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Invoice workflow and eInvoice manager

Integrated invoice processing
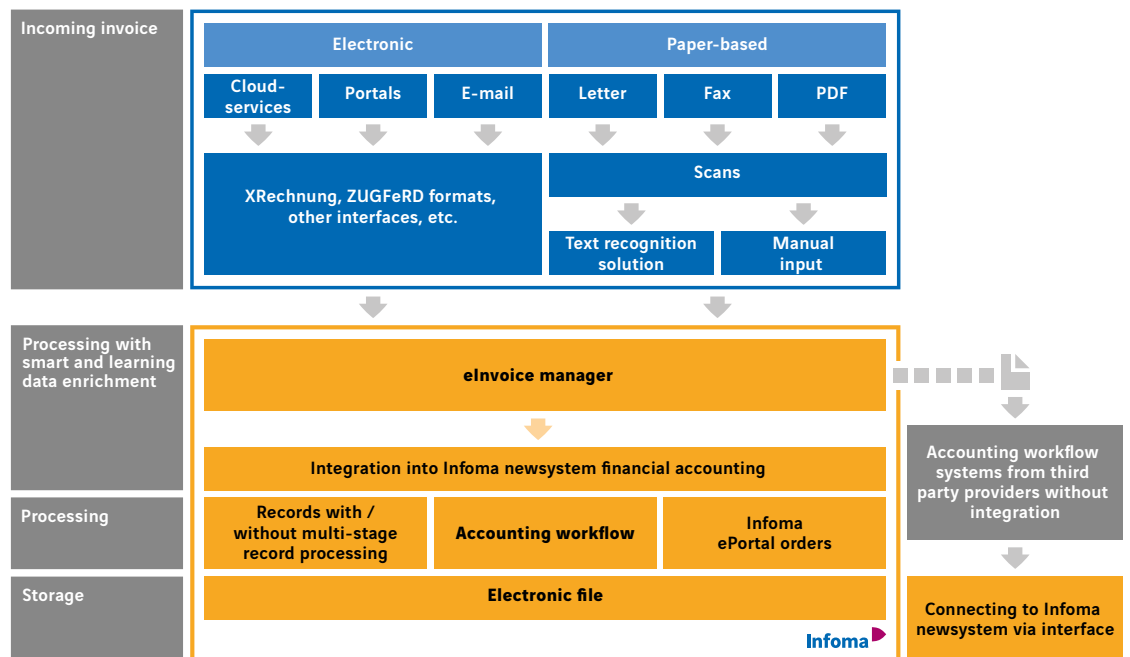
VINCI
ENERGIES

Combine to create consistent digital process sequences

Invoice workflows and the eInvoice manager handle the complete processing procedure for electronic invoices, resulting in shorter lead times, optimized processes, and outstanding reliability.
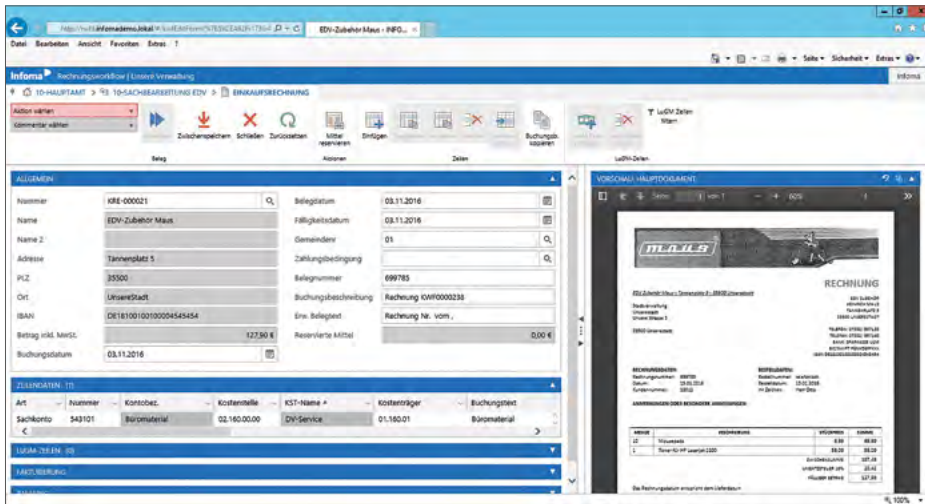
Digitizing processes with eServices is a major future concern for local government administrations. The EU is planning to introduce automatic transmission, receipt, and processing of electronic invoices by the end of 2019. After that date, administrations are obligated to implement EU regulation 2014/55/EU. Our Invoice workflow and eInvoice manager solutions get you ready for eInvoices today, helping you on the path towards modernizing your administration and optimizing your processes.

