# CHAPTER 1 INTRODUCTION

The project “Invoice Processing Using RPA” is about how to automate the manual process of invoice assessment and restoring which includes certain confinement to validate and approve the invoice request. Computer software or a “robot” to capture and interpret existing applications for processing a transaction, manipulating data, triggering responses and communicating with other digital systems. The RPA robot, does not matter which application is used to process the invoice data. This can be any kind of accounting or ERP system. When the invoice data is inserted into the application, a transaction number is generated by the system.

# Problem Definition

The existing invoice data system needs a human to assess and approve the requests, which is liable to mistakes and lot of time consumption and man power. Our proposed system reduces them by automating the whole complete process using a software robot which will be much faster than the existing system, also reduces the time and man power consumption.

# Objective of the Project

Gathering the invoice data becomes agile and exhaustive. This enables better management and provides vision for ongoing business enhancement. Every robot’s activity can be logged and interpreted through customized reporting tools.

* + - Wide-range automation
    - Increases Rapid ROI(Return Of Investment)
    - Enterprise scalability

# Significance of the Project

Invoice data assessment and restoring automation system has a major significance such as follows:

* + - Consistency as the software robot could run continuously
    - Minimal man power consumption
    - Minimal time consumption
    - Computational errors and mistakes are minimized

# Outline of the Report

Invoice data assessment and restoring data in the system has a major outline report which is as follows:

* + - Manual work has to be reduced
    - It can be accuracy
    - Result to be received very quickly
    - User friendly
    - Managing and maintaining data becomes easier.

# CHAPTER 2

# LITERATURE REVIEW

A literature review is a piece of a intellectual paper, which includes the current knowledge including the essential findings, as well as the theoretical and the methodological contributions to a particular topic. Literature review are the secondary sources, and do not reply to the new or original experimental work. Robotic Process Automation (RPA) refers to software that can be easily programmed to do basic tasks across applications just as humans do. It replicates the actions of Human beings interacting with the system. It includes instructive steps rather than the code based.

**Existing System**

Invoice processes are critical to the overall functionality of companies, which means that there may be doubts regarding the capabilities and success rates of RPA for accounts payable activities like invoice processing. Invoice that companies receive from their suppliers sometimes, for examples, arrive in multiple different formats as a paper copy, a Word document, a PDF email attachment, or a fax. Moreover, a company’s finance team is responsible for manually transferring the data from these various invoice formats into the company’s database and dealing with any discrepancies. These challenges make it difficult to handle invoice in the same way each time and, as a result, drive of company employees to process invoice manually and it can be take lot of time consumption.In our system can reduce the time consumption of accounts payable and also reduce the manpower . Once the bot can be auotmated the whole process fetch the data automatically in mail and attached into excel sheet .

**Costly Protection For Remote Sites**

Invoice data for remote sites requires either extensive LAN/WAN usage or onsite staff and local invoice data servers and tape libraries.

**Scalability**

In order to accommodate the ever increasing data volumes, existing the invoice data systems and tape libraries need to be expanded which is costly, invoice windows may run into the business day which impacts on system availability and the recovery time objective (i.e. the time it takes to analysis all the invoice data) cannot be met.

**Proposed System**

In traditionally invoice processing, is a human accountant receives new invoices from different vendors and retrieves critical data such as vendor, date, amount, goods, tax, and cost center. Then, they launch into new folder and choose the correct transaction to insert the retrieved data. The accountant then selects the correct general ledger account, tax code and cost center. The transaction is posted, and the invoice is moved into a processed invoice folder. While this process is similar for each invoice, it requires a lot of manual effort and lends itself to errors. By processing vendor invoices in a more accurate and automated way, companies can enhance productivity, cash flow and stakeholder relations. Then , the robot launches into new floder, logs in and selects the correct transaction to create incoming invoices. Next, it inserts the invoice data and locates the correct general ledger account, tax code, cost center, by comparing goods, tax percentage and cost center with the correct accounts from extracted data tables. Finally, the transaction is posted, and every invoice is moved to a different folder. The robot also logs successful transactions and exceptions. It takes a human more than 4 minutes and 30 clicks per invoice to execute the complete operation , while the robot handles this process in less than 1 minute per invoice, including all automated clicks and checks the invoice data .In this case, the robot will only perform the tasks that is programmed to do. However, one of the biggest challengs is the ‘smart’ capturing and interpretation of unstructured data inputs such as emails, PDFs and scanned documents from different channels are automated data. Once robots detect the presence of an invoice in the folder ther begin to extract information from the document and processing capabilities, software robots are able to read out the information that is visible on the invoice.After robots extract the key information from each invoice, they use their credentials to open the company’s database or enterprise resource planning system, if not already open. The robots then strat processing the invoices one-by-one by transferring over the relevant invoice information.

**Email Notification**

After successfully registering each invoice, the software robots are the able to nsend posting notifications in the form of emails to the responsible employee or to the vendor in question. An email is also sent the responsible party in case of an exception.

**Other Background Activities**

During this whole process, the software robots are also running background activities such as monitoring the dedicated invoice folder or its email address, performing basic checks to see if the compamy’s database is open, and verifying whether vendor information(e.g.VAT number) on the invoice matches what is already in the database.

# Advantages of the Automation process

* Less possibility for errors.
* Accuracy will be high.
* Increasing the efficiency.

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