It`s your money, take care of it with expense@work

Would you like to save time and money by automating the management of your organisation's expense claims and credit card statements?

expense@work enables you to complete expense and credit card transactions online, automate approval routing and ensure that transactions are transferred directly into your financial system without further data entry.

Most organisations process hundreds or thousands of employee expenses each month, including petty cash claims, out of pocket expenses and credit card receipts.

The cost of completing, authorising, reconciling, rechecking, adjusting VAT and re-keying this data into a financial system is high.

Automating this whole process enables your staff to focus on more productive work instead of on time-consuming, administrative tasks.

expense@work also suits those organisations with predefined internal processes for the control of expenses and reimbursement.

> *„By implementing expense@work, we saved one and a half days work of one accountant during month-end closing that could be used more effectively on other tasks."*
>
> **Pavel Říha**
> Director of Finance
> Accor Hotels
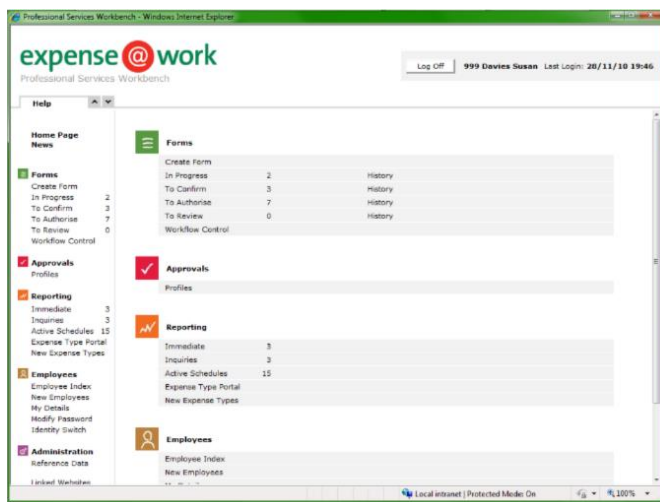
Who can benefit from expense@work?

Ease of access, however remote, makes expense@work the ideal solution for companies employing large numbers of staff who frequently travel, use company credit cards or company cars.

What can expense@work do?

- Enables entry of expense claims anytime, anywhere, without software installation, via a browser

- Enforces corporate guidelines and expense policies

- Maintains mileage records and calculates appropriate rates and allowances

- Integrates seamlessly with your finance system

- Integrates seamlessly with your credit card provider

- Full multi-currency and multi-language capabilities

- Intelligent authorisation routing, using e-mail and workflow

- Ensures compliance with statutory requirements

- Extensive reporting and expenditure analysis

How expense@work work?

Using workflow rules, expenses are quickly routed to managers for authorisation and the system applies numerous checks and guidelines to eliminate errors made during entry.

Management can look at expenses by individual, department, project, client, or any other level of analysis. Reports can show year-to-date and monthly comparisons, with multiple levels of analysis.
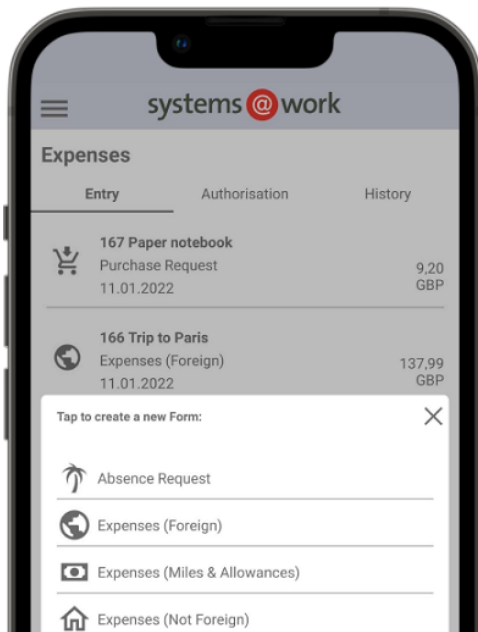
Employees are notified by email about the progress of their claim, so they are always aware when payment can be expected.

Once approved, expense claims are posted directly into your financial system without any re-keying, recording or manual intervention.

expense@work provides multi-company features, allowing even the largest organisations to benefit from just one central system for all subsidiaries.

Mobile and flexible solution

Thanks to unique architecture we can easily customize expense@work to your exact needs. Set up options do not end

with just workflow definition, templates design or integration with the accounting software.

The system is optimized for mobile devices. You can easily use smartphones, tablets or any other device connected to the internet.
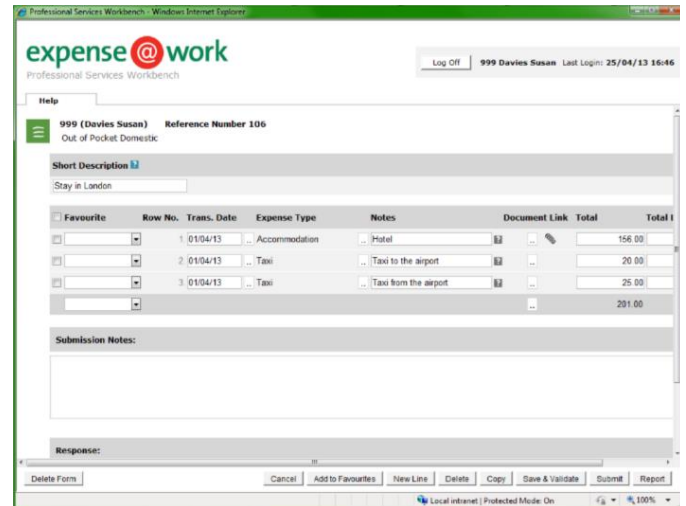
Easy integration

The key fact is that expense@work can be easily connected to virtually any accounting, financial or HR system you might use. All transactions can be transferred without further human interaction.

About LLP Group

LLP Group provides business consulting and software services to local and international companies throughout Europe, North America and Mexico.

LLP is a reseller of Infor SunSystems, Infor d/EPM, HxGN EAM, Microsoft Dynamics 365, Pivotal CRM, expense@work, time@work and forms@work.

Our clients include: Accor Hotels, Air BP, Colonnade Insurance, HBO, Howden ČKD, KPMG, Marriott Hotels, Menzies Aviation, MetLife, PwC, Wood & Company and others.