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Basware Bespoke

AP Automation deep-dive session

November 9, 2023

5 features you should enable in Basware AP Automation today

Contents

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AP workload management

Distribute workload flexibly and prioritize the right documents to meet SLAs

- Flexible distribution of invoice workload among the AP teams to get dedicated backlog queues

- Real-time info to AP managers on how the backlog is progressing and if action is needed for redistribution

- Pending time provides real-time insights to the AP clerks on which invoice documents should be prioritized to meet KPIs
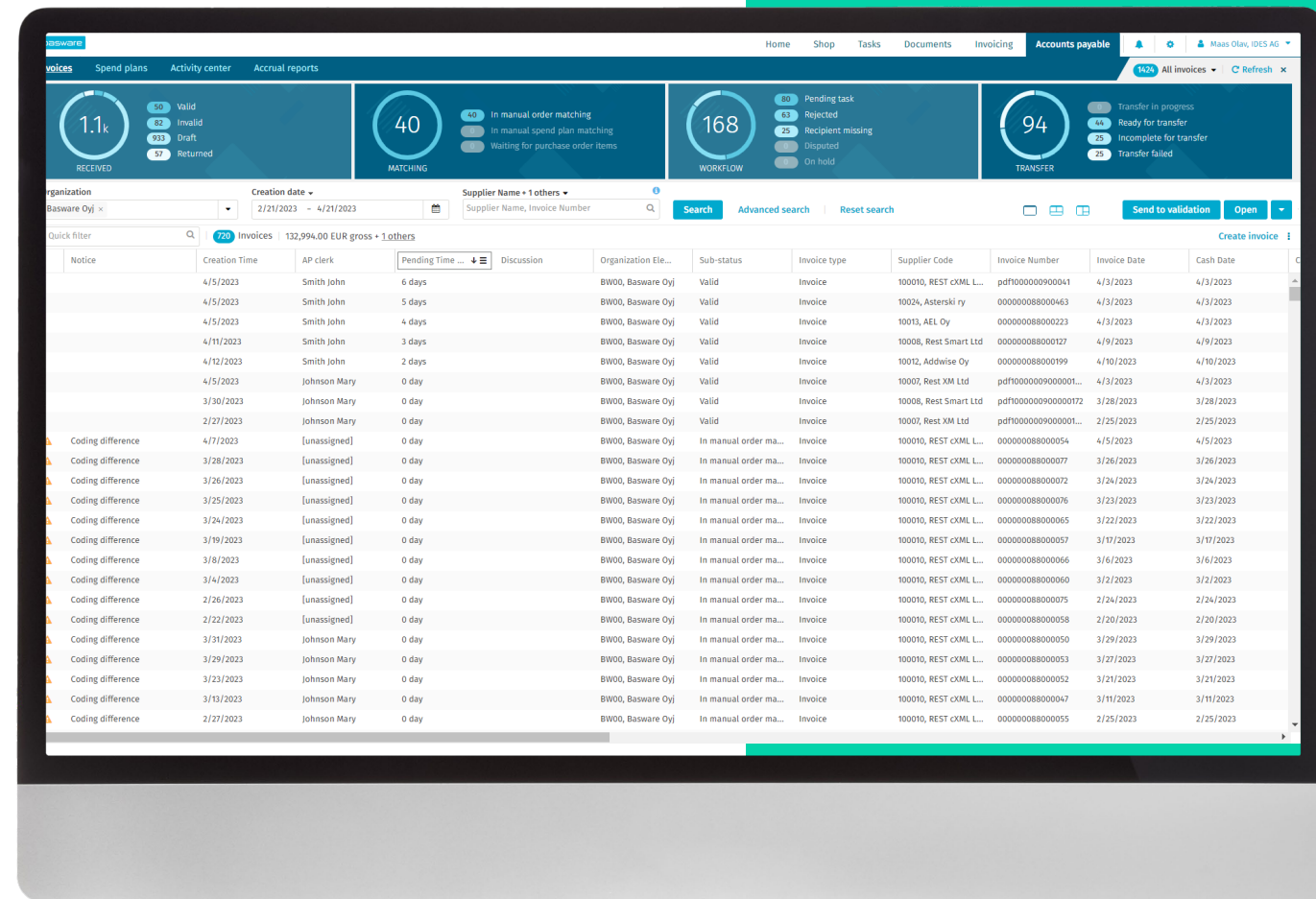
Increase efficiency and keep your SLAs

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Tools for power users

Enable a desktop-optimized view for your business users to be more efficient in processing their invoice tasks

- Select the list or split view to work on your pending tasks

- Create the view and define the fields you need to process your tasks efficiently.

