OCR-AP Invoice Automation- Out of Box

Agenda

- About Us
- Business Case – Vendor Invoice Automation
- Introduction to Azure Form Recogniser
- Process Flow
- Monitoring the Invoice Upload Process
- DEMO
- Questions and Answers

About Us

DAX Software Solutions

DAX Software Solutions was founded in 2012 and has been extending support via enabling Microsoft Dynamics solutions to key businesses and working with international brands around the world to provide specific ERP solutions ranging from

- System integrations
- ERP implementations
- Managed services
- Process Automation

Introduction to AP Invoice Automation

Why is it needed

- Cost efficient invoice processing
- Eliminate repetitive manual process
- Faster Invoice Processing
- Enhanced Business intelligence reporting
- Enhanced Liquidity Management
- Strengthened vendor management
- Mitigate the risk of fraudulent activities

What are the options

- OCR
- Artificial Intelligence
- EDI
- Automate Purchase Order
- Automate Invoice Processing

Which tools are available

- D365FO
- Power Automate
- Azure AI Document Intelligence
- Outlook
- PDF

Business Case – Vendor Invoice Automation

By automating the vendor invoice recording the process will become streamlined and cost efficient in following ways

- Increased efficiency and productivity
- Improved accuracy and reduced errors
- Compliance and Audit efficiency
- Vendor relationship management

Introduction to Azure AI Document Intelligence

To automate Vendor Invoicing – **Azure AI Document Intelligence** utility is proposed which is a cloud-based artificial intelligence (AI) service provided by Microsoft Azure.

What is Azure AI Document Intelligence

Azure **AI Document Intelligence** is a cognitive service provided by Microsoft Azure that uses advanced optical character recognition (OCR) technology to extract text from documents and then applies machine learning models to identify and categorize different data fields within the document.

These fields can include invoice numbers, dates, customer/ Vendors names, addresses, line items etc.

The following document data is quickly identified, extracted, and analysed by the Form Recognizer:

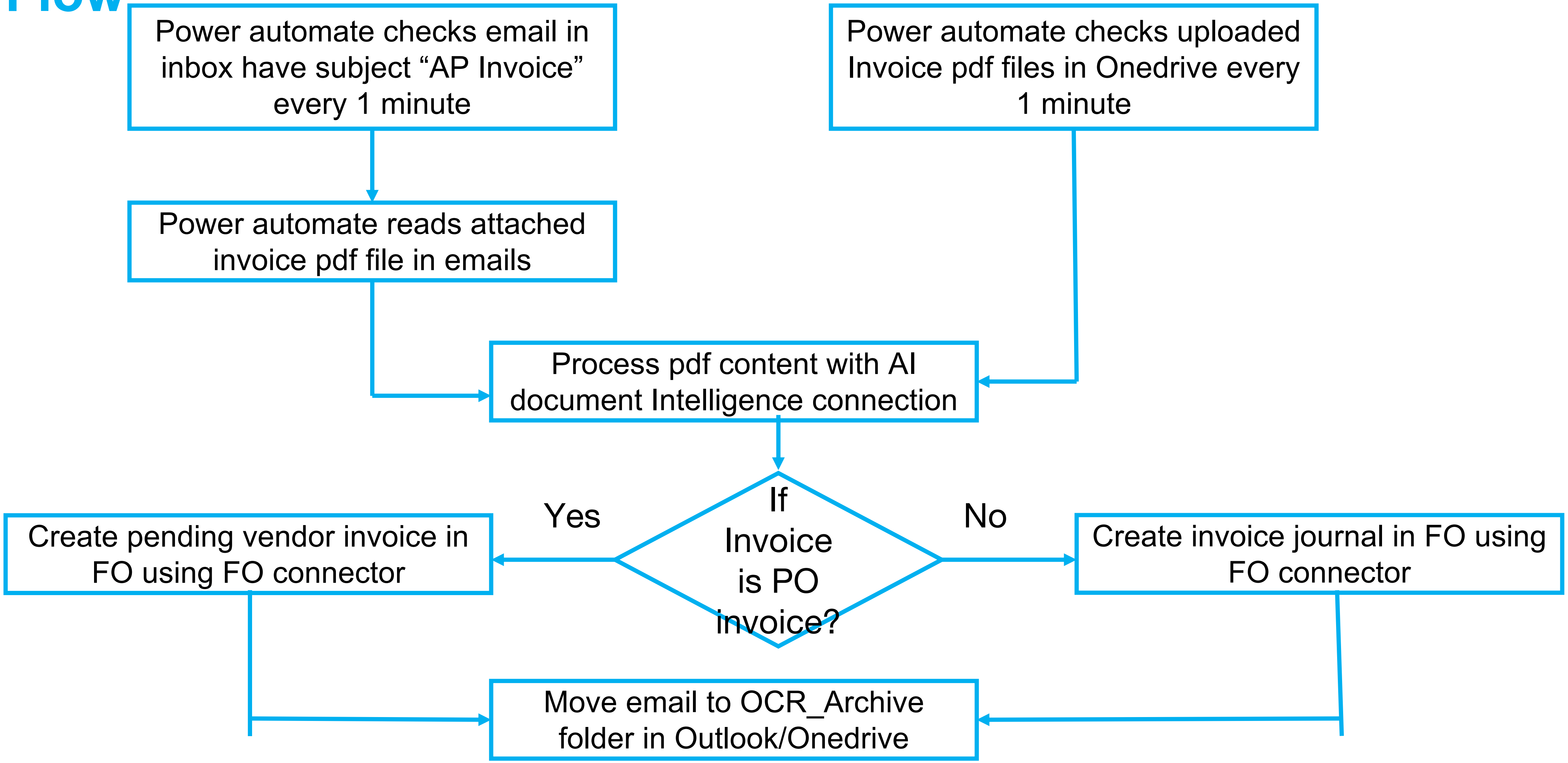
- Key-Value Pairs:
- Tables:
- Checkboxes and Selections:
- Signatures and Handwritten Text:
- Document Layout Analysis:

