

Steps Automated by SMART Hub	Standard time	Extended time	Time Saved with SMART Hub
1 Download AP aging report into Excel, identify bills to pay, and determine method of payment	30+ minutes →	4x per month	2 hrs
2 Mark bills to pay one at a time in Sage Intacct. Requires a look-up of the vendor/bill. Then the user must enter the payment method and currency, and select the bank account and payment date	1-2 minutes per bill →	550 bills per month	14 hrs
3 Selected bills are routed for necessary approvals	2-4 minutes to approve Total completion time varies →	550 bills per month	28 hrs
4 Bills approved to pay are entered into applicable online banking portal, based on the selected method of payment (ACH/Wire) <i>Human error is possible - wrong amount or vendor</i>	2-3 minutes per bill If via template → 4-6 minutes per bill If via direct/manual	550 bills per month	32 hrs
5 Approver logs into online banking portal and approves the payments	2-3 minutes per payment →	550 bills per month	23 hrs
Proprietary & Confidential			100 Hours per month