



**DO  
THIS!**

**NOT  
THAT!**

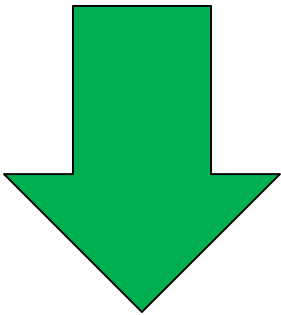
Improve  
Your  
**ROI!**

SPEAKER: ARNOLD LEAP WITH MARK BROUSSEAU



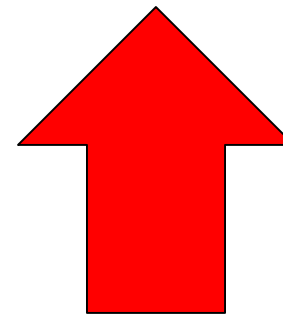
- 15-year track record in financial automation
- On-demand AP, AR and payments solutions
  - Vendor self-service portal
  - Electronic invoice processing
  - Workflow and dispute management
  - ePayment services
  - Early payment alternatives
  - Reporting and analytics
- More than 100,000 companies use our solutions across 100 countries, 35 currencies, 17 languages
- SAP Certified
- PCI Compliant Payment Gateway

## DO THIS!



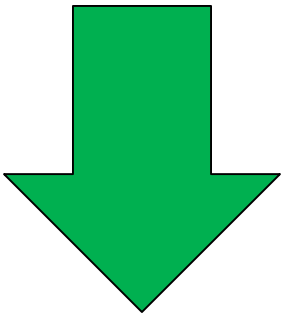
Line up early senior-level support from treasury and purchasing.

Go it alone.



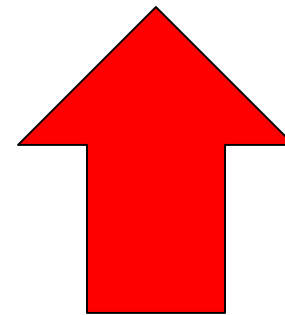
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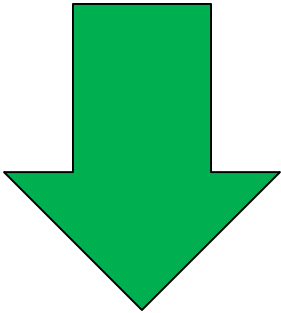
Remember: no one knows your organization's AP processes better than you.

Believe everything consultants say.



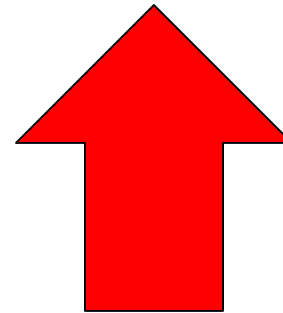
## NOT THAT!

## DO THIS!



Don't be afraid  
to "think outside  
your box."

Resist  
change.



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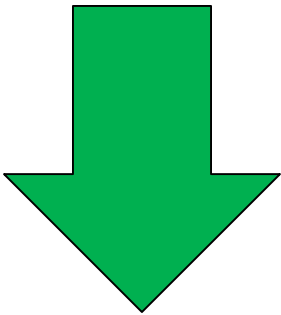
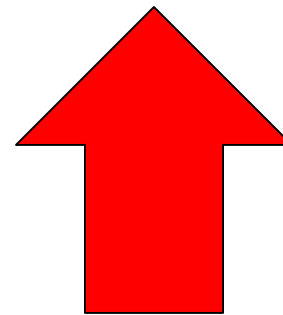


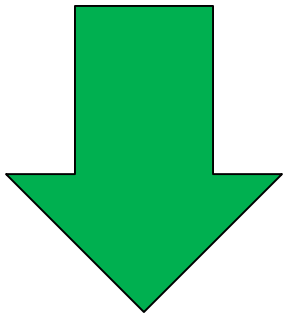
Diagram your process flows as simply and succinctly as possible.

Overcomplicate things.



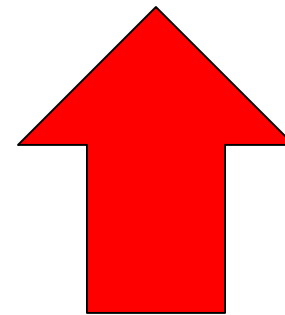
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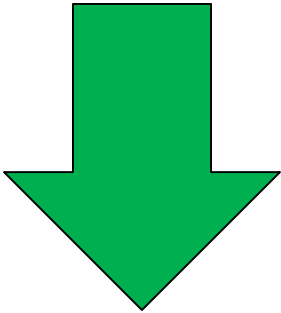
Use automation as an opportunity to review how you do things in AP.

Automate all of your existing processes.



