

# Eliminate Friction in Your Accounts Payable Workflow



# Your Host

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# Outline

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Purchase  
Orders

Invoices

Payments

Expenses

Automation  
Demo

# What's your biggest AP challenge?

- A. Approval process follow-up
- B. Identifying and managing errors
- C. Data entry and coding
- D. Late payments
- E. Lack of remote accessibility

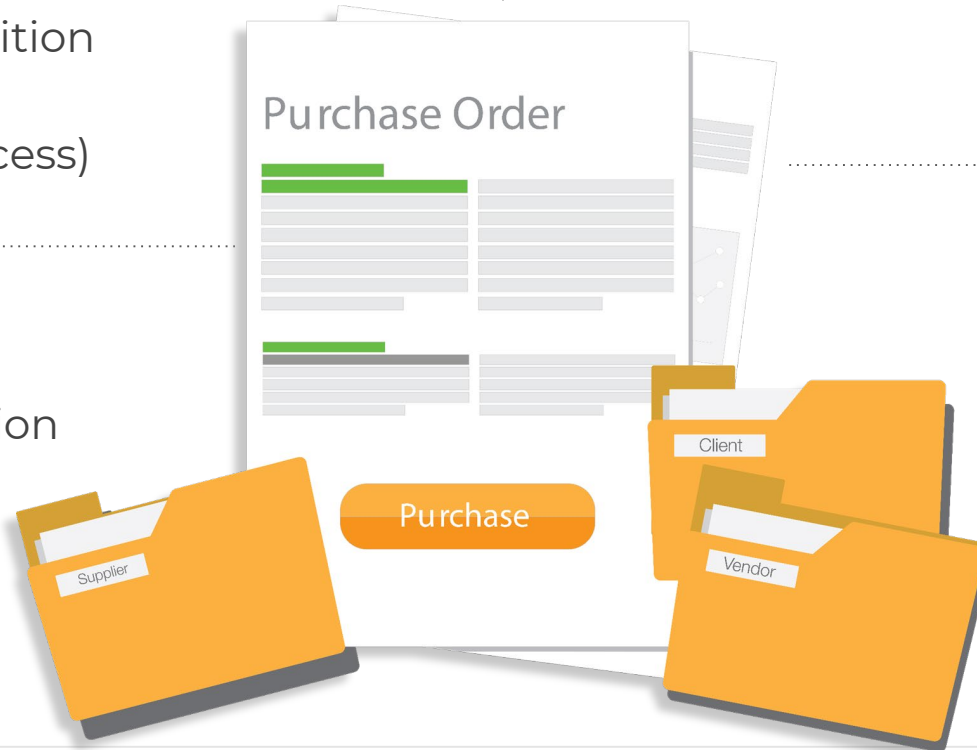
# Purchase Orders

# Common challenges within procurement process

✓ Informal requisition process (or no requisition process)

✓ Lack of information

Unapproved purchases ✓



# How to fix this without using an AP software

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Establish a formal requisition process with PO forms



