



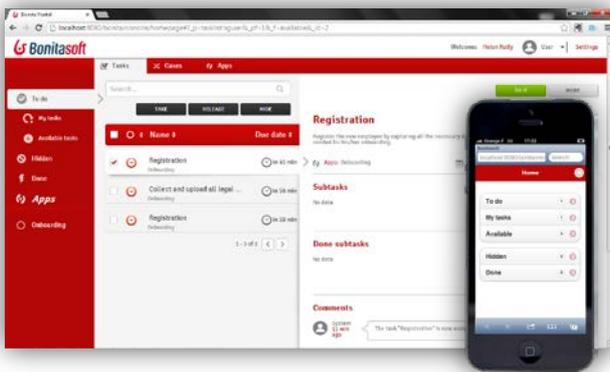
PROCURE-TO-PAY PROCESS

Be efficient.

- Access a centralized, flexible list of approved vendors
- Check invoices against PO's and deliveries against invoices
- Use a simple master process with modifiable sub-processes
- Keep on top of your purchasing process with progress information, and see a clear audit trail

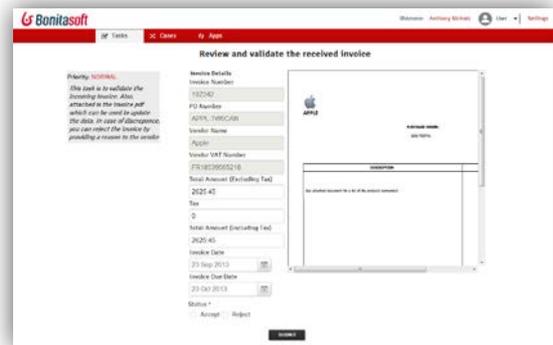
When you are deluged with invoices, all needing to be logged, checked, validated, and paid...how do you confirm that each invoice matches what was delivered? How do you match them to their corresponding orders? And how do you assure that every order was actually placed by someone authorized to do so?

Flexible and mobile-enabled validation



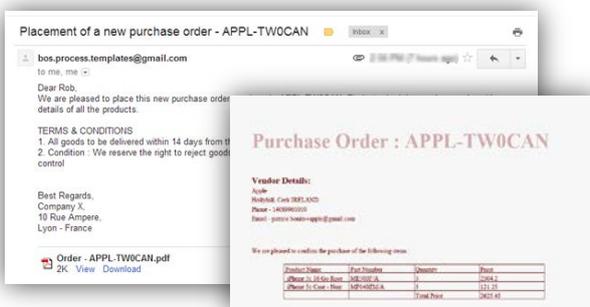
Mobility is a necessity for managers. Critical purchases aren't held up – they can be validated anytime, anywhere.

Scanned invoice management



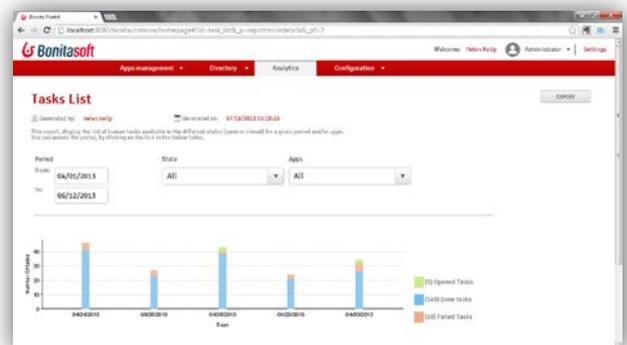
Manage data from scanned invoices and automatically validate them. Manual completion is still available for incomplete scans.

Generate official PO's automatically



Generate PDF purchase orders automatically and send them via email. And you can even print them, if your providers are stuck in "paper mode!"

Monitor your process, be efficient



The process monitoring features embedded with Bonita BPM let you track every step of the procurement process. Identify and remove bottlenecks.

Process templates – easy to start, easy to extend

A process template is a pre-built, optimized business solution, modeled using BPM best practices to accelerate your project and reduce the time to implement.

- Download it from the Bonitasoft Customer Portal and import it directly into Bonita BPM Studio.
- Start with the template, and customize it to your specific needs. All the source code is provided.
- Access to all process templates comes with Bonita BPM *Efficiency* and *Performance* Subscriptions.

The Procure-to-Pay process template

The *Procure-To-Pay* process template follows a classic procurement process:

- An employee requests a purchase order.
- This order is approved by both his manager and a PO approver.
- A PDF version of the purchase order is automatically sent to the vendor.
- When the goods are received, the system is waiting for the invoice.
- An administrator can upload the scanned invoices, which are automatically linked with PO's.
- At the end of the process, the Finance department sends a payment to the vendor.



Other process templates



Employee Leave Management

Approve and manage requests for time off, insure clear communication about absences, and maintain business continuity when employees are away.



360 Customer Support

Manage your customer support along with the growing use of mobile services, changing user habits, and the wide variety of information systems in use today.



Onboarding

Bring value to the entire business through HR process automation. Align your onboarding process with the corporate strategy of reducing costs through increased efficiency!

bonitasoft.com

Bonitasoft is the leading provider of open source business process management (BPM) software. Created in 2009 by the founders of the original Bonita project, Bonitasoft is democratizing the use of BPM in companies of all sizes with an intuitive and powerful solution at an optimum cost.

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