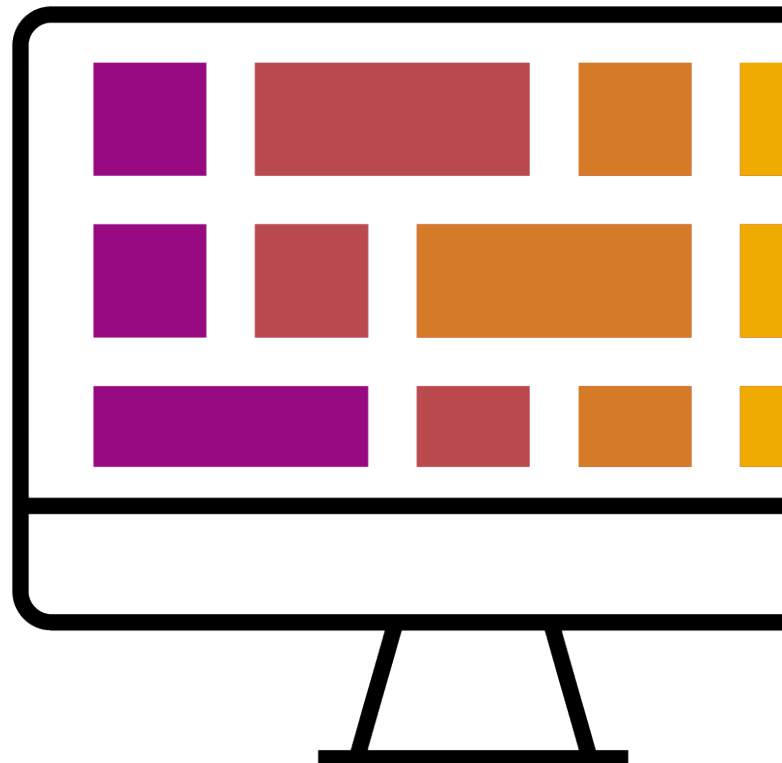Brochure | Higher Education

Four Costs Hiding in Accounts Payable

How Your Institution's Bills Cost More Than the Amount Due

THE BEST RUN **SAP**

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It's Time to See AP Differently

How much different can accounts payable (AP) really be? That's up to you. Your accounts payable (AP) staff shouldn't have to manually enter data, chase emails, and scan paper.

It's time to move away from the:

- Stacks of paper that pile on your desk
- Persistent emails, seeking invoice approval
- Late nights spent at the office during the months close

Often times, employees at your university overlook the importance of reputation for an institution. But your vendors don't. It's time to see AP differently.
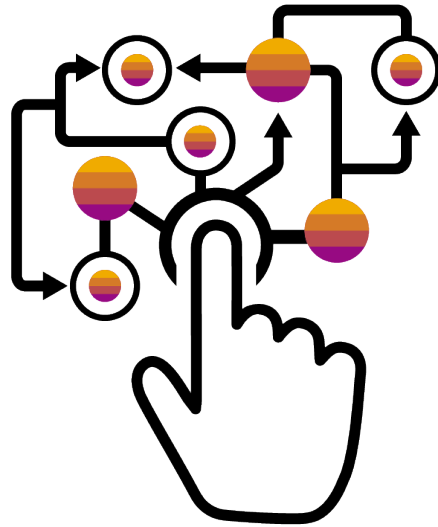
1

Poor User Experience

You begin another day in your school's AP Department. You sit down at your desk, log into your computer, and open all of the screens needed to pay the bills. You think:

- Why are there so many screens?

- Why do they all look like something out of the '90s?

- This is just how back-office systems work, right?

Think again. Instead, your team should expect: **a single, easy-to-use system with everything you need in one place.**

2

Check Runs

Many AP professionals organize their week around check runs.

You can't just cut checks whenever and however you want, right? That's a major financial control issue.

Your AP team shouldn't even have to handle the check runs – there are payment providers who will handle that, and pay you to let them do it.

