Kofax Analytics for MarkView

Product Features Guide

Version: 1.2.0

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Preface

This guide gives an overview of Kofax Analytics for MarkView features and options, including information on how they can help you address business problems.

Use this guide to become familiar with product features. This information can help you decide which features are important to the business challenges that you face and which features best suit your organization’s needs.

Who should read this guide

Customers and prospective customers who are planning to implement Kofax Analytics for MarkView should read this guide, including those who perform the following roles:

- Executives
- Financial managers
- Project managers
- Business professionals who help decide the effectiveness of the workflow and health of the organization

This guide demonstrates how you can use a real-time, interactive viewer to analyze Kofax MarkView, Kofax Capture, and ERP business data.

Related documentation

The documentation set for Kofax Analytics for MarkView is available online:[1]

http://docshield.kofax.com/Portal/Products/KAMV/1.2.0-j2pn517leq/KAMV.htm

In addition to this guide, the documentation set includes the following items:

Kofax Analytics for MarkView Administrator's Guide

Includes installation and product configuration instructions. Chart and grid descriptions are included, along with information about how to use them to gain visibility into real-time information related to your projects. Learn how to use predefined views to analyze your business processes and operational efficiencies to see if your business is on track or needs corrective action.

[1] You must be connected to the Internet to access the full documentation set online. If the security policy for your organization requires offline access (without an Internet connection), see the Administrator's Guide.

Help for Kofax Analytics for MarkView

Describes how to use Kofax Analytics for MarkView predefined views.

Kofax Analytics for MarkView Release Notes

Contains late-breaking product information that may not be included in other Kofax Analytics for MarkView documentation. You can download the release notes from the Kofax website at www.kofax.com.

Offline documentation

To make the documentation available for use in offline mode, obtain the documentation files from the Kofax Analytics for MarkView product package that you downloaded from the Kofax Fulfillment Site. The product package includes the KofaxAnalyticsForMarkViewDocumentation_1.2.0_EN.zip , which contains the entire documentation set in English.

The .zip file includes both help and print folders. The print directory contains all Kofax Analytics for MarkView guides that can be saved at any convenient location.

Getting help with Kofax products

The Kofax Knowledge Base repository contains articles that are updated on a regular basis to keep you informed about Kofax products. We encourage you to use the Knowledge Base to obtain answers to your product questions.

To access the Kofax Knowledge Base, go to the Kofax website and select **Support** on the home page.

Note The Kofax Knowledge Base is optimized for use with Google Chrome, Mozilla Firefox or Microsoft Edge.

The Kofax Knowledge Base provides:

- Powerful search capabilities to help you quickly locate the information you need.

  Type your search terms or phrase into the **Search** box, and then click the search icon.
- Product information, configuration details and documentation, including release news.

  Scroll through the Kofax Knowledge Base home page to locate a product family. Then click a product family name to view a list of related articles. Please note that some product families require a valid Kofax Portal login to view related articles.
- Access to the Kofax Customer Portal (for eligible customers).

  Click the **Customer Support** link at the top of the page, and then click **Log in to the Customer Portal**.
- Access to the Kofax Partner Portal (for eligible partners).

  Click the **Partner Support** link at the top of the page, and then click **Log in to the Partner Portal**.
- Access to Kofax support commitments, lifecycle policies, electronic fulfillment details, and self-service tools.

  Scroll to the **General Support** section, click **Support Details**, and then select the appropriate tab.

Chapter 1

About Kofax Analytics for MarkView

Kofax Analytics for MarkView is an extension of Kofax MarkView that produces a graphical business intelligence dashboard based on near real-time data collected during the batch processing workflow. Kofax Analytics for MarkView presents finance process data in graphical and interactive views.

Kofax Analytics for MarkView is a management interface based on data from the Oracle E-Business Suite system, MarkView, and Kofax Capture workflows to give you strategic information about your business activities.

With Kofax Analytics for MarkView, your employees can analyze the statistical data for PO, non-PO, and pre-approved invoices from MarkView, Kofax Capture with Kofax Transformation Modules, and ERP.

