IBM Datacap Software Demonstration

June 13, 2013

Your Presenters

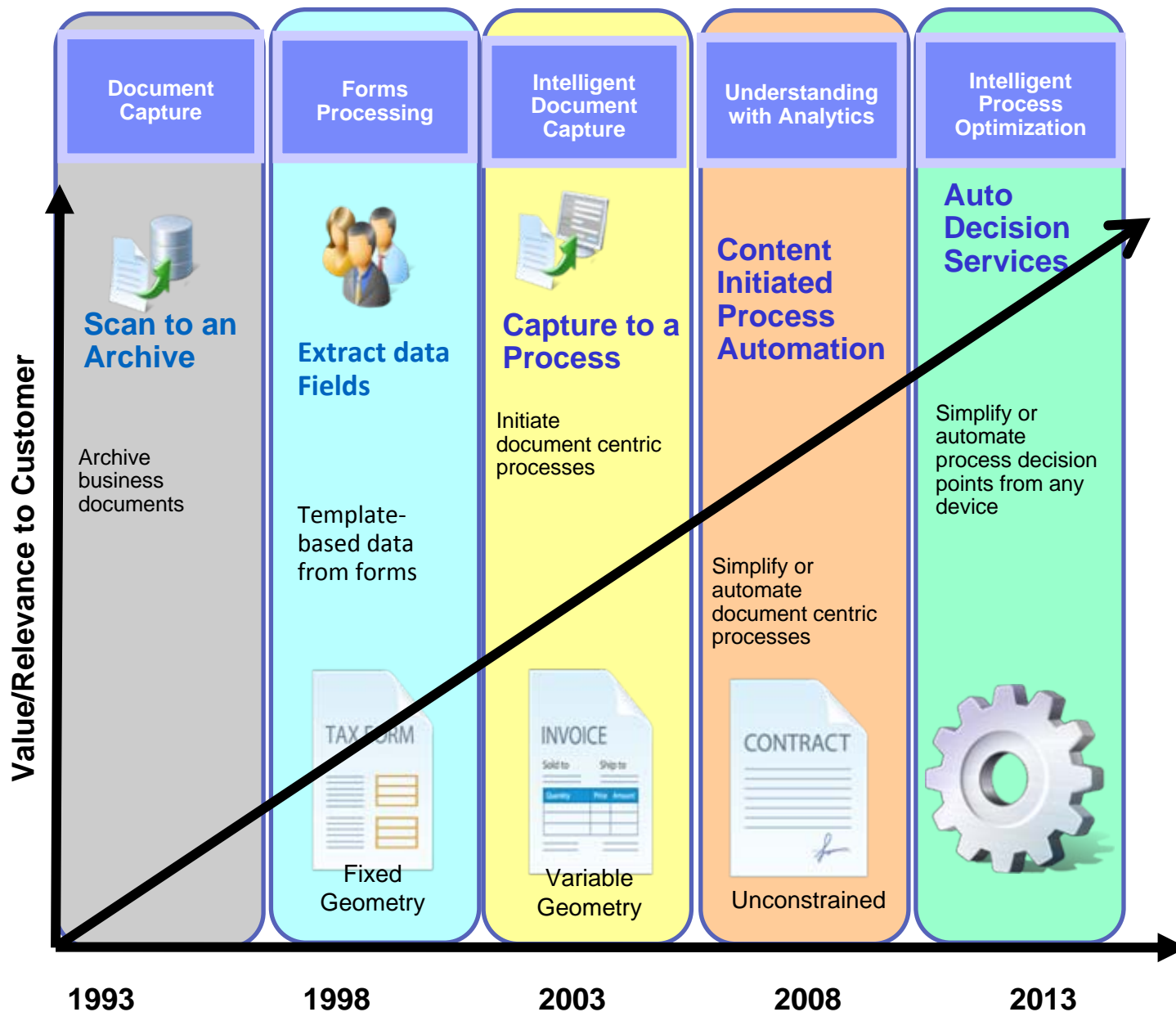**David Jenness**

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Agenda

- The Evolution of Capture

- 5 Elements of Intelligent Process Automation

- Document Automation in Datacap

- Demonstration 1: Datacap Accounts Payable

- The Value of Capture

- Demonstration #2

- The Product Set

- Questions

Document Capture	Forms Processing	Intelligent Document Capture	Understanding with Analytics	Intelligent Process Optimization
Scan to an Archive	**Extract data Fields**	**Capture to a Process**	**Content Initiated Process Automation**	**Auto Decision Services**
Archive business documents	Template-based data from forms	Initiate document centric processes	Simplify or automate document centric processes	Simplify or automate process decision points from any device
	Fixed Geometry	Variable Geometry	Unconstrained	