- Create coding rows using a set of available coding solutions like SmartCoding or template

- Let users enjoy this experience on their own or enable it company-wide
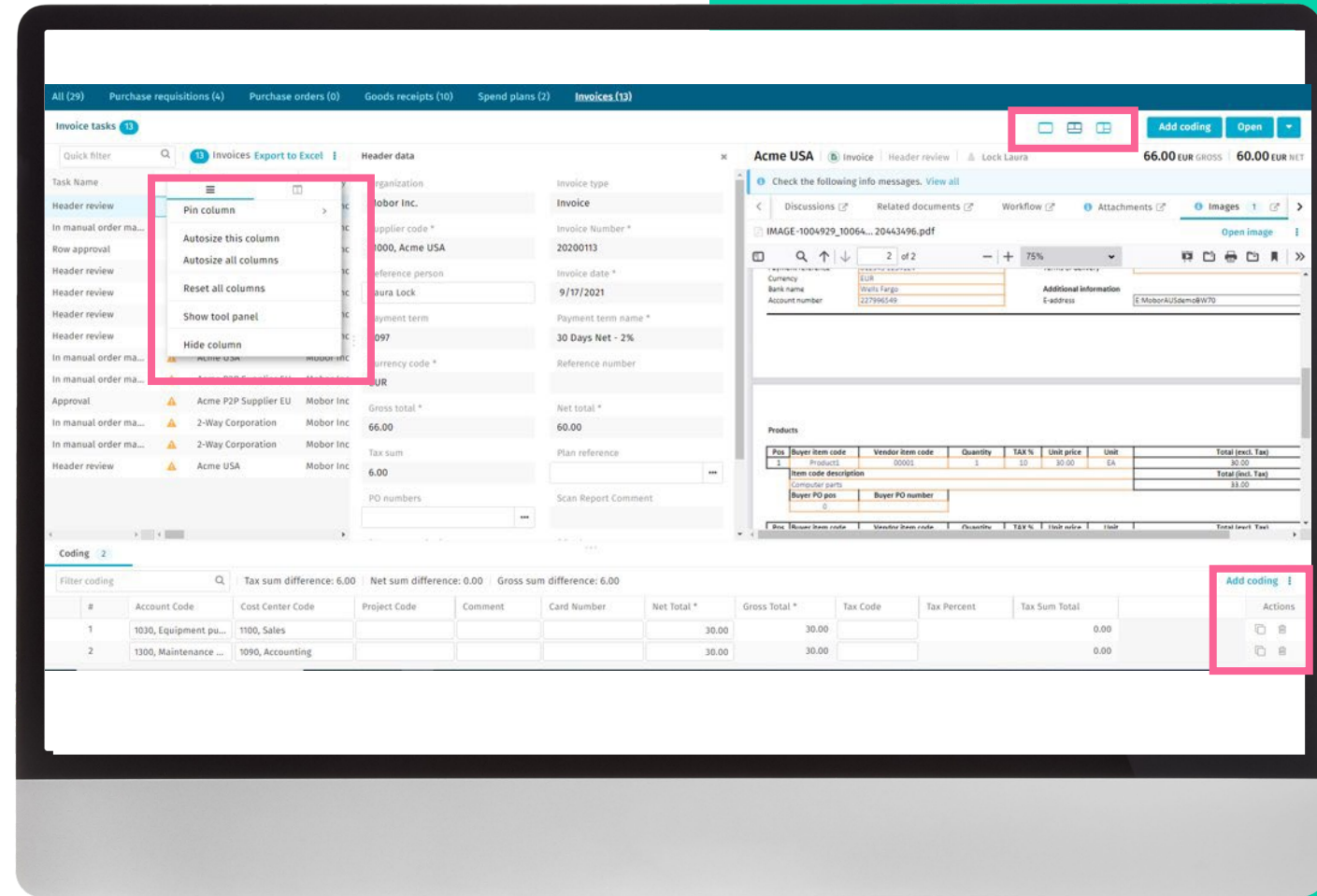
Increase efficiency for your business users

Matching deviation handling

3

Empower your procurement to handle small price difference on high value purchases

