



Track every invoice from receipt to payment on an easy-to-read dashboard.

## We Simply Take Paper Out of the Equation

Avoid pushing paper invoices through your organization by storing, coding, matching and routing invoices digitally through an easy-to-use Web interface. Much like going from hand-written letters to email, our invoice processing software streamlines the accounts payable process, allowing your team to:

- Increase invoices processed per AP administrator by up to 100%
- Capture early-pay discounts by approving invoices in under three days
- Increase AP accrual accuracy by 43%
- Recapture the 1% of spend that is lost to paying duplicate, inaccurate and fraudulent invoices
- Lower invoice processing costs by an average of \$7.89 per invoice

Because every AP department is different, Verian will provide you an optimal mix of invoice processing software in an affordable, end-to-end solution that can meet all your needs – regardless of size, industry or invoice volume.

## What Can the Verian Solution Do for Me?

### Capture

Whether you process 1,000 or 60,000 invoices a month, we can help you design an invoice capture strategy that will speed data entry, lower labor cost and reduce entry errors. Our proprietary eMerge™ capture system accepts invoices in any format, from paper to EDI, and automatically routes them to the right people for coding and approval.

### Exclusive Features

- Input by keying from image or invoice
- Entry through OCR (Optical Character Recognition)
- Quick enablement of electronic invoices in XML & EDI formats
- Vendors create, submit, and track invoices through our Supplier Portal
- Integrate to supplier networks – allowing suppliers to exchange invoices and confirm orders with buyers.

## Key Benefits

- Reduce the volume of paper invoices
- Increase invoices processed per AP administrator
- Lower invoice processing costs
- Reduce invoice processing cycle times
- Take advantage of early payment discounts
- Reduce discrepancies
- Reduce manual invoice entry
- Maintain better audit trails
- Eliminate duplicate, inaccurate and fraudulent invoices
- Reduce the volume of vendor payment inquiries

*“Verian’s Invoice Manager has created efficiencies that let the AP staff now spend much more time on customer service and other important responsibilities.”*

#### Les Long

Director of Purchasing  
Wayne Supply



Managers can approve or decline invoices by line item from any computer or smart phone.

## Work Queues

To make processing easier and faster, invoices can be separated into configurable work queues. Managers efficiently assign invoice batches to AP users and data entry operators. Invoices can be moved from one queue to another automatically or manually.

### Exclusive Features

- Group invoices by user, vendor, location or batch
- Batch invoices by invoice source type like paper, electronic, portal, etc.
- Highlights discrepant invoices and automatically moves to resolution queue

## Advanced Approval Workflow

Invoice Manager supports approval workflow capabilities that can meet a wide range of approval needs.

### Exclusive Features

- Setup approval rules on financial, cost center and other attributes for non-PO invoices
- Setup advanced 2,3, and 4-way matching for PO-based invoices
- Approve or reject invoices by line item using email or smart phones

## Operational & Analytical Reporting

Invoice Manager offers over 40 standard operational and analytical reports. You can also create your own custom reports with our report wizard.

### Exclusive Features

- Ad hoc report builder
- Provides clear audit trail of all invoice approvals
- Access procure-to-pay data using third-party reporting tools



*Invoice Manager can be deployed on the cloud.*

### Reports Include:

- Staff productivity
- Approval bottlenecks
- Vendors with most exceptions
- Projected cash outflows
- Average payables outstanding by day
- Late invoices
- Longest-held invoices by location
- Spending by vendor
- Invoice capture metrics
- Invoice payment metrics
- Invoice discrepancies
- Payment reports

## About Verian

Verian is the world leader in universal purchasing and invoice processing systems. The breadth and depth of Verian's offering allows companies to choose from five software modules, three set-up options and three deployment alternatives to create one solution – fit to them. Regardless of the number of users, implementation complexity or deployment preference, Verian provides an affordable, easy-to-use solution that fits now – and in the future.

Founded in 1997 with headquarters in Charlotte, N.C., Verian serves a wide array of industries including oil and gas, retail, healthcare, financial services and government/nonprofit. Clients include Stone Energy, REI, GNC, Macy's, First Horizon National and Members First Credit Union. Verian was recently named one of the top 100 technology providers by Supply & Demand Chain Executive magazine for the eighth time.



### Solutions & Analytics for:

Invoicing | Purchasing | Expense Reporting | Asset Management