

Document and Workflow Automation for Accounts Payable

Free your organization from bloated processes that perpetuate inefficiency and cost. Workflow automation services lead the way to greater productivity and digital transformation.

By focusing on the needs of today's knowledge worker, FileBound software delivers document and workflow automation that is easy to implement, configure, use and modify. FileBound's automation capabilities help Accounts Payable departments of all sizes increase productivity, shorten cycle times, reduce overhead costs, improve visibility and comply with financial standards and audits.

Workflow

Automate even the most complex invoice, exception or other processes with a graphical, user friendly configuration tool, enabling quick deployment.

Mobile

Let users work when, where and how they want with responsive technology that delivers an optimum experience, regardless of the device, eliminating bottlenecks in approvals and other tasks.

Predictive Analytics

Uncover intelligence hidden in the data through visual dashboards and predictive analytical insights into current AP performance and process status for further improvement.

Capture

Consolidate invoices, POs, bills of lading, contracts, tax documents and more, regardless of source, and automatically extract data from standardized forms.

Electronic Forms

Create and host forms directly in FileBound for use by internal or external customers to drive activities such as PO requests, distributed invoice capture or virtually any task in the enterprise.

Integration

Seamlessly transition data to/from existing or future ERP and other financial applications users rely on to get their work done, eliminating duplicate effort and information silos.

“FILEBOUND’S WORKFLOW AND DOCUMENT MANAGEMENT SOLUTIONS EMPOWERED US TO BE ABLE TO UNBURDEN OUR ACCOUNTS PAYABLE STAFF REGARDING THOSE MANUAL TIME CONSUMING DUTIES THAT FILLED THEIR DAYS. NOW, OUR EMPLOYEES CAN SPEND MORE TIME ON TASKS THAT MATTER MOST FOR THE COMMUNITY WE SERVE. AFTER ALL, WE’RE HERE TO HELP PEOPLE – NOT TO FOCUS ON PAPERWORK.”

— GERMAINE GROSS, VICE PRESIDENT OF FINANCE & ADMINISTRATIVE SERVICES VOLUNTEERS OF AMERICA, GREATER NEW ORLEANS

Implementing automated workflows within your organization

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- Automate approval processes by electronically sending documents (e.g., applications, requests or invoices) to everyone who needs to approve them
- Route documents for review, regardless of their location, either one by-one or simultaneously
- Remove tedious steps in a process, such as checking for a missing document, validating data or sending reminders to minimize manual effort
- Enable employees to participate in business processes, regardless of their location or device, so work gets done faster with less risk of lost documents

Revolutionizing Accounts Payable

- Remove bottlenecks to ensure that invoices are paid on time with less effort. No more time spent passing paper around, matching invoices to POs or other documentation, or chasing down approvals.
- Enforce compliance with company policies and external mandates. Automated workflow guarantees that proper procedures are followed and documented, enabling compliance for audits and fraud prevention.
- Eliminate missing and duplicate invoices that lead to missed, late or duplicate payments. The result: happier vendors and fewer customer service calls.
- Cut costs and delays associated with managing paper and electronic invoices. Invoices that enter the system are automatically routed, and are accessible anytime, from anywhere.
- Costs for moving, filing and storing paper documents are eliminated.