

# Norming Resource Manager

## AP Invoice Requisition

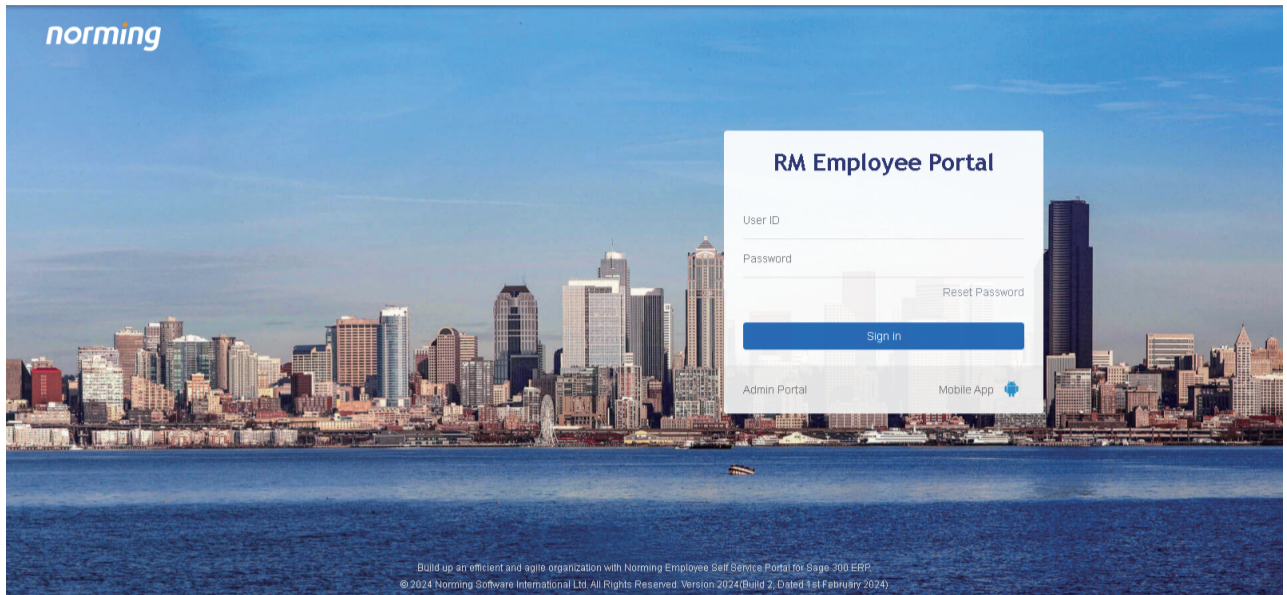
a fully integrated web module

Norming AP Invoice Requisition is a fully integrated web module of Norming Resource Manager that automates and streamlines the Sage 300 AP

Invoice process by providing a customizable user interface with validation, robust approval workflows, attachment capability and access permission controls against AP Vendors.

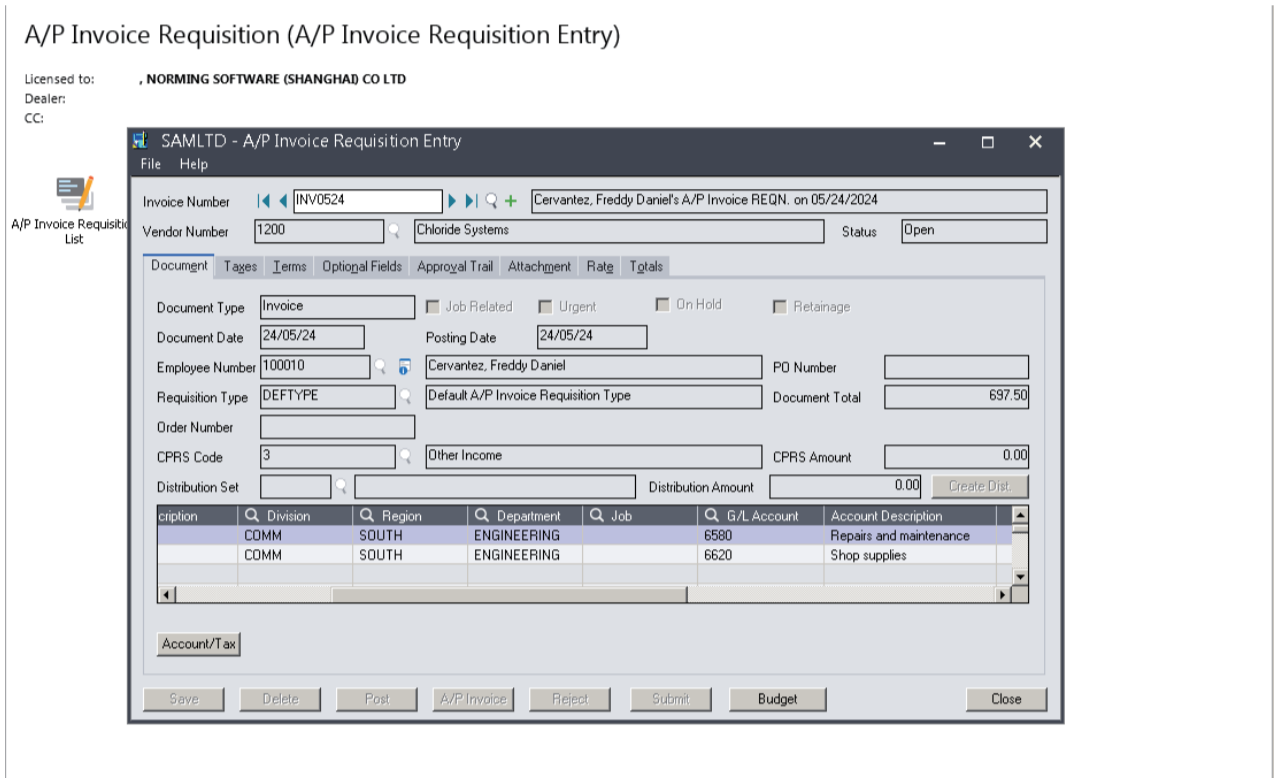
### 01 Web & Mobile Based Employee Portal

