

it.document handling suite

# ADVANCE YOUR BUSINESS BY AUTOMATING YOUR DOCUMENT HANDLING

NTT DATA Business Solutions





No employee will need to spend time on finding the correct data in documents manually. Everything is managed by the it.document handling suite.

Jonas W. Kvist, Director Approval and Capture products, NTT DATA Business Solutions

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# SMARTER PROCESSES WITH A COGNITIVE, TECHNOLOGY-BASED SOLUTION

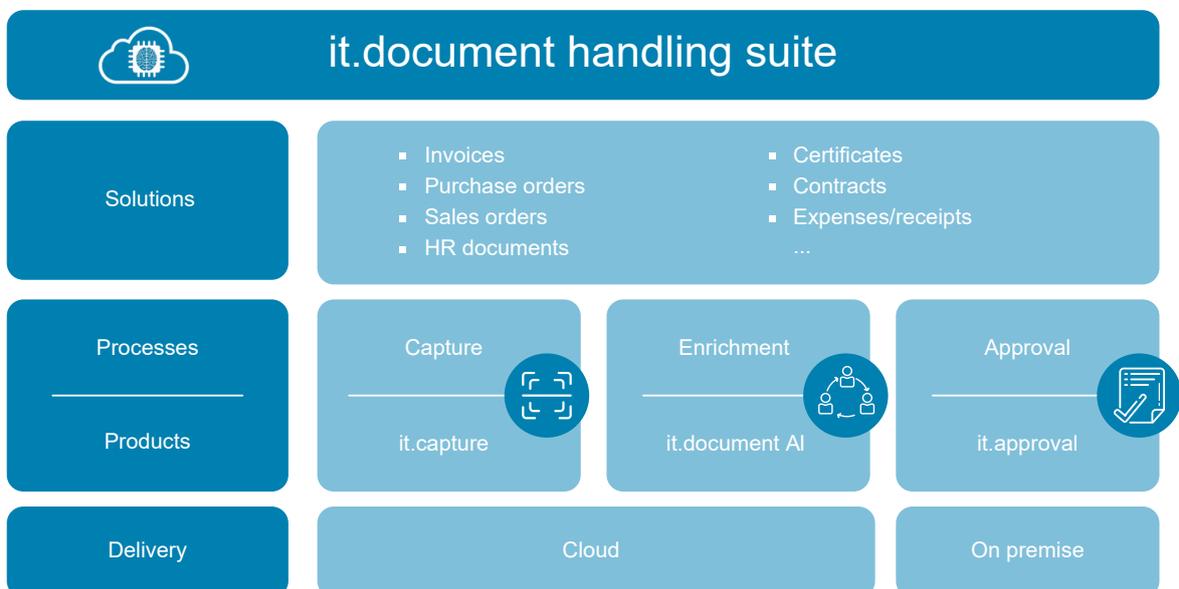
How many hands does an incoming document have to pass in your organization? The typical answer is: Too many.

The sales department receives orders, the accounting department receives invoices and the purchasing department receives order confirmation documents. In other words, a lot of time is spent on handling documents – that is, if the document management process is manual.

NTT DATA Business Solutions has created the it.document handling suite – an automated, cognitive, and technology based solution. It enables companies and their employees to focus on the things that bring most value, and automates redundant, repetitive tasks.

The suite consists of three products: it.capture, it.document AI and it.approval. Combined, the products provide a solution for handling most documents, whether it's invoices, sales orders or order confirmations.

Documents are automatically recorded, categorized, and enriched in your existing ERP system. Enabled by new technologies such as robotics, machine learning and artificial intelligence, the system only becomes smarter the more documents it handles.



it.capture

# AUTOMATED INFORMATION PROCESSING

Extracting accurate and precise data and converting this into relevant information can be a tedious and time-consuming task, but at the same time highly valuable for your ERP system's processes. With our document capture product it.capture, you can now fully automate the process.

The system can process thousands and thousands of documents - it being order confirmations, invoices, or purchases orders. it.capture is a unique approach combining our cloud capture software with revolutionizing AI models and a back-up in the form of service centers. This means no matter what, you will not spend any time on capturing values of documents - it is 100% automated!

it.capture supports all document data formats and will extract the data whether you receive data electronically (EDI), by PDF, or by paper. It interprets the data, analyzes it, and makes the output available to your SFTP, API or SAP ERP in standard fields.

This automation guarantees that the information that is crucial to your operations are always available, while allowing you to re-focus your scarce resources to more value-adding activities.

