



Document and  
information logistics in  
the SAP environment







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# The challenge

SAP is the ERP market leader worldwide. Very complex business processes can be covered in many areas, from purchasing to logistics and production to human resources and finance. In addition, SAP offers functions for document management and document archiving, which represent a safe and efficient storage location.

The challenge, however, is that SAP users have to struggle with many work steps to assign paper or PDF documents as well as any type of data to the existing processes.

A simple remedy is provided here:

## **BECONEX AutoStore4SAP**

The connector enables an intuitive, secure and seamless integration of any documents and information directly into the respective SAP application.

## What you should know about the BECONEX AutoStore4SAP connector:

BECONEX AutoStore4SAP® simplifies the complex manual processes involved in integrating documents into SAP processes. Your company can set up so-called workflows with which the entire document process (scanning, capturing, filing and forwarding of paper and digital documents) can be simplified immensely.

An AutoStore4SAP workflow is similar to an app and can be operated by anyone - regardless of the input medium: multifunctional devices (MFPs), scanners, tablets, smartphones, PCs or via the web browser.

The connector from BECONEX enables an intuitive, efficient and secure implementation of these document and information logistics processes in SAP.

# Why is AutoStore4SAP so useful to upload data to SAP?

## Direct data upload to SAP

With AutoStore4SAP you can index digital and paper-based documents directly from the capture device and integrate them into the desired SAP processes or objects. Thanks to a uniform, customizable and user-friendly interface, AutoStore4SAP can be operated by anyone.

- Fast: Data can be assigned to a SAP process or object in next to no time.
- User-friendly: Documents can be loaded into SAP by everyone, both SAP- and non-SAP-users.
- Efficient: Upload processes are optimized for both digital and paper-based documents.

## Real-time metadata for SAP processes

When collecting data with AutoStore4SAP, different metadata can be requested from the user.

The AutoStore4SAP connector:

- retrieves the data assigned to a SAP project or object, for example, status, accountable or due date,
- enables a more precise information search,
- improves the information base for future audits.

## Data validation via bidirectional database comparison

Databases can be browsed directly on the MFP display for metadata retrieval and viewing. The database query starts with the entry in an index field, with which all fields are automatically filled.

- Access to information from other departments for data entry and data validation, especially useful for decentralized scanning processes.
- Significantly faster and more precise indexing of documents.
- Increased user-friendliness, at the same time less time spent on the capture device.

# There are numerous modules in SAP with a large number of processes. Can AutoStore4SAP be used in conjunction with all modules?

YES. BECONEX's technology is a generic software that is used to import data into any SAP module or into a SAP process. With AutoStore4SAP, any document can be transferred directly to the existing document management standards in SAP - DMS, ArchiveLink, Folders-Management or PI for web services.

AutoStore4SAP can be connected as standard to all SAP modules with which the central business processes and transactions are controlled:

- Financial Accounting (FI)
- Financial Supply Chain Management (FSCM)
- Controlling (CO)
- Materials Management (MM)
- Sales and Distribution (SD)
- Logistics Execution (LE)
- Production Planning (PP)
- Quality Management (QM)
- Plant Maintenance (PM)
- Project System (PS)
- Human Resources (HR)

# BECONEX AutoStore4SAP brings benefits for all divisions

## Examples

### Materials Management (MM)

Think of all the data and documents that are part of a procurement process: BANF, tender documents, data sheets, offers, demands, etc. And of the different formats in which you receive the content: e-mail messages, file attachments, paper documents... An MFP or PC is usually required for the acquisition. The acquisition with AutoStore4SAP is based on a standardized process and delivers consistent quality. When a job assignment is subsequently checked, the complete documentation can be restored at any time and the strict assignment guidelines in the USA and the EU can be complied with.

### Financial Accounting (FI)

Today, numerous business processes are outsourced to external service providers, e. B. cleaning work, technical maintenance or translation services. Each of these orders must be accepted by a responsible employee after completion. This usually takes place on site in the form of a performance report or an inspection of the delivery. The recording of the performance logs and their assignment to a corresponding invoice can be carried out directly on the device display of an MFP.

In many cases, the external service provider is even asked to upload their performance logs themselves. With AutoStore4SAP, he can simultaneously initiate the following SAP step and, for example, initiate billing and payment. The result: less work for everyone involved and significantly faster processing, since many manual scanning and approval processes are no longer necessary. With BECONEX AutoStore4SAP you reduce manual work steps, relieve your employees and accelerate your SAP workflows.

## Which input devices and document types does AutoStore4SAP cover?

AutoStore4SAP can be used with more than 900 input devices from different manufacturers. With the AutoStore4SAP Connector from BECONEX, an organization can capture both digital and paper documents using all common multifunctional devices (MFP), scanners, smartphones (iOS + Android), tablets, PCs or any Internet browser.

## How does AutoStore4SAP differ from established specialist applications in the SAP market?

Most of the functional modules in SAP already contain proprietary applications and processes for capturing and uploading documents into the system. These are operated by the relevant specialist users. With AutoStore for SAP, on the other hand, an organization can define a generic process that works equally across all modules. All business units benefit from AutoStore's customizable, intuitive user interface, and product training is no longer required.

