



GHA Solutions

Empowering companies to realise their full potential through innovative use of information and communication technologies

AP AUTOMATION

GHA's AP Automation offering, a user led solution, it empowers your finance team to focus on value add, opposed to time consuming data input, it is a turnkey solution requiring little technical skill as GHA manage the invoice mapping process of your supplier documentation.



Excellence in ERP

Setup

All default settings are stored in the parameter screen, minimal setup is required, capability to set up global processing on the parameter page, with similar functionality at a supplier level.

- Matching types allow for Misc invoices, PO only and normal 3 way match of PO, receipt and invoice
- Header tolerances can be set to allow % difference, value or both
- Default groups can be applied to separate perfect matching and variance invoices
- Security group permissions where needed
- Scheduled automation of AP invoice group creation

Parameter Maintenance

Stock Take Auto DMR Reports **Integrations** Misc

CRM Mobile Field Service MFS Back Office **AP Automation** PO Approval Proof Of Delivery MIMS SFDC

Default Settings

Default Approval Security Group Collaborate Creator	Matching Type PO and Receipt
Default Review AP Group Prefix R	Group Frequency Daily
Default Matched AP Group Prefix M	Line Tolerance Value 100
Email Address For Unprocessed Documents ggedney@ghasolutions.co.uk	Line Tolerance % 10

Enable Full Override

Supplier GHA

Activity

Details

Details

▼ Purchase Points

▼ Detail

▼ Contacts

Detail

▼ Manifest Info

▼ Billing

Detail

Quantum View

▼ Contacts

Detail

▼ Banks/Remits

Detail

GL Control

▼ Tax Exemptions

▼ Tax Exemptions

▲ AP Automation

Matching Type

Header Tolerance %
0

Line Tolerance %
0

AP Def Review Group Prefix

Email Address for Unprocessed Docum...

Use Zero Tolerance

Header Tolerance Value
0.00

Line Tolerance Value
0.00

AP Default Group Prefix

AP Automation Dashboard

GHA's AP automation module allows the seamless creation of AP Invoice Entry Groups in Epicor via powerful REST APIs.

Keep your finance administrators focussed on more important activities rather than data entry! Simply forward your PDF, TIF or XML documents to your specified email address and our automation software to generate data in an easy-to-use dashboard. No technical experience required, rapid deployment, fully automated or manual options available based on configurable options. Partial matches to discrepancies are held so that your operators can manually override GRNI selections.

Three way matching, PO only and misc invoices supported, configurable at a supplier level. Invoices processed through AP automation are also stored and retained against AP invoice Entry and Tracker screens saving manual scanning.

AP Automation Dashboard

Filters
+

Errors Only
 Show On Hold

Invoices

▼ +

Invoice ID	Supplier ID	Status	MatchType	MatchStatus	Ref PONum	PO	Invoice Amo...	Net Amount	Tax Amount	Invoice Date	DueDate	App
0224		Queue	PO and Receipt	Partial Match	346	0	13,793.040	11,494.200	2,298.840	09/02/2024		

Invoice Lines
▼ +

Line	Ref PONum	RefPOLine	RefPORelN...	Ref Pack Slip	RefPackLine	Part Num	Description	Supplier Qty	PUM
0	346	1	1		0	00-5850-25-02-10		200.000	
0	346	2	2		0	222		20.000	
0	346	3	3		0	333		100.000	

File Name
Sebden.pdf

AP Approval

- Approval functionality adds the ability to assign to other users within the business if data is discrepant following finance administrator review
- Data can be assigned directly to related users, based on creation and approval flow
- Also possible to assigned to any user in the business if required
- Values set as user level on approval matrix
- Comments can be added

AP Automation Dashboard Preview

Filters

Document ID: 1005
 Supplier: [Search]
 Errors Only
 Show On Hold
 Approver Comments: [Text Area]

Creation Date From: day/month/year
 Creation Date To: day/month/year
 Retrieve...
 Comments For Approver: [Text Area]

Process All...
 Remove Hold...
 Process Selected...
 Send For Approval

Related Users: [Dropdown]
 All Users [Dropdown]

Invoices Override Match

Document ID	Group	Invoice Num	Supplier ID	Status	MatchType	MatchStatus	Ref PONum	PO
1005	R240617	1005	GHA2	Processed	PO and Receipt	Manual Override	376	

Invoice Lines

Document ID	Doc Line	Invoice Num	Invoice Line	Ref PO Num	RefPOLine	RefPOReL...	Ref Pack Slip	RefPackL...	Part
1005	1	1005	0	376	1	1			1111
1005	2	1005	0	376	2	2			2222
1005	3	1005	0	376	3	3			3333

File Name: GHA SUPPLIER 2.pdf

GHA SOLUTIONS LTD

Page 1 of 1

AP Automation Dashboard Preview

Filters

Document ID: 1005
 Supplier: [Search]
 Errors Only
 Show On Hold
 Approver Comments: [Text Area]

Creation Date From: day/month/year
 Creation Date To: day/month/year
 Retrieve...
 Comments For Approver: [Text Area]

Approve
 Reject...
 Approved By: [Dropdown]
 On: [Dropdown]

Invoices Override Match

Document ID	Group	Invoice Num	Supplier ID	Status	MatchType	MatchStatus	Ref PONum	PO	Invoice Am...	Net Amount	Tax Amount
1005	R240617	1005	GHA2	Processed	PO and Receipt	Manual Override	376	0	12,360,000	10,300,000	2,060,000

Invoice Lines

Documen...	Doc Line	Invoice Num	Invoice Line	Ref PO Num	RefPOLine	Ref
1005	1	1005	0	376	1	
1005	2	1005	0	376	2	
1005	3	1005	0	376	3	

Scanned Lines

Documen...	Doc Line	Invoice Num	Invoice Line	Ref PO Num	RefPOLine	Ref
1005	1	1005	0	376	1	
1005	2	1005	0	376	2	
1005	3	1005	0	376	3	

File Name: GHA SUPPLIER 2.pdf

GHA SOLUTIONS LTD

Page 1 of 1

- Approval dashboard allows user to review feedback and comments from finance administrators
- Feedback can be passed back to finance team
- Matched data and scanned data all visible in one place with the ability to override and pass back to finance team

Feature List

Current functionality includes the following:

- Process PDF, XML and TIFF files simply by forwarding to a email address
- Automated attachments
- Powerful REST API connectivity
- Supplier part number capable
- Drop shipment functionality
- Perfect match based on PO, part number and quantity
- User override match functionality
- Approval functionality allowing allocation to users based on unknown discrepancies based on value hierarchy
- Monthly subscription for as many invoices as required
- Consolidate PO processing
- Monthly SaaS offering
- Turnkey solution with training as part of initial supplier setup costs





There's More

This is just one of the many enhancements GHA provide to maximise your Kinetic ERP potential.

Contact us for more information.

The Tangent Business Hub
Weighbridge Road,
Shirebrook, Mansfield,
Derbyshire, NG20 8RX

+44 (0) 1908 465 670
info@ghasolutions.co.uk
www.ghasolutions.co.uk



Excellence in ERP