Instead, their week should be **organized around vendor discounts**.
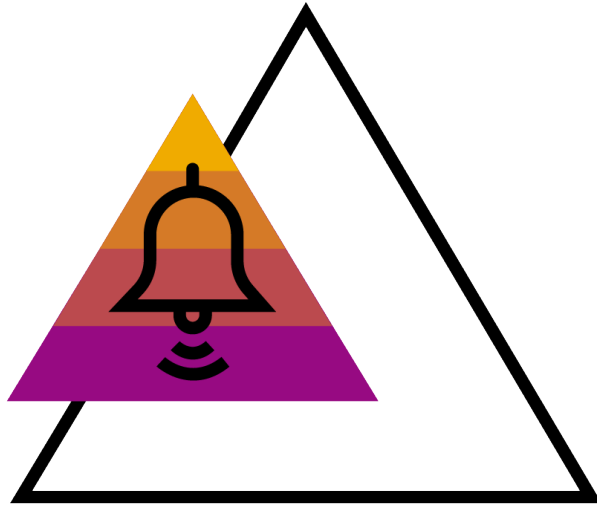
3

Payment Status Updates

Your desk phone buzzes. It's one of your vendors, asking you to look up the status of an invoice payment. They sent you an email, but it's close to being due, so you have to track it down and call them back.

Your AP staff has better things to do than track down the status of checks.

Instead, your AP team should have **visibility to see where every invoice is in the workflow and automatically receive reminders on its status**.
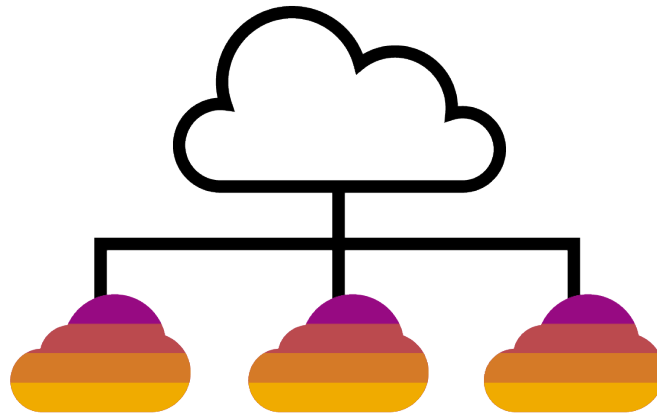
4

IT Integrations

Invoice bills can cross multiple systems before getting paid. Then you have to maintain each integration, and possibly even pay for digital storage each year. Then, when it does come time to make some process changes, it usually requires a big planning session with IT.

While workflow changes should definitely require business approvals, **technical changes should be more of drag-and-drop, rather than a rewire of the whole system**.

How is Concur Invoice Different?

Paying your bills on time is our top priority. Concur® Invoice helps make the AP process simple, clear, and timely, so your AP team has the visibility and data they need to save money with vendors. The focus, essentially, is on your outcome – not trying to keep up with the system. It's for this reason our customers enjoy more fullfing jobs, empowering their AP teams to contribute more strategically. Here's how it works:
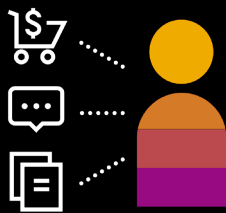
You're the Boss
SAP® Concur® solutions does the monotonous work for you. Our platform pulls together all the invoice data into one place, so you can route it, approve it, and get it paid.

No More Paper
Eliminate the paper and deliver all of the data needed for processing inside the system. SAP Concur solutions scan and verify invoices using Optimal Character Recognition (OCR) technology, so you don't have to.

Optimize Payments
Pay your vendors early to grab available discounts, or just in time to stretch your organization's use of cash; pay them strategically, and on your own schedule, to increase buying power and the ability to better negotiate.

Knowledge is Power
No more lost, late, or duplicate invoices. With our powerful reporting engine, audit trails, and curated workflows, you'll have all the data you need to make strategic recommendations.

What's Next?

1. Schedule a discovery call

[Talk to an expert to learn more](#) about how an automated invoice solution can work for your institution. It's just a short call to discuss how things work in your world, and whether or not we can help.

2. Get a free demo

See how things could work, so you know what life could look like with an automated invoice platform, such as SAP Concur solutions.

3. Deploy an automated solution

Our team of implementation experts will guide you through the set-up process without a major commitment from your IT department and institution.

Learn More

[Check out these resources](#) to see how Higher Education institutions are simplifying their AP process – and how that's helping them serve students, faculty and staff more efficiently.

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