

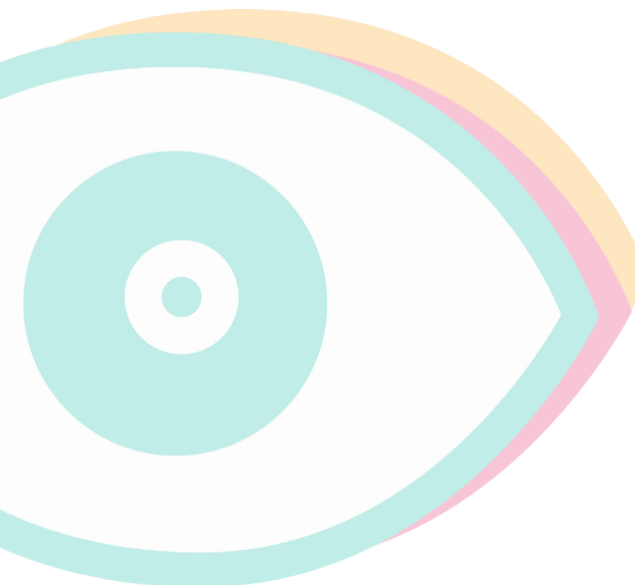
# How to Mess Up Your AP Automation Project

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# Introduction



Today, automation technology is one of the inevitable technical trends for companies wanting to improve their efficiency and agility in a complex and competitive economic environment. The reasons are clear, including cost reduction, process optimization, data security, regulatory compliance, and many more.

While deploying automation processes does not require any specific skills, project success is nonetheless based on following some commonsense rules...and avoiding pitfalls.

With that in mind, we are pleased to offer you a bit of insightful content on the topic, combining practical information with humor: Sixteen very effective ways to “mess up your invoice automation technology project.”



## 1. You are unaware of the cost and time it takes to process your invoices.

People have been telling you over and over that invoice management causes constant frustrations in the accounting department and ill feelings when suppliers complain about not being paid on time. It becomes a nightmare when invoice volumes rise to an unmanageable level. Why bother knowing how much it all costs? It's either very expensive and someone is sure to start wondering why you didn't do something sooner; or the cost is marginal and you're missing out on a relevant project that could have made you look good with your financial leader(s).

*"It's all a bunch of wind," Don Quixote, expert in data mills*



## 2. You don't seek to understand the challenges of your current supplier invoice processes.

Auditing all the weak points in a given process, finding sources of errors, and wasted time—it's like reading a medical dictionary! You end up convincing yourself that you have all the symptoms of a disease—Acute Excellentosis, a highly addictive condition involving incurable paper consolidation, contagious double-sided reporting, and repetitive storing of invoices in cardboard file folders and metal cabinets. It is an endemic phenomenon that even the top experts in automation technology have not been able to eradicate.

*"I've got 58 minutes left to digitalize," John McClane, lead character in "Die Hard with a CFO"*



## 3. You have no interest in analyzing your invoice workflows.

Old processes are like old farmhouses: It's hard to remove a load-bearing workflow without the rest of your processes tumbling down. Sadly enough, financial processes are also weakened by poor performing KPI termites, leaky reporting joints, and asbestos-filled Excel dashboards. You already don't want to know how your current AP workflow operates; just imagine how little you care about diving into "workflow extrapolation in an automation future!"

*"All things being equal, I go somewhere else!" John Smithers, digital fugitive, Birmingham*





4.

## You are not measuring current workflow loads or anticipating their progression and stagnation.

You'd need to have super strong psychic abilities to predict the volume of invoices your company will have to process over the next few years. Even the sharpest CFOs, the ones who are real math whizzes, can't do it. Those that try are wrong nine times out of ten, with the tenth try just being luck. Why so much wasted effort?

*"Forty centuries of accounting stare upon you from atop of these invoice pyramids,"  
Kevin Bonaparte, great-great-great-grandson of the other Emperor of Finance*



5.

## You are attracted by an AP automation solution that only takes paper invoices into account.

Faced with those who keep telling you that an AP automation world is inevitable, you prefer to memorize figures regarding paper volumes (an average of 10,000 sheets per employee). Isn't this proof that paper, which has already stood the test of time, is here to stay?

*"Carried by the crowd of paper invoices that pulls us, and leads us on...",  
Edith Piaf, project manager who sees life in pink and has no regrets*



6.

