, **RPI Consultants** is offering a free service to any organization that wants to better understand how their Accounts Payable and Invoice Processing workflows are impacting the bottom line. **Sign up between March 1st and April 30th, 2019** to get a free **Accounts Payable Automation Scorecard** and learn your organization's true cost of processing an invoice.

## Accounts Payable & Invoice Processing

Invoice processing is a huge and costly function of any Accounts Payable department. With invoices being received in various formats, many with non-standard coding, matching, or processing requirements for different vendors, companies spend a huge amount of money and time just to make sure they can procure the products and services they need to operate.

### AP Automation for Invoice Processing

The burden of invoice processing can be lessened with the implementation of AP Automation solutions, including standard enterprise technology such as ERPs, but also with **Enterprise Content Management** systems for invoice management and archive, and **Intelligent Data Capture** for automatic data extraction and validation.

Whether your organization has implemented some of these products and solutions or not, there may still be significant opportunities to continue reducing processing costs per invoice while also getting invoices paid faster.

## AP Automation Score Card

Based on nearly two decades of experience delivering cutting edge AP Automation solutions, RPI Consultants is offering a free evaluation with a detailed **AP Automation Scorecard** that will show you how much your organization actually spends on processing invoices.

### Free AP Automation Scorecard

- 1. Plan & Schedule**  
RPI will provide a list of resources and data required for the evaluation.
- 2. Observe & Document**  
RPI will assign a senior consultant to evaluate processes and document data.
- 3. Analyze & Report**  
RPI will review processes and data to create an AP Automation Scorecard.
- 4. Recommend & Roadmap**  
RPI will present the findings and collaborate on an AP Automation Roadmap.

**Sign up before April 30th, 2019 by emailing [glilienfeld@rpic.com](mailto:glilienfeld@rpic.com)**

## How it Works and What You'll Get

One of RPI's senior level AP Automation consultants will meet with members of your AP and IT teams, as well as request high level information and data about your invoice processing costs and workflows.

Based on the information gathered, the consultant will score each functional area within your Accounts Payable and Invoice Processing workflow. These ratings will include observations and notes for support.

In addition to the scorecard, the consultant will also help determine your average processing cost per invoice. This is an important measurement to consider as invoice volume grows with your company, and when evaluating any potential investments in process or AP Automation technology.

## More About RPI Consultants

Partnering with industry leading enterprise technology providers, including [Infor Lawson](#), [Kofax](#), and [Hyland](#), RPI Consultants is an leader in ERP, ECM, Intelligent Data Capture, and business process automation technology consulting, with a deep specialization in AP Automation.

## Meet the AP Automation Experts of RPI Consultants

The Content & Process Automation team includes senior level architects, project managers, and consultants with deep functional expertise in back office and administrative functions, especially Accounts Payable and Invoice Processing Automation solutions.



**Geoff Lilienfeld**

RPI Partner



**Chad Tucker**

Manager, Solution Engineering



**John Marney**

Manager, Solution Delivery



**Adam Kinney**

Senior Technical Architect



**Alex Lindsey**

Senior Solutions Architect



**Michael Madsen**

Lead Consultant



**Ben Nichols**

Senior Consultant



**Richard Creavalle**

Senior Consultant



**Oscar Gutierrez**

Senior Consultant

Accounts Payable Functional Areas / Tasks		Score
<b>Invoice Capture</b>	1-3: Physical Invoices are not scanned into any software.	5
	4-6: Invoices are scanned and Imported into software.	
	7-9: Invoices are captured into intelligent data capture.	
<b>Intelligent Data Capture</b>	1-3: Not currently using intelligent data capture.	5
	4-6: Header level data and some line item extracting.	
	7-9: Line item pairing, coding, and 3-way matching.	
<b>Approver Routing</b>	1-3: Invoices are manually routed or internally mailed to approvers.	5
	4-6: Invoice Images are routed for approval using email or software.	
	7-9: Invoices are automatically routed to approvers using software.	
<b>Approver Exception Handling</b>	1-3: No exception handling for delinquent / OOO approvers.	5
	4-6: Some exception handling for delinquent / OOO approvers.	
	7-9: Invoices automatically rerouted for delinquent / OOO approvers.	
<b>Approver Notifications</b>	1-3: There are no automatic notifications for approvers.	5
	4-6: There are some automatic email notifications for approvers.	
	7-9: Approvers receive automatic email, text, or other notifications.	
<b>Payment Posting</b>	1-3: AP Processors manually post payments for approved Invoices.	5
	4-6: Approved Invoice data is uploaded to ERP using flat file transfer.	
	7-9: Approved Invoice data synced with ERP and image archived.	
<b>Average Accounts Payable Automation Score:</b>		<b>5</b>

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