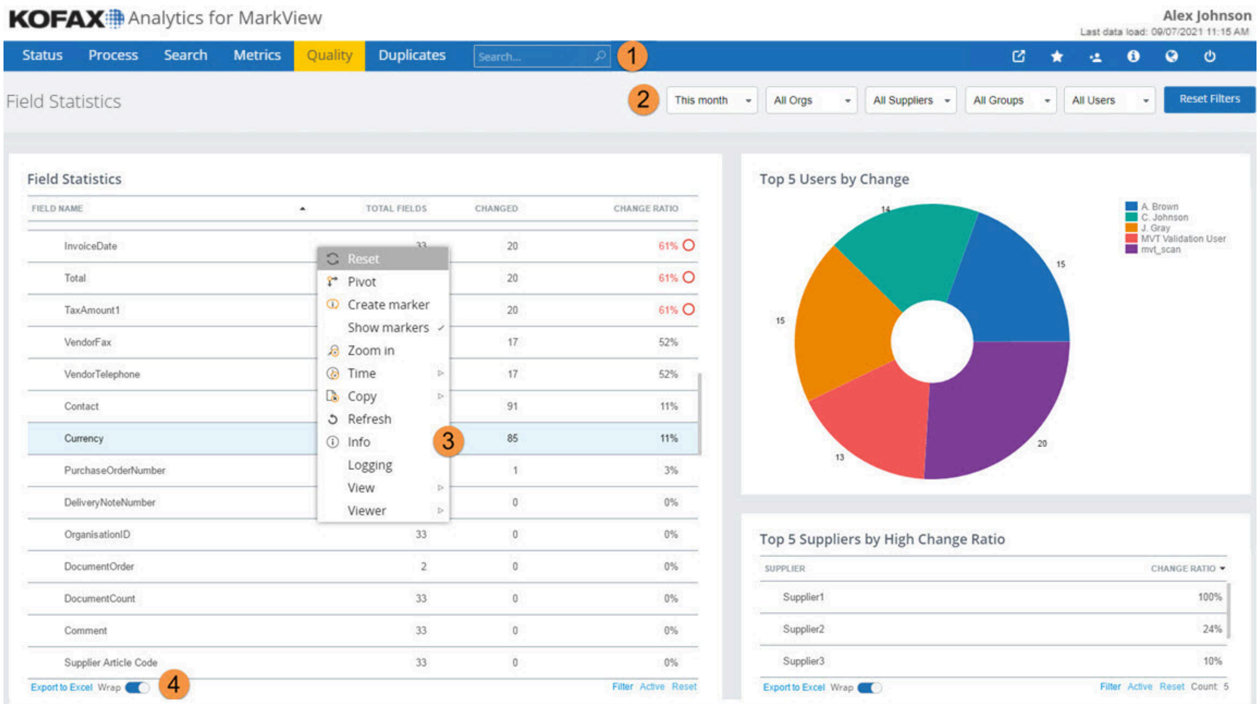
With Kofax Analytics for MarkView, you can:

- Prioritize daily activities
- Take advantage of available discounts
- Check for duplicate invoices and possible compliance violations
- Review invoice summary data
- Take action to meet key performance indicators
- Review the status and full history for invoices
- Optimize cash resources

User interface features

With the Kofax Analytics for MarkView interface features, you have access to both high-level and detailed views of your business processes.

- Views provide a high-level image of business processes and give access to more detailed visual representations of data using charts, grids, and tables.
- Charts and grids provide summary information about the selected process, details about work items within that process, and options.



1. **Toolbar menu**: Lets users access views, set preferences to export the content of the view to Microsoft Excel or Adobe Acrobat Reader, and log out. The menu provides additional user-level items to export or bookmark views, to access help, and to verify the product version information.
2. **Filter pane**: Lets users select customizable options such as organizations, suppliers, invoice types, currency, and time range. The pane may include view-specific information such as invoice summary data.
3. **Context menus and chart options**: Lets users access more options such as Reset, Pivot, Zoom in, View, and the Metric grid format. The options vary, based on the chart type or area where you right-click.
4. **Chart and grid footers**: Lets users take advantage of filter and reset options, Export to Excel, or text wrap settings. Footers may also include chart or grid specific summary data such as the total amount. Use the **Multiselection** option if you need to take an action on multiple invoices.