- Prevent small price differences from ending up high up in your approval chain due to high-value purchases

- Empower your procurement team to handle small price differences themselves

- How to get it? Define your approval limits to empower your teams

Increase efficiency for your business users
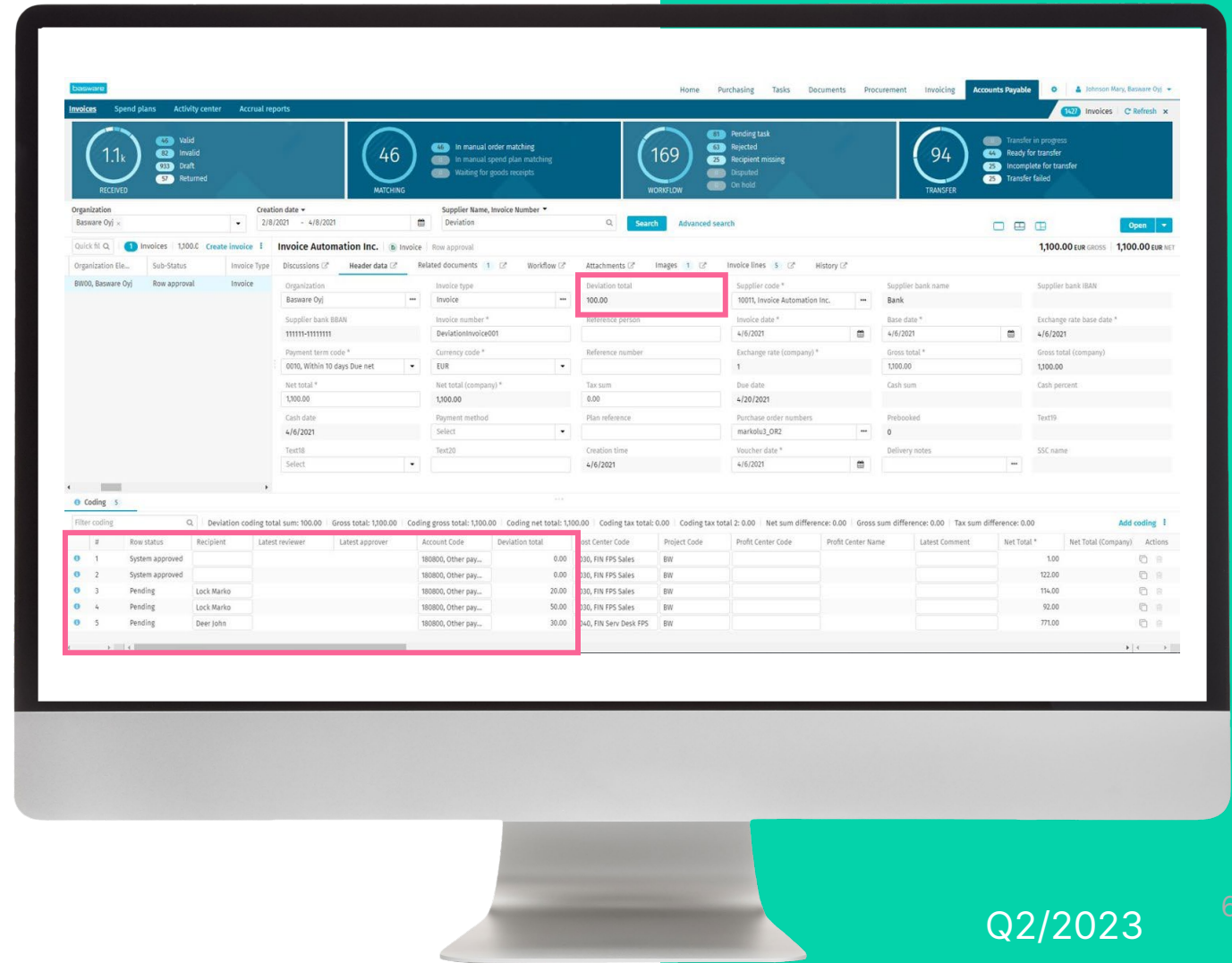
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Recurring invoice settings