Introduction to Azure AI Document Intelligence

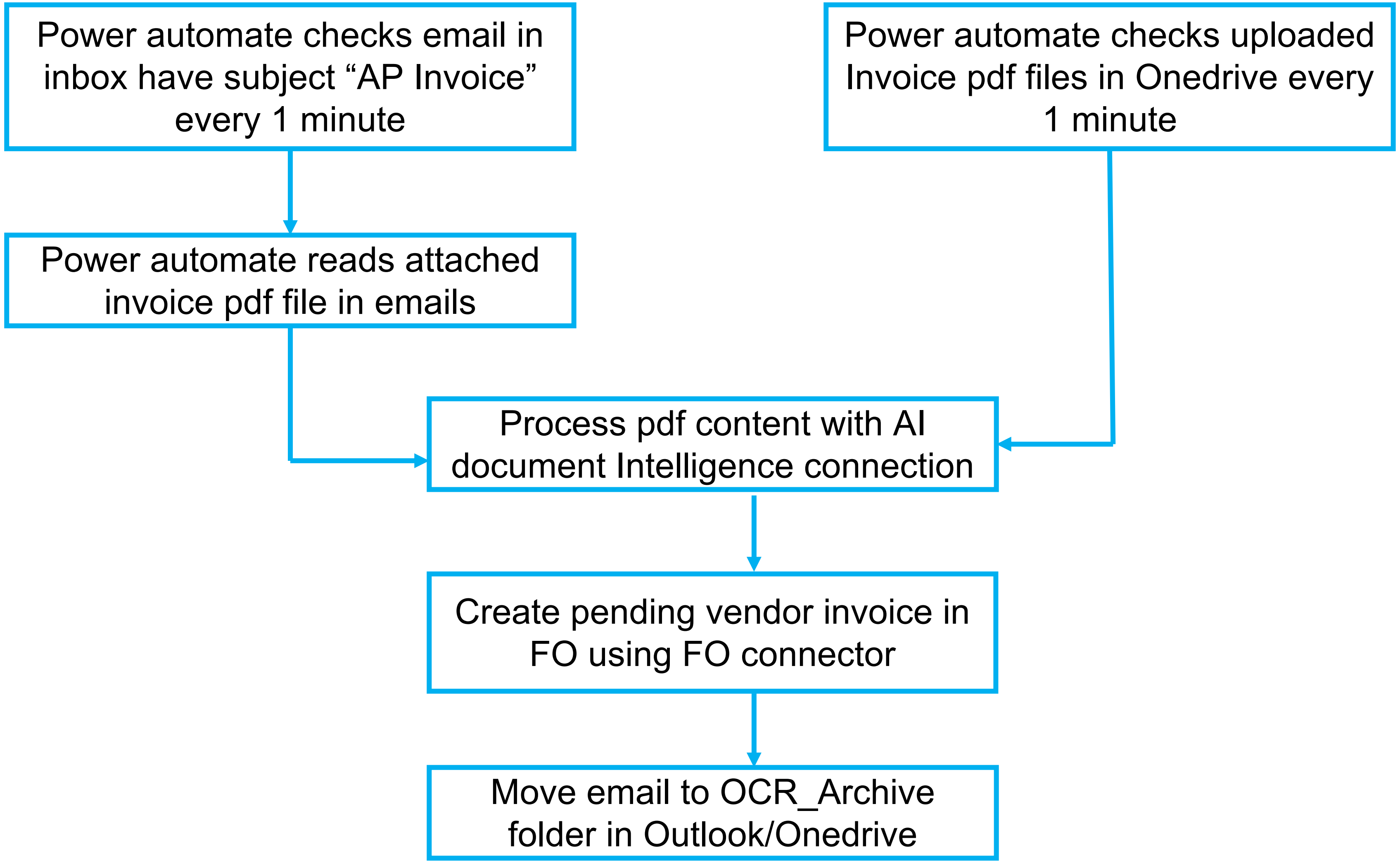
Prerequisite

- Azure subscription
- An Azure AI Document Intelligence resource
- Power automate user account, and a new power automate environment to create the flow(this is to be used to validate the output data from AFR and send to Dynamics F&O.
- Demo F&O environment version 10.0.29 and later.
- All real invoices in pdf / image.
- Required permission / roles.

