



# GEM/AP™ Invoice Process Automation

Increase the efficiency of your AP business processes

**Leading companies with highly automated processes spend up to 90% less on AP processing than those with no automation.**

**The AP Manager's most important priority is to reduce costs while increasing accuracy.**

**Managing the accounts payable process and the resulting paper files and other types of content across an enterprise can often be costly, cumbersome and prone to human errors.**

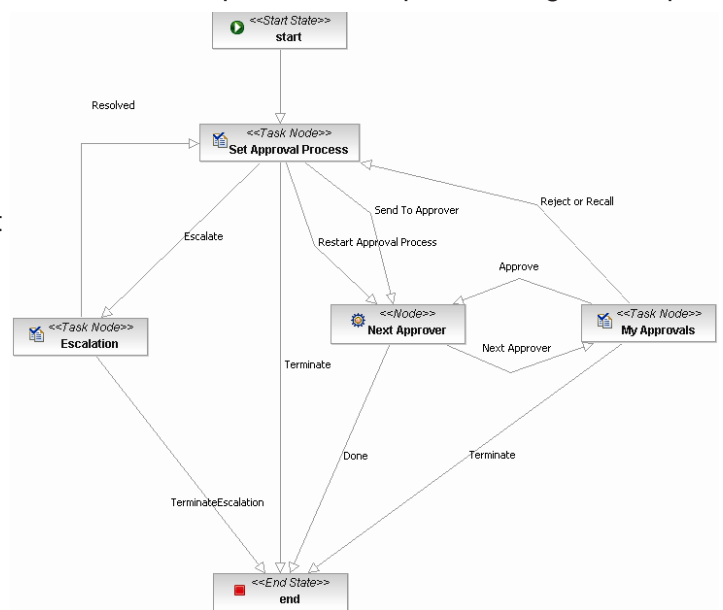
**Think Big:** Your accounts payable operations are only going to grow as your organization grows. Coping with that growth can be challenging. Start thinking about it now!

**Act Small:** GEM/AP™ is a solution that truly allows you to do that. It scales with your organization's growth and operations. It is cost-effective for mid-size companies and scales to accommodate the largest enterprise. If your organization does not yet have an ECM platform, GEM/AP™ Core comes bundled with leading open source content and workflow engines to have you up and running without additional licensing expense.

**Move Fast:** It will only take a few weeks before you start seeing the results from implementing GEM/AP™.

**GEM/AP™** is a packaged solution that leverages automated capture, best practice workflow solutions and the ability to utilize your existing legacy/ERP applications and platforms.

**GEM/AP™** provides an end-to-end solution for automating and shortening the vendor invoice approval process. This is accomplished by using industry-leading solution templates, our proven platform independent GEM/Frame™ application framework, and can be coupled with an optional integrated capture solution from Kofax. This will ensure that invoices and all related content are captured, usable and available for access throughout your organization. Our web-based workflow application automatically routes vendor invoices for review, approval and payment processing to different roles in your organization in accordance with your business rules.



**GEM/AP™** tightly integrates advanced capture solutions and leverages your enterprise content management (ECM) and financial or ERP systems to provide a proven, comprehensive Accounts Payable solution.

**GEM/AP™** is scalable, ensuring that it can grow as your organization grows.

**GEM/AP™ Core** provides integrated open system content management and workflow. **GEM/AP™ Enterprise** integrates with leading industry ECM/BPM platforms such as IBM, FileNet or Documentum.

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**There are now over 100,000 accounts payable departments in the U.S. with more than 100 employees.**

**(Source: IOMA)**

**The management of invoices can significantly impact vendor relations and corporate profitability**

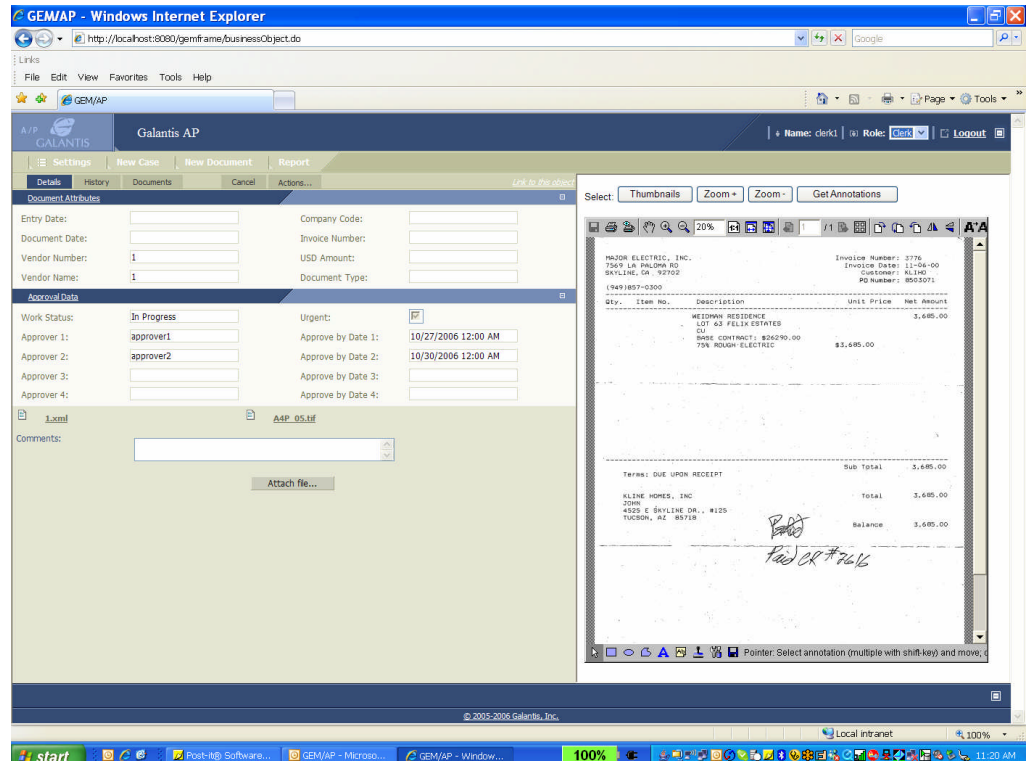
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## GEM/AP™ Process Automation:

- Completely automates approval of the non-exception cases
- Focus the attention on the processing of exception cases
- Automatically deliver the invoices to the appropriate approver(s)
- Enable escalations with automated processes
- Improve vendor relations with timely, accurate invoice processing
- Automatically capture and maintain a complete audit trail

## GEM/AP™ Automate Invoice Capture and Processing:

- Image-enable your AP process without increasing labor
- Automatically identify and index key invoice information
- Deliver the image and data into your archive system
- Reduce manual invoice sorting and paper handling
- Enable electronic distribution and retrieval of invoices and documents
- Minimize on-site storage costs



## Realize the GEM/AP™ Benefits:

- Automate your critical business processes to drive efficiency
- Improve the speed and accuracy of your AP processing
- Reduce cost per transaction
- Share information throughout your organization
- Take advantage of vendor discounts and improve vendor relations
- Ensure data integrity and eliminate data entry redundancy
- Enable an auditable process to ensure compliance