Value/Relevance to Customer

Benefits:
- Auto input of documents from paper, fax, email
- Auto data entry eliminates keying
- Accelerated processing
- Improved cash management
- Connected processes
- Customer engagement
- Increased competitive-ness
- Shareholder value

| 1993 | 1998 | 2003 | 2008 | 2013 |

5 Elements of Intelligent Process Automation

1.
Remove Document Touchpoints

2.
Enhance Usability Across The Enterprise

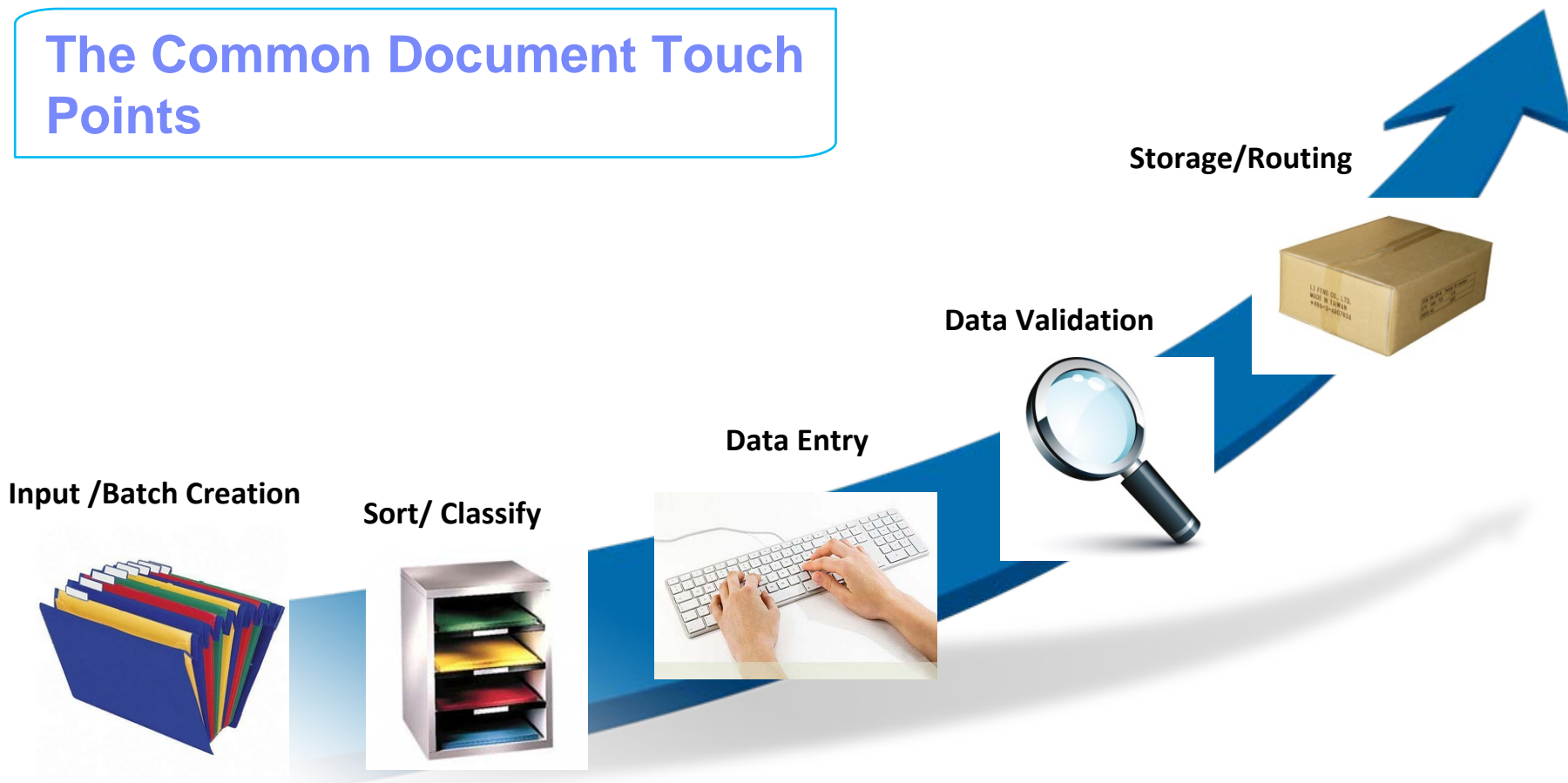## 3.
Optimize Integration With IT

4.
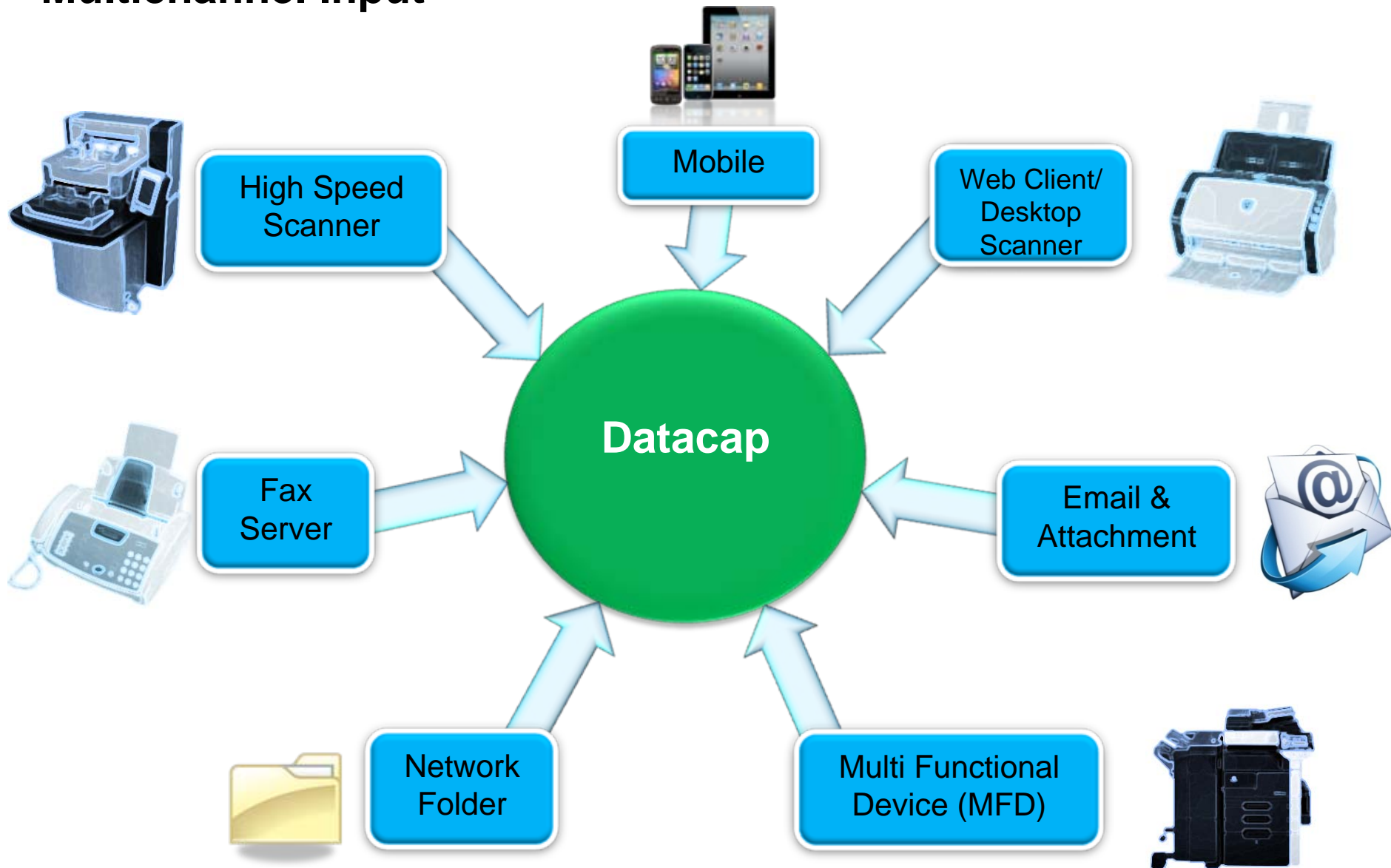**Vertical Accelerators With Input From LOB**

