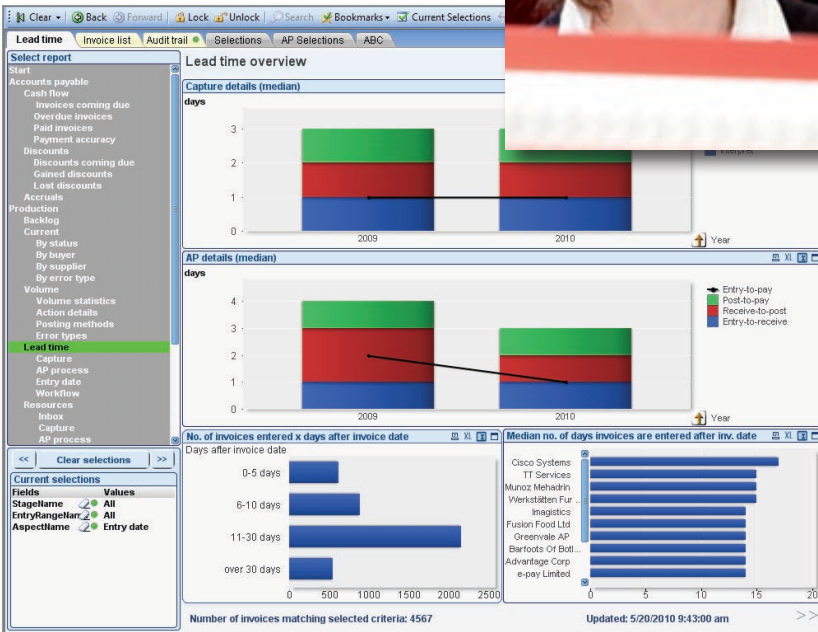




# Business intelligence. The smart way.



Invoice #	Supplier	Invoice Date	Due Date	Amount	Status	Days
1001	ABC Corp	2009-01-15	2009-02-15	1000	Open	15
1002	DEF Inc	2009-02-01	2009-03-01	2000	Open	15
1003	GHI Ltd	2009-03-10	2009-04-10	1500	Open	15
1004	JKL Co	2009-04-01	2009-05-01	2500	Open	15
1005	MNO Pty	2009-05-15	2009-06-15	1800	Open	15



# Access all your valuable metrics

Using REPORTER you can find out exactly what's going on with your business. You get vital information for process planning and improvement. Instantly.

Using REPORTER you analyze invoice data from all key sources in your organization – in a way that matches your needs and processes. You can compare and contrast, and look at every angle.

Spot all bottlenecks and show-stoppers

And you can make sure that your findings get to the right people so they can take proactive action.

REPORTER handles very large volumes of information, which makes it an excellent tool for all kinds of analysis. Make any selection by association: When something catches your eye, just click on it to find out more. It is easy to delve down from an overview to any desired degree of detail.

A major advantage of REPORTER is that you can select any combination of parameters and get an updated report immediately. When you change the selection criteria of one parameter, the others remain unchanged. This means that you can “turn a subject on its head” and look at the data from many viewpoints.

## You get the hang of it in no time

REPORTER is web based and easily accessible from any location. The graphical interface is intuitive. Simple clicks take you from a broad perspective to increasing levels of detail – and back.

“Easy to learn” means fast roll-out and low training effort. All personnel, from management to production, will benefit from the results.

## Keep tabs on your SAP® or Oracle system

Include INVOICES, and you will have access to metrics for your entire accounts payable environment.

SAP Certified Integration

INTEGRATED WITH  
**ORACLE**  
E-BUSINESS SUITE

The screenshot shows the REPORTER web application interface. On the left is a navigation menu with categories like 'Accounts payable', 'Production', and 'Lead time'. The main area is titled 'Initial scope' and contains four numbered selection steps: 1. Select a time period (set to 'Start'), 2. Select what to base the time period on (set to 'Entry date'), 3. Select the location or status of the invoices (set to 'All'), and 4. Go to a report (set to 'Start'). Below this is a 'Performance Indicators' table:

Volume	
Number of entered invoices	4567
Number of paid invoices	3644
Number of deleted invoices	229
Monetary value	
Monetary value of invoices coming due (EUR)	4,429,078.11
Monetary value of overdue invoices (EUR)	8,173,828.98
Discount leverage	
Gained discount (EUR)	483,356.41
Lost discount (EUR)	2,893,524.39
Lead times	
Median entry-to-pay lead time	2

