Advanced web-based & mobile spend management solutions for mid-market & enterprise organizations worldwide. Stand-alone solution and out-of-the-box seamless integrated extension of:

- Microsoft Dynamics GP, AX, NAV, SL
- Dynamics 365 Business Central

Microsoft Partner

Requisition & Procurement

Expense

Worldwide Presence
Over 750 Customers & 131,000 Users

Industries We Serve Include:

- STATE & LOCAL GOVERNMENT
- PROFESSIONAL SPORTS
- PHARMACEUTICALS
- GAMING & CASINOS
- HOSPITALITY
- TELECOMMUNICATIONS
- EDUCATION
- TRANSPORTATION
- LIFE SCIENCE
- TECHNOLOGY
- UTILITIES
- NON-PROFIT
- PROFESSIONAL SERVICES
- AGRICULTURE

Company Size 5 - 3,000+ Users

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TRANSFORM SPEND MANAGEMENT
Intuitive Web-Based & Mobile Solutions
Intuitive Web-based and Mobile Expense solution that is easy for employees, effective for management, and powerful for accounting!

Create, submit, approve to pay, report, and analyze expenses with full tracking and control during the entire expense life cycle. Designed for mid-size and enterprise organizations as a standalone solution, or as a seamless out-of-the-box, real-time integration with:

- Microsoft Dynamics GP, AX, NAV, SL
- Microsoft Dynamics 365 Business Central

**Mobile Entry & Approvals**
Experience easy expense entry and approvals on the mobile app. Capture expenses on or off-line with your phone or tablet's built-in camera in seconds.
- Currency options, robust auto fill, type to search
- On-The-Go (OTG) web synchronization time & expenses
- Mobile entry, e-mail alerts, and approvals
- View, enter and approve transactions across multiple Workplace companies from a single interface

**Advanced Expense Split**
Split expense reports, even by line item, into multiple clients, projects, activities, budgets, groups, accounts, individuals, time periods, etc.
- Composite bills & composite expense capabilities
- Composite expenses are as easy as any expense transaction

**In-line Receipt Attachment**
Capture & view receipts directly on the screen with each expense item during entry & approval process. Eliminate mailing or losing receipts.
- Easy use, view, store attachment features

**Open Payment Capabilities – Sunshine Act**
Comply with Open Payment Act reporting, allocating travel, meals, gifts, payments, etc. by NPI number.
- Expense entry splitting
- Robust NPI search by name, NPI, other fields

**Dynamic Rule Engine & Approval Workflow**
Implement any corporate spend policy & approval rule imaginable anytime during expense life cycle, even at creation!
- Dynamic rules engine
- Unlimited routing rules
- Unlimited expense entry rules
- Unlimited expense entry rules
- Unlimited routing customized to roles and organization structure – based on approval criteria such as amount, department, budget, project, vendor
- Mobile & e-mail approvals
- Position-based approvals, a rapid deployment based on company structure & associated approval limits
- Approval of revisions to a transaction
- Optional auto skip to next (but not final) approver
- Acceptance of variances (price, quantity, expense allowance, travel request)
- Approval criteria can be at transaction (header) level, or expense line level

**Powerful Tax Engine**
Assign tax schedule by line level, incorporate enterprise-wide tax amount visibility. Adjust recoverable taxes within the system in no time.
- Foreign recoverable taxes & tax guidelines capabilities
- Advanced tax capabilities

**Mobile Partner**
Microsoft

**Powerful GL Distributions**
Distribute expense, even by line item, into hundreds of GL accounts in seconds.
- Total control & flexibility, reflected in the expense & ERP sides
- Distribution Groups for auto or manual GL distribution
- Want to distribute 50 line items into 500 GL accounts? You can!

**Advanced Optical Character Recognition (OCR)**
Capture comprehensive receipt data accurately in real-time and ensure data integrity.
- Experience exceptional user experiences with robust OCR technology.
- Let to market OCR with logo recognition
- Dynamic data transcription
- Mobile App includes Entry Assistant feature in addition to OCR

**Direct Connect Credit Card & Banking Integration**
Create expense reports from credit card transactions automatically, accurately, anywhere, anytime, with confidence.
- Eliminate data entry and duplicates.
- Real-time integration with any bank that supports OFX (Open Financial Exchange)
- Out-of-the-box manual upload options
- Banking-specific custom import maps capabilities
- Auto credit card expense report by employee card assignments

**Google Maps & Mileage Calculation Capabilities**
Enforce mileage policy with accurate mileage driven with audits via our Google map integration.
- Automatic mileage calculations
- Up to 25 waypoint flexibility
- Standard commute deduction option
- Personal travel subtractions
- Detailed routes driven, even by line item

**Advanced Filter-Based Controls & Communications Rule Engine**
Capture detailed financial data with a simple list of Expense Types that can automatically be assigned to GL accounts. Gain control & efficiency through automation mapped to your business while providing superior user experience.
- Robust price, GL account and tax schedule defaults
- Fixed price & daily per diem amount enforcement capabilities
- Define attachment requirements based on type of expense
- Cost by country/region maintenance with effective dates options

**Advanced Questionnaire Capabilities**
Enhance communications, streamline entry, and prompt users to provide key information for specific changes, as a requirement or an option.
- Configurable questionnaires, anytime, anywhere
- Unlimited number of questions
- Multiple data types to tailor responses to your business needs

**Real-Time Cash Advances & On-Account Balance**
Experience real-time seamless cash advance & on-account balance adjustments on both the expense & ERP sides, until the entire amount is fully expensed.
- Full automation, visibility, efficiency
- Robust real-time integration with your balance sheet on the ERP side

**Robust Questionnaire Capabilities**
Maintain correct reimbursement with full control of exchange gain/loss. Manage & update exchange rates manually or automatically from ERP or online service.
- Foreign & actual local currency options
- Currency rates by expense report, by line item
- Actual & system exchange rate comparison, calculation, reporting
- Automatic flag of variances exceeding approved thresholds

**Easy Credit Card Assignment**
Update & maintain user’s corporate card assignments for automated Credit Card integrations with convenient options.
- Credit Card Page with its own security option to allow view, maintain,
- and enter employee credit card assignments in a list view format.
- Credit Card Import Map to utilize CSV template & import User ID, Credit Card Type, and Number assignments

**Filter-Based Controls & Communications Rule Engine**
Communicate effectively while enhancing controls by providing custom auto feedback messages to highlight certain conditions when saving, submitting, or approving expenses.
- Alert with custom warnings or error messages to highlight certain conditions for specific user, groups, etc.
- Powerful error rules to eliminate the ability to process expenses under specified conditions- sending a custom message to explain why an error occurred
- Option to require confirmation when submitting expense sheets
- Unlimited business model-specific filter-based rules. Validate a user, group, and role’s transactions against specific defined conditions

**Comprehensive Status Monitoring**
Solves the common problem of delays encountered in paper-based, Excel, e-mail, and approval processes.
- Intuitive user dashboard shows employees their To-Do’s at a glance
- Users & approvers view the status of a transaction in real-time
- Users & approvers receive e-mail alerts & reminders
- Alternate approvers can be assigned to avoid delays during absences
- Administrators can add custom reports & enable controlled access by user