The following components control what appears on the screen.

- Filters control the information that appears within a view or chart. Filters vary, based on the view that you open.
- The Reset Filters option returns the data selection to the default settings.
- The Quantity/Amount option switches the chart view between the numeric data display and the currency amount value. This feature is not enabled for every view.

You can use Kofax Analytics for MarkView interface features to:

- Export views to Microsoft Excel using the Export to Excel functionality on the toolbar.
- Export individual charts data to Microsoft Excel on any grid with Export to Excel functionality.
- Export views to PDF file format using the Export to PDF functionality on the toolbar.

- Bookmark frequently used views. With this option, you can send a bookmark via email, add a bookmark to a browser, or share bookmarks.
- View an invoice details table that includes the invoice number, supplier, amount with the currency, invoice date, due date, queue, and owner with the invoice history and summary by clicking a chart bar or graph.
- Take action on the selected invoices in the Invoice Details Table: Escalate, Reassign, and Increase Priority. The functionality is available for the Finance Manager user.
- Review an invoice in the MarkView Viewer that lets employees see the captured image of an invoice and perform the needed processing through MarkView.

Kofax Analytics for MarkView administration options

Kofax Analytics for MarkView lets administrators configure:

- Views thresholds and parameters.
- Fields for statistics that are available in the Fields Statistics and Quality Benchmark views.
- Fields considered as " KTM validation touch" in the Invoice Touch view.
- Queues considered as MarkView touches in the Invoice Touch view.

For more information about Kofax Analytics for MarkView administration, see the *Kofax Analytics for MarkView Administrator's Guide*.

