

# Kofax White Paper

## Executive Summary

Mobile devices, including iPhones, iPads, and Android devices are an engaging and fast-growing method for enterprise interaction with business applications. This white paper addresses the integration challenges, approaches and benefits utilizing mobile devices within invoicing and accounts payable automation applications. Learn how mobile devices can be leveraged for invoice capture and data extraction, receipts, trailing documents, discrepancy resolution, approval workflows and additional processes. We will also discuss ERP integration, security and compliance.

## Mobile Technology for Advanced AP Automation

Smartphones and tablet computers are the devices of choice for today's business worker. Half of all adults have a smartphone. Android and iOS tablets and smartphones are the fastest growing computing devices in 2012, and applications that run on these devices are exploding. Typically, these are fun apps for consumers. But business applications for these devices are emerging. However they face a series of challenges, including security, compliance with internal policies, integration with systems of record and synchronization with enterprise software applications.

Finance executives, managers, and process owners are challenged to integrate these devices with process automation solutions. Accounts payable use cases include invoice scanning, invoice review and approval, receipt submission to expense reporting, the capture of miscellaneous documents such as 1099's and applications and invoice inquiries. While applications for these use cases can reduce costs and increase process responsiveness, careful attention must be paid to the impact to core processes. Do they strengthen or weaken internal controls? Are they secure? Do they increase the quality of information or do they create new opportunities for errors? Is their information visible at all times? Are the functions they deliver to users identical to the functions that users can access from their desktops?

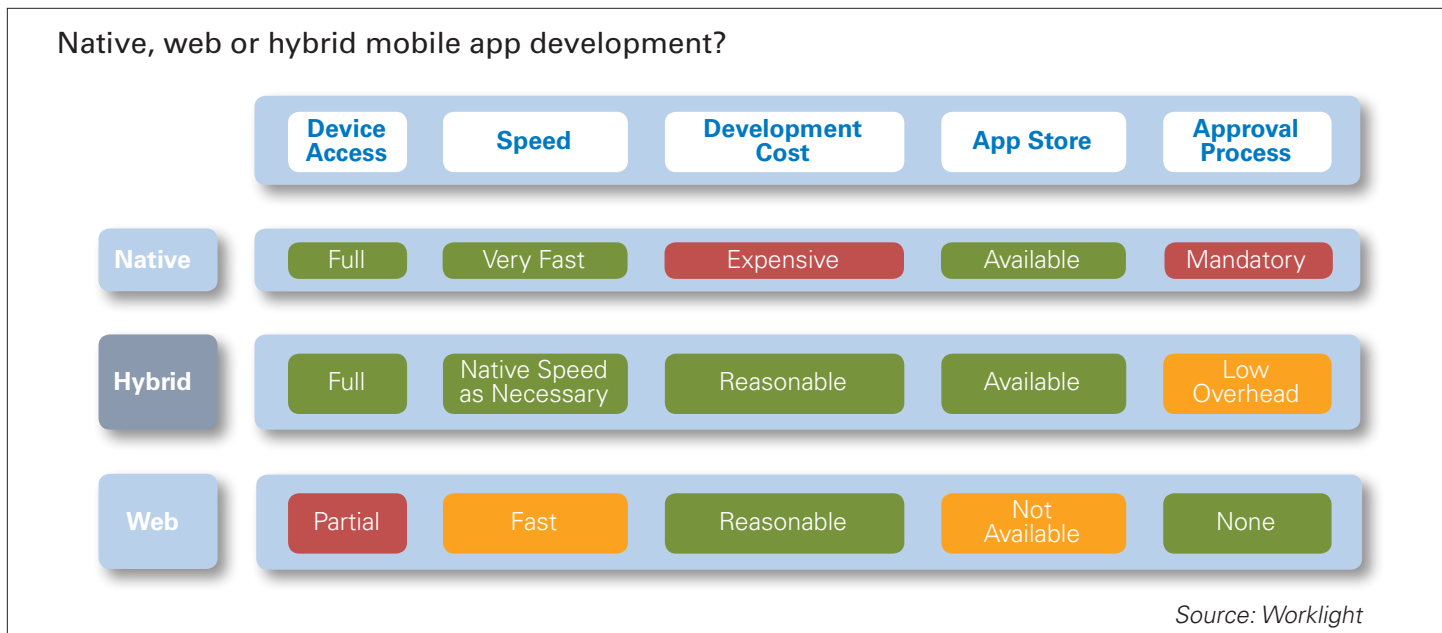
Application implementation and delivery options include native, web-based and hybrid applications. The implementation approach has a material impact on the user interface, time and cost to develop and upgrade the application.

