

Document & Content Management for Expense Management

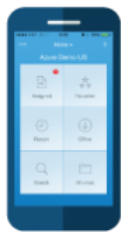
Element3 Solutions have partnered with World Class technology providers to give our customers access to best of breed technology systems, enabling turn-key, highly effective business software solutions.

M-Files®

Capturing, processing any paying expenses throughout a fast paced and mobile workforce can be challenging. An unmanaged environment can not only generate frustrations and additional work, but also incur unnecessary cost to the business.

M-Files Expense Management gives your employees the tools and flexibility they need to easily capture and submit their expenses anywhere, anytime, resulting in more accurate and more timely processing that is a win-win for all.

BENEFITS OF M-FILES EXPENSE MANAGEMENT



MOBILITY AND ACCESSIBILITY

Easily captures expense receipts where and when they happen. Whether connected to the network or not, M-Files Expense management will synchronise back to the sever when available. Rapid data population makes expense capture a breeze. No scanners required.



AUTOMATION AND CONTROL

Inbound expenses arrive already collated and grouped by the submitted person, ready for submission. Periodic batching or batch submission allows for efficient request for reimbursement and validation prior to the finance or accounts department processing any payments.



RECONCILIATION AND NOTIFICATIONS

Automatic reconciliation against bank or finance institution credit card statements cut hours out of manual reconciliation tasks. Instantly identify missing receipts. Automatic notifications remind individuals of the missing items and appropriate deadlines, further reducing the time spend chasing missing information prior to deadlines.

6 WAYS ELEMENT3 CAN HELP YOUR EXPENSE MANAGEMENT NEEDS

Mobile Capture

Capture receipts at the point of purchase, simply from your mobile phone or tablet. No scanner required.

Offline Operation

No need to be connected to either the internet or your corporate network. All expenses are captured and stored on the mobile device and then automatically synchronised when the network becomes accessible.

Rapid Data Filling

M-Files expense management will prompt for known data, making the receipt submission process as easy and quick as possible. Combining the mobile app and the desktop app gives users absolute control to their preferred methods.

Reconciliation, Accuracy & Visibility

Automatic reconciliation of Expense receipts against a bank or credit card statement saves hours or days from the traditional manual matching process. Instantly identify missing receipts or incorrectly requested amounts.

Automatic Notifications & Reminders

Automate the notification to employees that there is missing information, or that payment processing dates are approaching, further saving lengthy time in your processing team.

Integration

Integrate the captured and reconciled data into any of your internal systems such as finance packages or banking system that make the payments.

Element3
SOLUTIONS