System access is available anytime and anywhere via a browser or mobile app for AP Invoice requests. Real time approvals expedite the request to streamline the AP Invoice process.



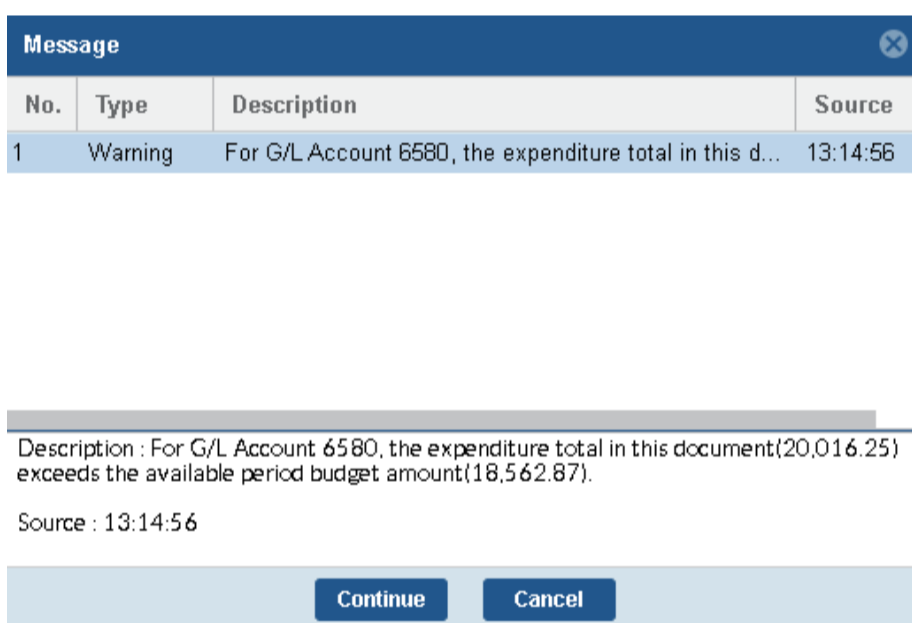
### 02 Full Integration with Sage 300

Approved documents from the employee web portal can seamlessly flow to Sage 300 AP Invoice without manual data entry or import/export.



### 03 Budget & Control Ability

Invoice requesters or managers can be notified with a warning or error message if the expenditure exceeds the budget amount. Supports validation of expenditures against budget by GL Account and at a cost center level by Department, Division or Region.

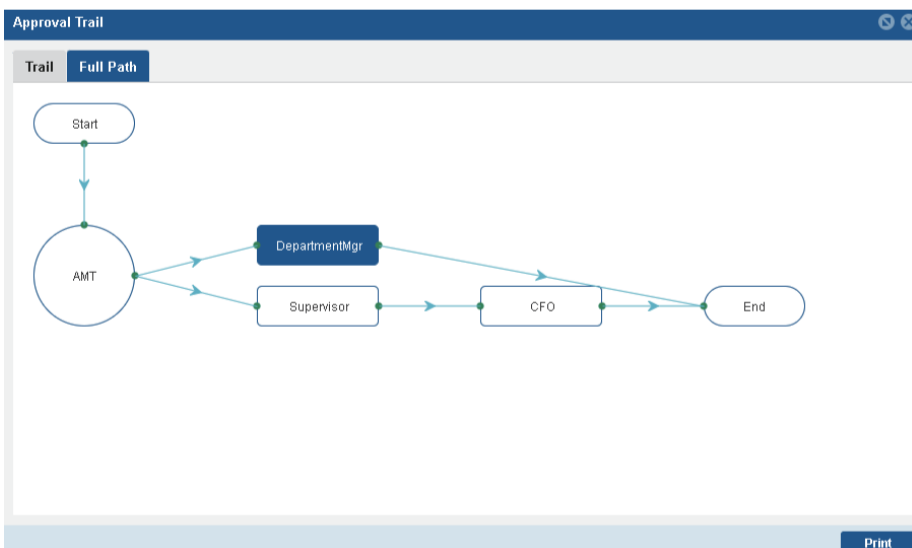


### 04 Affordable User License

Employees can access data from and conduct transactions for Sage 300 in the ESS web portal at a fraction of the cost for regular Sage 300 users.

### 05 Approval Workflow

Condition-based workflows can be set up for different use cases, such as entering AP Invoices that require different approvers for different expenses. The customizable validation function gives employees a warning or error message when certain criteria is not met. Email alerts to specific users can be configured as well.



### 06 Attachment Ability

PDF, Images, spreadsheet or any other documents can be attached at a header or detail level of the requisition form for approver's review.

