



**Reduce operating costs** by up to 40 percent



**Reduce receiving time** by up to 75 percent and receiving errors by up to 80 percent



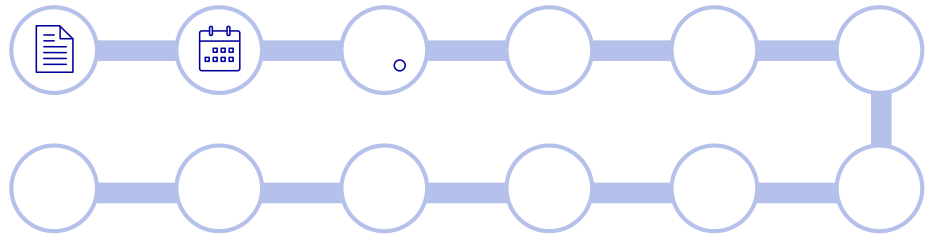
**Capture early payment discounts**

Increasing supply chain visibility and automation is critical for enterprises seeking to reduce costs and improve operational performance. A key step is implementing a solution that provides insight and control for transaction data from procurement to payment, through orders and order status, logistics and transport activities and invoices with payment status. Both digital and non-digitally enabled trading partners

hdbRaurvw™om,oak™mu.aurCkb™rlkuvw™a(haymray™yalm.akmavw™vm,umNmfdur™fCvr™duy™odhhmak™flvrCRakv™duy™vihhlmakv)

**OpenText™ Active Orders**

o en



- **Data quality:** In addition to data quality provided via streamlined business processes, more than 250 document-level business rules can be configured to match buyer-specific business processing—further enhancing data accuracy. Buyers can create document-level rules, such as tolerances or ability to require specific data elements. Rules can also be set at the community level with the ability to override them for specific suppliers.
- **Warehouse Management System (WMS) integration:** Ship notices can be directly transmitted into the buyer's WMS to facilitate receiving.
- **Barcode labeling:** Active Orders enables suppliers to create and print barcode labels to be affixed to physical shipment containers. When a shipment arrives at a warehouse, the barcode label can be matched against the corresponding ASN in the WMS to facilitate rapid check-in.
- **Goods Receipt:** The buyer can send electronic goods receipts to suppliers. This proof of delivery can be used as a trigger for billing or a closed loop signal to track shipment status.
- **Logistics track and trace:** Carriers and logistics providers can provide shipment status updates via EDI, API or the web portal. Logistics reports against shipments provide realtime visibility into where each order or shipment is with estimated time of arrival (ETA) and may be viewed in Google Maps™. Staff can be alerted of late shipments with updates to ETA based on actual activity dates and times.

## Invoicing and payments

Active Orders allows non-digital suppliers to generate accurate invoices, as well as view the payment status of issued invoices.

- **Increased accounts payable productivity:** Suppliers can view the status of outstanding invoices through the self-service web portal, reducing the volume of phone calls to accounts payable centers and increasing staff productivity.
- **Faster approvals:** Electronic invoicing can automate much of invoice capture, validation and matching. Reducing the time required for approval also reduces the risk of delayed payments that damage relationships.
- **Capture early payment discounts:** Through automation, invoices can be approved within two to three days after receipt. This enables buyers to negotiate trade discounts with suppliers for early payment.
- **Access to remittance information:** Active Orders displays remittance advice from buyers to suppliers, identifying the payment settlement date, as well as the payment amount. Additionally, buyers can provide remittance details, including originating bank ID, receiving bank ID and any applicable invoice adjustment information. Using remittance advice, suppliers' accounts receivable groups can easily identify which payments are related to which invoices and identify any discounts taken.
- **Data quality:** Active Orders can eliminate a significant percentage of manual work spent validating and matching invoices by performing configurable data quality checks and thresholds before documents are delivered to the buyer's systems.
- **Integration with OpenText™ Active Invoices with Compliance:** This integration improves compliance with electronic invoice tax regulations, including validating

[Product page](#)

[Explainer video](#)

[Click tour](#)

[Position paper: 5 tech trends shaping P2P](#)

## Support specialized business processes

Some best practice supply chain processes automated by Active Orders include:

### Cross-docking

The majority of goods received into warehouses/distribution centers do not stay there very long. Shipments are to be forwarded to another location, such as a nearby manufacturing plant, a retail store or a customer location. In a cross-docking scenario, goods are immediately moved from the receiving dock to the outbound dock. Informed by an ASN and barcode as to what has arrived and where, the warehouse management system can now route cartons internally through automated conveyor systems for cross-docking.

### Direct Store Delivery (DSD)

DSD enables a retailer to order goods for delivery directly to its stores, bypassing the retailer's distribution centers, shortening delivery time and helping ensure there is stock on hand to meet consumer demand.

### Evaluated Receipt Settlement (ERS)

ERS (also called self-billing) allows goods to be purchased and paid for without exchanging an invoice. Upon receipt of goods ordered, the buyer confirms the shipment accuracy (i.e., right products, correct quantities) and sends payment to the supplier based on the pricing in the purchase order. Because invoice processing is eliminated, the procure-to-pay process is greatly streamlined.

### Customized processes

Additional processes, such as distribution center bulk pack, mark-for-end-location shipments, drop ship and end consumer delivery can be custom configured in Active Orders.

## About OpenText

OpenText, The Information Company, enables organizations to gain insight through market leading information management solutions, on-premises or in the cloud. For more information about OpenText (NASDAQ: OTEX, TSX: OTEX) visit: [opentext.com](https://www.opentext.com).

### Connect with us:

- [OpenText CEO Mark Barrenechea's blog](#)
- [Twitter](#) | [LinkedIn](#)