5.
Extensible

Capture automates manual processes…

The Common Document Touch Points

Storage/Routing

Data Validation
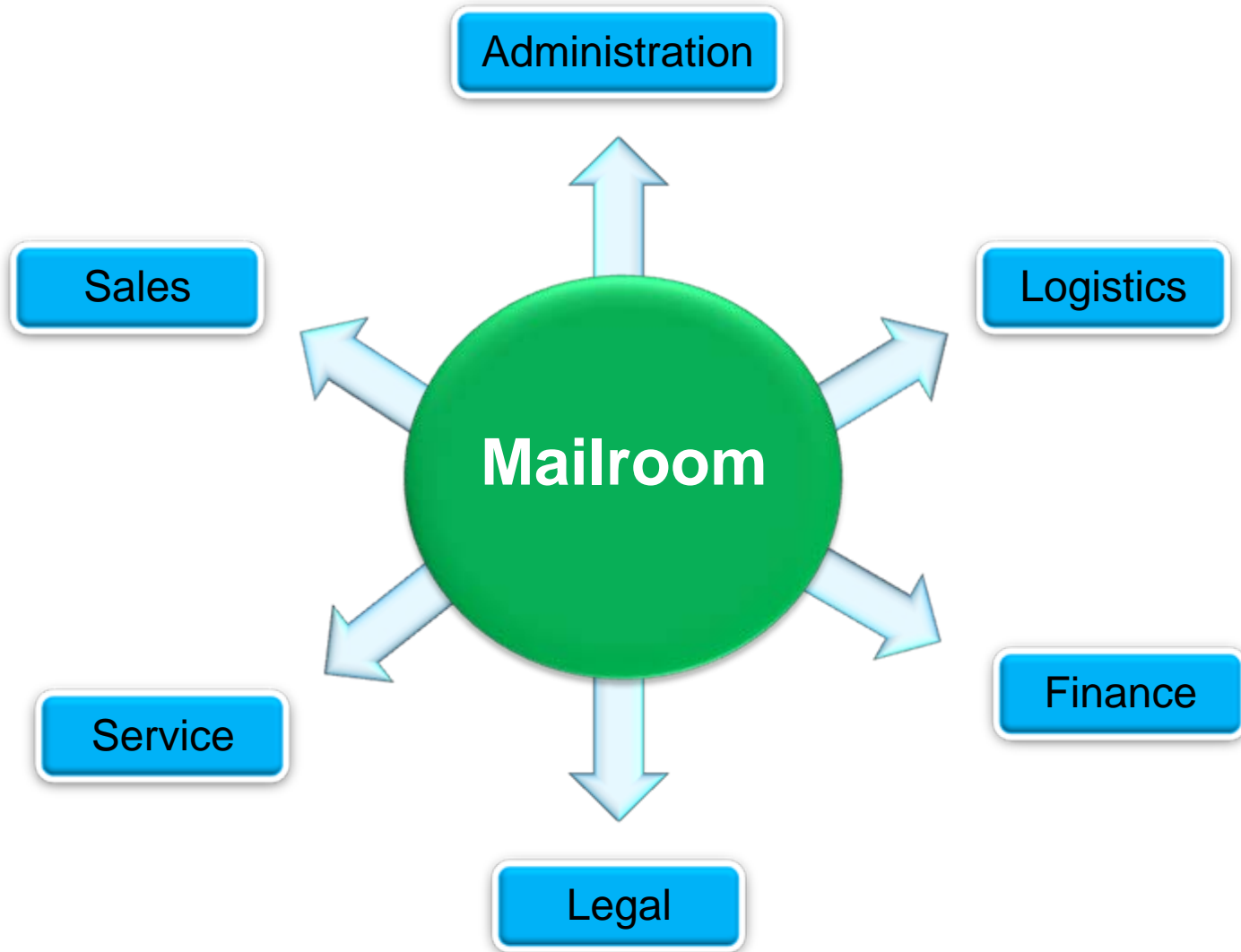
Data Entry

Input /Batch Creation

Sort/ Classify

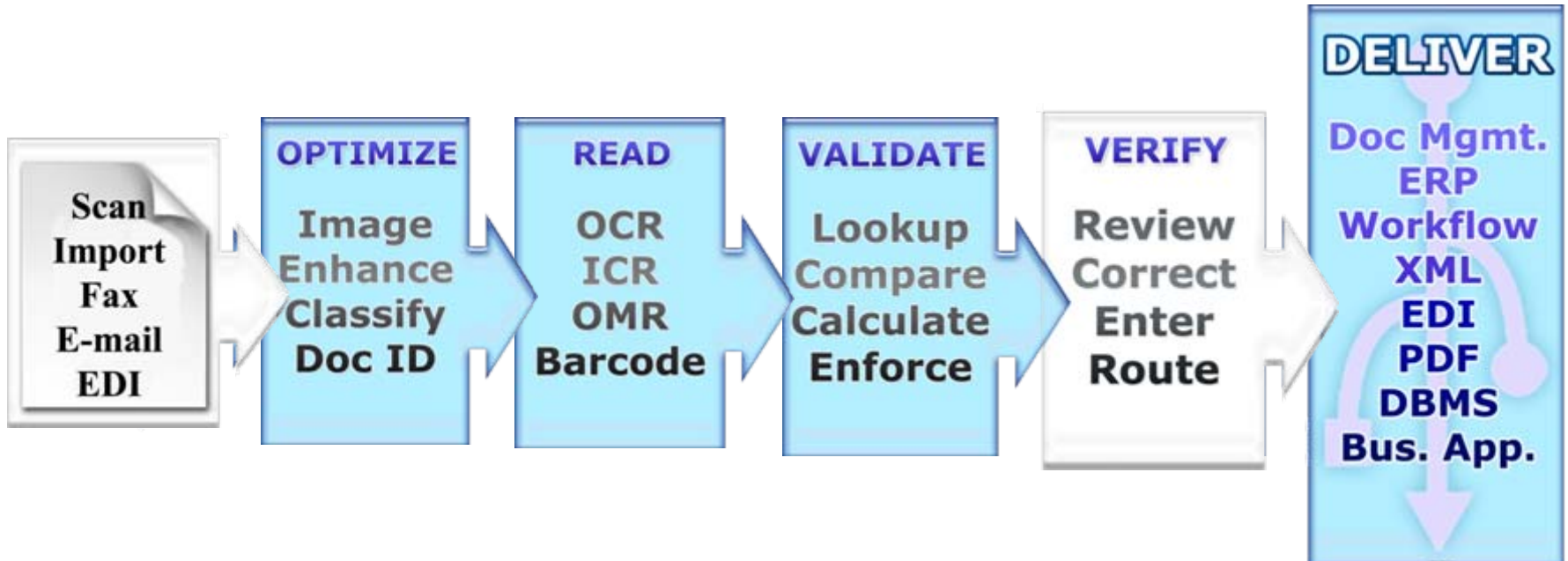## Today, every one of these steps can be automated