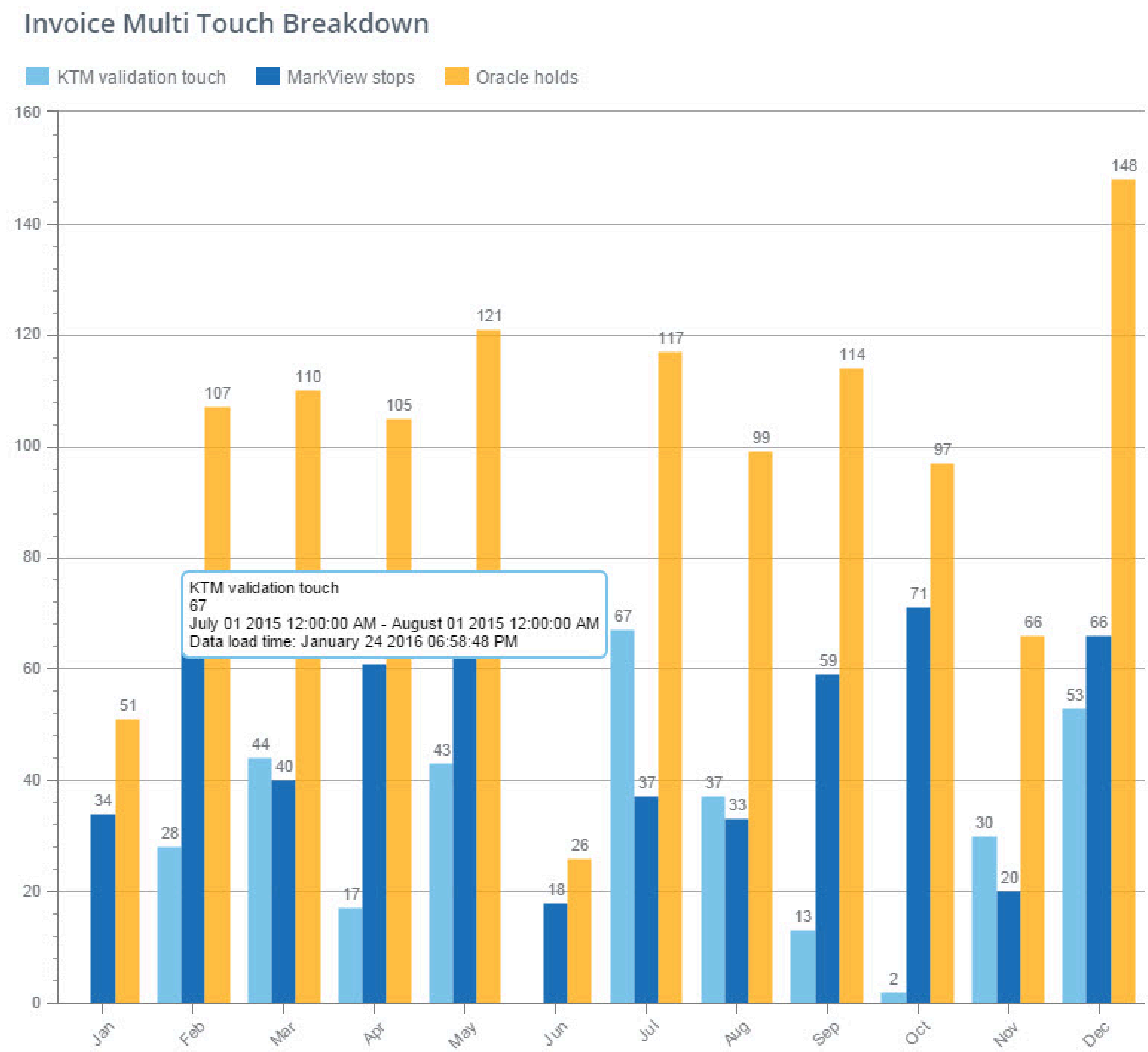
Chapter 2

View types and features

Views provide summary information about a selected process, details about invoices within that process, and options to act upon invoices.

Kofax Analytics for MarkView views provide a high-level image of the current and historic data as filtered through established settings, such as a date range or organization. The type of graph or chart that appears varies among views and depends on the type of information being shown.

Holding the cursor over an area of a view graph or bar displays additional information about that segment.

