

Top 5 Ways to Improve Your Bottom Line with Concur Invoice Reporting



The pace of business innovation is moving faster than ever. However, one area that has taken longer to transform than most is vendor invoicing. Businesses are starting to realize the need to digitize and modernize accounts payable can no longer be overlooked.



4X

as much money to process an invoice without automation.¹



49%

of AP departments say more than half of invoices are not tied to a PO.²



\$44K

in annual savings with an automated invoice management system.³

As the finance function evolves in aerospace, defense, and government contracting, so does the need for advanced reporting and intelligence. Fortunately, you can use data from SAP® Concur® solutions to help make the most informed decisions for your organization.

Here are five tips to use invoice reporting to improve your bottom line:

1

Maintain a higher level of control over spend before it's spent

Using Intelligence and Concur Invoice, you can view the **Purchase Orders and Associated Payment Requests** report to keep a closer eye on purchase requests and payments so you can track what's pending, spent, or needs attention. More control means more peace of mind.

2

Lower invoice processing time with transparency into exceptions

Not every invoice will be cut and dry. Use the **Summary by Processor** report to gain visibility into any roadblocks your processors are running into. By considering exceptions and policies, you'll gain a better understanding of what helps reduce invoice processing times.

3

Stay curious to spot potential savings

Your **Top Vendor Spend Summary** will show you where most of your organization's money is going – and to whom. Bring these numbers up with your procurement team to determine opportunity for potential discounts or contracted rates based on consistent spending and relationships with these suppliers.

4

Leverage custom reporting to gain valuable insights to improve decision making

Get guidance from a reporting specialist with **Consultative Intelligence** — a service that provides report creation and analytic expertise you need to fully leverage your spend data, and transform it into actionable insights. Your reporting specialist can help you get the most out of your data.

5

Save time with automatic eBlast reports

In conjunction with **Consultative Intelligence**, have your custom reports automatically run and sent to you via email on a regular cadence to save you time and give you peace of mind, and save staff valuable time.

Concur Invoice is a one-stop shop for collecting, submitting, approving, and paying vendor invoices. With our platform, you can say goodbye to late payment fees and put that money towards improving your business. We automate the tedious tasks of capturing data, so you don't have to worry about storing paper invoices or manually entering information. And the best part? Our powerful analytics and flexible invoice handling give you improved control over your spending and give a clear view of your cash flow — helping you make more informed decisions.



Ready to speed up your reimbursement process and identify bottlenecks? Visit us [online](#) or [listen to our podcast](#) to learn more.

Sources:

^{1,2} How Automation Reduces the Cost of Invoice Processing and Disbursements, IOFM 2023

³ Travel, Expense, and Vendor Invoice Management Study, Analysys Mason 2022