



Key Benefits

- Reduce expense report creation time by 50%
- Reduce AP handling time by up to 77%
- Reimburse employees faster
- Eliminate shipping and postage costs associated with paper receipts
- Take full advantage of tax deductions for eligible business expenses
- Reduce physical storage costs
- Increase travel policy compliance

According to the Aberdeen Group, automating your expense report process can reduce the cost of every expense report by 72%. Verian's expense report solution gives your employees the power to quickly create expense reports from any computer with Web access. Expense Manager enables users to submit and store expenses online, eliminating the need to manage paper receipts and expense reports. Users have quick and easy access to receipt imaging online. Expense Manager not only automates your expense report process, it also gives your managers real-time spending intelligence of trends in their areas.

What Can the Solution Do for Me?

Acquire

Expense data can be entered and verified in the system or downloaded from corporate credit card providers (corporate-liability and personal-liability). Expense Manager also integrates with scanning systems to capture receipts digitally. No more worrying about saving receipts, employees just snap a photo of their receipts and email directly to the system. Digital receipts can then be viewed and/or attached when employees enter expense reports. Employees can also download information from Triplt itineraries to create expense reports in just a few clicks.

Authenticate

To ensure prompt corrections, employees receive automatic email notification when expense entries are out of compliance and require review. Expense Manager can also automatically calculate and verify user-entered mileage data through Google Maps.

Manage

Create an approval route for expense reports based on your existing policies. The system also automatically enforces per diem rates, accommodations and qualified expenses and alerts managers when expense information is outside of normal policies. Automatically separate line items on expense reports for review by different approvers. Managers can submit expense pre-approvals for compliance or cash advance purposes. Managers can also approve or decline expense reports by line items from smart phones.

"With the number of employees and locations that we operate and the various budgets we work within, we needed a system that could manage every aspect of organizational spend. Verian's solutions provides an easy-to-use interface for employees to enter expenses."

Mike Neuman

Vice President of Finance
Kennedy Krieger Institute



Managers can approve or decline line items within the inbox of their email system or from a handheld device.

Reimburse

If you need faster reimbursement, automate your process via direct deposit, which eliminates check printing and ensures faster cycle times. When reconciled, expenses are posted to your AP or payroll system automatically.

Reporting

Monitor expense activities and detect trends by employee, group, location or cost center. You can also link expenses to projects for expense tracking and customer billing. Expense information is available online for periodic auditing.

My ProcureIT							
Procurement		Invoicing		Budgets		[3 messages] [+ speedlink] James May 03, 2010	
Detailed Approval for Expense Request # 986						1-1 of 1 item(s)	
Date	Description	Max. Cost	Reimburse	Actual Cost [Pre-Paid]	Qty	Tot. Expense	Yes?
04/01/2010	Car Rental -- april expenses Charlotte - 04/01/2010 to [S]	\$ 0.0000	300.0000	\$ 300.0000 [\$ 0.0000]	1.0000	\$ 300.0000	<input checked="" type="checkbox"/>
⚠ Possible duplicate expense item: [985]							
Approval Notes (internal)							
Note to Requestor							
Clear All				Process			

Description

Car Rental -- april expenses - 04/01/2010 to [S]

⚠ Possible duplicate expense item: [985]

The system automatically detects expense discrepancies and alerts user with coded flags.

About Verian

Verian helps mid- and large-sized organizations reduce costs and increase efficiency with intelligent, easy-to-use solutions that automate the entire purchase-to-pay process including procurement, invoice processing, employee reimbursements and asset management – capturing all spend intelligence in a single database for analysis. Verian was founded in 1997 and is headquartered in Charlotte, N.C. The company's clients include Macy's, Recreational Equipment Inc (REI), Boeing, Allstate Insurance, PETCO and General Nutrition Centers (GNC).



Automated Solutions & Analytics for:

Purchasing | Invoicing | Expense Reporting | Asset Management