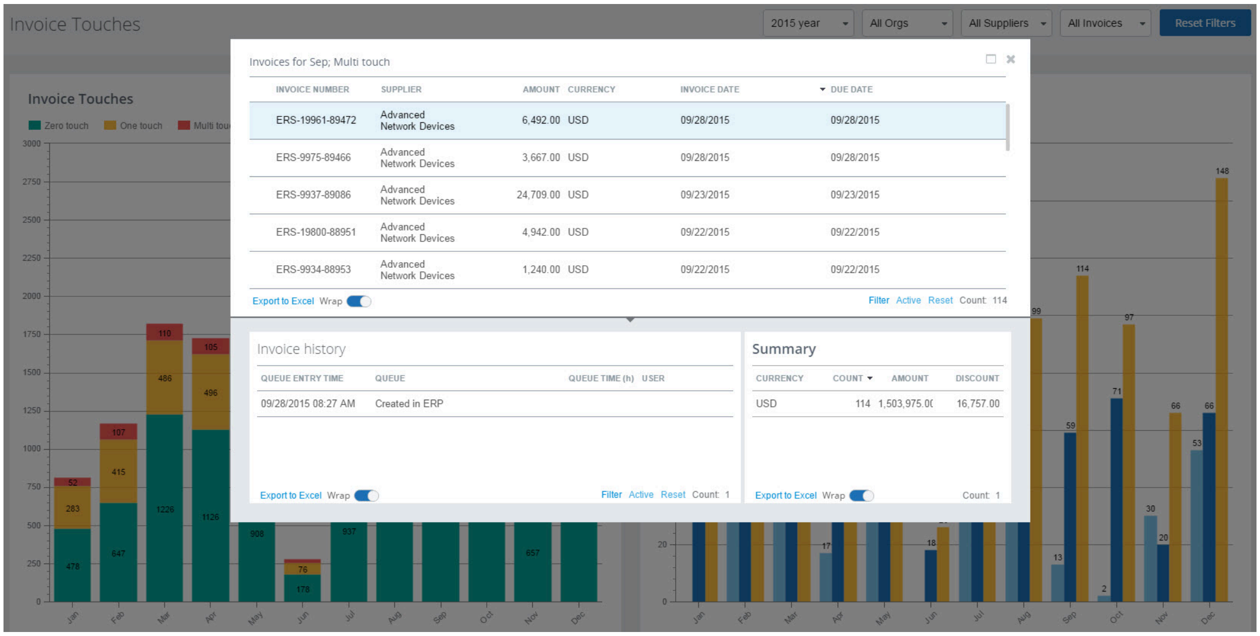


Invoice details table

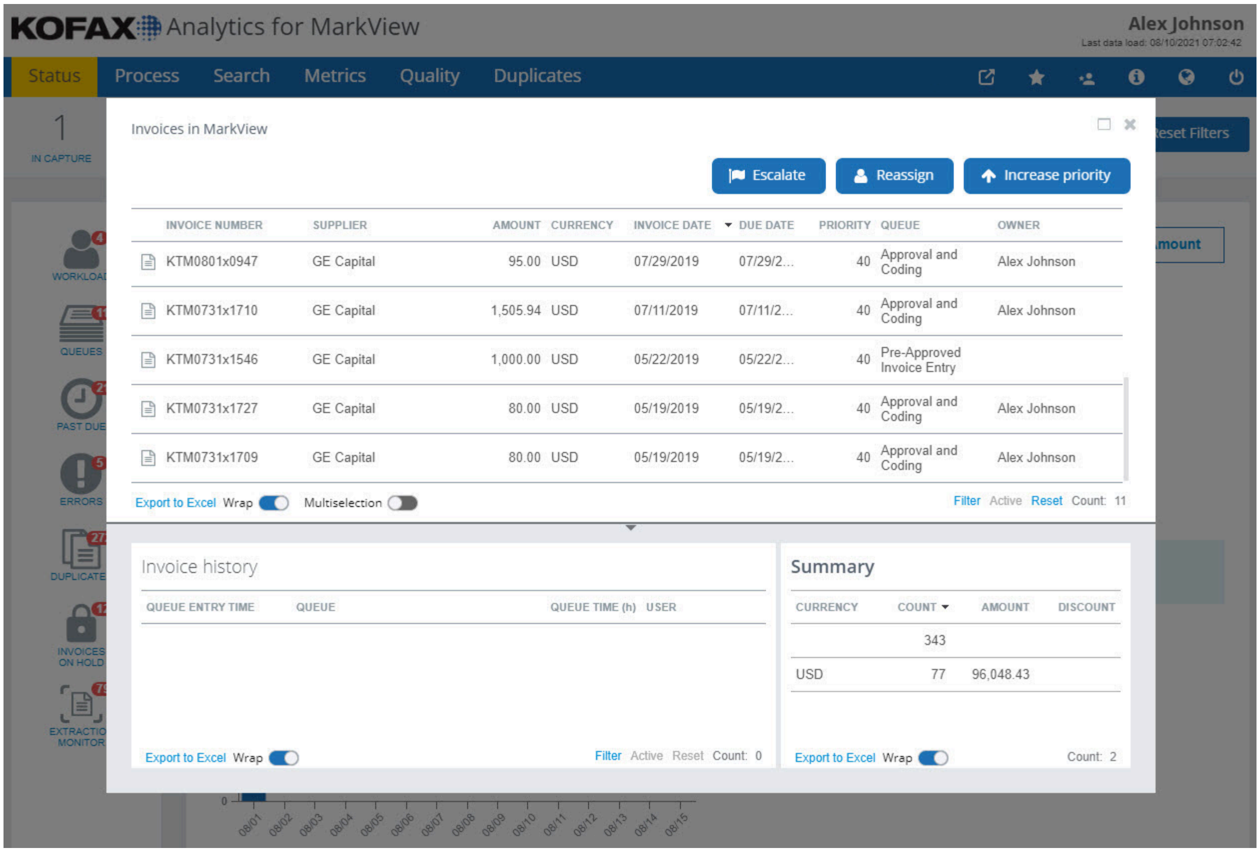
Click a chart bar or graph to view an invoice details table that includes the invoice number, supplier, amount, currency, invoice data, due date, queue, and owner with the invoice history and summary.

If you apply any filter on the main view screen, the window displays information according to the filter applied.

The Invoices list shows invoices according to the selected Analytics component. For example, on the Invoice Multi Touch Breakdown view, click the KTM Validation touch bar for March 01 2015 - April 01 2015 to view the invoice list shown in the figure.