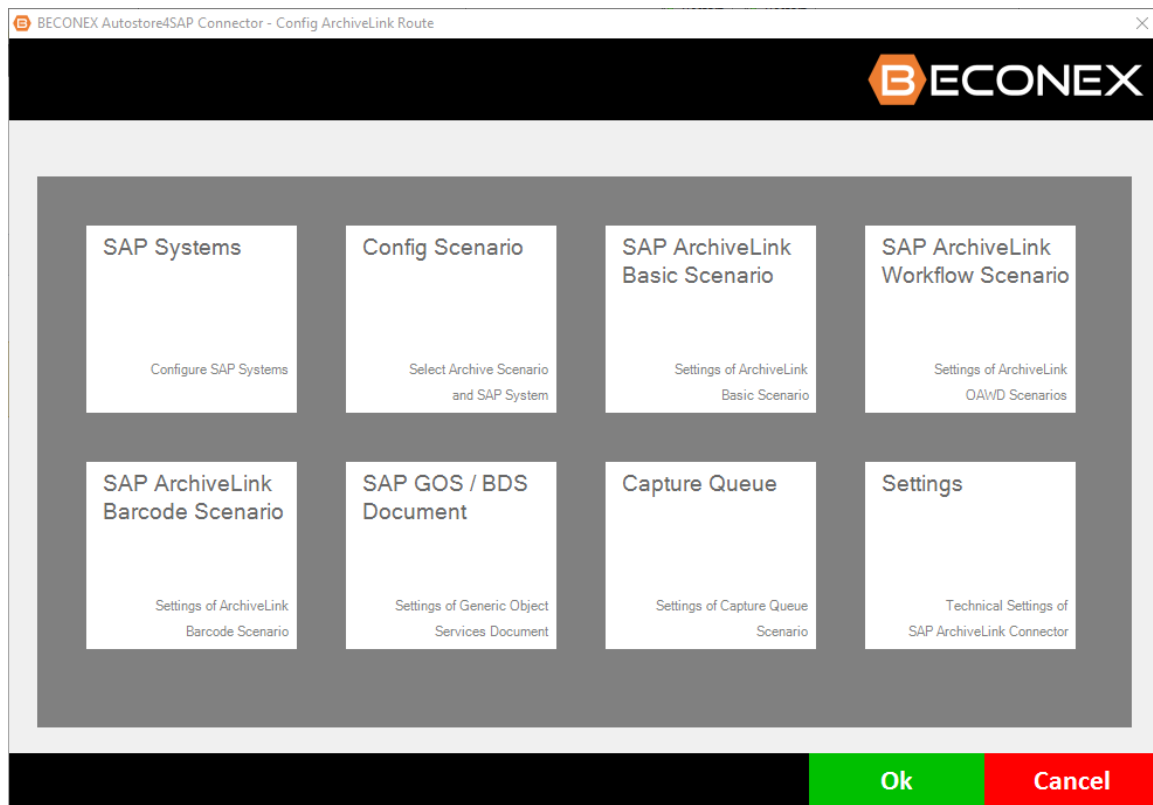
## Is it possible to access SAP information while entering the documents / information with AutoStore4SAP in order to simplify the indexing process?

AutoStore4SAP enables the look-up of any SAP information from the interface of the capture device (multifunctional devices, scanners, tablets, smartphones, PCs or the browser). This simplifies the capture process even further. With a fully automated workflow, data from SAP can also be used to ensure correct filing.



# How complex is the installation and configuration of AutoStore4SAP?

AutoStore4SAP can be easily installed and then configured through the user menu. This allows to establish the connection with the SAP system, select scenarios and other settings. The configuration between the connector and SAP is realized with transport into the ERP system.

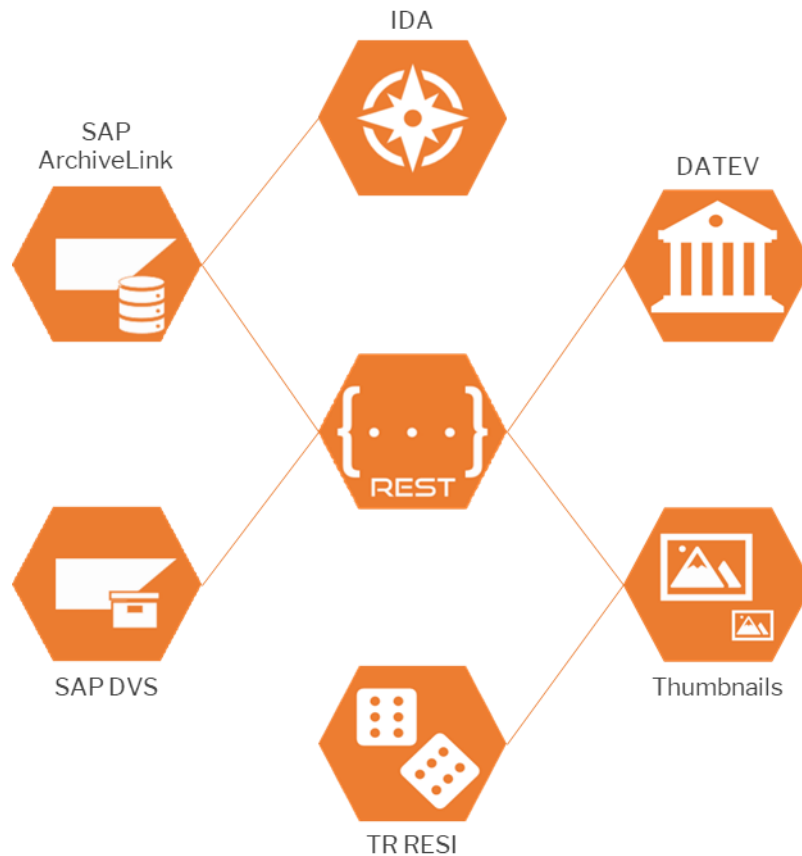


## AutoStore4SAP as standardized product

AutoStore4SAP is a standard product from BECONEX. In contrast to the many individual customer developments in the SAP market, AutoStore4SAP offers the advantages of standard software: regular function extensions, service packs and a predictable, long-term product life cycle.



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## More Information:

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