Improve your automation rates by knowing your recurring spend

- Define your parameters for the pattern recognition of your recurring invoices

- Stay informed of the potential to automate the recurring invoices

- Get your recurring spend under control by enabling Spend Plans

Increase your automation rates and spend under control

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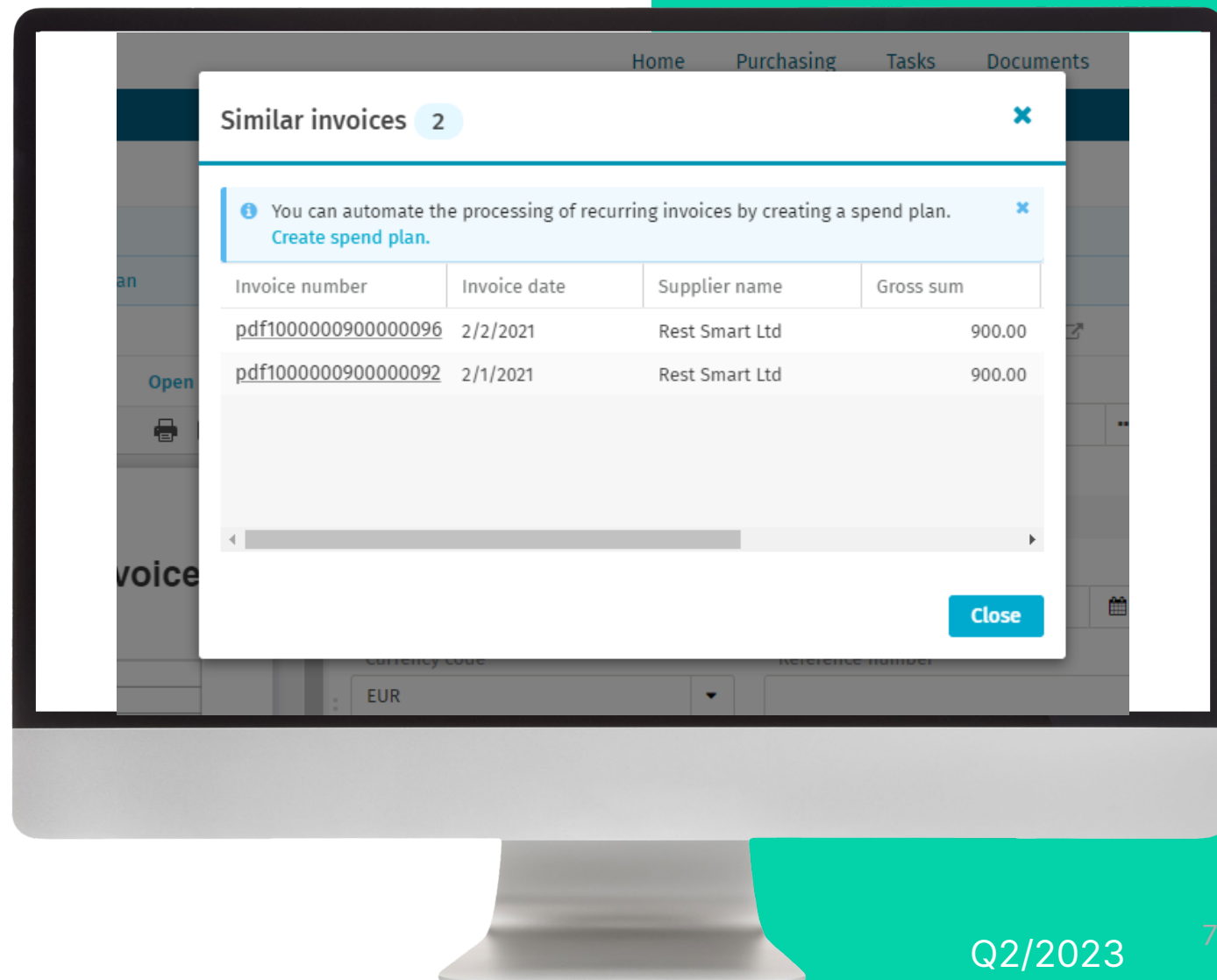
SmartCoding

Reduce touches and speed up coding of non-PO invoices

- SmartCoding is an advanced **machine learning-based (ML) solution** that generates coding proposals for non-PO invoices based on the coding history of a supplier's invoices

- **Efficiency:** TOP 5 proposals and confidence indicators guide users to make the best and most efficient decisions.

- **Control:** AP teams have control over how and when SmartCoding is used.

- **Increased data quality**: More accurate and consistent usage of your coding dimensions

Save time on coding non-PO invoices

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Thank you

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