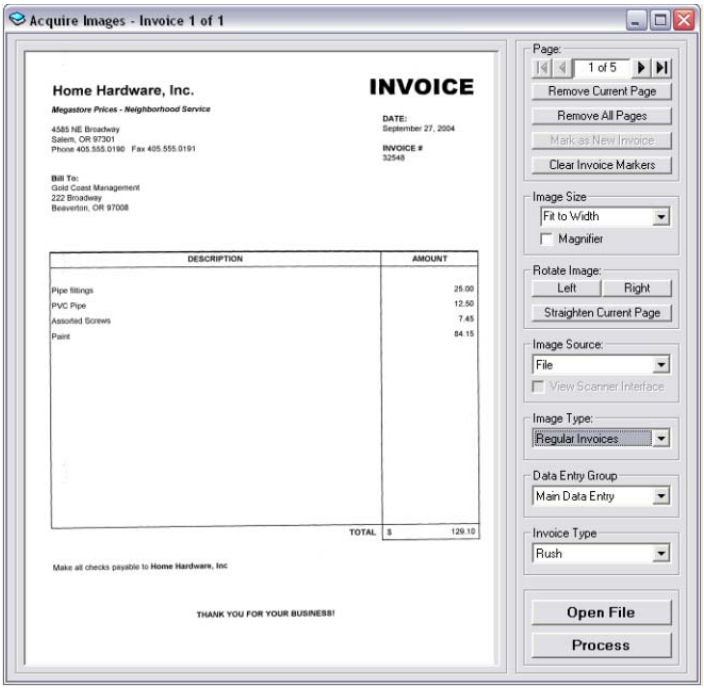
Invoice Management and Approval System for Sage Timberline Office

Does your company still use paper, email and spreadsheets to track invoice approvals? Do you wish there was a quicker and more efficient way of going through this approval process?

Well, now there is! TimberScan is a low cost, fast and easy way to automate your approvals and AP data entry. No manual method or other paperless system can streamline the approval process and increase your company's efficiency the way TimberScan can. And the reason for this is TimberScan was designed by a Sage Timberline Office Authorized Developer.

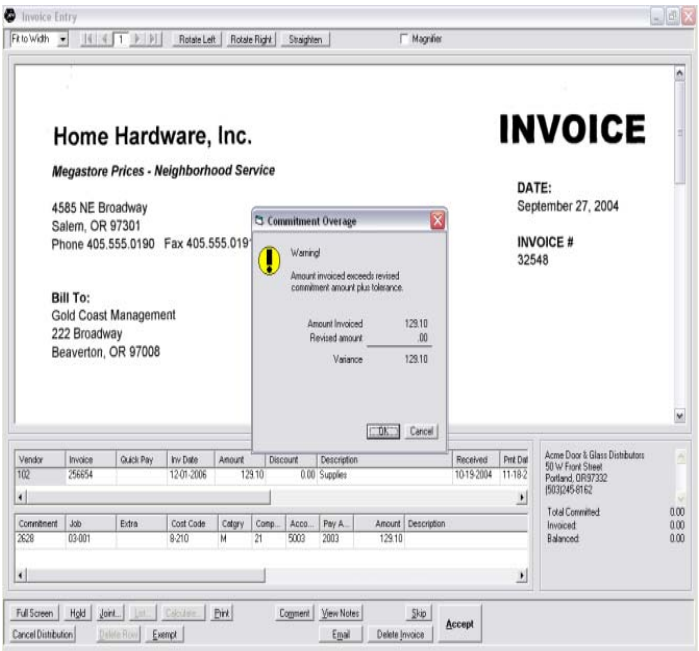
As authorized developers we receive a Timberline tool kit that allows us direct access to Timberline. Invoices coded and approved in TimberScan flow automatically to Timberline. There is never any duplicate data entry.

Here's how it works:



Scan Invoices ⏭

- Comes with scanning software. It's easy to capture an invoice and all supporting documents in one record.
- Highly automated batch scanning. No need to code, categorize, name or route invoices. TimberScan automates all that.
- Supports regular invoices, recurring invoices, purchase orders, receiving tickets, packing slips, lien waivers, etc.
- Automates rush or priority invoices.
- Checks can be scanned and automatically attached to invoice record.
- **TimberScan Mobile** allows you to use your phone camera to capture receiving tickets and other documents and automatically send them into TimberScan.



Initial Coding ⏭

- Data entry is exactly the same as in Timberline with the same lookups, warnings, error massages and distribution grids.
- Supports multi-line distributions and multiple approvers per invoice.

