Extended EIM

Extended EIM is a complement to the option Electronic Invoice Management (EIM). With Extended EIM you can also handle invoices on the web. This is a user-friendly system with many benefits!

Which are the Benefits?

Electronic management of invoices using the Extended EIM makes the entire handling process simple, efficient and secure. Extended EIM is fully integrated with the MONITOR ERP system which makes it a very powerful product for invoice management.

If the right prerequisites exist, Extended EIM will match the invoices automatically. The only thing you have to do is the final coding. You can also make your supplier invoice flow even more efficient by having the final coding performed automatically when the match is complete.

With Extended EIM you can choose whether you wish to match the invoice as a total or both as total and on row level. If there are discrepancies between an invoice and a purchase order, you can easily link the invoice to the correct purchase order, delivery and part (if you have selected to match on row level).

Extended EIM is a web application that has been developed in Silverlight which makes the function act in a program-like way. This way we can offer more functionality and userfriendly ways to work than other solutions. It is even possible to install the program directly from the web browser to your computer.

Since Extended EIM is web-based it is possible for you to work with your invoices regardless of time and place.

Another benefit is that you do not need to worry about maintenance and updates of machines and software.

How Does Extended EIM Work?

When the invoice has been scanned and interpreted, the data is imported to Extended EIM.

The scanning and interpreting functions are not provided by Monitor but are managed by a third party solution.

Matching against the purchase order will take place automatically there, both as a total and on row level, if selected. If the system finds discrepancies larger than what you have entered in the settings, the invoice will be sent on an authorization round.

You have the opportunity to create exceptions from the settings for specific suppliers.

If a complete match has been achieved considering exceptions and purchase limits, if any, the invoice can be sent directly to final coding.

If there are discrepancies, the system will primarily send the invoice to the person responsible for the supplier, secondary to the reference on the purchase order and thirdly to the company's main signer.

If none of these links exist, an authorization list is created manually in Extended EIM. While working with the invoice you also have the opportunity to have Extended EIM change the authorization list by adding or removing signers. You can also forward the invoice to another signer directly from the inbox or from the invoice you have opened.

The signer receives the subject in the inbox and can from there go directly to the invoice. The invoices (expense invoices) that do not have a purchase order as a basis will be automatically sent for authorization.

When the last signer on the list has processed the invoice it will be transferred to the final coding. The adjustments made on the invoice during the authorization round regarding coding and price will automatically be loaded to the final coding and only have to be approved in order for the invoice to be authorized for payment.