

Concur® Invoice for K-12 Schools

Is Your Current Accounts Payable Process Truly Automated?



Table of Contents

-
- 3 Is Your Current Accounts Payable Process Truly Automated?**

 - 4 Capture More Positive Moments with Connected AP Automation**

 - 5 The Advantages of Fully Automating Invoice Processing**

 - 6 Make Your School District Run Better with SAP Concur Solutions**

 - 7 Take Invoice Management to the Next Level**

 - 8 Why 49,000 Customers and 77M End Users Choose SAP Concur Solutions**

 - 9 Future-Proof Your Spend Management with SAP Concur Solutions**

Is Your Current Accounts Payable Process Truly Automated?

K-12 school districts have been faced with tough challenges the past few years. Remote learning, staff shortages, financial shortfalls, navigating a new but not improved economic reality. Add pressures from suppliers — and pressure to fast-track the modernization of financial software — and efficient vendor management becomes harder than ever. While there's no shortage of obstacles to overcome, there is reason to be optimistic if view each challenge as an opportunity to better the lives of your staff and students alike.

Accounts payable (AP) is often the last finance function to be automated, after payroll and expense management – leaving behind countless opportunities to increase efficiency and optimize performance. Your finance team can balance higher transaction volumes, new vendors, and new payment types with deadlines and cost control if they automate AP tasks. The answer is a truly automated invoice management solution to automate AP.

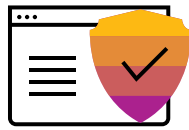
What Does Truly Automated AP Look Like?

When your invoice processing is fully automated, you can minimize frustrating moments spent chasing paper and replace them with moments of simplicity and efficiency – so your staff can focus their time on more strategic work.



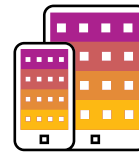
Automate Intake

Invoices received are immediately scanned by machine learning assisted optical character recognition (OCR) technology validated by humans to ensure accuracy.



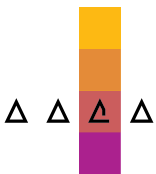
Eliminate Manual Tasks

Everything from approvals to two- and three-way matching to payments is automated.



Connect Your Data

AP data can be fully integrated with the ecosystem of apps and partners.



Reduce Errors

With fewer manual touches, there are fewer manual errors.



Gain Visibility

Reports are readily available to the people that need them and show a more accurate picture of spending and cash flow.



Gain Efficiency

People are free to focus on taking advantage of the moments that make your school run better.

Capture More Positive Moments with Connected AP Automation

Optimized cash flow, more accurate forecasting, reduced costs, and more satisfied staff are just part of the upside of fully automated invoice processes. Without it, you may be incurring late charges, risking fraud, and leaving your staff frustrated by tedious manual work.

Top Accounts Payable Challenges



Manual Errors

Manual workflows lead to problems like paying duplicate invoices. Automation reduces human errors and frees staff from being bogged down in tedious tasks.



Payment Delays

Slow manual processes can result in missing payment deadlines. Faster processing allows for more timely payments and less risk of compliance violations.



Cash Flow

It's difficult to get updates on payment status without up-to-date reports. Wouldn't it be nice to estimate supplier invoice liabilities at any given time?

For organizations worldwide not using a dedicated T&E and/or invoice management automation software:

31%

consider duplicate invoices to be the biggest time and financial challenge.¹

46%

consider manual expense and invoice management workflows to be the biggest employee experience-related challenges.²

43%

consider lack of visibility into cash flow and company spending to be the biggest strategic business shortcomings.³

Estimated savings from using an automated invoice solution:

