Digital, automated processing, control and approval of incoming invoices in S/4HANA
Solution4Invoice offers automated processing of incoming invoices in SAP. Invoices coming in on paper, by fax or by e-mail attachment and also as EDI data are digitally captured and processed paperlessly. If you work in financial accounting, you are always updated by the central invoice reception book in SAP.

The AFI software solution is completely integrated in SAP. It accelerates the entire processing of vendor invoices in the purchasing and accounts payable departments – from scanning, recognizing and archiving via the invoice release workflow through to posting in SAP.

The modular setup of Solution4Invoice allows for the solution to be adapted flexibly to your corporate structures as well as the process chain and is compatible with existing scan solutions, OCR engines, EDI converters, archive and e-mail systems.
Your Advantage | Better Directly

Highlights Solution4Invoice

- Processing from all entry channels (e.g. paper, e-mail, fax, EDI, ZUGFeRD*, XRechnung* and FatturaPA*)
- Central invoice reception book with status display in SAP
- Electronic authorization process in SAP incl. graphical workflow designer
- Web approval: regardless of device and platform, anywhere and anytime
- User guidance with assistant function (e.g. examination in accordance with the German Value Added Tax Act §13b & §14)
- Internal/external validation: Recognized invoice data are checked for completeness, accuracy and compared with SAP data
- Workflow log as PDF attachment to the posted SAP document
- Development in individual SAP name space without modifications. Data storage and program logic entirely integrated in SAP

* a format for electronic invoicing in the public and private sector

Your Benefit | Top 4 at a glance

- Maximum overview & efficiency
- Faster processes & processing
- Optimal data & resources
- Best quality & compliance

Your Security | Trust

AFI Solutions

- 25 years of SAP experience
- More than 800 customers
- SAP certification
- Software made in Germany
AFI | in familiar SAP Environment

Transparency and Efficiency in the Purchase-to-Pay Process

Solution4Invoice is extremely flexible and seamlessly embedded in your process for incoming invoices. The solution is scalable from scanning and recognizing via invoice processing as well as approval process through to archiving.

Invoice Reception Book // The Solution4Invoice Monitor is your invoice reception book – the central overview in SAP of all invoices circulating in your company. All important data are visible immediately as soon as the invoice has arrived in the mail room and has been scanned, e.g. cash discount data, cumulative values and the processing progress.

Better Overview with Filter and Sorting Functions // With versatile filter and sorting options, you gain an overview immediately and can take all decisions regarding further processing or perform specific evaluations. Lost cash discounts or unprocessed invoices are things of the past. Notes or other substantiating documents can be attached directly to the current documents during the entire process.

Invoice Processing // Processing, verification, account assignment, release or posting in SAP takes place simply and conveniently in the Solution4Invoice Center. The original invoice is just a click away at all times. Automated allocation suggestions for inventory accounts or order items significantly accelerate invoice processing. The goods inwards inspection, splitting and pooling of positions, credit notes, and invoices reductions are settled simply and conveniently.
Assistant Support // During invoice processing, the users are supported by assistants in Solution4Invoice. The fiscal requirements are automatically checked in accordance with the German Value Added Tax Act §13b and §14 and processing instructions are displayed if necessary. The extensive rule set can be customized individually.

Workflow & Compliance // The Solution4Invoice Workflow controls the invoice release process in dialogue with the specialist department or, in case of complete and accurate invoices, the automatic posting. Invoice releases are either carried out directly in SAP, by e-mail or online, independent of a mobile terminal device, with an HTML5-capable internet browser. You can regulate multistage releases, absence management, item-related releases, four eyes principle by simple customizing in the graphical workflow designer. The workflow log supplies complete evidence of all process steps and of everyone involved in the invoice release. This workflow log is linked to the SAP document together with the invoice image.
**Communicator – E-Mail-Generator //** With the module Communicator you can accelerate clarifying communication processes with vendors. Based on the invoice data and the vendor master record in SAP, a letter to your vendor is issued with only one click. This can then be sent out directly from SAP by e-mail (incl. selected attachments).

**System Architecture is a Quality Characteristic //** One of the most important quality characteristics of the AFI solutions is the system architecture brought to perfection. It is configured modularly and adjusted to performance. The advantage definitely lies in the flexibility. Solutions and additional modules can individually be adjusted to your requirements without any problems and be supplementary completed depending on what you require (Solution4Invoice can for example be completed with e-Invoice, Web Approval/Mobile or languages packages etc.).
AFI | flexible and individual

Modules for Solution4Invoice

- e-Invoice
- Approval
- VATRule
- Statistic
- DebitNote
- Language
Module e-Invoice // With Solution4Invoice extension modules e-Invoice Mailbox, File System, EDI, ZUGFeRD, XRechnung and FatturaPA invoices coming in digitally can be imported, archived and processed in automated form. Manual tasks, e.g. opening, screening, removing of staples and piling of incoming invoices, do no longer apply. Efforts regarding the invoice filing can also be rationalized by electronic archiving.

