PRODUCT SUMMARY //

Cobwebb Cloud Capture Finance

provides market-leading capture, extraction and validation for invoice processing. Its configurable business rules, general ledger coding and user driven approval and exception workflows are cloud based and offered on Microsoft Azure.
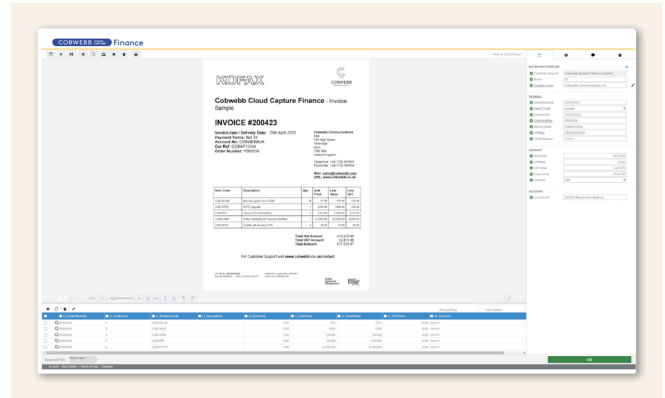

—

BUSINESS CHALLENGES //

› **Paper-based invoicing can result in inefficient and costly manual processes,** especially for organisations that work with multi-national suppliers and must accommodate invoices across languages.

› **Manual tasks slow down processing.** Errors in keying data or matching line item quantities and prices are costly, delaying approvals and timely payments.

› **Lack of visibility reduces control over invoice processing.** Without a single view of all invoices, critical bottlenecks are missed, resulting in longer processing times and costly exception processing.

› **Delays in posting invoice data into the ERP offer an incomplete financial picture.** Business units don't have up-to-date information. Finance managers have an incomplete view of cash requirements.

› **Time-consuming maintenance, upgrades and IT support.** Cost and effort associated with upgrades and maintenance impact performance and bottom line results.

› Flexible subscription options
› Faster invoice processing
› Streamlined invoice management
› 24/7 accessibility
› Reduced IT requirements
› Enhanced supplier relationships

PRODUCT SUMMARY //

—
BENEFITS //

› **Improved invoice cycle time:** Reduced costs for manual keying and verification leaves an option to reassign employees to more valued work. Automated extraction rates, typically 80-90%, ensure optimal process flow.

› **Reduced IT requirements:** Implementation is fast and requires no hardware or software investments; no time-consuming maintenance, upgrades or updates.

› **Improved supplier relationships:** Faster invoice processing eliminates late-payment penalties and increases early payment discounts.

—
KEY BENEFITS //

› **Extraction rates as high as 95%*.**

› **Adaptive, self-learning, knowledge processing:** Improves in speed and precision as it learns to locate data in invoices, delivering more value over time.

› **Advanced analytics:** Pre Built Dashboards provide insight and visibility into operator productivity and invoice activity. Use it to identify top areas for optimization and improvement.

› **ERPintegration:** Invoices are automatically posted in Microsoft Dynamics 365 Business Central, Microsoft Dynamics 365 Finance, Oracle NetSuite, Oracle Fusion Cloud, Infor ERP and Coupa. For other users, an XML file containing invoice data and an invoice image is provided to facilitate integration.

› **Built-in support for regional variations:** Country-specific settings include tax rates, date and amount formats, currencies and character sets.

› **Highly secure solution:** Single Sign On (SAML 2.0), OpenID Connect for Single Sign On and two factor authentication are supported. Regular penetration tests are performed by a third party. Cobwebb Cloud Capture Finance is SOC 2 Type 1 attested, providing enterprise-grade security for customers' data managed in the Cobwebb Cloud Capture Finance cloud platform. Cobwebb Cloud Capture Finance is also compliant with the US NACHA rule.

› **Support for utility bill extraction:** Reduce time processing complex invoices with sophisticated OCR. Data transfer - based document extraction reduces the need for human intervention and helps you ensure timely payments.

› **Administrative services:** Provide account management and reporting services for accrual, billing, processing times, processing volumes, etc.

› **REST-API:** Allows remote access to services that are available in Cobwebb Cloud Capture Finance. The API provides advanced integration options between Cobwebb Cloud Capture Finance and other systems for exchanging information.

› **Storage:** If Cobwebb Cloud Capture Finance storage is used, invoice images and audit data is retained long term. Additional documents can also be attached to an invoice and uploaded, e.g. Microsoft Word and Excel files.

› **Export:** The invoice image and corresponding XML data are exported to the receiving application. If one of the ERP connectors is used, then this process is automatic. Other export mechanisms such as SFTP, API and Cobwebb Cloud Capture Finance Connect are also available.

—

TECHNICAL SPECIFICATIONS //

Supported File Formats
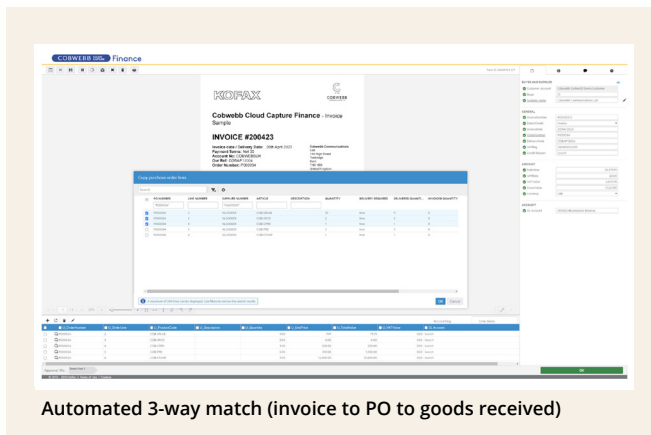› **JPEG, JPG, PDF version 1.3 to 1.7. PNG, TIFF, TIF.**
All invoice images must have a resolution of 300 dpi and a minimum height of at least 1,000 pixels.

