



REFERENCE CASE

CLIENT: CONQUAESTOR **PROCESS:** INVOICE PROCESSING **INDUSTRY:** BUSINESS SERVICES **COUNTRY:** NETHERLANDS

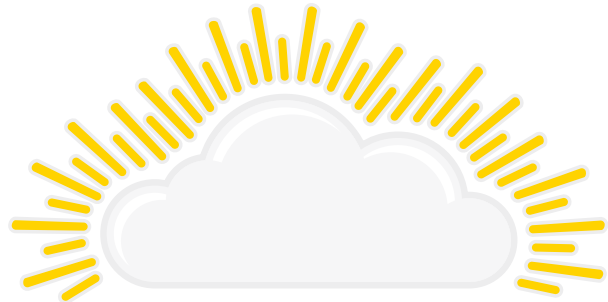
Automated invoice processing in the cloud gives ConQuaestor flexibility and greater control

“At ConQuaestor, we receive 6,000 invoices per year that we used to manually enter in Microsoft Dynamics AX. With ReadSoft Online, a cloud-based solution, this is now a thing of the past. Invoices are easy to find and always available for viewing. We don't have to rummage around in paper archives for invoices anymore, they are now in digital form and easily found,” says Niek de Jong, Manager of Finance & Control at ConQuaestor, a consultancy organization which focuses on providing solutions for issues that are critical to CFOs. Four hundred ConQuaestor consultants and interim managers deliver concrete solutions in finance and management for the public and private sectors.

“We were looking for an electronic solution for invoice processing, a solution that was easy to integrate with our Microsoft Dynamics AX ERP system,” remembers de Jong. “Invoices were going astray and it was unclear on whose desk an invoice might be placed. Now that the invoices are scanned, captured and verified in the user-friendly web interface and transmitted to Microsoft Dynamics AX, this is no longer the case.”

From paper to digital

Electronic and paper invoices now arrive centrally at the ConQuaestor facility in Utrecht. ReadSoft Online generates a PDF and XML file from the scanned invoice. “Our experience is that an ever-increasing number of suppliers are issuing electronic invoices, something we can only encourage,” says de Jong. At ConQuaestor the paper invoices of any length, are scanned with a single scanner. The ReadSoft software then automatically reads the relevant data from the supplier's invoice and exports it to the secure online website. Electronic invoices arrive at a dedicated email address and are automatically captured by ReadSoft Online and an image of the invoice is created for archival. The image and the data are directly available for verification. With master data integration, invoices are



automatically matched with the correct supplier in Dynamics AX. After verification, the invoice is automatically circulated with the aid of predefined workflows. Finally, the invoice is transmitted to Microsoft Dynamics AX for final posting and settlement.

“With ReadSoft Online we have a better handle on our invoice processing. It gives you a secure feeling to always know where the invoice is located and where it is within the workflow. Invoices no longer flutter around desks, never get lost and there are no longer any shadow archives for budget holders. In addition, it is easy to send out a reminder with our application to an employee who has not yet endorsed an invoice. This saves a lot of time and frustration,” reports de Jong.

Simple and quick off the mark

The standard ReadSoft Online solution has ensured that ConQuaestor can be quick off the mark with invoice scanning and capture. Says de Jong, "It was important for us to choose a solution with a user-friendly interface. Users must have the feeling that they work in a single unified system. The scalability of the ReadSoft solution was also a perfect match with our requirements. It is not too big for a SME and yet is able to grow along with the organization. This gives us flexibility now and in the future."

"ReadSoft Online is simple, innovative and client-friendly. At ConQuaestor we call it 'Apple lite.' You switch it on and it works."

Niek de Jong, Manager
of Finance & Control at
ConQuaestor

Results

According to de Jong, the advantages became apparent after only a few weeks of using the ReadSoft Online solution. "We simply notice earlier if there is a risk that an invoice may be paid late. At present, 70 percent of the FTE's time is spent on scanning supplier invoices. Our aim is to reduce this to 40 percent. This way, we can free up our employee for other jobs at ConQuaestor. The benefits are also visible further down the process. Invoices are approved by a total of 40 budget holders. Previously, this meant 40 employees had an invoice lying around somewhere that still had to be approved. Secretaries spent a lot of time chasing down these invoices and checking whether they had actually been endorsed. The result was piles of folders on desks, lost invoices and late payments.

The use of ReadSoft Online has brought ConQuaestor to a new level in the digital age. We are now scanning many more documents and in the future want to automate even more processes. Invoice processing is only the start," declares de Jong.

Integration with Microsoft Dynamics AX

As a certified Microsoft Gold partner, ReadSoft's solutions are supported by and seamlessly integrate with many Microsoft applications, including Microsoft Dynamics AX, Microsoft Dynamics GP, Microsoft Dynamics NAV and Microsoft Dynamics SL. ReadSoft makes use of Microsoft technology and supports the latest Microsoft products such as Windows 8, Azure and SharePoint 2010.

About ConQuaestor

ConQuaestor offers private and public sector organizations solutions for strategic, tactical and operational issues in the areas of finance and information and communications technology (ICT). Approximately 400 consultants work on financial, business economics and administrative projects and processes that improve the clients management under the slogan *Mastering Finance*. ConQuaestor is a proud member of the international network of Grant Thornton International.

For more information, visit www.conquaestor.nl or www.conquaestor.tv.

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