Introduction to Azure AI Document Intelligence - Flow

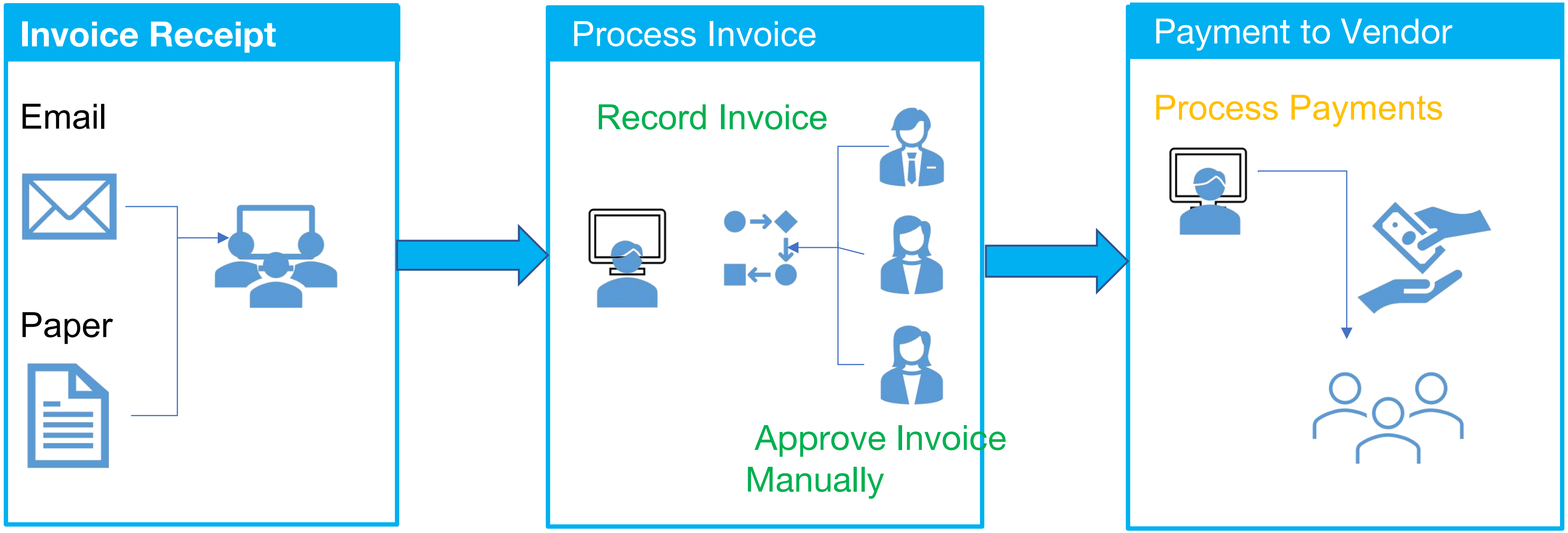


Introduction to Azure AI Document Intelligence - Flow



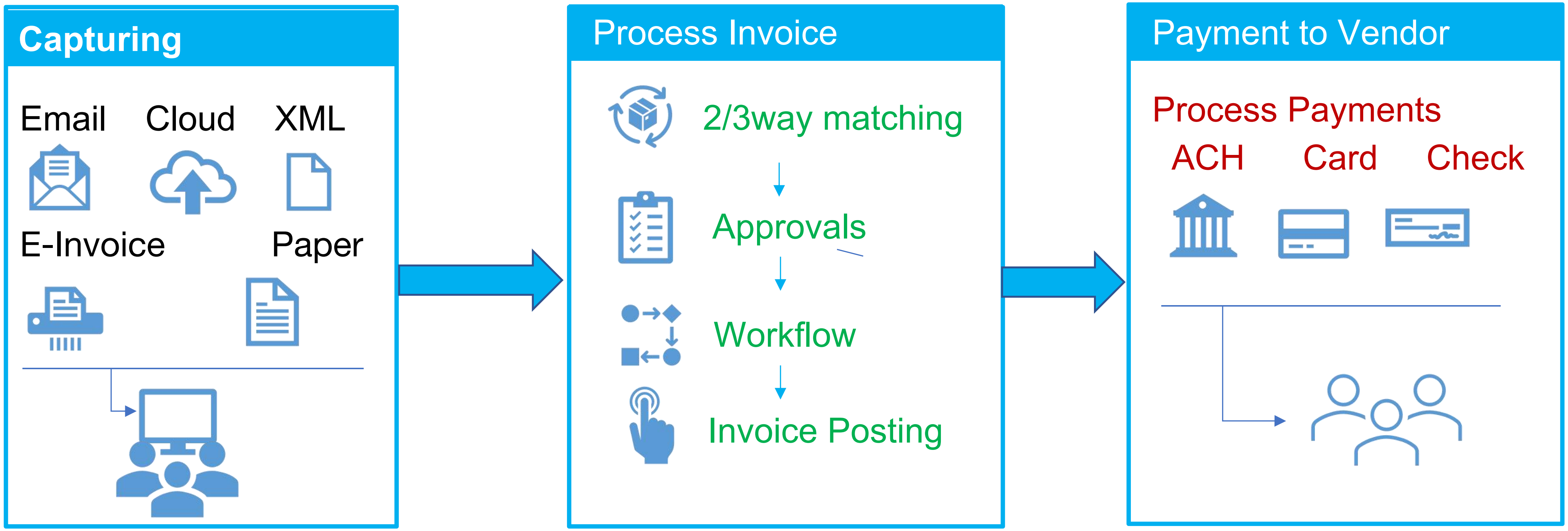
SOFTWARE SOLUTIONS

Process Flow - Before Automation



Restricted Vendor Engagement