Multichannel Input

… needs to be delivered to many destinations

Datacap Capture Process

Demonstration

Business Benefits of Intelligent Capture

- **Accelerate document input and process**
    - Deliver products and services to customers faster
- **Eliminate manual data entry**
    - Reduce headcount doing low value tasks
    - Eliminate typos and lost documents
    - **Other cost savings**
    - Eliminate document shipping
    - Eliminate paper handling
    - Eliminate paper storage
    - **Control who has access to documents**
    - Maintain compliance
    - **Connect disparate sources of content to the enterprise**
    - **User-based pricing makes capture licensing more predictable**

Accounts Payable - 100% Manual Process

PAPER INVOICING

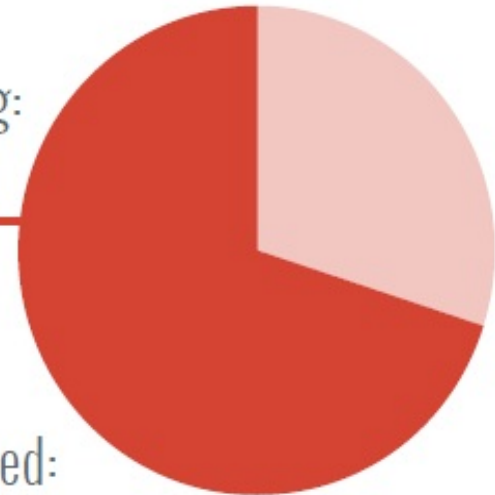Labor-intensive and error-prone with too many missed discounts.

Cycle time: **22 days**

Matching: **70%**

Invoices per FTE: **9,000**

$ = 3,000

Discounts captured: **30%**

Invoice Reconciliation – Procure to Pay

SMART INVOICE NETWORK

Configurable business rules for invoice validation drive close to 100% touchless processing and double-digit cash returns from all your discounts.

Cycle time: **4 days**

1 2 3 4

Matching:
98%
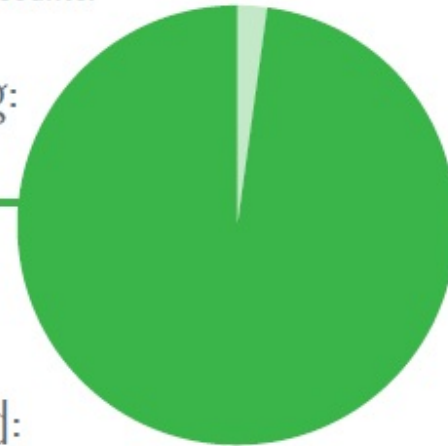
Invoices per FTE: **45,000**

$ = 3,000

Discounts captured:
100%+

(Enables new, dynamic "sliding scale" discounts)

Source: Hackett Group 2011 P2P Study, Ariba customer results TAPN white paper: Beyond EDI: How a Smart Invoice Network Reorders P2P to Drive Global e-Invoicing and Collaboration with All Suppliers

