# How To $ave Your Business
## with Electronic Content Management (ECM) and AP workflow automation.

by
**Core Associates**
the makers of TimberScan

## Uncovering A Problem

**sage** | Construction and Real Estate Development Partner

According to the Association for Image and Information Management 2011 (AIIM) and a survey of the organization's member businesses:

**14%** Have stand-alone capture systems separate from their ECM

**33%** Don't have capture and workflow automation systems

**58%** Describe their inbound document handling as ad-hoc

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**Average cost to process AP invoices per invoice**

As determined by the APQC after surveying 997 organizations.

$4.98 Top Performer → $7.75 Bottom Performer → $12.44

1,041 — Average # of AP invoices processed per month by TimberScan users

Bottom Performers
$12.44 x 1,041 x 12 = $155,400
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Top Performers
$4.98 x 1,041 x 12 = $62,210.16

**$93,190.48 potential yearly waste/savings**

## The Cost Of Inefficiency

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**Labor** costs are the **#1** driver of AP invoice processing costs.

APQC research reveals AP invoice processing cost drivers.

**THE CULPRITS:**
1. Data Errors
2. Document & Invoice Handling

**THE FIX**
Deploy workflow automation for AP approval routing, bulk change-order notifications, and other tedious AP processes.

Use electronic capture systems to reduce manual entry time and the possibility of human-error.

## Identifying The Fix

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### Do
**choose a software program that**

**Addresses all of your specific needs**
Choose a single program that solves your workflow, data integrity, and content mangement needs.

**Has a great reputation**
Make sure the provider has a long history of satisfied clientele.

**Is future-ready**
Check to see that the solution is able to work with other systems and can grow with your business.

### Don't
**choose a software program that**

**Was not designed for your needs**
Some providers multi-purpose their solutions making them buggy and an unnatural fit with industry procedures.

**Has fractured support**
You'll need help and when you need it, you won't have time to get passed around.

**Only works one way**
Check to see that your software has an open API, integrations ready-to-go with other solutions, or an expanded offering of connected solutions.

## Choosing A Solution

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## timberscan

✓ A quality product developed for more than 14 years with over 25,000 users, worldwide.

✓ Designed exclusively for Sage 300 CRE and Sage 100 Contractor users.

✓ Future-ready with cloud-based and mobile functionality to help keep operations moving efficiently.

✓ TimberScan support is operated directly by Core Associates with certified personnel, and is rated 5/5 in customer reviews!

✓ An affordable solution with a quick ROI, fast implementations, and an easy-to-use interface.

Average estimated time savings attributed to TimberScan by current users
**50% FASTER**

Many TimberScan users reported time savings as much as
**2X as FAST**

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## . . . A Clear Winner.

### New for 2017!
1. The AIM feature is now included with TimberScan free of charge.
2. Introducing: Email Monitoring- automatically move invoice attachments from your inbox to a TimberScan folder.
3. Get unlimited AIM search users, at no additional charge!

**Core Associates**

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Resources

1. Information Management - State of the Industry. © AIIM 2017, www.aiim.org/research
2. Metric of the Month: Accounts Payable Process Cost, Mary Driscoll, www.cfo.com
3. 2016 Year End TimberScan Customer Survey, Core Associates, LLC