Hop, Skip & Jump™
Accounts Payable Productivity
for BPCS and ERP LX

Automating an accounts payable headache

Please click **here** to see a side-by-side comparison of the functionality provided by vanilla BPCS/ERP X vs. the functionality provided by Unbeaten Path's **Hop, Skip & Jump** software. For the balance of this document, 'BPCS' will mean both ERP LX and BPCS versions.

Making ACP500 more efficient

Hop, Skip & Jump software is being used by manufacturers to address permutations and/or combinations of the following business issues:

- ☒ High volume of PO inventory receipts and vendor invoices, including invoices with many line items.
- ☒ Substantial labor to enter high volumes of invoices manually.
- ☒ Vendors provide invoices in Excel spreadsheet or CSV format and that data must be re-keyed into BPCS.
- ☒ At some companies, inventory transactions and related accounts payable remittances must be tracked/looked-up by receiver number.
- ☒ Consumption of consignment inventory triggers an obligation to pay the supplier. The supplier must be promptly notified of the payment obligation and BPCS payables must be informed with a manual voucher process.

High altitude description of the software

The first step is to select which vendors will be managed with **Hop, Skip & Jump** automated processing. For selected vendors, each PO receipt transaction triggers a search for a matching purchase order. Successful matches enable automatic creation of an invoice line using data from the receipt transaction and PO. Invoices created this way are stored in a approval-pending workfile.

Hop, Skip & Jump enables users to review/update invoices in the approval-pending workfile for vendor price changes announced after the PO was created. Workfile invoices can also be put on hold (e.g. for quality assurance doubts) or cancelled. Once the workfile review is complete, approved invoices are submitted in batch for automatic creation of invoices in BPCS.

Exception reports are provided when a PO receipt can't be successfully matched with a purchase order or when some vanilla ACP500 requirement is violated. Inquiry programs are provided to support tracking by receiving document number.

Relationship with vanilla BPCS

Hop, Skip & Jump is a bolt-on to vanilla BPCS software. Normal BPCS Accounts Payable processing can continue for vendors not nominated for inclusion in **Hop, Skip & Jump** processing.

Specific application: consumption of consignment inventory

Hop, Skip & Jump uses new Transaction Effect Codes, created within the standard BPCS program INV150. These new transaction codes are used for those inventory receipts from vendors nominated for inclusion in **Hop, Skip & Jump** processing for the purpose of tracking consumption of inventory on consignment. The BPCS Inventory Transaction History file is then regularly reviewed by a new batch program for the purpose of preparing vouchered inventory receipts. That new batch program looks for inventory that has been on hand, has now been consumed, but has not yet paid for. The vouchered inventory receipt generated by this new batch program is the starting point for creating a accounts payable liability for consumed consignment inventory.

Hop, Skip & Jump will group and voucher these transactions according to parameters previously set up by BPCS Company and Facility, including Maximum A/P Liability and Maximum Purchase Price Variance Percentage.

Vouchered transactions can then be reviewed interactively and authorized. Interactive selections include Company, Facility, Vendor, and Receipt or Issue Date. This interactive capability allows the user to focus on those transactions requiring manual attention, while permitting the flexibility to review those selections for vouchering which the automated **Hop, Skip & Jump** processes will perform.

Vouchered transactions that have been authorized, either in batch or interactively, are then combined by a program which resembles the standard BPCS A/P Invoice Entry program, ACP500. This batch program performs all the same validation procedures that BPCS performs interactively and produces audit trail reports to be used by A/P personnel to monitor the process.

Replacement inquiry programs are included for accounts payable inquiry and payments inquiry. These are required because inquiries including packing slip number and purchase order number are required and payments inquiries will typically require check number and packing slip detail.

Implementation process

The software delivery is preceded by several planning and custom programming steps. The first activity reviews Unbeaten Path's conceptual software document vis-a-vis a company's current accounts payable business process. The idea is to adapt **Hop, Skip & Jump** functionality to any unique business process or industry-specific exception. Some custom programming is required to a) integrate Unbeaten Path's code with the specific version of BPCS, and b) preserve any customer-specific functionality that caused previous modifications to vanilla ACP500. Unbeaten Path's technical staff then supports a testing protocol for a sample of vendors that the user intends to target for **Hop, Skip & Jump** processing.

Questions ?

It would be a privilege to answer any questions about **Hop, Skip & Jump** software. Here's Unbeaten Path International's contact information:

> **Toll free North America: (888) 874-8008**
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> **Send us an email** (click **here**)

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