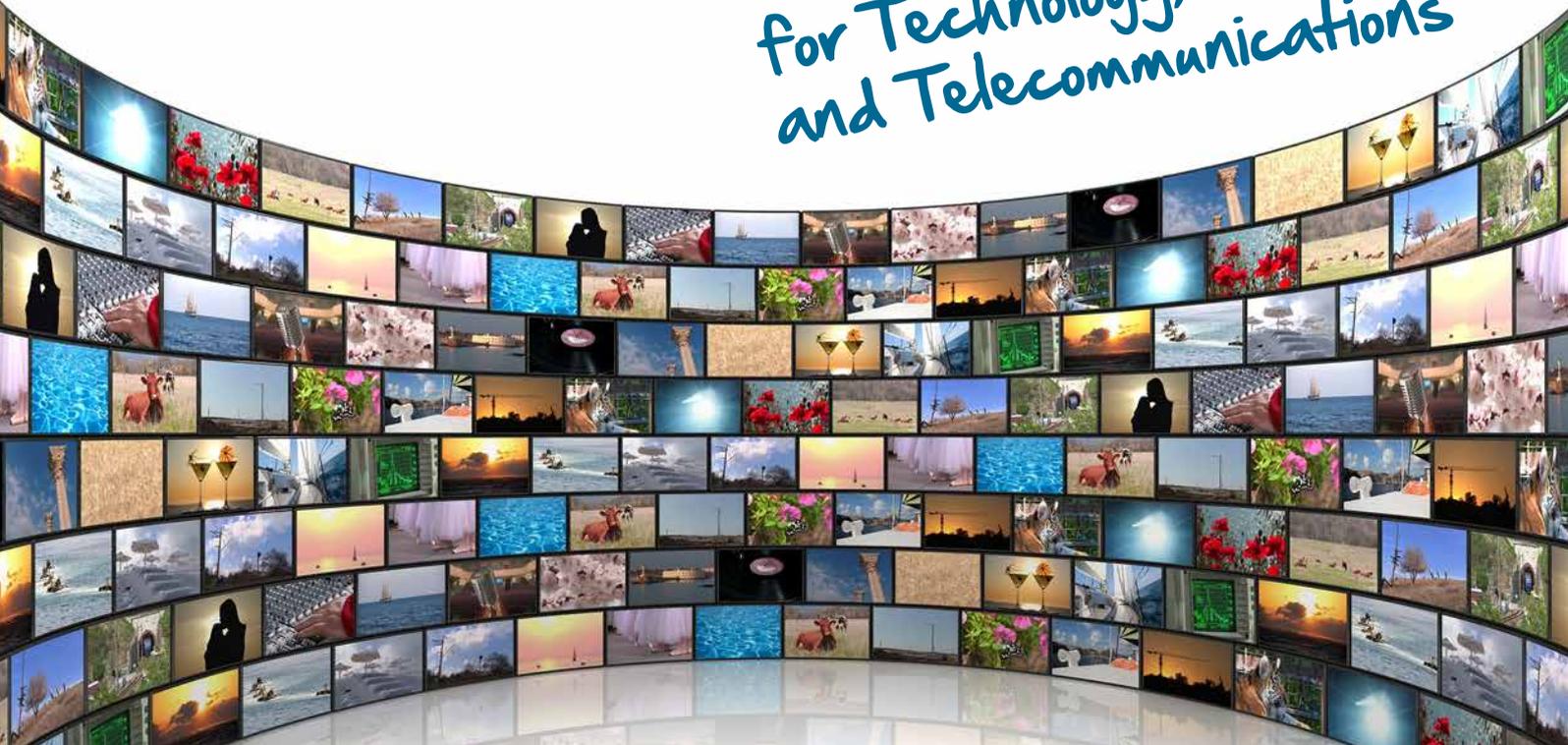


CAPITA

Integrated business solutions

Integra Purchase-to-Pay

*for Technology, Media
and Telecommunications*





Integra Purchase-to-Pay empowers Technology, Media and Telecommunications organisations to enhance their digital ways of working to benefit from greater efficiencies.