Manual Data Entry Time Spent Per Document

Average typing time in minutes
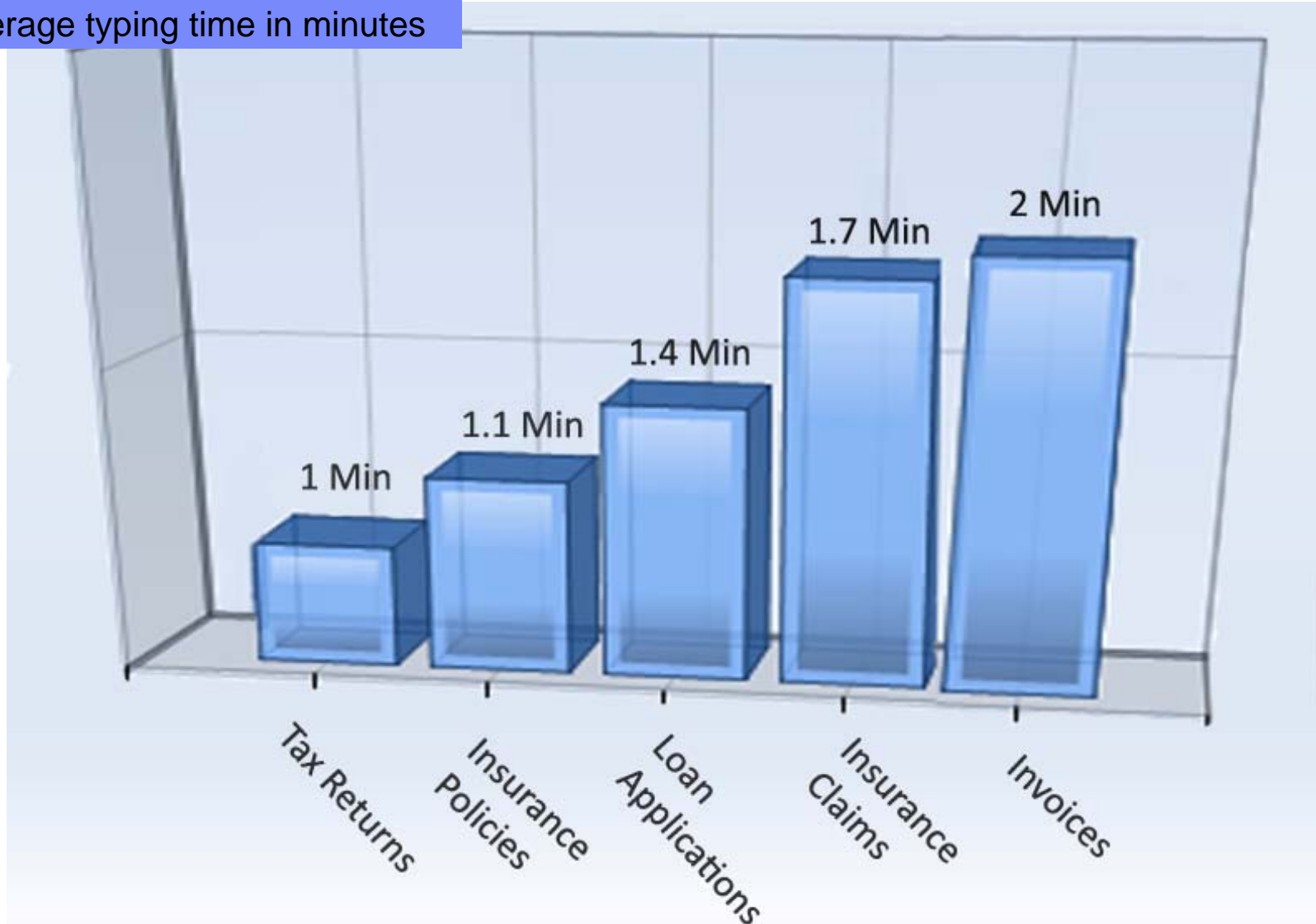
Example: How To Calculate ROI

- **Key from image**
  - Fully burdened cost of AP clerk $58,000
  - Avg # invoices processed by clerk   50,000/year
  - Invoices processed annually?   **300,000**
  - Number of FTE AP clerks   **6**
  - **Labor cost to process invoices**   **$487,200**