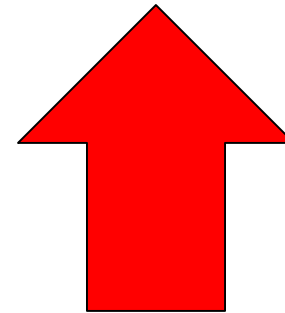
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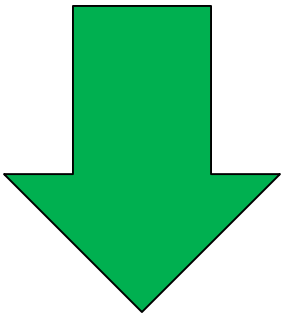
Test, test, test!  
Ask vendors  
whether they will  
do a proof of  
concept.

Assume a  
vendor's demo will  
translate to your  
environment.



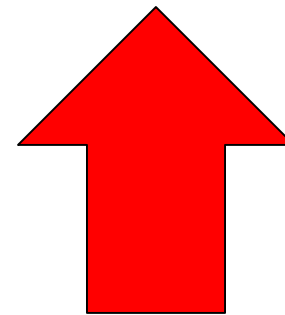
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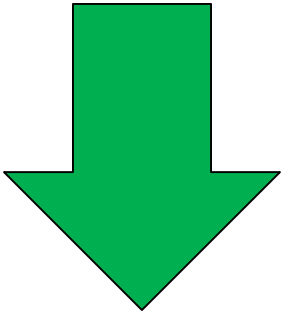
Make sure your solution's security tools are functional, practical and adaptive.

Believing everything IT says.



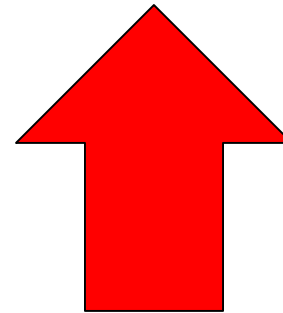
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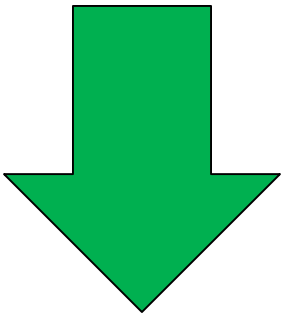
Use a phased  
implementation  
approach.

Go for the  
“Big Bang.”



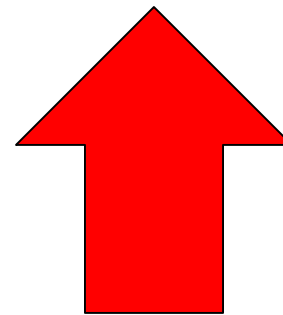
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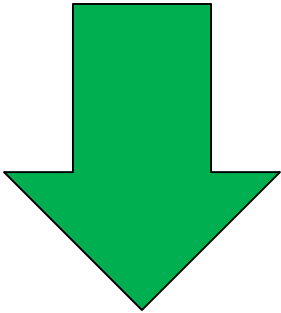
Involve your IT staff early in the automation process.

Wait until you begin rolling out your solution.



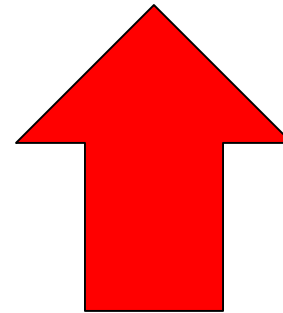
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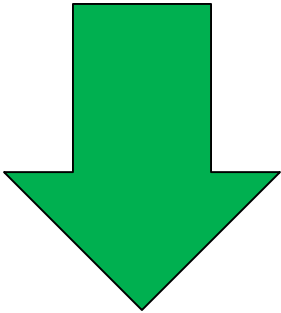
Review your  
supplier master  
long before  
rolling out your  
solution.

Assume your  
supplier  
master list is  
“clean.”



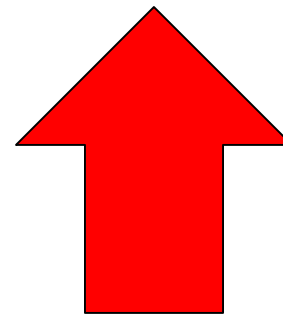
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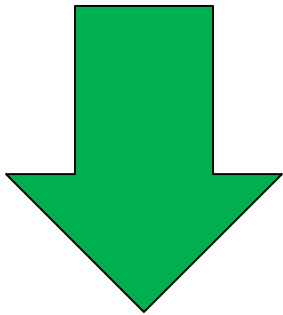
Establish a  
supplier  
adoption  
committee with  
weekly KPI's.

Let the chips  
fall where  
they may.



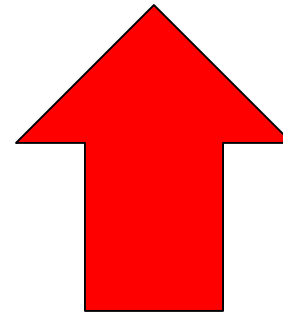
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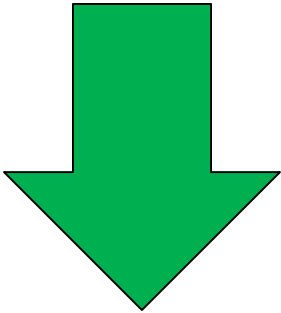
Emphasize to your trading partners how e-invoicing will benefit **them**.

