



GLOBAL COMPUTING & TELECOMS
infinite solutions, infinite possibilities

Invoice Tracking Solution





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1 Invoice Tracking Solution

We are pleased to offer you our Invoice Tracking Solution, which provides an automated and efficient way to improve the invoice process from receiving, filing, extracting data, reviewing & approving invoices with improved accuracy, speed and minimal human intervention.

Empower your organization by automating your supplier invoice submission and tracking process which will improve the receipt, storage, processing, tracking and reporting within your finance department.

We look forward to hearing from you and discussing how we can help you achieve your business goals with our invoice tracking solution, please contact us today. We would be happy to provide you with a free consultation and a customized proposal that outlines the scope, deliverables, and pricing of our service offering.

1.1 Problem Statement:

Global Computing and Telecoms has identified numerous inefficiencies with the invoice process which can be automated:

- Breached service level agreements (SLA) to process supplier invoices as per the payment terms of 30, 60 and 90 days.
- Missed submitted invoices lost in emails causing delays in invoice payments
- Difficulty in tracking and reporting on received, filed, and processed invoices

1.2 Benefits:

The Invoice tracking solution has business benefits which will improve the invoice process inefficiencies:

- Document & record filing directly from the email/ portal
- Data extraction from submitted invoice
- Invoice approval workflow for processing
- Power BI dashboard for reporting



1.3 Technologies:

The solution uses outlook for the receipt of invoices submitted via email, then stores the invoice file in a central repository in Microsoft SharePoint, then extracts the invoice data and initiates and approval workflow via Power Automate flows, then facilitates the review and approval interface through email and Microsoft Teams for processing, then finally visualizing a Power BI dashboard for reporting:

- Microsoft Teams
- Microsoft SharePoint
- Microsoft Outlook
- Microsoft Power Automate
- Power BI

1.4 Contact Us

Take the next step today!

Contact Global Computing and Telecoms for more information at info@globalcomputing.co.za