› **For PDF documents,** if possible choose a low compression setting when generating the images, as this will improve the extraction performance and readability.
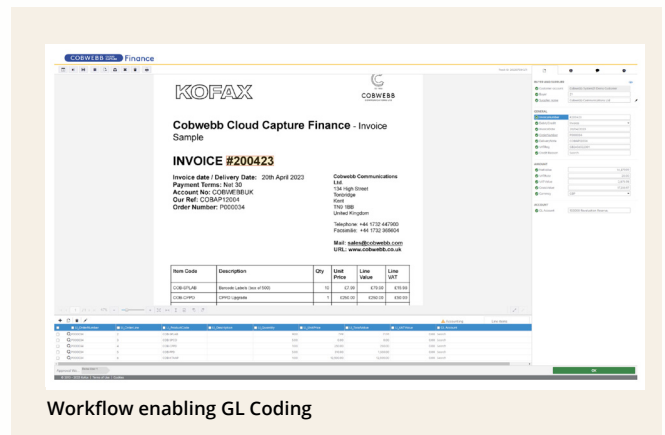
Scanning Requirements and Conditions
› **Colour, grayscale and bitonal images** are supported.

› **Simplex and duplex scanning** is supported and any blank pages are removed. Invoices scanned with any scanning application are saved locally and securely uploaded to Cobwebb Cloud Capture Finance

Automated 3-way match (invoice to PO to goods received)

Workflow enabling GL Coding

—

CAPTURED FIELDS //

Approximately 10 fields are captured per document including header data such as invoice number, invoice date, total amount and net amount. At the line item level, typically quantity, part number, description and amount.

Invoice Input Options
You have options when it comes to uploading invoices:
› E-mail attachments to customer-specific addresses
› Upload through Online Connect
› Upload through the web user interface

Invoices can be uploaded one by one or in batches. When a single PDF document is received containing multiple invoices, the page separation service can be used to quickly split these into individual invoices.

XML Formats
We currently support the following formats when sending invoices via email:

• E2B	• ESXML	• UBL	• FatturaPA
• EHF	• Finvoice	• Svefaktura	• ZUGFeRD

Emails can have multiple attachments. When an XML invoice is verified, an invoice image is generated from the XML to make verification easier.

—

ABOUT COBWEBB COMMUNICATIONS //
Cobwebb Communications Ltd takes manual business processes and automates them using technology.
We have been providing document automation solutions since 1986 and in the more recent past we have expanded our portfolio to include Finance Automation, Workflow and Application integration solutions.
For further information and to see who we work with please visit our website here.

LANGUAGE SUPPORT //

Cobwebb Cloud Capture Finance user interface supports the following languages:

- English (American, Australian, British, Irish)
- Chinese (Simplified)
- Danish
- Dutch
- Filipino
- Finnish
- French
- German
- Indonesian
- Irish
- Japanese
- Korean
- Malay
- Norwegian
- Philippines
- Polish
- Portuguese (Brazil)
- Spanish
- Swedish
- Thai

By default, the interface language is determined by the language settings of your web browser. The language settings of your web browser also determine the currency and date formats that are displayed in the invoice view in verification. Please see product documentation for additional languages supported.

SUPPORTED BROWSERS

Users interact with Cobwebb Cloud Capture Finance through a web-based application, which is compatible with the latest versions of the following web browsers:

- Google Chrome
- Edge
- Internet Explorer
- Safari (Mac)
- Firefox 10+

INVOICE ORIGIN //

Cobwebb Cloud Capture has optimised invoice extraction for invoices originating from the following countries to take advantage of country specific formats or fields. For other countries not listed below that have similar country character sets, an existing format may be used.

- Argentina
- Australia
- Austria
- Belgium
- Brazil
- Canada
- Chile
- China
- Colombia
- Estonia
- Finland
- France
- Germany
- Great Britain
- Hong Kong
- Iceland
- Japan
- Portugal
- Korea
- Russia
- Latvia
- Slovakia
- Lithuania
- South Africa
- Malaysia
- Spain
- Mexico
- Sweden
- The Czech Republic
- Switzerland
- Norway
- USA
- India
- Ireland
- Israel
- Italy
- Netherlands
- Thailand
- New Zealand
- Turkey
- Poland
- Vietnam
- Denmark

Please enquire for more detail on country specific invoice formats supported.

DEPLOYMENT ENVIRONMENT

Cobwebb Cloud Capture Finance is powered by Kofax Total Agility Essentials, runs on Microsoft Azure and is developed based on native Azure capabilities for cloud computing. The Azure platform enables hosting and scaling applications in Microsoft data centres in the most efficient way, providing a foundation for maintaining a high level of availability, security and compliance.

COBWEBB CLOUD CAPTURE FINANCE CONNECT

Cobwebb Cloud Capture Finance Connect is a locally installed application used when an integration with an on-premises target application is required.

Cobwebb Cloud Capture Finance Connect is used to perform a number of tasks, such as automatic uploading of invoices and purchase order data, downloading and transferring of data from Cobwebb Cloud Capture Finance to a local ERP system, and transfer of master data for invoice validation.

Online Connect normally runs as a background service on a standard PC or server and uses encrypted https-protocol to communicate. It's automatically updated when new releases are made available.

SIMPLER, SMARTER, MORE ENJOYABLE BUSINESS PROCESSES