Match invoices to POs



Create approval network to manage departmental spend

# AP automation solves this by

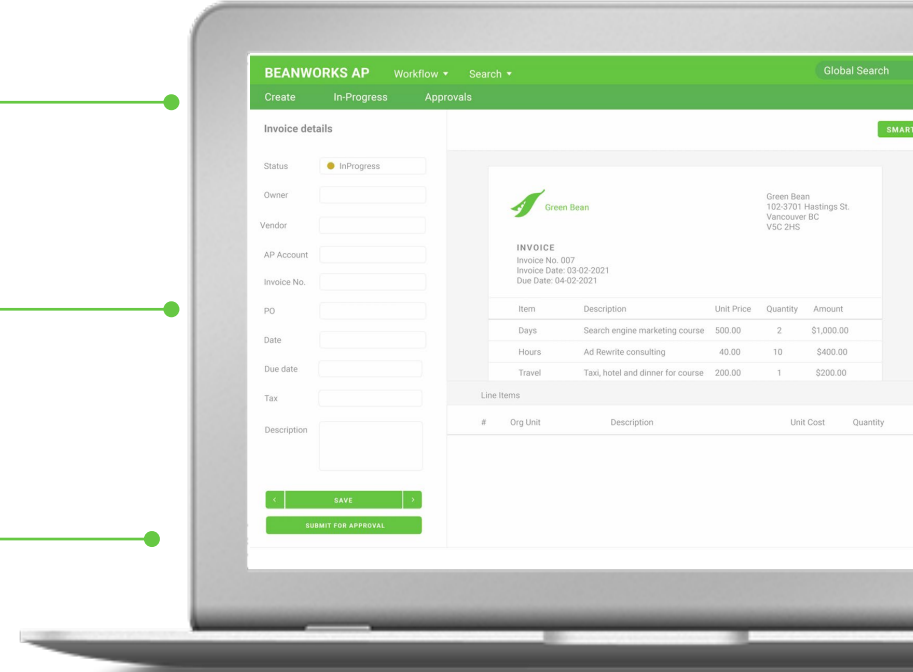
Enabling Customized purchasing and spending limits to ensure spend is within policy



Eliminating double data entry by automatically matching and adopting PO values to invoices



Providing budget and forecast previews on a central dashboard





# Invoices

# Slow invoice processing due to...

1 Manual data entry and errors

2 Informal approval channels

3 Duplicate invoices



# How to fix challenges in invoice processing

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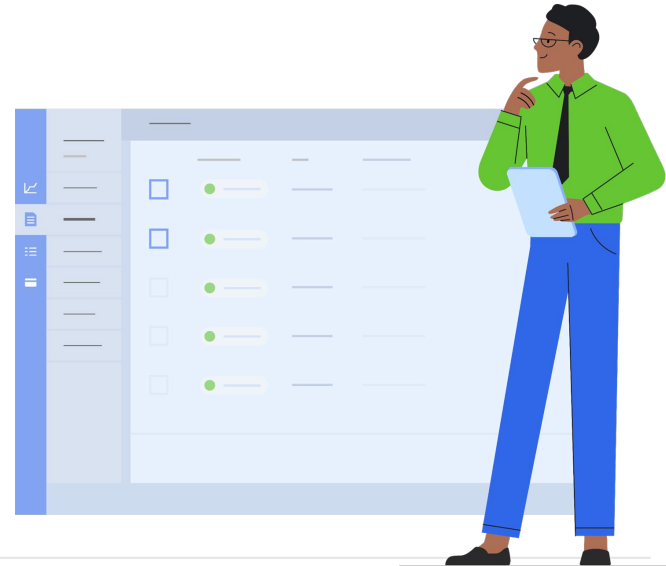
Use OCR tech to capture data