\$44K

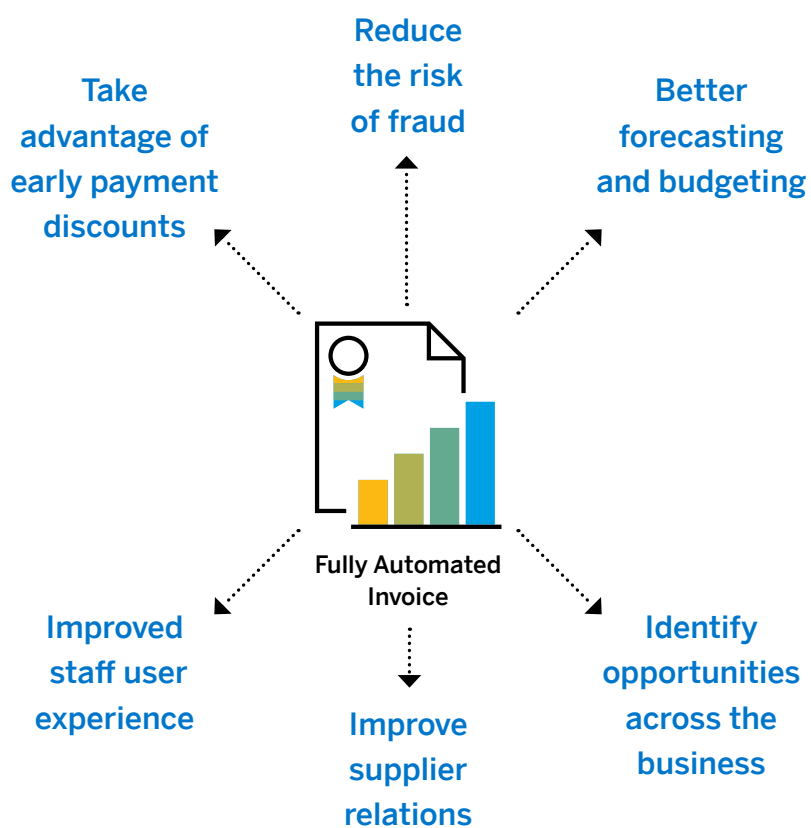
on average, in annual cost savings.⁴

122 hours

saved weekly per finance or accounting team.⁵

The Advantages of Fully Automated Invoice Processing

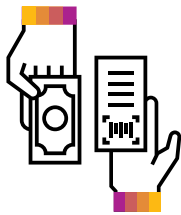
On the surface, automating supplier invoice processing has obvious benefits, from faster payments to fewer errors and better forecasting. Below the surface, however, there is even more to gain.





Make Your School District Run Better with SAP Concur Solutions

A solution with the right mix of features can make the difference in giving people more time and better information to do their best work. With SAP® Concur® invoice management solutions, get a scalable way to manage vendor invoices that integrates seamlessly with Concur Expense, Concur Travel, and our continually growing ecosystem of partners and software integrations.



Empower Your Organization with Data

Track cash flow through your organization over time and accelerate decisions that directly support your mission.



Control Spend and Maximize Profitability

When you can see more, you can do more to find the little efficiencies that make your school district run better.



Increase Efficiency and Optimize Performance

Automated notifications alert finance/accounting managers to possible compliance issues so they're better prepared for audits.



Drive Sustainable Growth

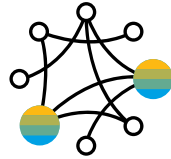
Give your staff the time to do the important work they were trained for and the flexibility to grow with new opportunities.

Take Invoice Management to the Next Level



Resolve Invoices, Purchase Orders, and Receivables

Purchase order (PO) matching protects your business from being overcharged. Automatic two- and three-way matching means invoices aren't overlooked, and your team can easily find and resolve discrepancies.