Native applications are written for mobile devices to perform a specific task, such as a game, calendar, music player, etc. A native application is specifically designed to run on a device’s operating system and machine firmware, and typically needs to be adapted for different devices. Native applications for the iPhone run on the iOS platform, Android applications run on the Android platform, etc. Native applications are appealing to consumers; they operate in the same environment and user interface as consumer applications.

Web applications are browser-based. All or parts of the software are downloaded from the Web each time the application is activated, and can usually run on all web-capable mobile devices. They leverage the browsers that are delivered with mobile devices, run on platforms including HTML and Javascript, and are ready containers for applications that run in a browser-based environment. With the advances with HTML5, robust mobile web applications are emerging and providing developers a standard development platform for engaging users on mobile devices in addition to standard portal or web clients.

Hybrid applications use a native “wrapper” around a browser. Hybrid applications combine native components developed explicitly for the mobile platform of choice (iOS or Android for example), and go through the standard certification/approval processes for the respective platform and ultimately is made available through the app store or enterprise app store. The mobile web application would then be able to call and utilize capabilities enabled on the device through the native application.

Kofax MarkView® for AP Automation is a best practice accounts payable automation solution that delivers an integrated application that automates the end-to-end process. Users have multiple profiles that include knowledge workers, occasional users, and users outside of the enterprise (suppliers). Extending the solution to mobile devices will provide enterprise users with consistency in features and user interface while leveraging IT resources, security, and regulatory standards. Changes to the best practice application should immediately extend to mobile users.



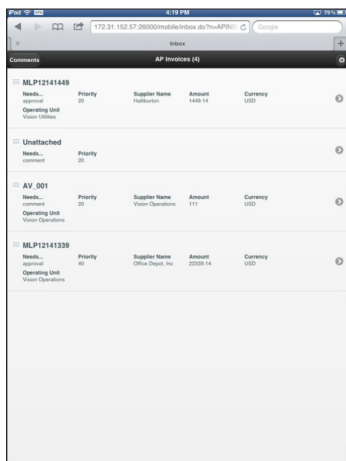
Mobile Solutions for Accounts Payable Automation

## Enterprise User Integration

Kofax MarkView for AP Automation delivers a browser-based solution that extends its best practices to Android and iOS phones and tablets. This enables enterprise users to fully participate in the AP process. Functions include navigate, zoom, scroll, approve, reject, return to AP, view associated documents, annotations, document history, action history, etc. MarkView ensures that the mobile devices adhere to enterprise security and compliance standards, and manages seamless extension of fixes, upgrades and enhancements.

Kofax Mobile Capture™ is a powerful mobility solution, delivered as a native application, that enables smartphones and tablet devices to capture images of documents, photographs and data and then pass that content to Kofax workflows that manage it into enterprise applications and repositories. Capturing this information at the Point of Origination™, from virtually anywhere, minimizes latency and speeds transactions.

It is supported by Kofax’s image perfection technology that purifies information and an enterprise-ready capture platform that accelerates business processes and reduces labor costs.



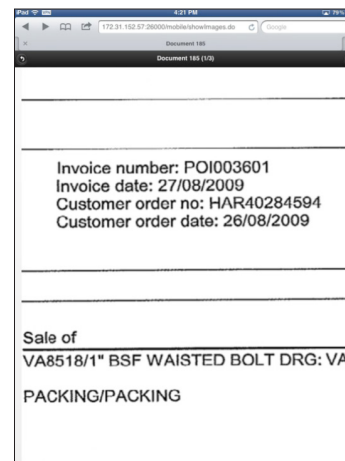
**Invoices Awaiting Approval**

Line of business users are presented with a list of items awaiting action. The user clicks on the right arrow of the item they select for further processing.



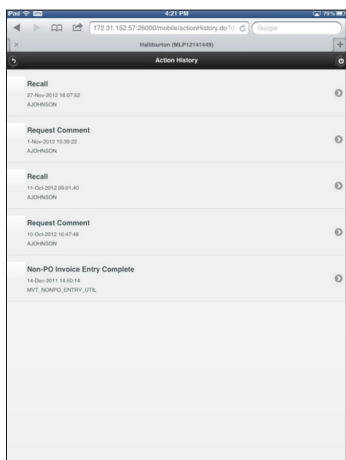
**Original Invoice Image**

The user can request to view the original invoice, together with any annotations. In this example, the capture process has identified that this supplier exists with a different address, asking the approver to verify.



