

Web-based System for Streamlining AP

DocuPeak provides a robust document management solution that can manage even the most complex payables business processes.

Store all Related Documents

Beyond supporting a multipart process for payables management, the DocuPeak platform is a repository for storing all related documents as well including:

- Bills
- Invoices
- Payments
- Item Receipts
- Credit Card Statements
- Contracts/Agreements
- Insurance Certificates
- (etc.)

Roles to Match Your Process

DocuPeak makes it easy to setup roles and role groups that define users and how they interact with the AP workflow. These roles can be departmental (e.g. "AP—IT") or they can be functional (e.g. "Departmental Approver").

These roles are then used for assignments, as well as to create custom views, security, and visibility models specific to particular business functions.

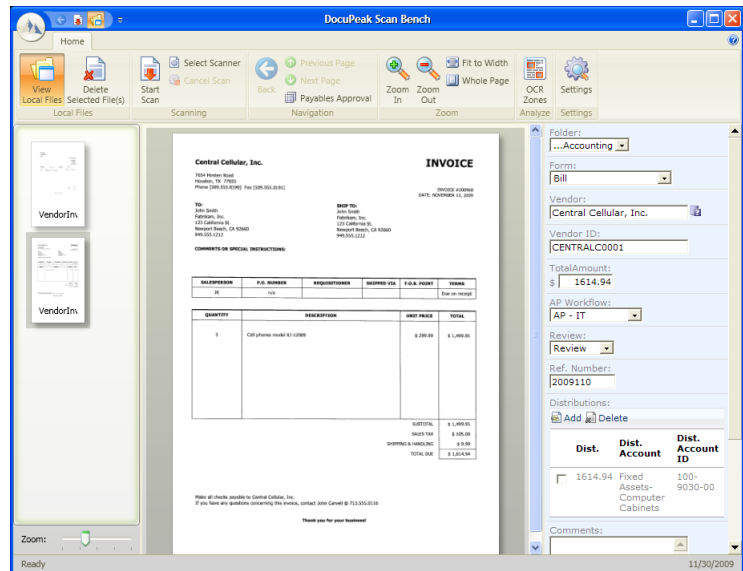
Role Group: AP Workflow - Step Roles		
Edit	Delete	Role Name
		AP - Accounting
		AP - IT
		AP - Marketing
		AP - Scanning

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Create Paperless AP Processes with DocuPeak

Using DocuPeak general accounting processes and AP, any organization can have distributed, Web-based payables document management solutions that:

- Capture payables documents (i.e. bills, invoices, etc.) in nearly any content format—paper or electronic.
- Provide roles for accounting, departmental approval users, and clerks or scan operators.
- Provide customized user-views that interact with a document throughout the approval workflow.
- Integrate all documents to the associated transaction within an existing accounting system for built-in lookup and viewing, as well as synchronization of key document data.



Capturing Payables Documents

DocuPeak supports numerous methods for capturing payables documents and data. Following are several examples of DocuPeak capture technology:

- Log into DocuPeak via a web browser and add documents using the "Add" button.
- Scan in paper documents using **DocuPeak Scan Bench** remote scanning software.
- Use DocuPeak's "zonal" Optical Character Recognition (OCR) to read key index data fields from scanned documents.
- Connect to DocuPeak from your desktop (using "Web folders") and drag and drop files.
- External business systems can add documents via DocuPeak Web Services (SOA).
- Automated e-mail import— by providing vendors with an e-mail address to submit invoices.

Benefits of DocuPeak in AP

- Saves your business time and money by streamlining AP processes into an electronic, paperless workflow.
- Increases staff productivity and accountability during payables process.
- Allows management to oversee the entire workflow process.
- Stores the full history of your payables process, from invoice entry to approval and final payment.
- DocuPeak is a Rapid BPM Application *platform* that is point-and-click configurable. Beyond AP, it can be extended into other accounting or departmental business processes.

SaaS or On-Premise

DocuPeak applications can be delivered as a service, hosted in Webiplex's ultra-secure data centers, or installed on-premise. You can even start with hosted services, and later move to on-premise, or vice versa.

Webiplex Professional Services

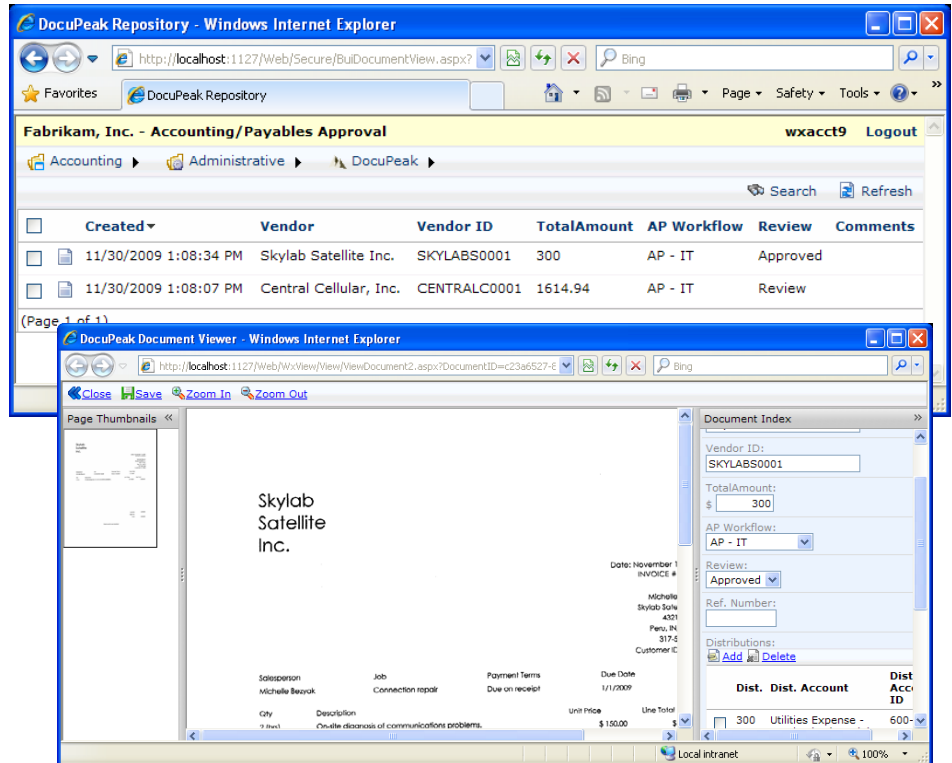
Webiplex uses, and recommends, a phased, iterative implementation model:

- **Entity Analysis:** Business data and document relationships and requirements analysis.
- **Process Analysis:** A review of the constituents (i.e. users) and their relationships.
- **Integration Analysis:** Which existing or other systems must be integrated.
- **Iteration:** Frequent reviews with client during design and implementation.



Assigning Payables to a Departmental AP Approver

DocuPeak has nearly an unlimited number of ways to route and workflow AP and accounting documents to the appropriate users by role. These include manual distribution of documents by an AP manager, to sophisticated OCR and database lookups based upon the index information for document. Best of all, the users approving the payable need only use a Web browser to review their approval queue, assign distributions, and approve payables.



About Us

Webiplex was founded in 2006 to provide the most advanced rapid application development platform that is entirely Web based. Our core technology is document management and business process automation. Our platform delivers decades of process knowledge to our customers. Through the application tree technology of DocuPeak, we aim to serve our customers beyond just a single installed application. We aim to provide a solution whose ROI continues to grow the more it is used.

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