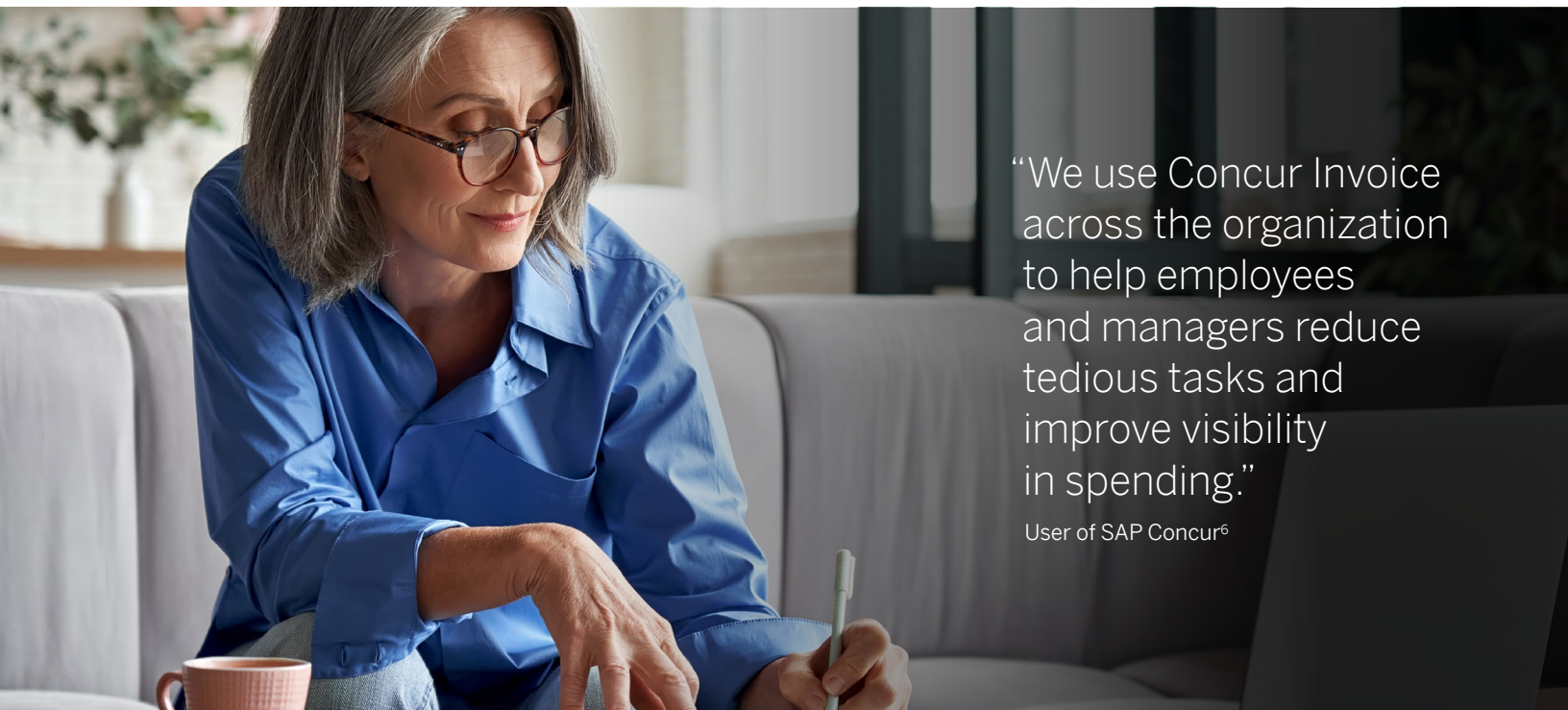
Extend What Your Invoice Management Solution Can Do

Concur Invoice integrates with many ERP or accounting systems and connects with solutions from other vendors across the procure-to-pay lifecycle. Find other ways to integrate and connect with partners, apps, and services in the SAP Concur App Center.



Flexibility On the Go

Faculty and staff will appreciate the easy-to-use web-based and mobile applications. Allow them to do more, with less effort, wherever they might be.



“We use Concur Invoice across the organization to help employees and managers reduce tedious tasks and improve visibility in spending.”

User of SAP Concur⁶



Why 49,000 Customers and 77M End Users Choose SAP Concur Solutions

For over 25 years, SAP Concur has found innovative ways to overcome the challenges and address the barriers that public and commercial organizations face. We're trusted to help eliminate the guesswork and tailor a solution around industry best practices – one that's secure, connected, and transparent – all while ensuring the proper management of staff spending

Quick Facts⁷

+49,000 customers



Concur Invoice was named the G2 Grid[®] Leader for Invoice Management, Winter 2023.



More than 77M end users book travel and/or process expenses with SAP Concur solutions



The SAP Concur mobile app has a 4.8 iOS App Store rating

Future-Proof Your Spend Management with SAP Concur Solutions

Each twist and turn in today's business environment is a moment of opportunity to do things better. With SAP Concur solutions, you'll move beyond yesterday's tedious tasks to keep your school district running at its best every day. Whether you are new to automating your spending processes or are considering extending your existing SAP Concur solution to include AP automation, we can show you what's possible. Learn more at concur.com or the [SAP Concur blog](#).

Sources:

- 1–5. Analysys Mason 2022, Travel, Expense, and Vendor Invoice Management Study
6. ["SAP Concur Reviews", TrustRadius, 2021.](#)
7. Quick Facts as of October-December 2021 unless otherwise noted.

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