Process Flow - After Automation

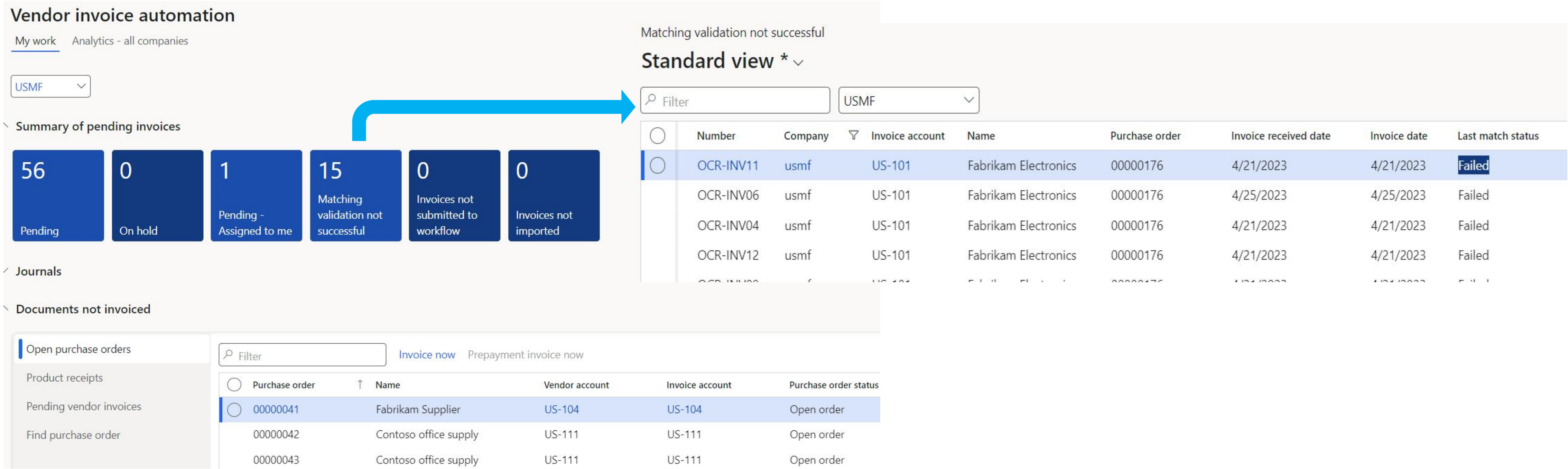


Active Vendor Management

Monitoring the Invoice Upload Process

For data monitoring
- For Invoices processed
- For invoices which failed during the import
- For Product Receipt Matching validation errors

