



Advanced Image & Data Capture Solutions



## CASE STUDY MANUFACTURING

# Jabil Circuit, Inc.

Accounting

Jabil Circuit, Inc. is a US based global manufacturing services company. Headquartered in St. Petersburg, Florida, it is one of the largest companies in the Tampa Bay area, and the third largest contract manufacturer in the world. Jabil has 90 facilities in 23 countries, and 175,000 employees worldwide. Jabil customers span numerous industries, including healthcare, life sciences, clean technology, instrumentation, defense, aerospace, automotive, computing, storage, consumer products, networking and telecommunications.

Their Phoenix, AZ location processes thousands of invoices each year. In 2012, organization executives realized that internal processes could be improved and they wanted to make accounts payable more efficient. The reason? Too much time and effort involved with manually processing paper. They also stored all hard-copy paper documents in a local file room, and retrieving records for audits was a hassle.

To solve these challenges and further its sustainability initiative, Jabil chose data capture, process and content management technology from Ancora Software to complement its SAP system. Jeff Good, Director of Accounting, explained the selection.

"Ancora's products, including AncoraDocs and ProcessExplorer, offered strong out-of-the-box features, but also enabled us to customize workflows to meet our needs," he says.

### A Hassle-Free Implementation

"Ancora's implementation was great and their project management team was very helpful," he said. "They had worked on many other AP projects and applied their knowledge to help improve our best practices."

The success of any software deployment is in the hands of the users: they either embrace the new system or it becomes "shelfware." Good was pleasantly surprised by how quickly his colleagues took to the new systems in place.

"We were concerned about executive buy-in, but once we showed them how easy the solution makes it to scan, validate, then view and approve invoices, they were on board right away," he says. "That made it an easier sell to our other users."



"Ancora provided a seamless integration between our invoice capture process and automated workflow approval and coding system, which makes it easy for our accounting team to process invoices. Invoices then move directly over to our SAP system. Our staff can move between the two systems easily, and when a vendor calls with a question, the answer is just a click away instead of us calling them back after a file cabinet search."

Jeff Good

Director of Accounting

## Simplifying AP Processing

The company's AP staff members scan and validate invoice data in AncoraDocs. Invoices are then sent to approvers who use ProcessXplorer, a browser-based client, to review and approve or reject each one.

"Now our staff members can access invoices from anywhere via the web, and approve invoices when they're on the road," ? gg\ says. "This is a huge benefit."

Some invoices originate in other BYZ locations across the state, and then are sent to other offices. Before, some invoices that exceeded certain dollar amounts or met other criteria were approved locally, or required executive approval, and then sent back to the originating office. Now, all levels of approval are done electronically, saving time and eliminating mailing costs.

## Immediate Visibility

Processing invoices manually had many drawbacks, including the inability to track the location of an invoice. Now as invoices arrive, they are immediately scanned, validated through AncoraDocs, and indexed in ProcessXplorer along with any supporting materials needed for review.

"Before using Ancora's AP solution, if a vendor called, we would wander around the building to see who had the invoice," ? gg\ says. "Now within a day of getting the piece of paper, the invoice is in ProcessXplorer and becomes visible so we can do a query and immediately see whose queue the invoice is in."

Another advantage is that Jabil can now effortlessly track each invoice at each stage of the process — from receipt through payment. This was not possible before, as invoices could be in transit between the offices, sitting on a desk awaiting review, or in a file cabinet drawer.

## Delivering Quick ROI

With Ancora Software products, Jabil's Phoenix location has recognized positive and significant results in many areas.

- Reduced Paperflow
- Improved AP Efficiency
- Improved Invoice Tracking
- Streamlined Vendor Payments
- Eliminated Lost Discounts
- Reduced Processing Errors
- Decreased Average Invoice Processing Cycle

## Eliminating Auditing Pain Points

A financial audit at Jabil's Phoenix location used to involve hours of preparation and digging through many filing cabinets and storage. Ancora Software has transformed this process.

"For our first audit with Ancora's AP solution, we simply gave the auditor view only, online access, so they could look at the required documents without wasting the time of our team," Good says. "Now each step in the process is visible from the time the vendor submits the invoice on."

Jabil is just scratching the surface of the potential benefits from its process and content management project. The Human Resources department is also planning to leverage the ProcessXplorer system for all employee files and records.

Along with custom-built processes and reporting, by utilizing Ancora's ProcessXplorer system, the HR team will also have all the tools they need for end-to-end efficiency.

## Partnering to Advance the Solution

Good says working with the Ancora Software team has been a good experience and the product itself is easy to customize. Jabil plans to continue rolling out new functionality to make additional processes more effective.

## Jabil

### Quick Stats

- Focus: Manufacturing
- Location: Phoenix, Arizona
- Products in use: AncoraDocs, ProcessXplorer Workflow & Content Management System
- Integration: K9H
- Departments: Accounting

### The Challenges

- ▶ Long payment cycle causes potential late fees and prevents taking advantage of early payment discounts
- ▶ Need a process and content management system that can integrate with SAP
- ▶ Lost and misplaced invoices, ease of searchability
- ▶ Audits are time-consuming and paper-centric

### The Results

- ▶ Process automation significantly reduced vendor payment turnaround, eliminating late fees and positioning for applicable discounts
- ▶ Seamless integration enables fast financial data processing and enhances vendor service
- ▶ Documents scanned locally are instantly available to any authorized user, anywhere
- ▶ Auditors immediately view all the content they need via a convenient online interface



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