



Invoice capture in the cloud, embedded in Microsoft Dynamics NAV

Lexmark Invoice Capture Service for Microsoft Dynamics NAV is a cloud-based service that captures data from incoming supplier invoices.

ICS incorporates advanced technology, refined business logic, and country-specific knowledge to efficiently capture header data from supplier invoices. Documents received must pass an initial assessment, which verifies that an identifiable supplier exists and the quality of the document is adequate for data capture.

The service extracts and verifies invoice information against Dynamics NAV so invoices move into workflows and approval processes faster and more accurately than can be done manually. Recognized as highly accurate and flexible, the solution seamlessly integrates with Microsoft Dynamics NAV and can be accessed directly from within the Dynamics NAV environment.

Pricing

There are two pricing models available for ICS—Freemium and Subscription.

Freemium

Use ICS with no charge for capturing up to 75 invoices per month. For each invoice captured over the initial 75, you pay per invoice.

Subscription

You are billed at a monthly rate for a specific volume of invoices. Customers who reach their monthly subscription volume limit will have the option to buy an additional volume or otherwise pay for overage.

Key features and benefits



No installation required

Implementation is fast and requires no hardware or software investments, or IT assistance. The service can be configured from inside of Dynamics NAV. As the service is cloud-based, there are no time-consuming maintenance, upgrades, or updates.



Cost-efficient

The customizable, pay-as-you-go solution doesn't require additional investments in third-party software or hardware upgrades. The subscription-based payment model allows you to purchase monthly volumes of invoices at a lower price per invoice.



Built to scale

ICS can easily handle increasing invoice volumes without the need for any expensive upgrades or additional investments in hardware or software.



Free trial and no commitment

First-time users can test out the service for free to process up to 75 invoices per month. Over 75 invoices processed per month, overage fees apply. There is never any commitment; users can quit at any time.

Technical specifications

Supported versions

- ▶ Microsoft Dynamics NAV 2016

Input

- ▶ Email attachments to customer-specific addresses
- ▶ Upload through Microsoft Dynamics NAV using Lexmark Invoice Capture Service

Supported file formats

- ▶ JPEG, JPG, PDF version 1.3 to 1.7, PNG, TIFF, TIF. All invoices images must have a resolution of 300 dpi and a minimum height of at least 1,000 pixels.

Captured fields

The below standard invoice header fields, if recognized and present, are extracted for automatic data entry within Dynamics NAV:

- ▶ Invoice number
- ▶ Invoice date
- ▶ Invoice currency
- ▶ Invoice due date
- ▶ Order number
- ▶ Supplier VAT registration number
- ▶ Supplier bank clearing number
- ▶ Supplier account number
- ▶ Supplier contact name
- ▶ Invoice total (including VAT or tax)
- ▶ Invoice net (excluding VAT or tax)
- ▶ VAT or tax amount

Accepted invoice origin

- ▶ Australia, Belgium, Canada, Chile, Czech, Denmark, France, Germany, Great Britain, Italy, Mexico, The Netherlands, New Zealand, Norway, Poland, Portugal, Spain, Sweden, Switzerland, USA

How it works



1. Getting started

From inside NAV, type "OCR" into the search and select "OCR Service Setup." On the self-service sign-up page, select your payment model (Freemium or Subscription) and create your account. You will receive your registration confirmation and login details via email. Now you're ready to start sending invoices to ICS.



2. Receiving invoices

When an invoice is received in NAV, an Incoming Document Card is created in NAV with the invoice attached. NAV users can then send the invoice to ICS. (Or, vendors can email invoices directly to ICS). Invoices may arrive in many different formats or layouts. No templates are needed.



3. Invoice capture and validation

Relevant information is extracted from the invoice files. Any missing or inaccurate information can be easily corrected within NAV. Validation of the data is also completed within NAV by viewing the electronic image of the invoice, which is attached to the Document Card.



4. Approval workflow and storage

Once validated, all extracted data, including the invoice image, is automatically routed to your NAV workflow for exception handling, coding, approval routing, etc. Invoice images are stored in the repository being used by Dynamics NAV to help eliminate the need for paper storage.