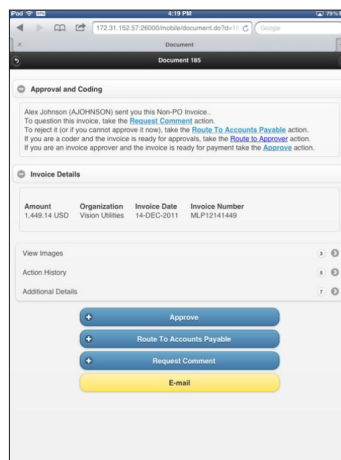
**Original Invoice Image Magnified**

MarkView provides a comprehensive viewer for mobile devices. Users can zoom, scroll, highlight, annotate, and access other common viewing functions.



**Invoice History**

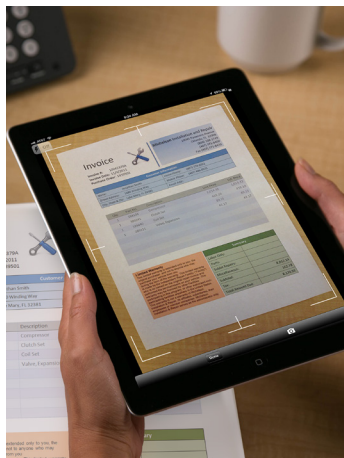
A full history of all actions associated with this invoice is available. Clicking on the arrows will provide access to all of the information about the action selected.



**Invoice Actions**

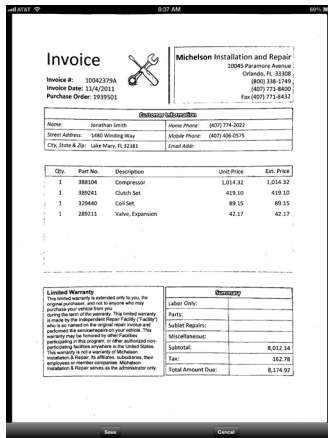
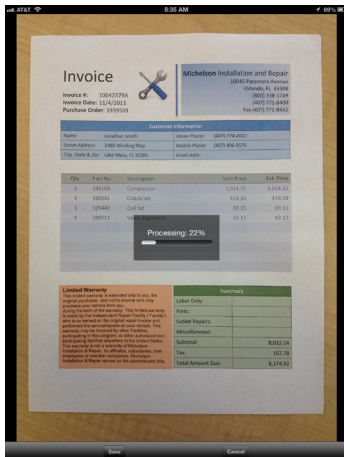
After reviewing all of the associated information, the user can approve, reject, or forward the invoice for additional processing.

## Invoice Capture Use Case

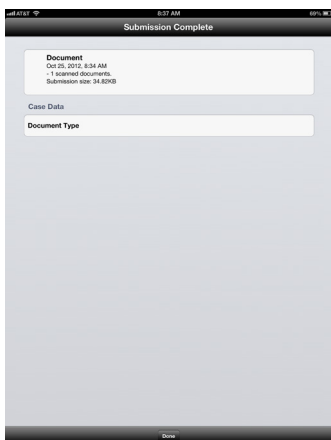


When scanning an invoice or other document with Kofax Mobile Capture, the user holds the device over the piece of paper and uses the onscreen guide to frame the image.

Once the user snaps the photo, the app judges the quality to make sure it can clearly detect the edges of the page and compensate for any blurring.



Once the user has a good image, the app forwards it to Kofax Mobile Services, where an optical character recognition engine translates the text and indexes the data.



From here, the invoice information enters Kofax MarkView's best practice workflows the same as any other invoice, such as those imaged by an office scanner or captured from an email or PDF.

## Market-leading Image Perfection Technology

Use of a mobile device to capture documents and data, such as invoices and receipts, is of the most value when it delivers the information needed to drive the accounts payable business process. If image quality is compromised then data quality is compromised, resulting in increased costs, delays, and errors. Kofax Mobile Capture applies Kofax's patented and market leading VirtualReScan® (VRS) image perfection technology to ensure images taken on the phone or tablet are the highest quality and process-ready.