Technology, media and telecommunications companies are facing a period of unprecedented change. Innovative, highly disruptive technologies are bringing new Internet based communication methods to the market more rapidly than ever before. Platforms such as Twitter, YouTube or WhatsApp combined with the sharp increase in smartphone and 'Bring Your Own Device' (BYOD) usage are transforming traditional business models. Retaining customers and staying competitive whilst increasing profitability is becoming more and more challenging. Today's organisations need to constantly look for innovative, more engaging digital ways to interact with their customers, partners and suppliers to stay relevant and 'in the game'.

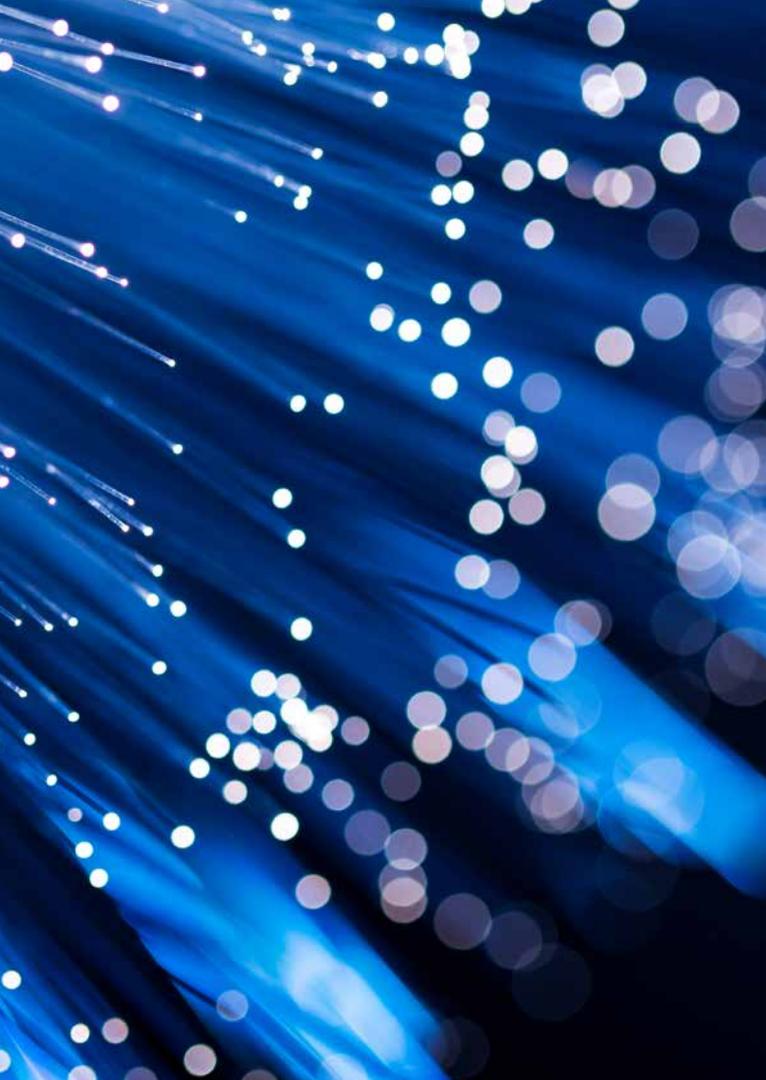
Digital shift delivers agility and insight for customer facing and internal services

Maximising the effectiveness of customer data is vital. Understanding which channels customers use and prefer is key to on-going engagement and future relationships. Incorporating new digital technologies will enable communications and technology organisations to collect, consolidate and analyse data effectively to gain a complete picture of customer behaviour and personalise solutions more effectively.

But the digitalization of business processes doesn't have to stop there. New, innovative technology delivers insight and efficiencies across all departments including back-office functions and is particularly important where financial management, cash flow and spend control are concerned.

With the aim of maximising profit, today's technology, media and telecommunications organisations are looking for digital procurement solutions that enable them to exercise the very highest levels of control across the business whilst adopting clear and transparent best practice processes. Not only will this help to identify potential savings and avoid unauthorised spending or fraud but it also provides financial assurance and clarity to customers, regulators and organisation leaders alike.