## When choosing an AP automation solution, you ignore the need for legal compliance and audit trails.

By definition, software designers plan to cover everything. Especially when it comes to compliance with existing rules, such as traceability and audit trails, and, for the most daring, with rules that don't even exist yet. So why bother running through a regulatory checklist? You can just deal with legal and audit problems as they arise. What good would it do to anticipate?

*"I've always preferred a check list to a checklist,"  
Bernie Madoff, controller-in-training*



## 7. You will consider as many software solutions as necessary to simplify your project.

The famous philosopher, Waï Not, once said: “Choose the right tool for the job.” This local proverb applies even more to today’s companies and organizations. You might as well implement multiple solutions. Because really, purchase orders, electronic document management, expense reports, and invoices have nothing in common.

*“For me, software solutions are like a medium dry martini.  
I prefer them shaken, not stirred.”  
James Bonded, license to kill specifications documents*



## 8. You will choose an AP automation solution that does not talk to or seamlessly integrate with your existing software package or ERP systems.

Integrating solutions into an existing information system is such a nightmare—as any right-minded IT director would confirm—that it is best to avoid heading down that path. Unless you are a collector of APIs, a fan of connectors, an admirer of enticing interfaces, a compulsive consumer of micro services, or just someone who likes configurable modules.

*“Roderigo, have you the heart to digitalize?”  
Don Diego, President of CIAT (Committee for Integration and Automation Technology)*



## 9. You plan to select an AP automation solution that does not automate data entry, do PO comparison, validate invoices, or have routing and approval capabilities.

You don’t play around with data security or quality; human intervention will *always* be needed to enter and validate invoices. Tasks will *always* be handled better if a human, not a computer, personally oversees them. And if data entry and validation team managers don’t have any more work to do, then we’ll have to reassign them somewhere else. You’ll never hear the end of it.

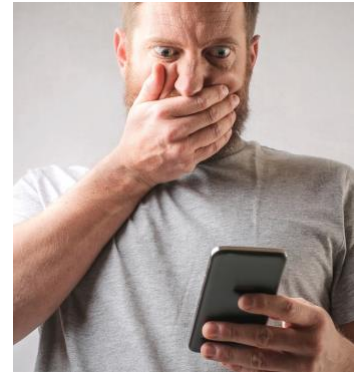
*“When end users get savvy, it’s time to find another job,”  
Obi1.0 Kenobi, Project Manager Pasha*



## 10. You believe there's no way to process invoices using mobile-enabled devices.

Mobile devices are polluted enough by apps for games, weather, news, and other niceties that we don't need to also add strategic business applications. Don't forget the cosmic law, "What happens inside the company stays inside the company." For security reasons if nothing else.

*"Developing apps that are mobile-ready is an activity for minds unsteady.  
It's better to move on, before someone calls you a moron." Nursery  
rhyme for ADR-deficient trainee apprentices*



## 11. You avoid AP automation solutions that provide dashboards, reporting, and KPI measurements.

Elaborating dashboards and reporting is like a double jail-sentence. First, it's a pain for whoever has to design them and suffer through the process of collecting relevant data across dozens of spreadsheets. Then, it's no better for the people who receive them and never have time to take a look. Even worse, what if indicators that are supposed to show continuous improvement actually show that things are *not* improving and teams are inefficient? Gasp! Guaranteed thrills if you like a good scare.

*"Isn't that cute. Now let's go see if the dashboard has hatched."  
Pierre de Ronsard, Prince of POETS,  
(Principal Officer Elaborating Tables for Systems)*



## 12. You have elected an AP automation solution that only works on premises versus cloud-based

Cloud insecurity and the risk of non-reversability for data are the two hardest ideas to eliminate from the minds of managers and upper management teams...and upper upper managers of managers. Whatever you do, however powerful your forces of persuasion, doubt will always remain. The cloud is a vast unknown, and service providers will never want to return your data. There is nothing more reliable than a solid on-premise server that you know inside and out!

*"What's mine is mine, what's yours is negotiable,"  
Quote by Pablo & Scobar, independent incoming (and supplier) invoice laundry  
service*



### 13. You think that expensive AP automation solutions are the only ones that are easy, powerful, smart, and offer high performance.

As long as you're investing in an AP automation solution, you might as well pick the most expensive. It's the only way to get your colleagues to respect you. Isn't spending a lot of money a sign of real power?

