

With  
Ascent as its  
foundation,  
Ascent for  
Payables is a  
solid solution  
for accelerating  
your AP  
process.



Imagine processing all your invoices the day they are received, no matter how many batches you handle each day. Picture the benefits of recording the batch number and date received, identifying the vendor and even capturing data from key invoice fields - not manually, but automatically with a high-powered document scanner. Think of the time you would save by quickly delivering your invoices and key data field values to your online archival and retrieval systems for further processing - without a lot of manual data entry.  
**Welcome to the power of Ascent for Payables.**



Ascent for  
Payables can  
meet your AP  
needs today  
and grow with  
you as your  
needs expand.

## Built on the Power of Ascent

Ascent for Payables is built on Ascent Capture, the world's most popular information capture platform. Ascent reduces costs and accelerates business processes by automating the three basic steps in capturing information: collecting data and documents from the source, transforming them into retrievable information, and delivering it all into databases, content management systems and line-of-business applications. Ascent is a robust platform that can be easily deployed in a single department or be expanded to support the capture needs of an entire distributed enterprise. With Ascent as its foundation, Ascent for Payables is a solid solution for accelerating your AP workflow.

## Kofax: Pioneer, Innovator, Leader

Since our founding in 1985, Kofax has been the leading innovator in the conversion of documents and data into reusable electronic business information. Today, Kofax is the clear market leader and de facto standard in capture application software, device connectivity and image processing. No other company has the same global reach, depth of experience, or breadth of technology devoted to capturing business information.



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# Three Solutions to Match Your AP Needs

## Say Good-Bye to Retrieval Time

How much time does your AP team waste every day just in locating and retrieving documents from file cabinets? Ascent for Payables ensures that documents are classified and indexed for easy retrieval in an electronic archive system. Now other departments can retrieve files themselves instead of tying up your AP team. And when you do need to retrieve a document, it is available in seconds - not minutes, hours or days..

## Never Miss a Discount Again

Early payment discounts are a sure way to minimize costs. But you can only take advantage of them if your AP team can expedite payment. Whether you process dozens or thousands of invoices each day, Ascent for Payables accelerates your workflow so you can make the most of vendor discounts. Using sophisticated data extraction technology, it identifies invoices so they can be quickly routed to the appropriate AP representative for immediate fulfillment.

## Gain An Auditable Business Process

Ascent for Payables helps you keep a record of your AP process. As each batch of invoices is scanned into the process, it is electronically date and time stamped, and the vendor and invoice date are automatically identified. This gives your ERP or archive systems the necessary information to recall any invoice when you need it.




## Ascent for Payables: Image

One of the key business problems in AP departments is how to quickly and accurately populate an archival and retrieval system with key index data and images.

Ascent for Payables: Image offers a compelling solution when you need to capture only a single index value for retrieval. It automatically extracts a predetermined index field, then releases the image and data to your archival system.

### BENEFITS

- Reduces invoice sorting and paper handling.
- Distributes retrieval of invoices and associated documents to auditors or responsible departments, removing the burden from AP.
- Minimizes on-site storage requirements.
- Allows invoice routing through an image-enabled workflow.

	COLLECT			TRANSFORM			DELIVER
		ENHANCE	CLASSIFY	EXTRACT		VALIDATE	
	AP member batches and scans invoices using a wide variety of Kofax-certified scanners	Ascent enhances the image quality of the scanned invoices	Ascent identifies and classifies each invoice so it can be handled appropriately	Ascent extracts one key field for indexing in the archival/retrieval system	Ascent routes the invoice to the appropriate AP member	AP member keys in additional fields from the clear on-screen image	Ascent delivers data for import into ERP system, and image + data into archival/retrieval system
	AP member batches and scans invoices using a wide variety of Kofax-certified scanners	Ascent enhances the image quality of the scanned invoices	Ascent identifies and classifies each invoice so it can be handled appropriately	Ascent extracts data including header and footer fields for payment processing and indexing	Ascent routes the invoice to the appropriate AP member	AP member corrects only the characters that were not automatically extracted by Ascent	Ascent delivers data for import into ERP system, and image + data into archival/retrieval or other systems
	AP member batches and scans invoices using a wide variety of Kofax-certified scanners	Ascent enhances the image quality of the scanned invoices	Ascent identifies and classifies each invoice so it can be handled appropriately	Ascent extracts data including line items and header and footer fields for payment processing and indexing	Ascent routes the invoice to the appropriate AP member	AP member corrects only the characters that were not automatically extracted by Ascent Ascent automatically validates data against info in ERP or other systems	Ascent delivers data directly into ERP system, and image + data into archival/retrieval or other systems

One solution doesn't fit all AP processes. That's why Ascent for Payables gives you a choice. From a basic solution that quickly introduces images into your archiving system to a

sophisticated matching system that can compare purchase orders to invoice line items, Ascent for Payables can meet your needs today and grow with you as your needs expand.

## Ascent for Payables: Process

Ascent for Payables: Process goes a step further by including advanced recognition technology that dramatically reduces the keystrokes required to enter data. You can deliver data directly into your ERP system in a fraction of the time by using business rules to automatically validate data and deliver images to the rest of your AP process.

### BENEFITS

- Automatically captures additional fields for indexing and payment.
- Applies rules and logic for basic validation.
- Provides multiple output streams to simultaneously populate archival/retrieval systems and image-enabled workflow.

## Ascent for Payables: Match

Ascent for Payables: Match goes even further, enabling data extraction from an unlimited number of fields. Now you can automatically match PO's with invoices, virtually eliminating tedious, labor-intensive, manual matching. Ascent for Payables: Match includes a tightly integrated connection to your ERP system, so captured data is available immediately. You can also apply business rules and complex validation routines.

### BENEFITS

- Captures header and footer fields, including line items.
- Enables advanced validation routines for the application of business rules.
- Offers tight integration with host systems, allowing active validations and lookups, and fully automated releases directly into the ERP and host systems.