Document mgmt. tools such as SharePoint/DocLink for approval routing



Cloud storage with tools like PaperSave for paperless processing

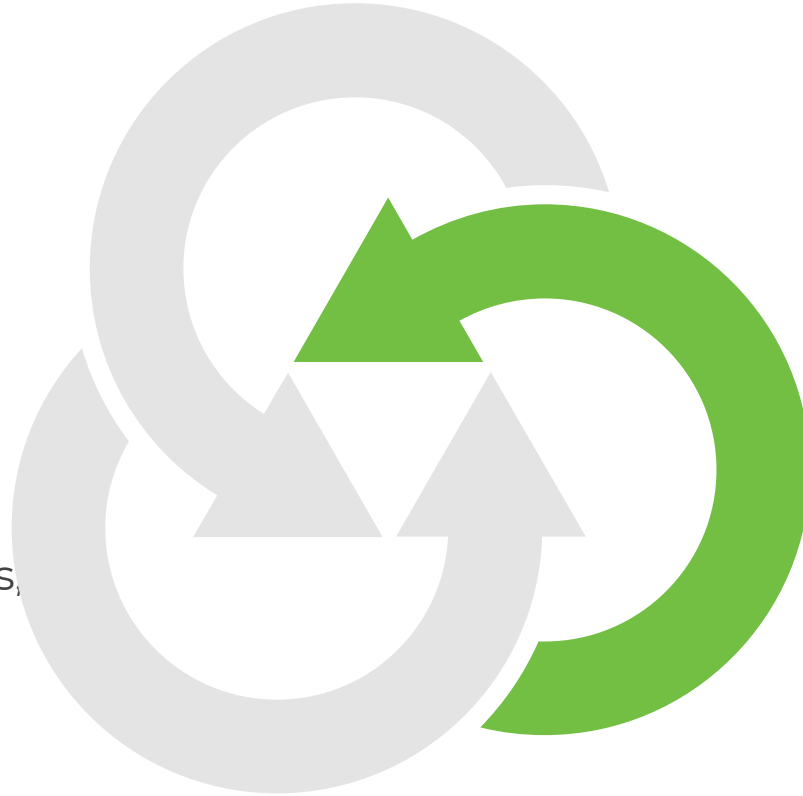


# AP automation solves this by

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AI-powered data capture to extract invoice details

Multi-level approvals, real-time tracking



Automatically flag duplicates

**Poll question: How many invoices do you process per month?**

- A. 0 - 75
- B. 76-150
- C. 151-300
- D. 301-500
- E. 501 +

# Payments

# Major challenges with payments

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**Late payments**  
**58 days** average to pay  
suppliers and vendors



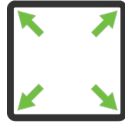
**Lack of remote  
access**  
**57%** of businesses were  
unable to pay vendors  
from home



**Risk of fraud**  
phishing scams, fake  
invoices, vendor fraud

# How to fix this without using an AP software

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Separate approvals  
chain for payments



Third party payments tools  
such as Nvoicepay



Vendor bank change form



Train staff on how to identify  
signs of fraud



# AP automation solves this by

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Electronic payments in vendors' preferred method: ACH/EFT, VCC, e-checks



Online approvals and document access



Customized approval matrix



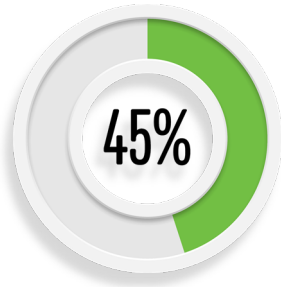
# What's your primary method of payment?

- A. Paper Checks
- B. ACH/EFT
- C. Wire Transfers
- D. Credit Card
- E. Other

# Expenses

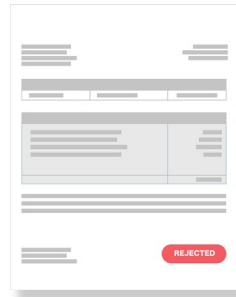
# Flaws of traditional expensing and reimbursement

Manual expense management  
is time-consuming



**45%** of CFOs say minimizing  
administrative burden in  
expense processing is **#1**  
priority

Risk of expense abuse



**62%** of businesses  
encountered out-of-policy  
expenses last year

Scope of errors



**1 in 5** expense reports is  
filed incorrectly

# How to fix this



Install an online document management system



Document an expense policy or design an expense-based questionnaire



Digitize receipts immediately after receiving them



# AP automation solves this by

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1

Enabling expense report submissions through web or mobile app and electronic processing of reimbursements

2

Flagging expenses that exceed limits

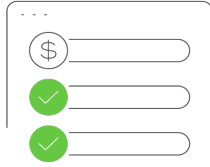
3

Eliminating double data entry with simple coding



# 360-degree AP approach to 100% visibility

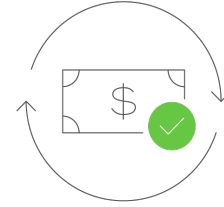
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Purchase  
Orders



Invoices



Payments



Expenses

# Product Demo



# Q&A

Email [ap.sales@quadiant.com](mailto:ap.sales@quadiant.com)

Visit [quadiant.com/ap](https://quadiant.com/ap) - automation

