

# WORKFLOW



## WORKFLOW SOLUTIONS DESIGNED TO GIVE YOUR ORGANISATION PROCESS IMPROVEMENT, VISIBILITY AND CONTROL

### PRODUCT OVERVIEW

B2BE's workflow solutions cover many business processes designed to enhance the processing of documents and data through the B2BE environment or to handle the interfacing with a number of the B2BE applications available in the areas of procurement, accounts payable and accounts receivable.

The workflows are designed to be configurable to allow for the specific requirements of the B2BE application, where they interface into the web portal's applications, or as tools designed to improve processes for B2BE's clients.

All the B2BE workflows are available through the web portal and are designed to fit with the applications available through the B2BE web portal and with the back-end B2BE document processing environments.

### PRODUCT FEATURES

B2BE's procurement, accounts payable, accounts receivable and document management solutions have several dedicated plug and play workflow solutions all designed to manage the input, throughput and output of business documents and data online between you, your trading partners and the B2BE solutions.

#### Account Payable

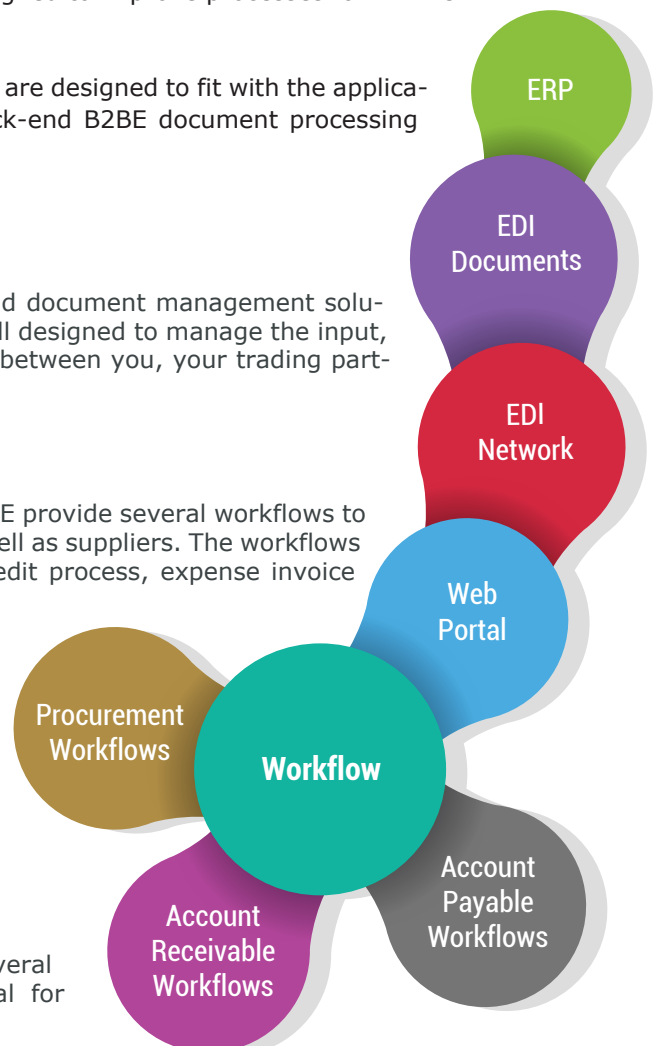
Within the accounts payable suite of products and solutions B2BE provide several workflows to enable interaction with various functions in an organisation as well as suppliers. The workflows allow amongst many things the management of a debit or credit process, expense invoice approval and GL coding.

#### Document Management

B2BE provides several workflows to allow the upload and processing of business documents into the B2BE EDI environment and also into a number of the B2BE procurement and finance applications including the ability to upload documents and data, and to allow manual keying of documents.

#### Procurement

The procurement suite of products and solutions allows several workflows from catalogue upload through to spend approval for requisitions.



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## On-Boarding

The B2BE on-boarding functionality within the web portal environment allows you to configure supplier access to the environment which includes, if required, supplier approvals.

## PRODUCT KEY BENEFITS

### Configurability

Highly configurable, business function oriented designed to improve processes provides higher levels of audit and control as documents and data are moved around the B2BE systems.

## Audit and Control

The B2BE workflows being online mean that controls can be created so users cannot deviate from the defined workflow process while all the functional processes can be audited so as an organisation you know who did what and when.

## Plug And Play

The B2BE workflows are specifically designed to work with the B2BE products and solutions so they are all interoperable.

## CONTACT

For more information on this B2BE product workflow or for other products and solutions, please visit us at [www.b2be.com](http://www.b2be.com)