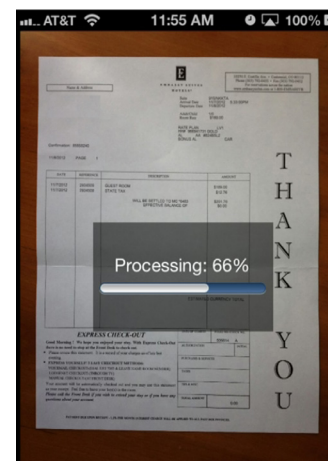
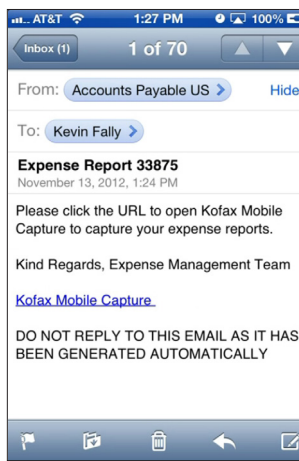
VRS is able to effectively resolve concerns related to camera angle, illumination, warping, and blur. VRS communicates with the user and provides them feedback as to the quality of the image before the document is submitted to accounts payable. As part of the accounts payable path VRS and Kofax Mobile Capture enable the payables process to be initiated at the Point of Origination and ensures that invoices captured with the mobile device follow the same path as if they were submitted from email, document scanner, fax or web service. Solutions that lack the advanced image processing capabilities of VRS are forced to rely on costly manual processes to correct recognition and classification errors.

With Kofax Mobile Capture, the smartphone or tablet becomes an additional channel into the accounts payable process. While organizations might implement Mobile Capture with invoices in mind, users can also use the application to scan additional AP documents, such as 1099's, shipping receipts, quality inspections and travel and entertainment expense reports.

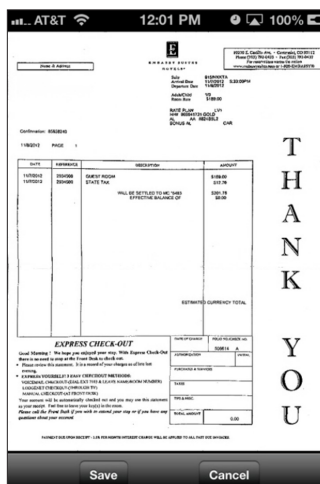


## Expense Receipt Use Case

In this example, employees wish to use smartphone cameras to capture receipts for the ERP expense management application. Typically, the employee creates an expense report in the expense application while Kofax MarkView automatically holds the expense report awaiting the attachments of the appropriate receipts and alerts the user via email that they receipt needs to be submitted.



The employee then clicks the URL hyperlink within the email which automatically launches Kofax Mobile Capture and invokes the camera function.



VRS perfects the image.



Next receipt processing.



Parking receipt is processed.



After all of the receipts have been captured, the employee can review them on the smartphone.



The ERP is updated in realtime and ERP users can now view the receipts in Kofax MarkView.

### Supplier Integration

Challenges to supplier integration include supplier IT environments, security concerns and compliance issues. And there is often a reluctance to download, deploy and use buyer-specific software.

Kofax Mobile Capture addresses these challenges by integrating native applications. Available via the App Store and Google play, they are easy to download, deploy and use. Security and compliance are addressed in the systems design and integration. Supplier use cases include invoice scanning, the capture of miscellaneous documents such as 1099's and credit applications, receipt submission and invoice inquiries. These are addressed by Kofax Mobile Capture.

### Conclusion

Best of breed class integration of mobile technology provides powerful capabilities to accounts payable automation. Kofax MarkView leverages a browser-based approach to extend its powerful application to enterprise users of mobile devices. Kofax Mobile Capture is a native application that delivers ease of use and exploits the power of mobile devices and enterprise capture assets.

## About Kofax

Kofax® is a leading provider of smart process applications for the business critical First Mile™ of customer interactions. These begin with an organization's systems of engagement, which generate real time, information intensive communications from customers, and provide an essential connection to their systems of record, which are typically large scale, rigid enterprise applications and repositories not easily adapted to more contemporary technology. Success in the First Mile can dramatically improve an organization's customer experience and greatly reduce operating costs, thus driving increased competitiveness, growth and profitability. Kofax software and solutions provide a rapid return on investment to more than 20,000 customers in financial services, insurance, government, healthcare, business process outsourcing and other markets. Kofax delivers these through its own sales and service organization, and a global network of more than 800 authorized partners in more than 75 countries throughout the Americas, EMEA and Asia Pacific.