How Integra can help your organisation

End-to-end procurement

The Purchase-to-Pay (P2P) cycle is a key area in which manual processes, paper documents and slow distribution methods hamper efficiency and cost money. Lost invoices, manual data entry, error-resolution and time spent chasing paper internally, all contribute to high costs.

The Integra P2P solution provides a comprehensive purchasing and invoice management function for the diverse needs of requisitioners, buyers and finance users, removing paper-based processes and supporting mobile ways of working.

It offers complete purchasing control, from catalogue and contract management through to spend analysis per category, supplier or department. Incorporating Optical Character Recognition (OCR) technology saves valuable input time and speeds up the authorisation processes through automatic invoice matching.

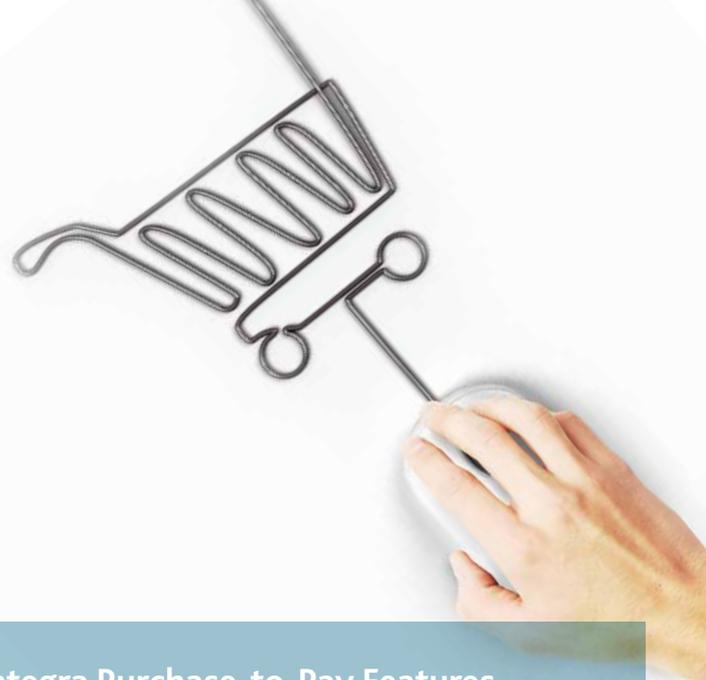
Requisitioning and ordering

Integra includes multiple data entry options to create the initial request for goods or services, dependant on the user's requirement.

Easy-to-use "Shopping Basket" requisitioning enables users to simply search for and select the goods that they wish to buy from a defined list of products or categories, without the need to identify any other information, such as general ledger code or supplier.

This is a very straightforward concept similar to standard internet shopping style web sites, and most importantly, easily understood by even the most occasional of computer users.

Online authorisation hierarchies ensure all orders outside of predefined tolerances are subject to control checks to ensure budgetary and technical sign-off.



Integra Purchase-to-Pay Features

- Supports the full Purchase-to-Pay cycle
- Fully integrated into existing finance system
- Mobile data access and approvals
- Detailed analytics
- Ability to punch out to third party sites



Approvals on the go

The Integra Mobile interface allows users to access their financial data anytime, anywhere thus keeping up with the fast-paced business world around them. With 'Approvals on the go' requisitions, orders and invoices can be reviewed and approved on a mobile device.

All access and security is controlled via the core application and any actions are immediately synchronised with the full Integra installation.

Advanced analytics

The Purchase-to-Pay Analytics Pack empowers users to manage and monitor their entire procurement operation. Advanced analytics tools help to track exceptions to the process and highlight potential efficiency savings. Highly visual dashboards not only ensure management teams will get an instant view of all purchasing activity but also allow them to pro-actively manage their organisation's procurement savings plan.

Full integration

Disparate systems can often cause a break down in processes, reduced business insight and unnecessary administration time. This is why the Integra P2P solution includes a purpose built integration engine that provides full, two-way communication with your existing finance system.