Tell them how much money **you'll** save.



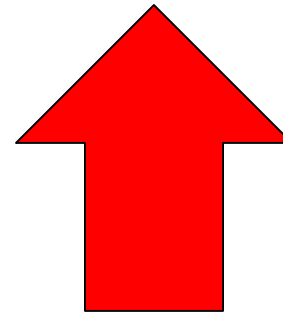
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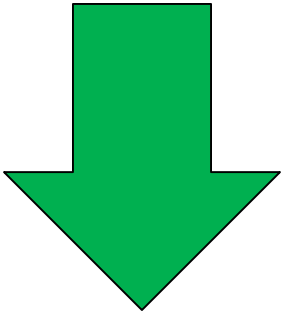
Offer suppliers options for sending invoices to you electronically.

Force them to join another supplier network.



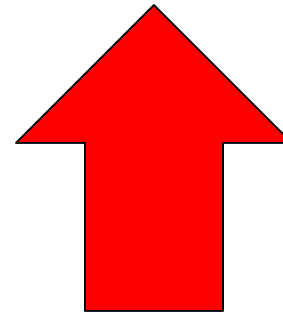
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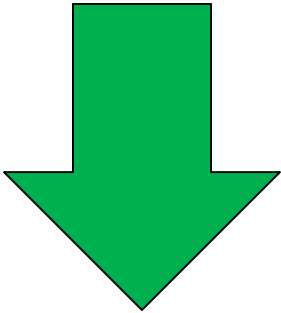
Perform supplier  
segmentation  
analysis for an on-  
boarding campaign.

Treat all of your  
suppliers the  
same.



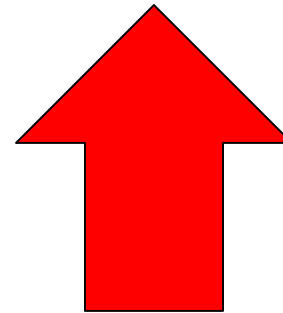
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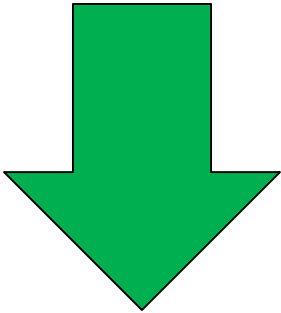
Consider mandating e-invoicing for all new supplier relationships and renewals.

Wimp out.



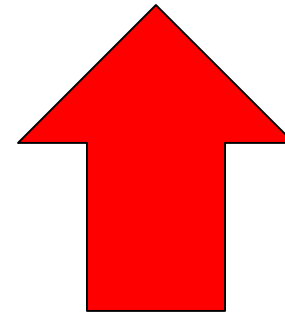
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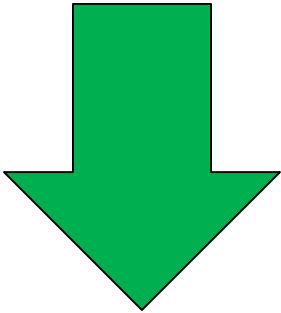
Negotiate payment terms as part of your e-invoicing initiative.

Lose site of payment terms.



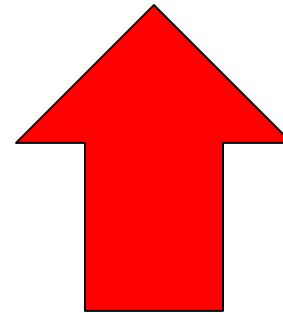
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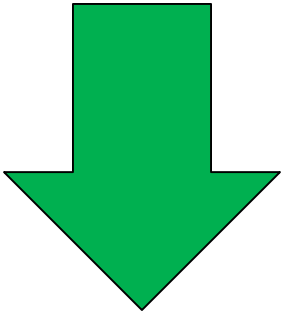
Don't under-estimate opportunities with large-ticket p-card transactions.

Assume p-cards are only for low-dollar transactions.



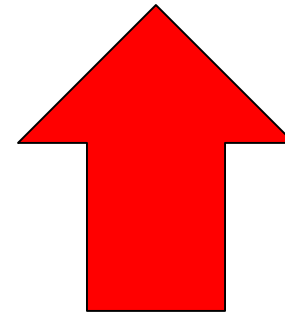
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Understand the unique attributes and processes related to each payment type.

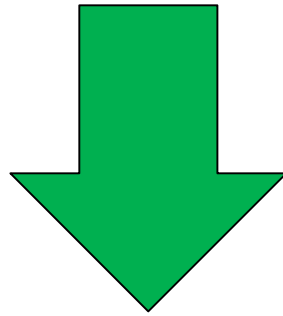
Treat all payments the same.



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# Thank You!