Depending on the invoice format, the data can be processed directly (EDI/ZUGFeRD/XRechnung/FatturaPA) or be readout by means of an OCR software. All invoices are ready immediately afterwards in the SAP Solution4Invoice Monitor, the electronic invoice reception book, for further processing in the Solution4Invoice Center.
Modul Approval // Invoice Release Process outside of SAP

With the application Solution4Invoice Approval, non-SAP users are flexibly integrated in the workflow process. Notifications by e-mail incl. web link make the process easy and simple. There also is support of an electronic assistant. Direct access to the original invoice is available for visual control. It is possible to assign, writing notes and enclose attachments.

Invoices are assigned, approved or rejected by the user-friendly interface and notes as well as attachments are added when required.

With the use of modern UI5 technology, invoice processing is possible at any time and from anywhere - whether it is by smartphone, tablet, laptop or PC.
Module VAT-RuleSet // Tax Codes & Reverse-Charge

Increasing globalization of markets and a value added across borders contribute to an increasingly complex processing of tax operations in companies. Furthermore, the changes for regulations and jurisdiction accumulate with regard to VAT rules by the tax authorities. This continuously presents the financial accounts department with new challenges. Amongst other things, it is necessary to avoid pre-tax losses, to transfer the correct VAT and to consider the extended Reverse-Charge procedure.

VAT-RuleSet checks incoming invoices for various rules. By means of certain features, invoices for deliveries and services within the EU and from third countries are recognized, compared to SAP data and the corresponding tax code is suggested. Assistant notifications advice the person responsible of discrepancies and deviations and support him or her in further processing.

NEWS TAX LAW

Reverse-Charge procedure now has also been extended to the taxation of noble and ignoble metals...

Equality of electronic invoices and paper invoices; limitation by qualified signature...

Extension of §13b German Value Added Tax Act to designated deliveries of cellular phones and integrated...

Popcorn in the movies is subject to the reduced VAT rate of 7%

New EU Regulation 282/2011 is applicable from July 1, 2011

Extension of §13b German Value Added Tax Act to supply of heat or cold, designated deliveries of industrial scrap and scrap metals etc.
Module Statistic // Generation of specific Evaluations

With the Module Statistic you can specifically generate evaluations, analyze your processes concerning performance, discover trends at an early stage and determine Key Performance Indicators (KPIs). Consequently, you will receive maximum overview and transparency.

All evaluations and results can be exported from SAP to MS Excel for graphic processing. Already in the standard version, the module disposes of numerous statistics templates which can be customized.

Example for a Statistic: Ø Processing Time of Invoices
Module DebitNote // Processing of Debit Documents

With Solution4Invoice DebitNote incoming debit notes from customers (e.g. MDF-documents or reduced invoices) are automatically processed.

By application of the software solution, processing times are optimally reduced and error sources essentially lowered. A complete documentation of the entire process incl. the release workflow is issued automatically.

Analogous to the processing of vendor invoices, the debit documents to be posted are scanned, archived early and read out automatically by OCR. The debit notes (with accounts receivable number) appear in the Solution4Invoice Monitor including the original and can be processed from there by means of standard functions (notifications, workflow and queries).

The posting is now made less sales deduction and can also take place automatically upon successful release (e.g. by key account manager or customer service) in order to guarantee a lean process.
Module Language Packages // Software in the national language
In the standard version, AFI software solutions are delivered in German and English. Additional language packages can be acquired optionally.

A great advantage is that coworkers from abroad can work in their language and in the familiar SAP environment just as before and release workflows around the globe are also possible in any language as a consequence. And incidentally all future software releases are also provided with the extended language packages. It is thus guaranteed that new functions and features are also comprehensible and usable for coworkers abroad.
AFI Solutions GmbH

AFI is a solution provider and a leading manufacturer of software for the optimization of paperless, digital document processes around SAP as well as a provider of services for document capture and processing. From advising on the conception and the implementation to product training and a 24/7 hotline service, AFI offers everything from a single source. AFI’s solutions are »made in Germany« and certified by SAP on a regular basis. They are available in over 20 languages and in use around the clock in more than 100 countries worldwide. AFI offers optimal solutions for the entire purchase-to-pay and order-to-cash process. AFI’s experienced and stable team of experts achieves the highest product and project quality through professional skills, flexibility, adherence to schedules and the best possible service. With locations in Stuttgart, Munich, Cologne and Hamburg, AFI serves more than 800 satisfied customers with over 150,000 users around the globe – from medium-sized companies to global players.

AFI Solutions are »fine tuners« of SAP Software

AFI combines state-of-the-art SAP technology with technical innovation to develop excellent software solutions integrated in SAP for processing a wide range of document types. This replaces routine tasks with automated and paperless processes. The results are maximum transparency, process acceleration and quality as well as cost savings in the areas of procurement, finance and sales.

AFI Services take the Pressure off the Specialist Departments

With the RedPaperCenter, AFI offers a sustainable outsourcing alternative. The shared service covers the complete document preparation, processing, data extraction, verification and provision. This saves important company resources and accelerates work processes giving companies the opportunity to concentrate on their core processes.
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