

# OnBase integration for Deltek Costpoint

Accelerate business processes with the OnBase integration for Deltek Costpoint



Reduces costs associated with manual processing



Increases visibility into payment processes



Provides secure, centralized document storage

By integrating OnBase by Hyland with Deltek Costpoint, your organization expands the capabilities of Costpoint to include document management and workflow functionality. That way, departments across your organization, including those in the back office, can access documents and information surrounding your business processes directly from their familiar Costpoint screens.

From invoices and purchase orders to contracts and onboarding documents, it's all immediately available to your staff — ending the hunt for information and accelerating processes organization-wide.

## Reduces manual accounts payable work to increase visibility and improve controls

Using the OnBase solution for invoice processing, IAConnect, your organization introduces control, consistency and oversight into the accounts payable (AP) process. You also process invoices without duplication, prevent unauthorized payments, avoid misappropriation of funds and track liabilities.

With IAConnect, your organization:

- Lowers processing costs by reducing time spent handling paper invoices
- Automates workflows for fast and efficient processing of purchase order (PO) and non-PO invoices
- Enables invoice routing for approval coding based on business elements

## Automates accounts receivable processes to improve your organization's financial health

OnBase automates manual portions of accounts receivable (AR) operations and provides instant access to relevant data and documents, minimizing costs while reducing days sales outstanding (DSO) and giving you visibility into receivables and cash flow.

By implementing OnBase in AR, your organization:

- Accelerates order and payment processing
- Improves dispute resolution and customer service
- Increases process visibility



In addition to reducing costs, OnBase allows our staff to be more engaged in the process, providing more time for things like compliance reviews, professional development and training.

**Debbie Murray**

AP manager, SRA International

## Streamlines purchase requisitions to reduce costs

The OnBase solution for purchase requisitions, ReqConnect, assists with the creation, routing, administration and tracking of all purchase requisitions. This provides managers and executives with increased visibility into the process.

With ReqConnect, your organization:

- Empowers users to kick off the purchase requisition process with simple online forms
- Speeds processes by instantly routing requisitions for review and approval
- Updates stakeholders by automatically sending notifications to requestors, buyers and approvers

## Improves human resources processes and transforms employee service levels

OnBase maximizes the ability of employees to perform administrative tasks, access information and kick off human resources (HR) approval processes. By connecting OnBase and Costpoint, organizations store employee documents electronically in one central location, reducing the time spent searching for content while increasing security and supporting compliance initiatives.

By implementing OnBase in HR, your organization:

- Manages employee files effectively and securely
- Improves policy and procedure management
- Accelerates processes and increases transparency

## Helps you take control of your contract management process

OnBase manages the complete contract life cycle, automating predictable steps while empowering staff to complete knowledge driven work. One complete view of all information, tasks, activities and correspondence increases employee productivity by eliminating the need to jump between applications, spreadsheets or file shares.

By implementing OnBase for contract management, your organization:

- Improves productivity with central access to all contract-related information
- Manages contract life cycles, from automated to knowledge-driven tasks
- Increases visibility into contract status with reporting and dashboards

➔ [\*\*Learn more about Hyland's Deltek integration.\*\*](#)

## About Hyland

Hyland uniquely empowers organizations with unified access to AI-enabled enterprise content and unstructured data across repositories, unlocking profound insights that fuel innovations – fundamentally redefining how they operate and engage with those they serve. The pioneer of the Content Innovation Cloud™ — a unified content, process and application intelligence platform — Hyland is trusted by thousands of organizations worldwide, including more than half of the Fortune 100.

