

# Smart Reconciliation

## A Faster, Easier Way to Match Exception Invoices

### At-a-Glance

Even with the most advanced automated invoice matching system, organizations must deal with exception invoices: those that do not match to a receipt on the initial run. The problem is that reconciling exception invoices can be a highly labor-intensive, time-consuming activity, putting stress on accounts payable resources. Lawson® Smart Reconciliation, available to organizations using Lawson Invoice Matching, can substantially reduce the time and effort needed to accurately process exception invoices.

### Lawson Delivers

Lawson Smart Reconciliation provides an efficient, user-friendly means to review and process exception invoices on a timely basis. Are you currently able to:

- Assign a date-based or vendor-based priority to exception invoices?
- Assign invoices by vendor range, name or number to specific reconcilers?
- Provide reconcilers with an easy-to-grasp graphical view of their outstanding work?
- Isolate perfectly matching invoice line groupings that are a perfect match from those with discrepancies, thus promoting faster review and resolution?
- View invoices and receipts in side-by-side columns for easier comparison?

If not, consider the benefits and features of Lawson Smart Reconciliation.

### Benefits

For organizations with Lawson Invoice Matching, Lawson Smart Reconciliation delivers the potential for additional benefits, including:

- Faster resolution of priority exception invoices so that payment is generated in time to receive negotiated discounts
- At-a-glance display of exception lines within invoices, conveniently separated from lines that have a perfect match
- Increased efficiency among reconcilers, who are presented only their assigned vendor invoices
- Improved ability of reconcilers to immediately comprehend their remaining assignments
- Easy-to-compare presentation of invoices and receipts in adjacent columns
- The flexibility of viewing invoice and receipt columns in a customizable presentation and sequence, consistent with your organization's business needs
- Enhanced ability to quickly locate specific invoices in response to vendor inquiries or ad hoc work assignments

smart reconciliation

## Features

A Lawson Payables application, Smart Reconciliation offers many advanced features and functions, including:

- Clerk-specific vendor range**  
 Assign vendor range by name and/or number; for example, one clerk is responsible for vendors with names that start with A to C.
- Filtering capabilities**  
 Narrow your list of invoices based on your choice of criteria, such as ship-to or buyer code, or locate a specific invoice to match.
- Column customization**  
 Modify your view of invoice and receipt lines by adding, removing and reordering columns to fit your company's needs.
- Automatic match set creation**  
 Focus solely on exception lines within individual invoices, because matched lines are grouped into an automated set and put aside.
- Graphical display of outstanding work**  
 View a timeline at the top of the match screen to track the number of outstanding invoices according to their due dates.
- Running match total**  
 Keep running totals of the matched invoices and receipt lines, along with cumulative discrepancy amounts. You may also create chargebacks for discrepancies.

The screenshot displays the Lawson Smart Reconciliation interface. At the top, it shows the company name 'QA Standard Co' and the date 'February 20, 2005'. A timeline indicates '15 Invoices remain' with a 'Past Due' status. The main window is divided into several sections:

- Working Set:** A table showing the current match set with columns for Quantity and Total Cost.
 

	Quantity	Total Cost
Invoice Line	200.00	660.00
Receiver Line	200.00	518.00
Discrepancy	0.00	142.00
- 26 Invoice Lines - Invoice # SP890762:** A table listing invoice items with columns for Item #, Unit Cost, Quantity, and Extended Amt.
 

Item #	Unit Cost	Quantity	Extended Amt
TAPE DISP-GRAY	3.30000	200.0000	660.00
PEN-BLACK	13.40000	300.0000	4020.00
BATTERY-AAA	1.19000	100.0000	119.00
PEN-RED	13.40000	300.0000	4020.00
TAPE DISP-RED	3.30000	200.0000	660.00
PEN-BLUE	13.40000	300.0000	4020.00
- 28 Receiver Lines - P.O. # 467 - 0:** A table listing receiver items with columns for Receiver #, Item #, Unit Cost, Quantity, and Extended Amt.
 

Receiver #	Item #	Unit Cost	Quantity	Extended Amt
242	TAPE DISP-GRAY	2.59000	100.0000	259.00
243	TAPE DISP-GRAY	2.59000	100.0000	259.00
242	PEN-BLACK	12.90000	300.0000	3870.00
242	PEN-BLUE	12.90000	300.0000	3870.00
242	PEN-RED	12.90000	300.0000	3870.00
242	TAPE DISP-RED	2.59000	100.0000	259.00
243	TAPE DISP-RED	2.59000	100.0000	259.00

## Contact Lawson

For more information about Lawson Smart Reconciliation, including an online product tour, visit [www.lawson.com](http://www.lawson.com). You may also call Lawson at 1-800-477-1357 or 651-767-7000 (U.S. and Canada); outside North America, call +44 (0) 1344 360273.

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