

Making Paper Simple™

NO HARDWARE
NO SOFTWARE
NO CAPITAL INVESTMENT
AND THE RISK IS ON US.

AP CAPTURE

CAPTURE THAT MAKES WORKFLOW WORK

FACILITATING WORKFLOWS

Imagine having capture services that not only feed your AP workflows, but actually help to establish and create them with data that is perfected pre-workflow. Scan One's AP-specific best practices and business process engine deliver guaranteed 99.5% accuracy, and next day turnaround via our modular cosourced approach, with immediate savings. AP Capture services are designed for AP automation – our workflow, your workflow or their workflow. AP Capture is a module of the TransAct AP suite of services.

AP CAPTURE

Scan One has been providing flexible, modular, cosourced capture services since 1994, and is quite simply the most experienced and advanced in providing AP-specific capture services at the highest accuracy levels. Detailed, documented best practices (based on years of real-world experience and research) function as a baseline for all TransAct AP projects, and are customized for each client's particular needs. AP Capture services include standardized best practices for items such as (but not limited to) PO box management, mail sorting, document classification, envelope boundaries, scanning, header and line item data capture, and business rules such as vendor name/number and business unit resolution. Examples of our unique process include rules for handling specific document types and invoice elements - statements, credit memos, monetary loop, duplicate invoices, past due invoices, surcharges, progressive billings, and more.

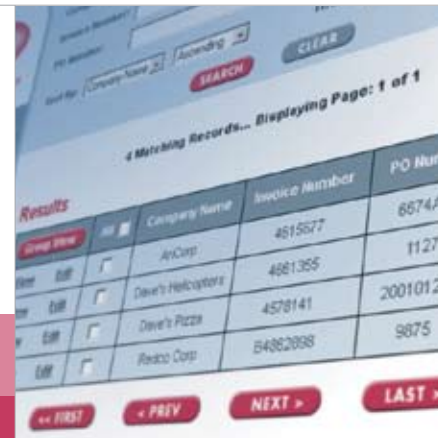
Pre-workflow exceptions processing (non-invoices, structural issues, bad data, etc.) means problems are handled before data enters the workflow. Remote fax/email capture allows users to send documents from remote locations. Online forms (invoices and T+Es) allows small vendors to enter invoice data immediately, and employees to enter expense reports from the field (with receipts). Processes are intensely managed, meticulously tracked, and designed to handle the particular requirements of AP workflows. This intense AP focus ultimately means greater efficiency, cost savings, customer control, and quality.

SCAN ONE

Scan One offers a valuable collection of innovative web-enabled solutions and capture services that automate paper-intensive business transactions. Scanning, data capture, and automated workflow services are delivered through the TransAct solution suite. With a deeply integrated culture of privacy, a combination of people, processes, and technology, and over twenty years of experience, Scan One has earned their customer's trust and confidence in handling critical documents and data. Scan One eases the challenge of paper tasks, expedites vital decisions, and transforms business processes.

SCAN ONE

A CORVEL COMPANY



Results

Invoice Number	PO Number
4615677	6674
4681355	1127
4578141	2001012
54862098	9875

Navigation: FIRST, PREV, NEXT, LAST

WE ARE DIFFERENT, BETTER

Exclusive application-specific capture
Capture designed to facilitate workflows
Economy of skill and scale
Over 1,200 ASP customers, with CorVel
Over 80,000 transactions and 20 million keystrokes per day
Modular, flexible components
99.5% SLA accuracy and next-day turnaround
Twice annual SAS-70, Type II Audits
SOX compliant
HIPAA culture
World-class technology... of course
Risk-free

AP CAPTURE HIGHLIGHTS

Centralized capture streamlines processes, reduces cost
Reduces manual data entry of AP data
Centralized mail room services; PO box management, vendor transition services
Image capture/scanning; over 300,000 images per day, capable of more
Document classification; original context maintained
Data capture/data entry; highly efficient extraction from unstructured AP documents
Business process engine; rules-based data capture and validations for high accuracy
Secure, disconnected data transfer
Accurate output of data/images means efficient workflow processing
Process management; over 1,000 daily deadlines tracked per day
Remote capture via fax, email, online allows flexibility and convenience
Online exceptions processing
Online requisition, invoice, and T+E forms submission

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