DigiDoc
for
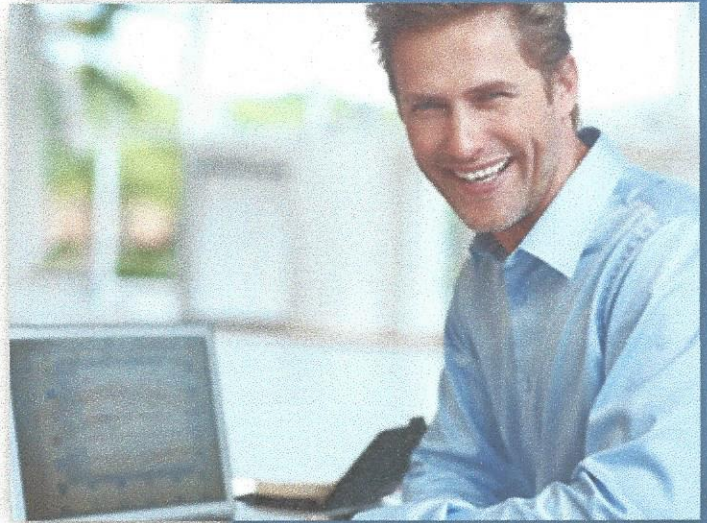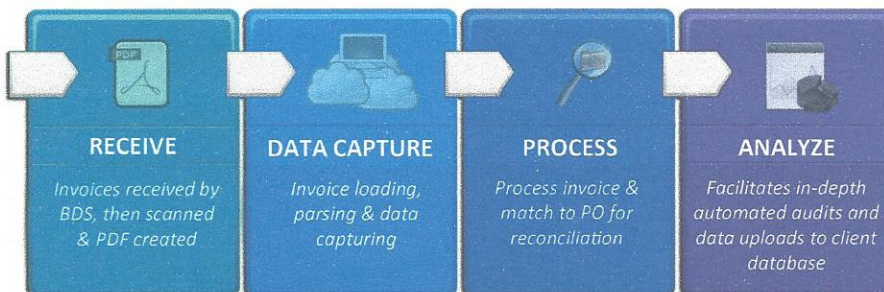## accounts payable

OVERVIEW

Finding new ways to save time and money has become a top priority for many organizations. Leveraging today's latest technologies, Broad Data Solutions *DigiDoc for Accounts Payable* allows you to do just that. Helping to automate routine, cumbersome tasks, this cloud-based invoice management solution enables employees to do more in less time – increasing productivity while decreasing dollars spent.

BUSINESS CHALLENGE

More than 80% of invoices are still received on paper. So it was no surprise when the *Aberdeen Group* reported that it costs $15 to manually process one invoice – without exceptions. With invoices piling up, companies that are already constrained by lack of resources and limited budgets are seeking new ways to automate AP processes.

SOLUTION

Broad Data Solutions *DigiDoc for AP* provides full life-cycle management from invoice receipt to client payment programs. In addition, this highly adaptable, automated solution provides the ability for supplier management, cost reconciliation, detailed auditing and dashboard reporting – resulting in exceptional savings and a quick return on investment.
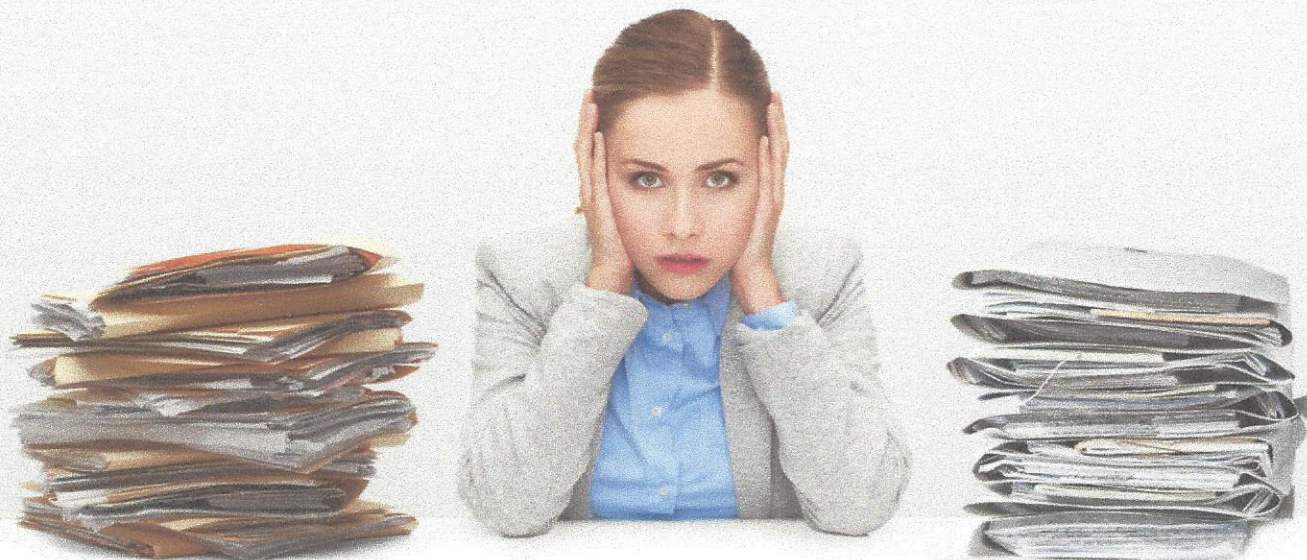
DIGIDOC FOR AP:

- Manages entire life-cycle of invoices
- Requires minimal capital investment
- Ensures better budget control
- Improves readiness for formal or informal audits
- Provides 100% visibility into data spend

RECEIVE
Invoices received by BDS, then scanned & PDF created

DATA CAPTURE
Invoice loading, parsing & data capturing

PROCESS
Process invoice & match to PO for reconciliation

ANALYZE
Facilitates in-depth automated audits and data uploads to client database

D&B Supply Management Solutions are offered as an option for on-boarding and maintenance of company supplier files.

BROAD DATA SOLUTIONS
Turning Knowledge into Power

BROAD DATA SOLUTIONS

Document management made easy

Introducing **BDS DigiScan**

The Paper Challenge

Today's small businesses are surrounded by files and piles of paper. In fact, one study showed that 80% of all mission-critical data is unstructured, 7.5% of all documents get lost and 3% get misfiled. Aside from the stress, that equates to a lot of time, money and resources being spent on chasing paper. And worse yet—the errors, risk and compliance issues associated with unstructured data can be mind boggling.

Banish Paper with BDS DigiScan

With advances in technology, many organizations are quickly realizing that document management isn't just a luxury anymore—but a necessity. Utilizing DigiScan, businesses can achieve higher productivity, greater efficiency, improved performance—and less headaches. Offering password protected portals and encryption service, clients requiring additional security measures can rest knowing their information is safe.

Focusing efforts on core aspects of your business, DigiScan enables organizations to:

- Save time and money while increasing employee performance
- Eliminate lost or misplaced files
- Retrieve documents instantly—from your desktop or mobile device
- Reclaim office space and reduced the costs associated with storing and retrieving paper
- Easily share documents across your organization with the click of a mouse
- Decrease human errors associated with paper handling
- Increase the security of electronic content and improve regulatory compliance
- Provide operational continuity in the event of a disaster

Stop stressing over paper. Call us at (732) 255-6260