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Compleat P2P

Purchase order automation





Contents

Foreword	3
What does Compleat P2P do?	4
Purchase order requests	4
ERP Purchase Order integration	4
Approval workflows	4
PO generation & receipting	5
Invoice capture & process	5
Why do you need Compleat P2P?	6

**Empowering businesses to
achieve the extraordinary.**





Foreword

Adding Compleat P2P to our Compleat [Invoice Capture & AP automation](#) modules saves our customers even more time as well as reducing the cost of what they buy.

Compleat P2P transforms the purchasing experience for everyone, both inside & outside of the finance department.

- Increasing productivity for everyone involved
- Providing total visibility & control over all spend before an order is placed
- Simplifying the accounts payable function further to save even more time
- Providing full commitment / accrual accounting for accurate cashflow forecasting & faster month end closes
- Helping you to reduce the costs on everything you buy

Compleat P2P (purchase to pay) extends our Compleat Invoice Capture & AP automation functionality (tightly integrated into your existing ERP software) to provide total visibility & control over spend before it takes place with full workflow approvals, PLUS integrated online buying from your preferred vendor websites to revolutionize the entire purchasing process for finance, budget holders & procurement.

Compleat P2P delivers our customers with a single, holistic, real-time view of every vendor, all current & historic purchasing transactions, & the exact status of budget availability to improve financial management & spend control.

Compleat P2P - simply a better & more productive way of working





What does Compleat P2P do?

We digitize the entire purchasing experience for the whole business to save everyone time & save the business money.

Purchase order requests (requisitions) with our unique Integrated Online Buying experience

- Fast & easy creation of purchase requests (requisitions)
- Simple duplication & edits to previous purchases to save time.
- Unlimited purchase order templates to simplify the user ordering experience.
 - Remove unnecessary input & mistakes & ensure the correct approval process every time
- Integrated online buying (Punch Out) from all of your preferred supplier websites
 - Unique capability that delivers the best user buying experience
 - Includes Amazon Business (Punch In) for the ultimate buying experience - free of charge
 - Save money as vendor website prices are almost always lower than off line prices
- Auto-completion of general ledger coding saves time & improves financial reporting accuracy

ERP Purchase order integration with automated 2/ 3 way match & approval process

- Overcome the limitations of your ERP to automate digital invoice capture & matching
- Automated extracting of orders / receipting from your existing ERP application
- Adding fully automated invoice capture & 2/3 way match & exception management
- Automated approval processes from any device
- Automated ERP updates with approved invoice values

Powerful intelligent & dynamic approval workflows

- Simple to create & maintain smart approval processes
- Reducing the number of approval processes required through powerful approval “criteria”
- Unlimited number of approval steps for complex approval processes
- Ensures every approval takes the appropriate (& audited) steps
- Includes parallel approvals to reduce the approval times
- Email notifications to approvers with approvals undertaken from any device
- Automated approval reminders & “nudges” to speed up the process



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Purchase order generation & receipting

- Automated generation of the purchase order (PDF) to confirm agreed pricing
 - Automated email to the supplier
 - User nominated email address to supplier
- Fully automated commitment accounting for improved cashflow management & fast month ends
- Optional receipting by vendor
 - Simple purchase order matching processes
 - Automated commitment to accrual updates to simplify month end reporting
- Supports multiple receipts per order
 - Management of exceptions of over & under deliveries

Invoice Capture / match / approvals / posting to ERP (with Compleat Capture & AP automation)

- Fully automated digital invoice capture
- Simple matching for both 2/3 way processes (purchase orders / receipting)
- Option to amend general ledger coding within approval processes
- Attachment of all documents (PO / dispatch note / invoice / supporting documents) for full audit trail & instant access
- Powerful intelligent & dynamic approval process (as detailed above)
 - Automated exception management workflows where PO / receipting & invoice values differ
 - Simplifying invoice approval processes to “did we receive it” to save more time
- Real-time invoice status to speed up approvals
- Real time commitment, accrual & expensed cost reporting for month end & cashflow reporting
- Fully automated update of ERP software on final approval.
 - Full audit trail including ERP transaction number
 - Includes image of invoice into ERP

Plus comprehensive dashboards & reporting to save everyone time to make smarter decisions.

Get in touch

Whether you want a demo, or just to ask some specific questions, use the button below to contact us in whichever way you prefer.

Contact us

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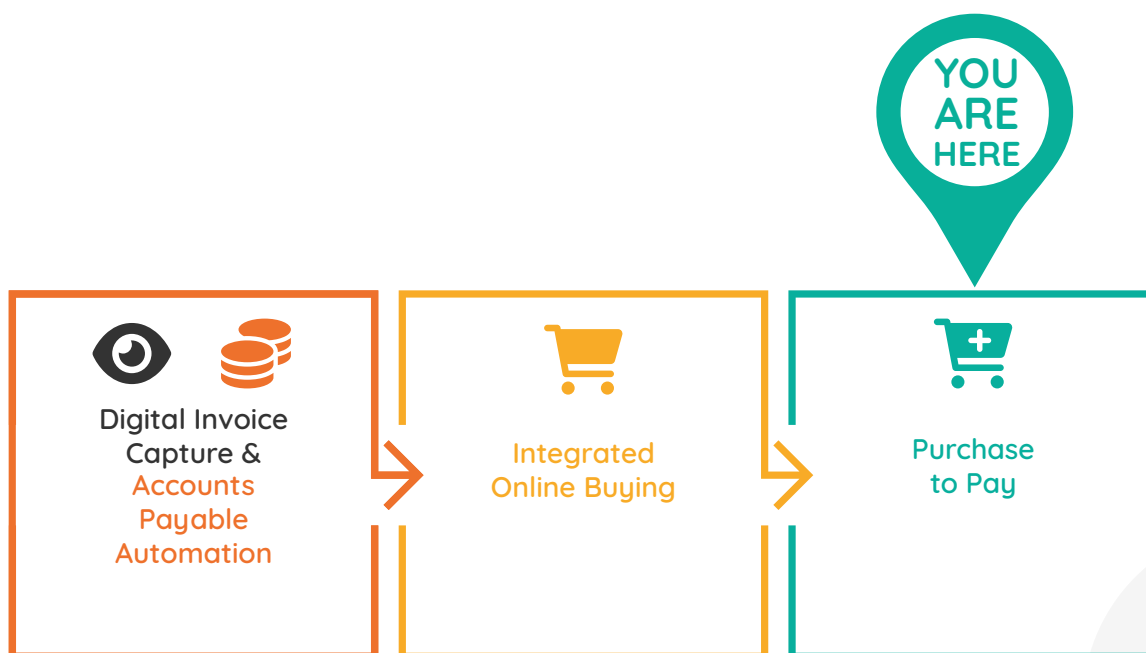
Why do you need CompleatP2P?

In the adverse market conditions - Cash has become King

Compleat P2P delivers the automated tools & processes every CFO needs to increase corporate productivity & reduce costs to help conserve both cashflow & corporate profitability.

- Take control over purchasing before the order is sent & stop all unnecessary spend
- Ensure the price agreed at order is the price being charged
- Buy more online from supplier's websites because website prices are almost always lower
- Cut the administration burden by up to 90% & spend that time & resource on more valuable work
- Delight everyone that buys with a far faster, easier & efficient purchasing experience
- Save time & money immediately & exit this adverse market even stronger as the good times return

Why not take the time to see Compleat P2P in operation & make your own judgement on how it will help your business. We are confident you will be impressed.



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achieve the extraordinary.

Contact Compleat [here...](#)

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