

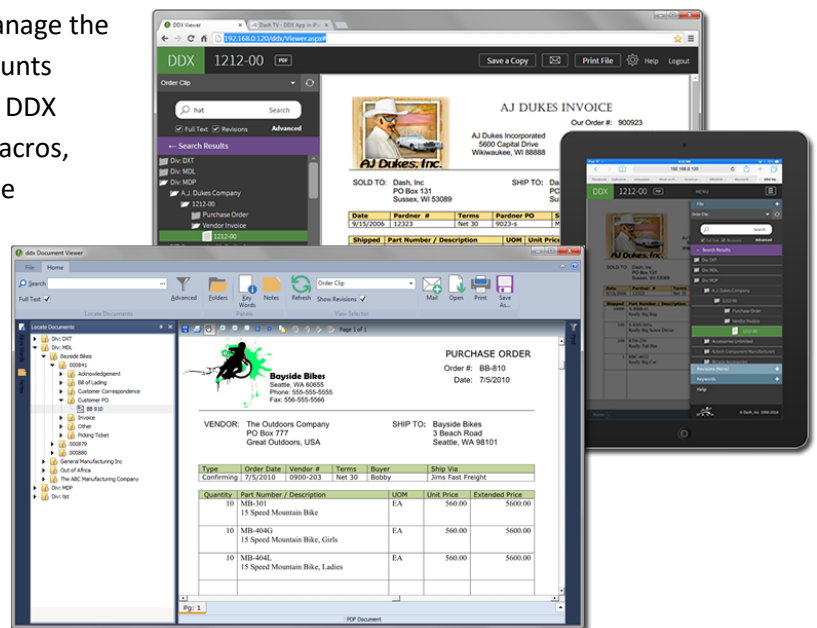
Fact Sheet

## DDX™ Document Management: Accounts Payable Business Process Module

Simplify your procurement to payment process with Dash's DDX™ Document Management Accounts Payable module. DDX will put a smile on your boss's face when you've searched through thousands of documents and located just what he or she needs in seconds. Reduce the time spent filing, organizing and finding valuable business documents and streamline your Procurement and AP process.

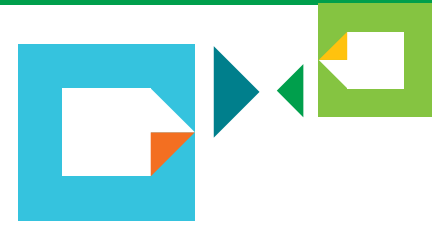
Dash's DDX Accounts Payable module helps you manage the documents involved in your Procurement and Accounts Payable process. It includes specific, highly focused DDX functions and configurations, along with SYSPRO macros, hyperlinks, triggers and sample forms to address the typical steps in the Purchasing and AP business processes.

The AP Module addresses various specifics including Purchase Order capture and delivery; Capture of receiving documents during PO Receiving; Matching assist and Invoice capture during invoice Posting; and culminates with capture of AP Check documents during Invoice Payment.



Print, save or scan almost all various documents into DDX to secure and protect your business-critical files. For the forms your business produces daily – like Purchase Orders - DDX automatically archives a copy and delivers for you: emailing, printing and/or faxing to an unlimited number of recipients. Delivery Preferences for each Supplier let DDX know how to handle PO form distribution. DDX then organizes *all* of these disparate documents into coherent, logical groups in one central location so you can find them in seconds.

Dash's quick-start implementation and Accounts Payable Module for SYSPRO mean you will start reaping returns almost immediately. Get started now.



## The Facts

The following Document Types are pre-configured in DDX:

- AP Check
- AP ACH Remittance Advice
- Certification Doc
- Expense Report
- Inspection Report
- Outside Processing Bill of Lading
- Outside Processing Packing Slip
- Purchase Order
- Receiver
- Supplier Correspondence
- Supplier Invoice
- Supplier Request for Quote

Delivery Preferences user-maintainable for Supplier Purchase Orders. Automated delivery (Email, Print and/or Fax) and capture of Purchased Orders: Just print.

Capture of Scanned and other misc. documents assisted by validation against SYSPRO data, and/or using DDX's Quick Tag feature for point-and-click tagging.

Hyperlinks and triggers strategically positioned in SYSPRO to assist users with quickly locating and capturing the documents they need when they need them. For example:

- In Supplier Query – links to view related documents
- During PO Receipts – trigger to capture receiving documents
- During AP Posting – links to locate matching documents from receiving and purchasing. Trigger to capture Supplier's invoice.

And more...

Fact Sheet

## Requirements

- SYSPRO v7.0 Update 1 (or greater) on Microsoft SQL Server.
- SYSPRO Accounts Payable module.
- SYSPRO Purchase Module is optional.
- On the of the following is required:
  - DDX Core Module, or
  - DDX Enterprise Edition with the DDX VALU Module.
- SQL Server 2005 or greater
- Windows Server 2008 or greater