- **Automated process**
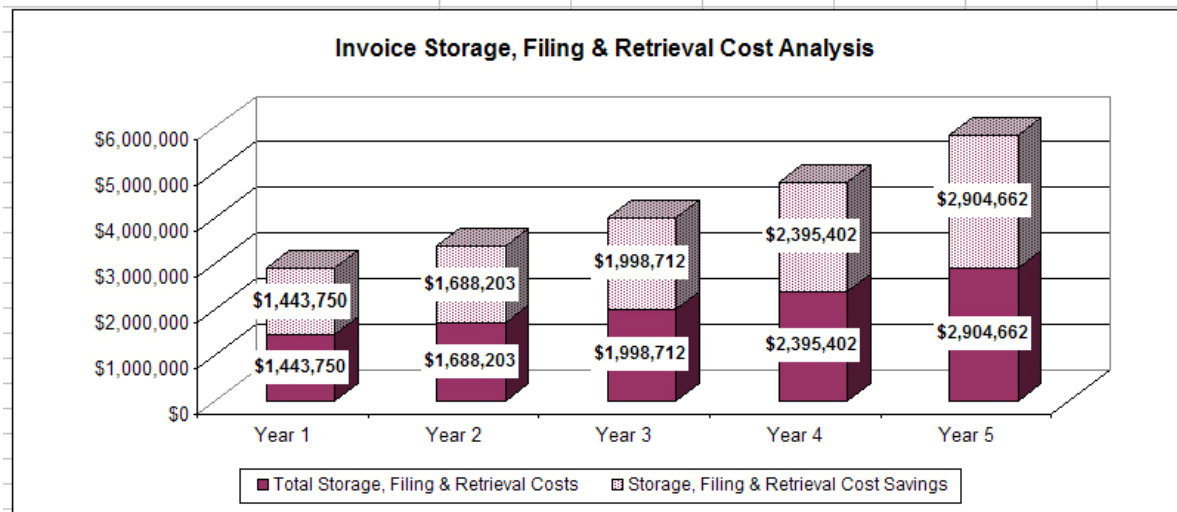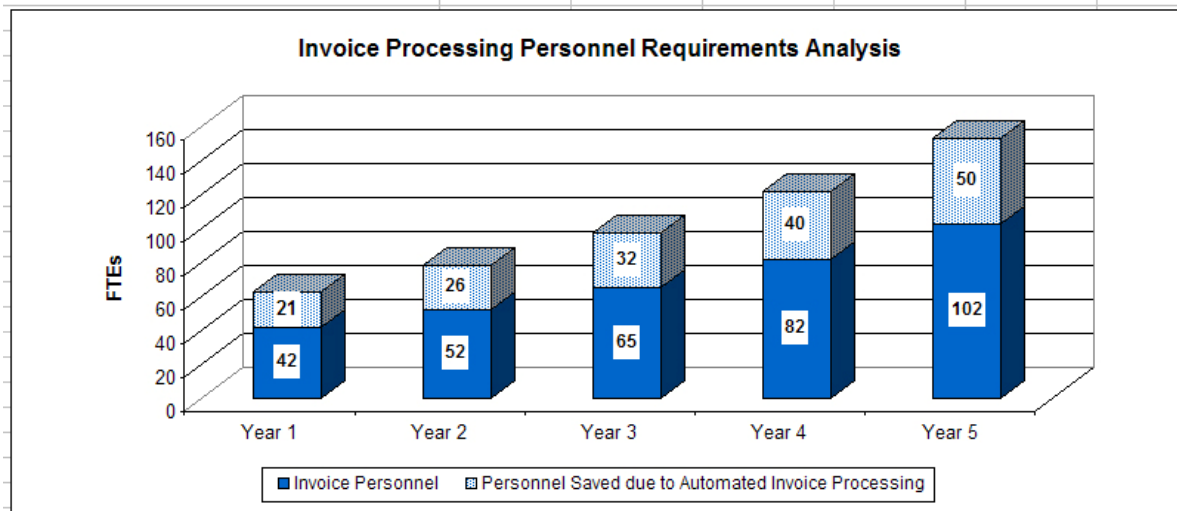 - Fully burdened cost of AP clerk - $58,000 (Same as above)
  - Avg # invoices processed by clerk -   240,000/year
  - Invoices processed annually?   **300,000** (Same as above)
  - How many AP clerks required? -   2 (1.25 FTEs)
  - **Labor cost to process invoices -**   **$243,600**

Total labor savings: **$243,600**

Business Value Analysis

Invoice Processing Personnel Requirements Analysis

FTEs

	Year 1	Year 2	Year 3	Year 4	Year 5
Personnel Saved due to Automated Invoice Processing	21	26	32	40	50
Invoice Personnel	42	52	65	82	102

■ Invoice Personnel   ▨ Personnel Saved due to Automated Invoice Processing

Invoice Storage, Filing & Retrieval Cost Analysis

	Year 1	Year 2	Year 3	Year 4	Year 5
Storage, Filing & Retrieval Cost Savings	$1,443,750	$1,688,203	$1,998,712	$2,395,402	$2,904,662
Total Storage, Filing & Retrieval Costs	$1,443,750	$1,688,203	$1,998,712	$2,395,402	$2,904,662

■ Total Storage, Filing & Retrieval Costs   ▨ Storage, Filing & Retrieval Cost Savings

FEDEX STANDARD OVERNIGHT RATES BY SERVICE

All rates are in U.S. dollars.

