NETSUITE

Nobel Uses MetaViewer to Automate AP Data Entry into NetSuite

NOBEL LEARNING COMMUNITIES INC.

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>
> **—Adrienne Fisher**
> **Accounts Payable Supervisor, Nobel Learning Communities**

Company at a Glance:

Location:
West Chester, Pa.

URL:
www.nobellearning.com

metaviewer
Paperless ERP for NetSuite®

Partner Name:
Metafile

Location:
Rochester, Minn.

Nobel Learning Communities is a network of more than 180 private pre- and K-12 schools in 19 states and the District of Columbia. It also operates an accredited private online K-12 school.

Challenge

As Nobel expanded, the accounts payable (AP) department wanted an automated solution to reduce the manual labor involved with entering, filing and accessing copies of vendor invoices into and from NetSuite.

Solution

The AP team chose MetaViewer Paperless ERP for NetSuite to process vendor invoices by automatically capturing invoice data and creating the corresponding vendor bill transactions in NetSuite.

Results

Nobel has improved efficiency, saving 20 hours per week processing invoices using MetaViewer, while keeping pace with rapid growth.

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Nobel provides high-quality education with small class sizes, qualified teachers and a focus on meeting students' individual learning styles. The company has grown to acquire 10 schools in the past six months.

The AP staff processes invoices for the 180+ schools and saw its workload rise with the acquisitions. They began looking to automate the manual data entry of invoices and credit memos into NetSuite, to reduce costs and allow secure access to authorized NetSuite users.

> "When we implemented MetaViewer, we reduced the time it takes for processing invoices by 20 hours per week."
>
> **—Denise Curran**
> **Controller, Nobel Learning Communities**

MetaViewer Automates Data Entry

Since 2008, Nobel had been using MetaViewer only as an electronic filing cabinet to store vendor invoices after they had been manually processed.

Although the AP staff pays all invoices centrally, they had previously been emailing scanned copies of invoices to each school principal, giving them the visibility they needed to validate their individual Profit and Loss Statements. In 2014, Nobel implemented MetaViewer's optical character recognition (OCR) and NetSuite integration capabilities to automate the data entry process.

"The interface between the MetaViewer solution and NetSuite works very well," said Adrienne Fisher, Accounts Payable Supervisor for Nobel Learning Communities. "With NetSuite, when we processed a bill, we could hit save and we'd instantly see it in the general ledger. MetaViewer allowed us to maintain that simplicity as we transitioned to OCR."

Saving Time and Reducing Costs

The new MetaViewer capabilities have streamlined manual processes, increased efficiency, reduced costs and eliminated the need for expensive paper storage and retrieval.

Nobel further increased productivity by using MetaViewer's automated email capture functionality, eliminating the need to print and scan electronic invoices.

Now, the first time an invoice arrives from a vendor, a simple profiling process is performed. After profiling, the system automatically recognizes the vendor and other invoice information and routes the invoice to the AP team for final review. MetaViewer automatically creates a complete vendor bill transaction record and a link to the finalized invoice image within NetSuite.

The AP team has saved time and keystrokes from no longer having to manually key in data from vendors.

"When we implemented MetaViewer, we reduced the time it takes for processing invoices by 20 hours per week," said Denise Curran, Controller for Nobel Learning Communities.

When Nobel had been using MetaViewer only as an electronic filing cabinet, some invoices may not have been scanned. Therefore, in order to comply with IRS record retention requirements, the company had to store all paper invoices for seven years. Now, the new process allows Nobel to comply with IRS regulations, all while eliminating paper storage. Nobel will soon begin shredding documents after processing, allowing them to eliminate expensive paper storage.