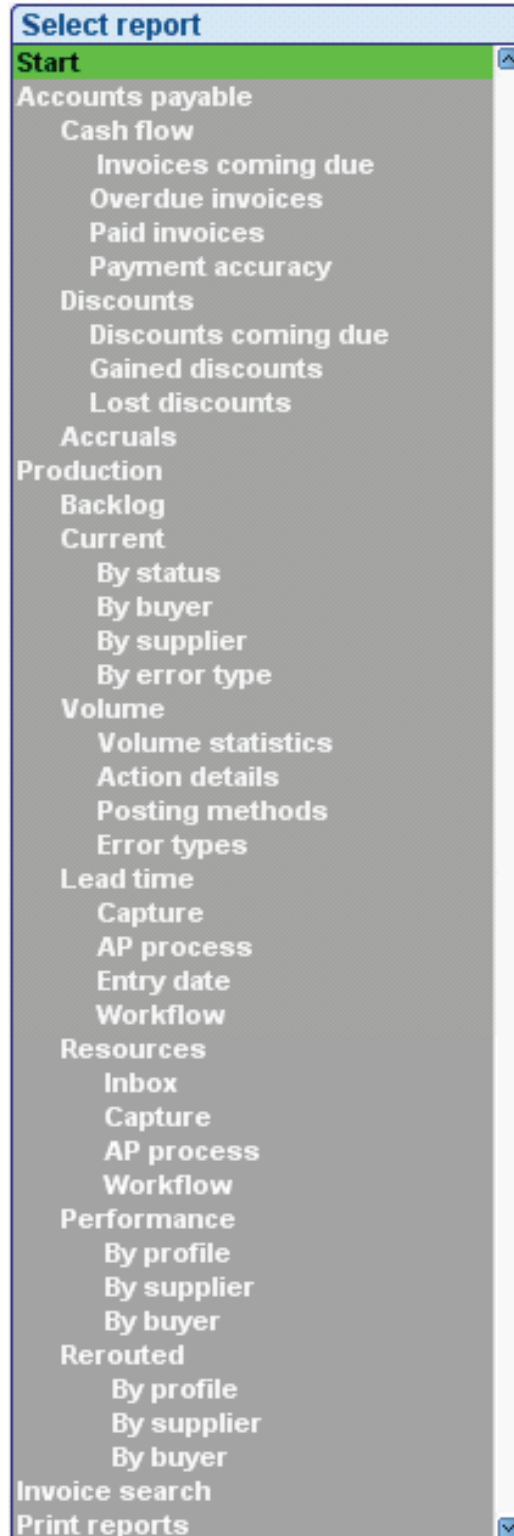
At the bottom of the interface, it states 'Number of invoices matching selected criteria: 4567' and 'Updated: 5/20/2010 9:43:00 am'. There are also controls for 'Year' (2009, 2010), 'Quarter' (Q1, Q2, Q3, Q4), and 'Week' (1-52).

Use the initial scope settings (the green fields) to select one or more parameters that you want to monitor on a regular basis and then create a bookmark for it.

Using REPORTER:

- provides the information you need, whenever you need it and as soon as you need it, in the form most suitable for your purposes.
- instantly creates any graph, diagram or table according to your choice of parameters.
- displays any required level of detail.
- digs deeper by simply clicking on items of interest.
- covers all parts of the invoice process from input to posting and payment.
- keeps all information from the invoice process up to date and accessible.
- improves cost control.
- increases efficiency.
- supports remote management.
- provides useful production statistics at once.
- shows whether the system is operating up to its capacity.
- pinpoints the origin of any problems that have occurred.
- provides instant access to detailed information on production units.

*There are a lot of standard reports available. To design your own standards, just select the appropriate parameters and add a bookmark.*



# REPORTER 5-4: Hard Facts

## Supported products

- INVOICES 5-4 SP2 or later (All modules)
- Invoice Cockpit Suite 3.1 SP1 or later
- INVOICEIT 3-2 or later

## Product localization

- English

## Server-side components:

- REPORTER
- QlikView Server

## REPORTER - QlikView server requirements

Powered by  
**QlikView**

### Hardware

Recommended specifications	
CPU speed	2x(64 bit) C2D 2.66 GHz or faster
RAM size	6 GB minimum
Free disk space	60 GB minimum

*The more transactions you cover, the more computer power and RAM you need. If you plan on saving invoice images along with the data you need to upsize your hard disk accordingly.*

### Software

- Microsoft IIS 6.0  
*(If IIS 7 or later is installed on the server, it must be configured with IIS 6 compatibility mode.)*
- Oracle client  
*(if you are running REPORTER with INVOICEIT)*

### Operating systems

- Microsoft Windows Server 2008 x64 Edition
- Microsoft Windows Server 2003 x64 Edition
- Microsoft Windows 7 Professional x64 Edition\*
- Microsoft Vista Professional x64 Edition\*
- Microsoft Windows XP Professional x64 Edition\*

## Database

*You can use the SQL server already installed for INVOICES. If you plan to store invoice images, remember to allow adequate disk space.*

## Client-side components

### Computers with INVOICES modules

- REPORTER Plug-in for INVOICES

### SAP servers with Invoice Cockpit Suite

- REPORTER Data Export program

*For details please consult your ReadSoft contact.*

### Oracle servers with INVOICEIT

*No additional installation is necessary.*

### Computers used by REPORTER users

- QlikView Analyzer Plug-in for Internet Explorer  
*Installed separately on each computer. The REPORTER license default is 20 concurrent users.*
- Microsoft Internet Explorer 6.0 or later
- 19" display with 1024 x 768 resolution, minimum

## Network

- Standard TCP/IP network, 100 Mb/s minimum

*\*Microsoft Windows XP, Vista, or Windows 7 should only be used for smaller systems. The system is then limited to ten users since the IIS version that is included in these operating systems is limited to ten simultaneous connections. The system is also limited to one website. See <http://support.microsoft.com/kb/262632> for more information.*

[www.readsoft.com](http://www.readsoft.com)