*"He who can do most, can do most.  
It's the least he can do,  
and that's already a lot!"  
Wo Tu Yu, ancient Asian philosopher  
IVLXI<sup>st</sup> century BAT (Before Audit Trail)*



### 14. You are not interested in trying before you buy.

You won't be tricked into asking users to test different solutions before making your decision. All they would do is take advantage of the situation and make demands that result in a specifications document as thick as an encyclopedia. It could even be so bad that people get fooled by providers offering to let them try their "revolutionary solutions" for "free without any commitment." You would run the risk of discovering requirements that would be impossible to classify among priorities and giving everyone involved a migraine! Just close your eyes and buy something. It's much easier.

*"Everyone has a plan until they get hit with the bill,"  
Michael Tiesson, CFO Whisperer*



### 15. You remain convinced that the key to success is a complex solution that requires a long and cumbersome integration phase.

"No improvisation when it comes to automation technology!" That could be the rallying cry for the team responsible for AP automation and integration with financial systems. Everything needs to be analyzed in minute detail, which means the solution you choose is going to have to be complicated to cover all needs.

*"Thinking about it for seven years is the least you can do." Mary  
Lynn Moneyroe, lead role in "Some Like It Dematerialized"*





## 16. You have no interest in the ROI that AP automation will deliver.

Everyone knows it. It's not because figures speak for themselves that you can't make them say what you want! With a small amount of patience, a few rolls of accounting string, and some budget screwdrivers, you can always put together an ROI worthy of the name. Why waste your time searching for the real numbers?

*"Automation forever."  
Lay-Z, CFO of himself*



# Conclusion

We hope that this tongue-in-cheek exercise has helped raise your awareness about some of the common mistakes and assumptions that invariably lead to AP automation project failures, or from even getting started.

However, since humor has its limits as a source of real advice, we invite you to more seriously check out our whitepaper that asks “[Is Your AP Performance Top Tier?](#)” and our e-book, [Five Factors That Will Shape the Modern Finance Office](#). These thought leadership resources will help you unveil real keys to AP automation success, offer advice that remains simple and easily accessible, and will help you drive your AP automation efforts in a pragmatic and effective manner to ensure complete success.



## CUSTOMER TESTIMONIALS AND MULTI-AWARD-WINNING RECOGNITION



Thousands of customers have chosen Yooz to automate their AP workflow and payment processes and have since become Top Performers in the accounts payable category.

We are proud to present some of these customers who have made the leap to AP automation with tremendous success:



*"Since implementing Yooz for our five-store dealership group, the invoice processing time has been reduced by 50%, the cost associated with cutting checks has decreased by 75%, saving us nearly \$35,000 a year, and our GMs have complete visibility into our AP process."* Patsy Price, director of operations, Peterson Auto Group



*"With the Yooz and Sage Intacct combined integration you have a single source of the truth. It's easy to find and manage every step of the AP workflow because everything is captured in one place. We have full visibility into the entire ledger."* Adam Maurer, CPA, CFO, Deutser consulting group



*"By speeding up payments to our contractors we get a wider choice of contractors bidding for construction projects and keep the best ones coming back. And they can pay their subs on time. It has created a lot of goodwill between the city and our suppliers."* Terry Leake, director of finance, City of Cleburne, Texas



*"Because we've saved so much time with Yooz, we've been able to redeploy our AP staff into more strategic, value-added work. They are better organized, have eliminated stress, and feel like they are actually contributing to our company's success."* Shawn Delaney, controller, Bridgevine e-commerce company



*"I liked the ease of implementation and its true OCR capabilities. Yooz adapted to our business needs and ERP system instead of us adjusting to the software. Best of all, the reliability exceeded our expectations, at 99.9%."* Bryan Schmidt, controller, UNITE HERE HEALTH



*"Thanks to Yooz, we now have a uniform and centralized AP process for the entire company. We are ready for additional growth at new locations and higher volume without having to increase our staffing."* Michael Hoskins, CFO, OnPointe



*"The dedicated support team from Yooz was integral in a smooth and seamless conversion process. Together with our internal team and executive leadership we had all pistons firing in the same direction, which was why we were able to roll out Yooz to our group with such success."* Sherry Wang, group controller, GoAuto

### **About Yooz**

Yooz, Inc. is a global, multiple award-winning, cloud-based purchase-to-pay (P2P) solution that solves for today's finance professionals' top AP workflow challenges by providing a simple, secure, end-to-end P2P platform that integrates with more than 175 ERPs. It leverages and optimizes powerful features and emerging technologies that unleash the creative and innovative power of finance teams.

Transparency, traceability, mobility, security, and simplicity form the hallmark of Yooz, and influences everything it does.

For more information, visit <https://www.getyooz.com/>

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