Vendor Invoice Automation workspace in the Accounts Payable



Process Flow – Parameter & Output

Set up options for automating vendor invoice processes

Vendor invoice workflow

Automatically submit imported invoic...
No

Match product receipts to invoice line...
No

Require the calculated totals to equal t...
No

Match product receipts automatically

Automatically match product receipts ...
Yes

MAXIMUM ALLOWED ATTEMPTS

Number of times to attempt automati...
24

AP module-Parameters

Pending Vendor Invoice

Pending vendor invoices

Standard view

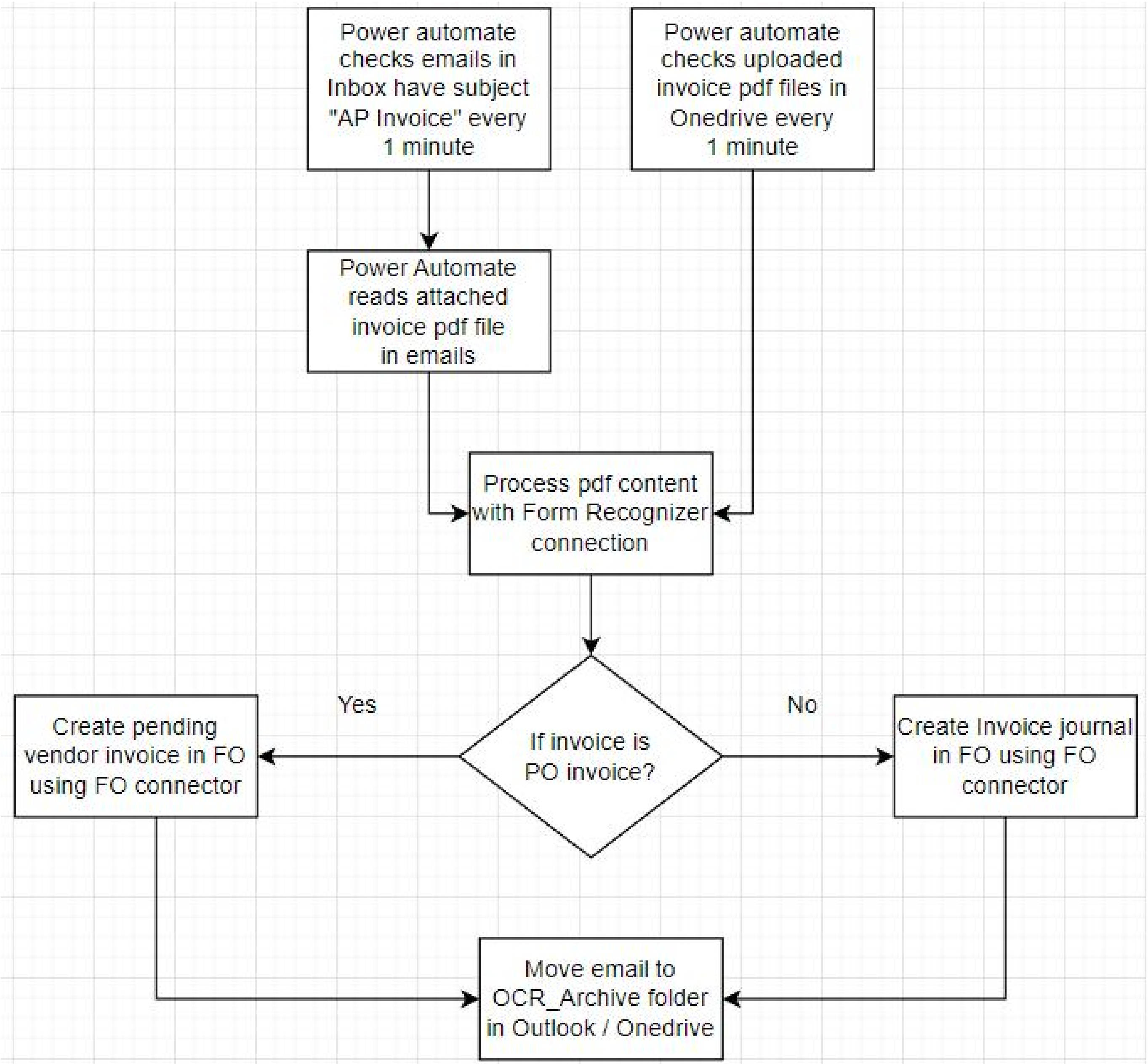
Filter

USMF

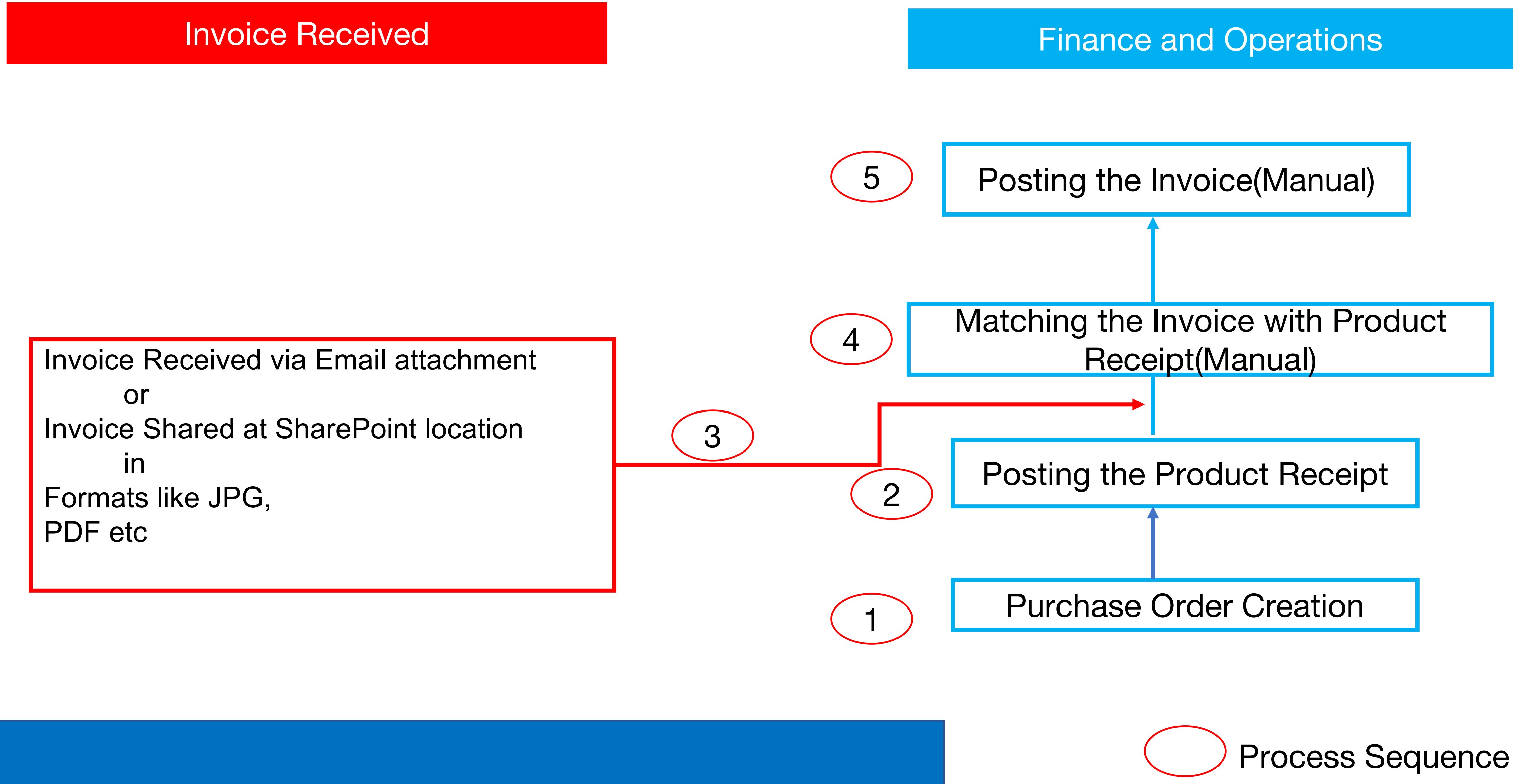
Number	Company	Invoice account	Name	Purchase order	Invoice received date	Invoice date	Imported invo...	Last match status	Product receipt
AR1-250-1	usmf	US-101	Fabrikam Elec...	00000250	4/18/2023	4/18/2023	188.79	Passed	PR250
AR1-250-2	usmf	US-101	Fabrikam Elec...	00000250	4/18/2023	4/18/2023	18,879.00	Passed	PR250
AR1-250-3	usmf	US-101	Fabrikam Elec...	00000250	4/18/2023	4/18/2023	18,879.00	Passed	PR250
AR1-250-4	usmf	US-101	Fabrikam Elec...	00000250	4/18/2023	4/18/2023	18,879.00	Passed	PR250

