ESKER®

Expense Management Automation

Go beyond spreadsheets to efficiently manage employees' expenses

Esker's Expense Management solution enables businesses to automate, simplify and gain control over their employees' expenses. Esker's solution works hand in hand with Esker's Accounts Payable automation offering to help businesses gain full visibility, better manage company spend and ensure accurate accounts payable (AP) processing.

Why automate with Esker?

Free-up your finance team
from time-consuming, low-value data entry, auto-coding & verification with automated & on-the-go expense creation & approval.

Enforce company expense policies
by making receipts mandatory & reducing risk of fraud with more control over company spend.

Increase employee
satisfaction & productivity thanks to quick expense creation, report submission & reimbursement.

Gain valuable insights
into who spends what thanks to standard reports & analysis.

How it works

1. Record expense
Users create expenses from tickets and invoices. Relevant information such as date, amount and currency are automatically captured, and supporting documents are attached to the expense.

2. Create report
Expenses are selected to create an expense report or add to an existing report not yet submitted. And with Esker's mobile application, Esker Anywhere™, expenses can be submitted anytime, anywhere.

3. Approval workflow
Approvers are automatically added to the expense report workflow. Managers are notified of a new expense report to approve. They can approve it or send it back to the requester.

4. Review & book
Approved reports are reviewed by accounting for policy and compliance. An invoice is automatically generated and expenses can be booked in the ERP system.

5. Reimbursement & archive
Requesters are notified once payment is made. Receipts attached to expenses are securely archived for the required retention period.
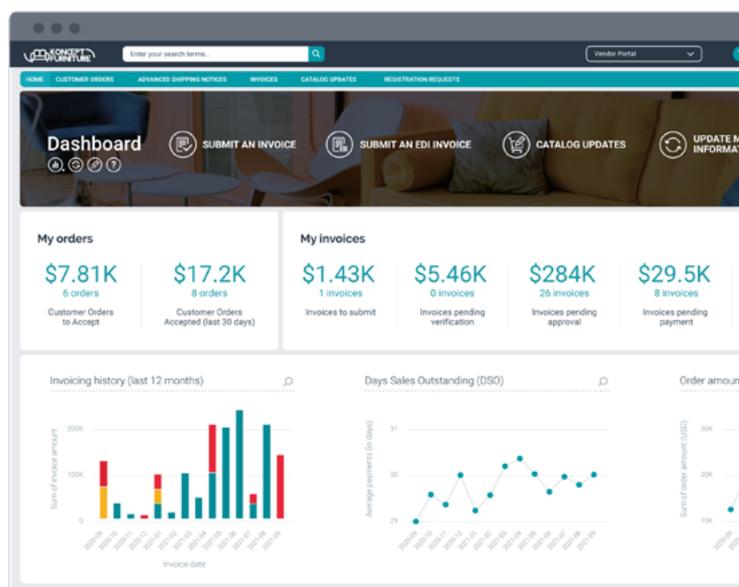
Solution features

Esker's 38+ years of field experience and dedication to product development is key to our Expense Management solution's continued innovation. Below are some of the most prominent features behind the benefits:

Mobile reach

The Esker Anywhere™ mobile application enables users to create, submit and approve expenses anytime, anywhere, removing every possible bottleneck along the way. Users simply upload a photo of the expense or forward the email receipt to Esker's application. The multi-select action available on expense lists makes the process quick and easy.

AI-based automation

Esker Synergy AI reduces manual data entry. It automatically fills in the main expense fields so that the user does not have to do it. The artificial "brain" is also trained to detect anomalies such as duplicates. Esker's solution automatically captures and matches all business expenses from employees' corporate credit card statements (multiple formats supported).

Electronic approvals

The solution allows users to trigger intelligent approval workflows based on company policy and regional regulations, thereby eliminating the risk of fraud or non-compliance with the local tax authorities. For example, expense reports can be routed for approval based on the cost centre or total amount. Managers and AP specialists can approve expense reports or send them back to the requester with comments. The solution simplifies expense report follow-up with automatic reminders and notifications. Automatic duplicate detection and warnings facilitate the process for the manager.

Controlled booking & reimbursement

Esker's solution integrates with any ERP system and facilitates the invoice booking process by automating currency conversion, automatic cost centre/GL mapping, automatic field completion and tax management. Once the request is controlled and approved by the AP specialist, expenses are reimbursed without any further delay.

E-archiving

E-archiving ensures that all documents are retained in accordance with local legal requirements. Receipts, reports and invoices are securely archived in the cloud and easily accessible for as long as a company needs.

Tracking & analytics

Standard dashboards and reports help users monitor process compliance and efficiency. All steps, actions and modifications are recorded and statuses updated so that both requester and manager have a clear view of what is going on. Gathered data fuel analytics that provides real-time insight into the process, including expenses breakdown by type and by employee.

Want to automate your entire source-to-pay process?

Expense management is just one part of the source-to-pay (S2P) process. Esker's Source-to-Pay suite is designed to help Procurement and Finance leaders achieve their goals by removing departmental siloes, streamlining procurement processes, improving enforcement of policy compliance, and enhancing supplier management with visibility over the entire buying process. By aligning procurement and finance, Esker helps CFOs and CPOs achieve better financial outcomes and foster collaboration across all operations. Companies that use Esker's Source-to-Pay suite have the flexibility and agility to reduce costs, increase process efficiency and mitigate supply chain risks, resulting in a more sustainable and profitable business.

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