



eCompleatExpense

Employee expenses automation

eCompleatExpense is a simple-to-use, paperless, electronic expense claim automation application that gives finance full visibility and control over employee expenses with fully configurable workflow approvals. It provides employees with quick and easy-to-use means to capture their claims and receipts.

Your benefits

Automate employee expenses to save everyone time, improve accuracy and gain control over the process.

Accelerate expenses capture with receipts with fully automated GL coding and VAT handling

eCompleatExpense is a paperless application that makes the capture of expense claims very simple and accurate, capturing receipts straight from smartphones and fully automating the GL and VAT coding (including project analysis).

Speed up and fully audit approvals

Exceptions are highlighted (out of policy or no receipt attached) to simplify approvals, with automated posting to the accounting purchase ledger (for payment) and general ledger on final approval. Full reporting on out of policy approvals by claimer and by approver.

Save time on report entry

Business expense report entry is instantly simplified through the use of this solution, which also helps streamline reviews, eliminate paper pushing, and reduce administrative effort. Automate employee expense reimbursement whether through your purchase ledger or HR/payroll application integration.

Features & capabilities

Credit card processing

Simply download your credit card statement to generate a separate claim for each card, then confirm expenditure type, attach the receipt and submit for approval. Job done.

Fully automated corporate policy, general ledger and VAT validation

Every line is checked against corporate policy prior to submission highlighting breaches of policy. All purchase ledger, general ledger and VAT coding is automated for accuracy and, on final approval, posted directly to your accounting software.

Electronic and mobile capture of receipts

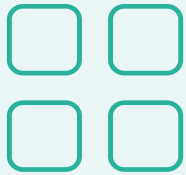
Fast and simple capture of receipts via smartphones camera and attachment to the relevant claim line.

Comprehensive dashboards and reporting

Delivering a real-time view of every claim in creation and the relevant approval process, plus detailed analysis of all unapproved claims for monthly accruals.

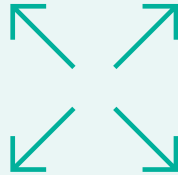
Get the COMPLEAT advantage

We offer a powerful modular software suite specifically designed to overcome financial and budget management challenges that totally transforms corporate spend management.



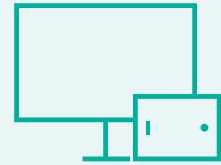
Modular design

Each Compleat module can be deployed independently. Available in the cloud or on-premise.



Integration

Simple integration with your existing accounting/ERP software. We extend the capabilities of your existing ERP using our out-of-the-box connectors - included in the price of our software.



Mobile

Information at your fingertips, from any connected device. Information is power and instant access creates more effective people that make smarter, better-informed decisions.



Dashboard and reporting

Get the full view of spend during transaction entry and analyse trends and variances with pre-defined reports and dashboards.



Document management

The next generation of document management, including sophisticated search of all digital resources for every user.



Security

Users are allocated a security profile that controls access, ensuring everyone only has access to the appropriate information and processes.

COMPLEAT

Compleat Software is a leading provider of smart spend software available for businesses of all sizes. This powerful, modular software empowers businesses to eliminate paper, unite finance, procurement and budget holders and gain an accurate, real-time view of company finances and budget availability. Offering the next generation of purchasing and budget management automation at an affordable cost, this purchase to pay software delivers a single seamless, paperless process that incorporates e-invoicing, purchase invoice approval, purchase order and receipting, employee expenses, contract management with comprehensive dashboards and reporting for every user.

For further information, please visit www.compleatsoftware.com. Follow Compleat on Twitter, Facebook, and LinkedIn for the latest news & insights.

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