This can be used to simply validate general ledger codes during data entry, check against budget and commitment postings, or to maintain reference data.

The full integration ensures that finance and procurement teams can rely on an accurate data flow between all systems involved.

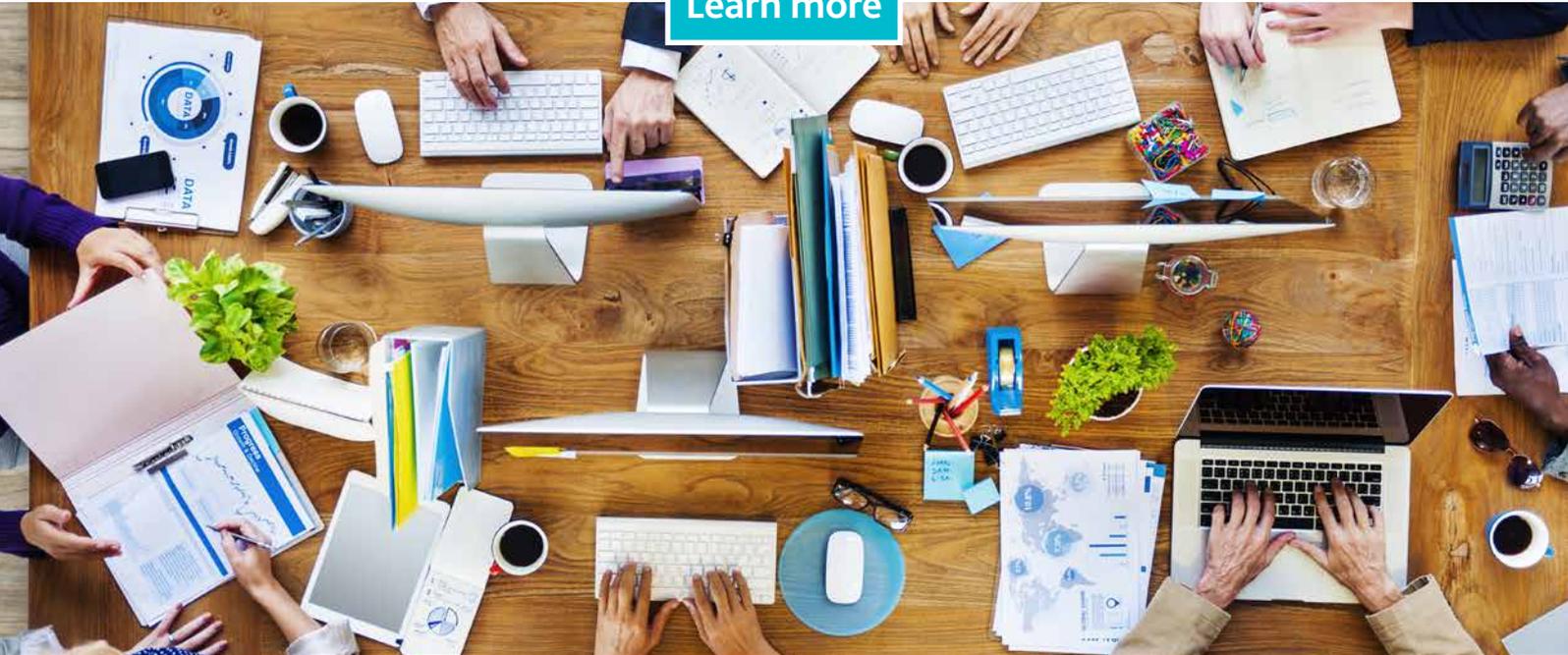


Integra Purchase-to-Pay Benefits

- Monitors performance and identifies exceptions
- Supports flexible, mobile working
- Elimination of costly, time-consuming manual tasks
- Improved financial visibility
- Pre-built dashboards to support procurement savings plan
- Secure audit trail

Want to learn more about how Integra Purchase-to-Pay can help your business?

Learn more



About Capita Integrated business solutions

Capita Integrated business solutions (part of Capita plc) provides world-class financial management software, e-procurement and bespoke solutions helping clients to realize strategic cost savings and modernisation objectives.

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