Demo-Process Cycle

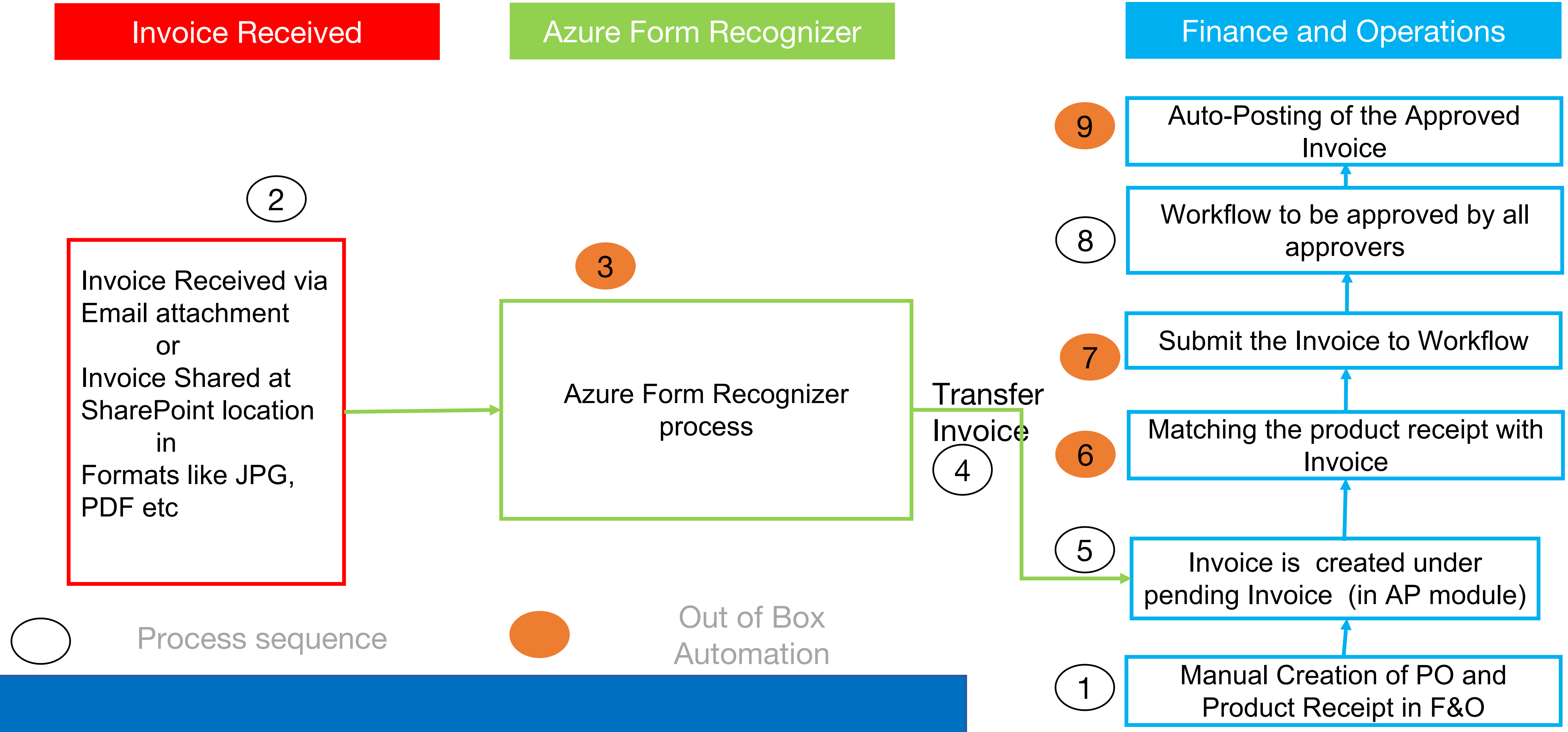
Technical workflow



Process Flow-Standard



Process Flow with OCR



Accounts payable
after automation
Team focused on cost savings, analysis, and strategic collaboration with suppliers
Capture
Email
Portal
Paper
XML
API
E-Invoice
CSV
Other
Error Checking
Cloud Storage
Process
2-way/3-way matching
Coding
Header-level Coding
Line level Coding
Approvals
Workflow
Error Correction
Dispute Management
Pay
ACH
P-Card
Digital Check
Domestic & International
Supplier Collaboration
Reporting and analytics
Automation improves data quality at each phase resulting in highly accurate data ready for action. Teams can shift focus to cost optimization activities like payment terms analysis, payment terms compliance, and demand aggregation.

Process Flow – Automation of Sub-Processes

Steps	Platform	Description	Standard process (Automated/ Manual)	Automated process (Automated/ Manual)	F&O Parameter
Step 1	SharePoint	Upload Invoice	N.A	Manual	N.A.
Step 2	Azure	Run Azure Steps	N.A	Automated	N.A.
Step 3	F&O	Invoice is received in D365 F&O under pending Invoice (in AP module)	N.A	Automated	N.A.
Step 4	F&O	Matching the product receipt with Invoice	Manual	Automated	Yes
Step 5	F&O	Submit the Invoice to Workflow	Manual	Automated	Yes
Step 6	F&O	Workflow to be approved by all approvers	Manual	Manual	No
Step 7	F&O	Posting the Approved Invoice	Manual	Automated	No