



Highlights

- Increases the productivity of your accounts payable staff
 - Reduces invoice processing cost
 - Enhances data accuracy while reducing time wasted on data errors
 - Improves compliance and payables visibility
 - Helps you capitalize on invoice discounts and avoid late penalties
 - Reduces costly incorrect and duplicate invoice payments
 - Enables smooth integration with ERP systems
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Datacap Taskmaster Accounts Payable Capture

Accelerate input with automated invoice processing

Datacap Taskmaster Accounts Payable Capture is designed to integrate with practically any document scanner to capture all the important information from an invoice and deliver it to your enterprise resource planning (ERP) system with no manual data entry. Datacap Taskmaster uses advanced optical character recognition (OCR) to accurately capture all critical invoice data: vendor ID, date, line item and total amounts.

DNA – Dynamic Natural Analysis

Datacap Taskmaster provides users with innovative capabilities to help eliminate new invoice format setup.

- Each scanned invoice is matched against a library of invoice layout fingerprints
- Zones and location rules are applied to help ensure fields are found, such as invoice date, invoice number, amount, purchase order number, line items, etc.
- Verifiers have easy-to-use features to correct recognition errors, including Click N Key and Dynamic Details to enhance productivity.
- Intellocate automatically updates the fingerprint library with updates to new and existing fingerprints.

Procedural rules drive accuracy

Designed to set up new invoice layouts in seconds without complicated templates or expensive programming, Datacap Taskmaster Accounts Payable Capture remembers each vendor's design and field data locations automatically.

- Includes hundreds of predefined rules
- Applies global rules to all invoices
- Supports invoice-specific rules
- Runs multiple rules per field
- Tests rules offline, one action at a time
- Finds fields and line items with locate rules
- Helps ensure accuracy with validate rules
- Attaches vendor number automatically



Image enhancement

- Line removal
- Despeck and deskew
- Noise reduction
- Automated page orientation

Invoice identification

- Assigns unique fingerprint automatically to each new invoice format
- Matches to master table with phone number, address and payment details
- References fingerprint library with thousands of known invoice formats
- Automatically handles new invoice formats

“Processing is much faster, and invoices are almost immediately available as electronic images. As a result, we are delivering better customer service for not only internal inquiries, but to our vendor community as well.”

— Seth Linebrink, manager of financial reporting and accounts payable, Invacare

Fast verification

- Highlights low confidence recognition results
- Enforces field validation rules
- Displays full image for key-from-image
- Reduces eye movement with field snippets
- Shows context with supersnippets
- Reduces keystrokes with Click N Key on image
- Jumps to next problem automatically
- Runs validation rules interactively, including lookups
- Highlights images

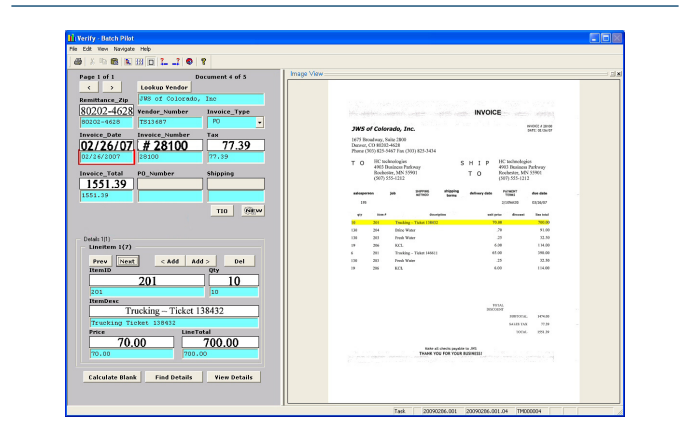


Figure 1: AP operators see the full invoice image, with data and image snippets for easy comparison. Color highlighting indicates problem characters or fields. Quick buttons give verifiers access to vendor tables, line item data, and POLR.

Data delivery

- Outputs images with indexes to IBM Content Manager, IBM FileNet Content Manager, IBM FileNet Image Services and many 3rd party content repositories
- Posts data directly to accounts payable (AP) or legacy application
- Formats output under Rules control
- Reports on system productivity and aging
- Integrates with most major ERP and accounting systems
- Deletes batches automatically after target system acknowledgement

System administration

- Restricts access with robust security model
- Publishes detailed productivity reports
- Displays real-time view of system activity
- Works in network or in a browser

Datacap Taskmaster platform

- Built on the award-winning Datacap Taskmaster Capture forms processing platform
- Highly flexible with rules-based technology
- Browser-based scanning and indexing
- Easy to use and manage

About Datacap Inc., an IBM Company

Datacap provides award-winning ECM software for document capture and paper forms processing. These solutions help organizations worldwide improve the speed, accuracy and cost-efficiency of data extraction, making information more accessible. Using the latest technologies and innovations, Datacap solutions help automate a broad range of document-centric business processes in a wide variety of industries.

For more information about Datacap solutions, contact your IBM sales representative or IBM Business Partner, or visit:

www.datacap.com



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Software Group
Route 100
Somers, NY 10589
U.S.A.

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