



***doc-link* for Sage**

Accounts Payable Edition

The Accounts Payable Edition comes with pre-configured Workflow and integration to automate the AP approval and voucher entry process. Pre-configured Auto/Retro Index is also included. User licenses included in the Accounts Payable Edition: 3 concurrent Repository Users, 1 concurrent Workflow User and 5 Workflow Approver Users. Additional licenses may be purchased to work in conjunction with the Accounts Payable Edition with a limit of 8 concurrent Repository Users and 3 concurrent Workflow Users.

Features of Accounts Payable Edition

Base Features:

- Robust image repository
- Automatic ERM capture of business documents and reports, journals and registers
- Capture documents from MS Office with the *doc-link* integration for Word, Excel, PowerPoint and Outlook
- Scan and index external paper documents
- Simple yet powerful document retrieval
- Ad hoc routing of documents by fax and email
- Extend information from accounting systems to virtually anyone in the enterprise
- Simplified implementation and minimal disruption to business processes eases *change* into the enterprise

Accounts Payable Edition – Added Features

- Provides standardized workflow routing of vendor invoices for approval
- Integrated to voucher entry screens for automatic indexing that provides broad and deep retrieval functionality
- Retrieval of *doc-link* documents directly from integrated Sage accounts payable windows
- Pre-configured Auto/Retro Index functionality
- Includes 3 Repository Users; 1 Workflow User and 5 Workflow Approver Users with limit of 8 Repository Users and 3 Workflow Users
- Simplified implementation and minimal disruption to business processes eases *change* into the enterprise