

Electronic invoicing – Analysis and customization of a corporate project



Symtrax Customer Engineers hold deep knowledge on Output Management Solutions as well as the ability to fit your specific business environment and needs. They collaborate closely with our Software Product Managers, thus incorporating best practices into our service solutions.

In continuation of our level of commitment of customizing according to your needs, this solution can be offered with a combination of onsite or remote service, all steps at once or in phases, on work for hire or fixed bid basis. A prototype of your solution can be implemented allowing you to have a proof of concept.

Please consult our Solution Managers at www.symtrax.com on the best suited approach for your specific project.

SOLUTION IMPLEMENTATION	Project Specifications 2 days recommended	
	<ul style="list-style-type: none"> • Meeting your needs with legal and regulatory requirements (cf. <i>White Paper Electronic Invoicing and auditable documents – 6 rules to be compliant with European Community legal requirements – Dec. 2008</i>) • Invoice authentication: digital signature and certificate requirement, PDF options • Inventory of the documents, depending on eligibility for electronic invoicing Writing of additional documents for fiscal dematerialization agreement • Adapted invoice design (size of electronic file, mandatory invoice information, fields retrieved from database) • Tailored and flexible dispatch of printed or paperless invoices according to your customer preferences <ul style="list-style-type: none"> ○ Paper invoice management sticking with current process ○ Electronic invoice delivery integrated into your email server architecture (e.g. SMTP, MAPI, Lotus) ○ Workflow management: automatic feedback, postponed delivery • Process automation (schedules, retries, event logs, alert management) • Adapted integration in your existing IT system architecture • Defining project schedules, phases and deadlines 	
	PROJECT ACHIEVEMENT	Architecture & Installation 1 day recommended
		Customization & Implementation Depending on needs
PROJECT CUSTOMIZATION	TRAINING	Knowledge Transfer 3 days recommended
		<ul style="list-style-type: none"> • IT Administrator Software training <i>Compleo Explorer training guide</i> – 4 languages, 17 pages <i>Compleo Wizard training guide</i> – 4 languages, 37 pages <i>Compleo MapForm training guide</i> – 4 languages, 54 pages <i>Compleo Layout training guide</i> – 4 languages, 40 pages <i>Compleo Supervisor training guide</i> – 4 languages, 20 pages