						ZONES							
	2	**3**	**4**	**5**	**6**	**7**	**8**	**9¹**	**13**	**14**	**15**	**16**
FedEx® Envelope up to 8 oz.	$ 16.50	$ 19.75	$ 24.80	$ 26.15	$ 26.30	$ 28.00	$ 29.30	$ 33.60	$ 20.55	$ 20.55	$ 20.55	$ 20.55
FedEx® Pak	•	•	•	•	•	•	•	•	•	•	•	•
1 lb.	18.80	25.50	34.90	38.70	42.05	44.80	46.05	48.20	29.00	29.00	29.00	29.00
2 lbs.	20.10	27.00	39.35	42.85	47.45	49.35	51.40	54.15	30.80	30.80	30.80	30.80
3	21.60	28.60	43.60	47.45	52.60	54.30	56.15	58.65	35.05	35.05	35.05	35.05
4	23.25	30.50	47.25	52.00	57.45	59.10	61.45	64.50	38.95	38.95	38.95	38.95
5	23.95	30.95	51.65	56.50	61.30	63.00	65.20	69.40	40.85	40.85	40.85	40.85
6	25.30	34.80	55.90	60.25	66.40	67.45	70.35	75.30	49.40	49.40	49.40	49.40
7	25.80	36.30	59.80	65.45	71.10	72.55	75.15	79.80	50.25	50.25	50.25	50.25
8	27.10	37.35	63.70	69.70	75.90	77.70	79.90	84.20	54.45	54.45	54.45	54.45
9	28.55	39.00	67.30	74.20	80.60	82.80	85.05	90.05	55.80	55.80	55.80	55.80
10	28.95	40.50	70.40	78.10	85.35	87.60	90.10	95.35	62.20	62.20	62.20	62.20
11	30.20	42.30	74.05	82.35	90.10	92.75	95.00	101.15	64.70	64.70	64.70	64.70
12	31.20	44.40	78.10	86.15	94.50	97.85	100.05	104.95	69.80	69.80	69.80	69.80
13	31.60	46.65	81.80	90.05	98.35	102.95	104.95	109.90	71.60	71.60	71.60	71.60
14	32.75	48.40	86.00	93.90	102.15	107.45	110.10	115.70	73.70	73.70	73.70	73.70
15	34.05	50.10	88.95	97.70	105.95	111.00	114.25	120.20	75.85	75.85	75.85	75.85
16	34.75	51.30	93.25	101.30	109.45	113.90	117.15	123.25	77.65	77.65	77.65	77.65
17	36.55	52.25	95.85	104.50	112.00	116.45	119.65	126.05	79.85	79.85	79.85	79.85
18	37.60	53.60	98.75	106.70	114.45	119.00	122.85	129.10	82.85	82.85	82.85	82.85
19	38.60	55.10	101.10	108.95	117.10	121.65	126.05	133.75	86.40	86.40	86.40	86.40
20	39.30	56.70	108.95	118.40	126.70	132.00	136.85	141.75	87.80	87.80	87.80	87.80

(Shipments in All Other Packaging / Maximum Weight in Lbs.)

1 lb Zone 2 $18.80

15 lbs Zone 7 $111.00

20 lbs Zone 16 $87.80

Shipping Costs Can Be Staggering

Warehouse / Depot

Headquarters

Branch

Regional Office

**20 lbs of Documents
X 250 days per Year
X 200 locations / branches / agents
= $4.4 Million Per Year**

Brokers / Agents

Demonstration

IBM's Document Imaging and Capture Portfolio

Entry-level Capture

- **IBM Datacap Taskmaster Capture Entry Level**
- Easy and fast way to index documents from store them in an ECM system
- Cost-effective solution

Distributed Capture

- **IBM Datacap Taskmaster Capture (Web)**
- Document capture in a browser with no software installed on the PC
- Eliminate document shipping to a central office
- Accelerate input

Intelligent Capture

- **IBM Datacap Taskmaster Capture**
- Multi-channel Input
- Analytics-based Classification
- Multi-language Recognition
- Multi-channel Output
- Rules architecture/ SOA environment

Accts Payable Capture

- **IBM Datacap Taskmaster Accounts Payable Capture**
- Capture invoice data without manual data entry
- Set up invoices on the fly
- Line Item Extraction and Matching to PO

Single product

IBM's Document Imaging and Capture Portfolio

Production Imaging

- **IBM Production Imaging Edition**
- Comprehensive product for managing the entire document imaging lifecycle
- Capture, store, create and maintain business processes

Medical Claims Capture

- **IBM Datacap Taskmaster Medical Claims Capture**
- Capture CMS 1500 medical claims & UB-04 institutional claims
- Support for black claims
- HIPAA-compliant 837 EDI output

Mobile Capture

- **IBM Content Navigator**
- **IBM Datacap**
- Capture anytime, anywhere with mobile device
- Input captured images from the point of capture to your ECM system

Transactional Capture

- **IBM Datacap**
- **NSI AutoStore**
- **Imagine Solutions Encapture**
- Drive capture using MFPs with software prompts
- Put capture in the hands of customer-facing employees

Why IBM Datacap?

1.
Single solution for end-to-end Content Management

2.
User-based pricing for improved TCO

3.
Rules Architecture offers unique flexibility

4.
Integrated central thick-client and distributed Web-client

5.
Scalable for basic, distributed and advanced capture

Capture - The OnRamp To ECM

Thank You