## it.capture Benefits

- 100% automation frees up resources' time to focus on other tasks
- Ensures that pertinent data and information is always derived from documents
- Extracted information can be processed to any endpoint, e.g. ERP system, server, API
- Implementation is quick and free of charge

it.document AI

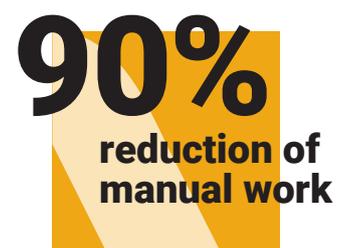
# AUTOMATED ASSIGNMENT OF DOCUMENT ATTRIBUTES

Don't let your employees' specific knowledge go to waste by having them focus on trivial tasks. By leveraging on your organization's stored data and applying new technologies such as Artificial Intelligence and Machine Learning, it.document AI builds a comprehensive model to enrich incoming information. The model can automate the process of assigning document attributes such as accounting information, cost center references or VAT codes to incoming invoices.

Time for employees who would normally handle this categorization and enrichment are thereby freed up, as it.document AI reduces the workload for these tasks up to 90%!

## it.document AI Benefits

- Reduce the time and the resources consumed by manual handling
- Eliminate repetitive and/or trivial tasks and processes
- Leverage on inherent knowledge from all your existing data
- Reduce training need for new employees
- Reduce manual accounting errors



**90%**  
reduction of  
manual work

it.approval

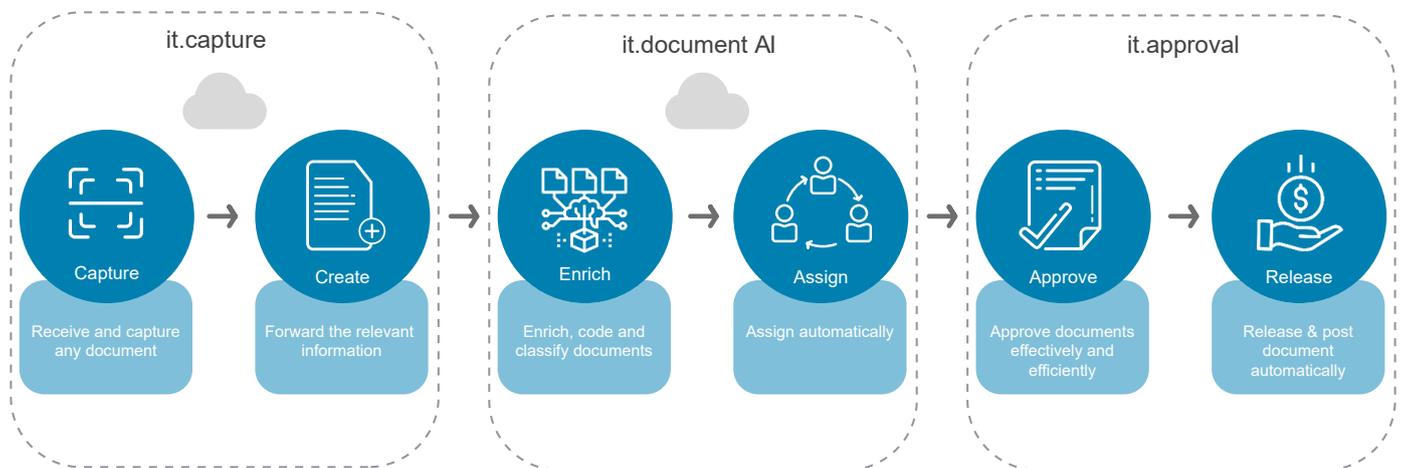
# MOST EFFICIENT APPROVAL WORKFLOW

Still handling document approval processes manually? Then now's the time to stop. With it.approval you can handle vendor invoices and purchase orders for goods or services in a more efficient way – simply by automating your processes. If you find yourself in situations with missed early-payment discounts or stuck with time-consuming tasks related to document creation and approval, it.approval is the solution for you.

With it.approval, your approval rules and regulations are automatically met without much effort. You ensure everything related to creating and approving Purchase Requisitions, Purchase Orders, and Invoices is automated. It is fit to SAP standard (ECC and S/4), why no workflow or processes occur outside SAP, making sure your workflows and data are perfect.

## it.approval Benefits

- Shorter approval cycles
- Optimized cash flows
- Reduced costs per invoice
- Full document history all through the approval process
- Automatic compliance to approval rules



Want to know more?  
Do not hesitate to contact us:

[www.nttdata-solutions.com](http://www.nttdata-solutions.com)

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