Automatically Routes Invoices ⏭

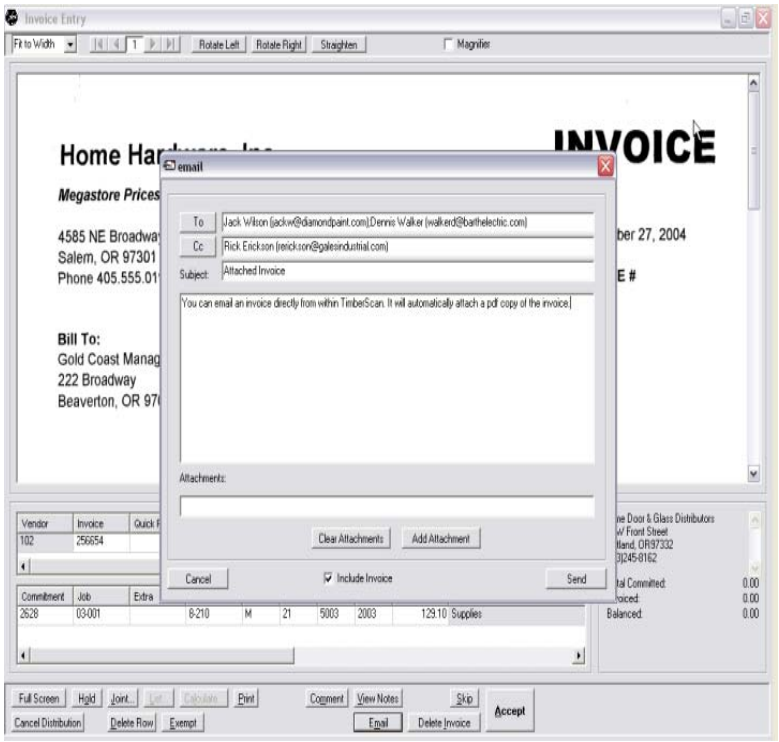
- Automatically routes images to the right person based on your business rules.
- Supports multiple Timberline data folders.
- Notifies approvers automatically that invoices require their approval – this is optional by user.

CORE ASSOCIATES

sage software Development Partner

Process and Approve

- The approver simply opens TimberScan and sees the invoices, PO's and other supporting documents associated with each invoice.
- Supports multiple approval levels based on user defined dollar thresholds.
- Has built in email linked to both Timberline's Address Book and Outlook for ease of use. Automatically attaches invoice as PDF.
- Approver can route to another approver, reject invoice or put on hold.
- **ONLY APPROVED invoices can be paid.**
- Invoices coded and approved in TimberScan automatically flow to Timberline without duplicate data entry.
- **TimberScan Mobile allows you to approve invoices on your G3 phone. (Optional)**



Track Invoices

- Know the status of all invoices, approved and unapproved, who is holding invoices and for how long.
- TimberScan reports drill down to invoice level.
- Invoices are automatically attached to the Timberline invoice record so you can view invoice images directly in Timberline.
- TimberScan reports are extremely powerful. They can show all invoices from both TimberScan and Timberline on one report. Your reports are current and accurate.
- Our powerful filters make it easy to analyze your data based on any criteria.
- **Custom reports can be created using our report designer – TimberScan Query.**

Gold Coast Group

Invoice Status Report

Total For: Final Review Group	1 Invoices	233.00
Total For: Larry Lupus	7 Invoices	3,572.00
Total For: Main Data Entry Group	10 Invoices	14.00
Total For: Adam Smith	5 Invoices	16,155.00
Total Invoices:	23 Invoices	19,974.00

Know what invoices are held be each approver and for how long – with full drill down.

Security and Data Integrity

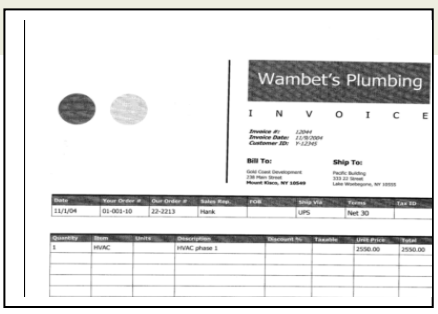
- Maintains a detail log for each invoice showing all actions, who preformed them and when.
- Contains a "shadow database" to keep track of original and changed entries, who made the change and when.
- Administrator defines security rights by user.
- Runs on the Microsoft SQL database.
- Works with Citrix and Terminal Server.

Gold Coast Group

Invoice Status Report

Adam Smith

Date Assigned	Assign By	Code	Vendor	Invoice	Date	Description	Amount	Link
02/13/07	System		DU 001	4949489	02/13/07	waterproofing	105.00	(Image)
02/14/07	System		HO 001	12344	02/14/07	HVAC	2,550.00	(Image)
02/14/07	System		KA 001	123	02/14/07	legal	1,500.00	(Image)
02/22/07	System		KA 001	3456	02/22/07	legal	1,500.00	(Image)
02/22/07	System		DU 001	22345	02/22/07	scaffolding	10,500.00	(Image)
Total For: Adam Smith				5 Invoices			16,155.00	



Affordable and easy to use

- TimberScan will pay for itself quickly.
- Many clients tell us that their approval time is cut in half with TimberScan.
- Most clients are up and running with just a few hours of training.

UNITEDSOLUTIONS

For more information call Brian Alles at 888-874-4874 ext. 1358 or sign up for an online demo at: www.core-assoc.com/html/seminars.html

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