While the invoice workflow is an integral component of financial accounting and reflects all parts of the invoice approval process in a transparent way, the eInvoice manager handles format-independent and structured preparation of eInvoice data. Completely flexible and suitable for separate use, the two solutions truly demonstrate their advantages in combination.

We provide the Infoma ePortal as a service for anyone who wants to integrate user groups outside of Infoma newsystem into the ordering process either through digital or paper-based processes, as a stand-alone service or as part of other services. It transfers orders to Infoma newsystem for account assignment and further processing.

Incoming invoice	Electronic			Paper-based		
	Cloud-services	Portals	E-mail	Letter	Fax	PDF
	XRechnung, ZUGFeRD formats, other interfaces, etc.			Scans		
				Text recognition solution		Manual input

Processing with smart and learning data enrichment	eInvoice manager			Accounting workflow systems from third party providers without integration
	Integration into Infoma newsystem financial accounting			
Processing	Records with / without multi-stage record processing	Accounting workflow	Infoma ePortal orders	
Storage	Electronic file			Connecting to Infoma newsystem via interface

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The combination of invoice workflow and eInvoice manager provides the best possible benefits and creates a consistent digital process sequence for electronic invoice processing

Preparing and account assignment for an incoming invoice in an invoice workflow

Accounting workflow

Fully integrated into financial accounting and handles all the steps in the invoice approval process through a transparent procedure. The solution provides optimal support for the entire process chain – from the time the invoice is scanned to when it is booked. Usable with invoices and credit notes, the integrated invoice workflow can be custom-configured for your specific needs and supplemented with an electronic signature component. Tamper-proof archiving for your invoices and process documents round out the digital process if required.

eInvoice manager

Handles structured preparation of eInvoice data, no matter the format. All invoice data is intelligently enriched and supplemented with added value content – no matter whether it is received electronically from portal and cloud services, via e-mail, DE-mail, interfaces, in paper form as a letter or fax, or as a PDF – such as suggestions from historic accounting data for a current account assignment.

HIGHLIGHTS

▶ **Consistent digital process sequence**

▶ **Fulfills EU directive 2014/55/EU for eInvoices**

▶ **Accounting workflow**
  - Complete integration into Infoma newsystem financial accounting, providing a uniform user interface and user rights
  - Complete access to the business logic of master data through budget review to booking with plausibility
  - Intuitive browser solution
  - E-mail notifications

▶ **eInvoice manager**
  - Processing all kinds of invoices – electronic and paper-based
  - Structured processing and preparation of eInvoice data from different formats
  - Automatic validation, enrichment, and correct delivery of eInvoice data
  - Intelligent enrichment and supplementing with added value content

BENEFITS

▶ **Map debtor and creditor processes**
  - Electronic processing of incoming and outgoing invoices

▶ **eInvoice-ready**
  - Fulfills EU guidelines for digital invoice processing with eInvoices

▶ **Time savings**
  - Shorter lead times and increased productivity thanks to process sequences without media disruptions, resulting in potential savings
  - Eliminate proof runs and avoid account assignment errors through plausibility checks from financial accounting

▶ **Transparency**
  - Overview of the process status at all times, thanks to consistent electronic processing

▶ **Cost savings**
  - Reduced costs by eliminating paper, printing, and shipping as well as reducing resource consumption
  - Improved compliance with payment deadlines

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