Click a table row to view the invoice history, which includes the list of queues and queue time in Kofax Capture with Kofax Transformation Modules and MarkView. If an invoice is created directly in Oracle EBS, the Invoice history queue column contains a "Created in ERP" note.



Click the header of the column to sort the list by a specific column.

Use Export to Excel in the grid footers for all lists in the invoice details table to export the content of the grid to Microsoft Excel.

The filter options enable you to narrow your results:

- Filter: Specifies additional criteria based on available columns.
- Active: Returns filter results to the data selection defined by the Filter option.
- Reset: Clears filter results and returns the data selection to the default settings.

The text wrap option changes the grid layout. Enable the option to apply a line break. Disable the option to display the data inline.

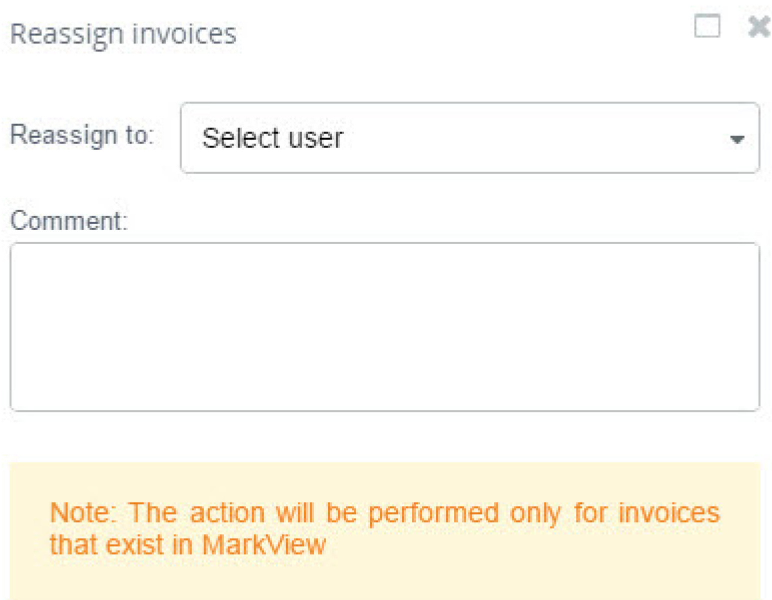
Invoice actions

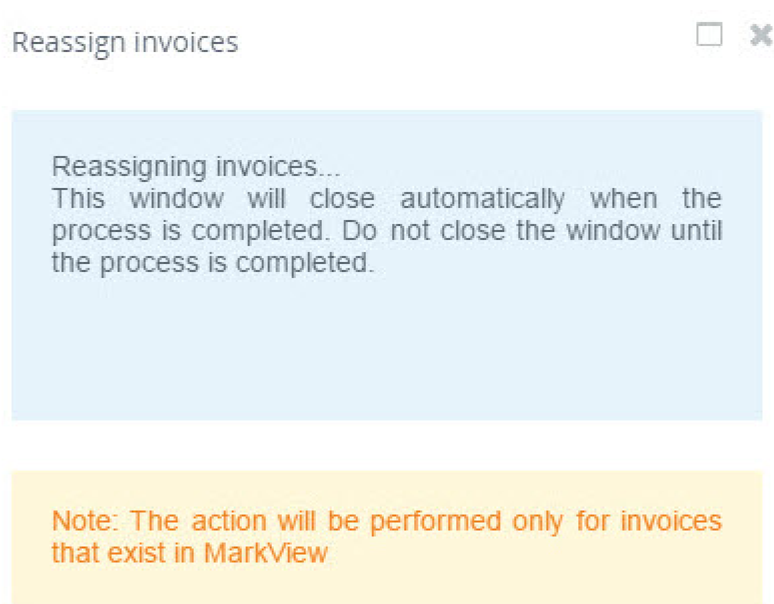
With Kofax Analytics for MarkView, authorized users can select invoices and click a button to take an action on a selected invoice:

- Escalate: Moves an invoice retrieved but not yet processed by a user to a supervisor in the Approval Hierarchy.
- Reassign: Assigns an invoice to another MarkView user who has authorization to retrieve the invoice.

- Increase priority: Increases the priority of an invoice by 10 points.

Click **Escalate**, **Reassign**, or **Increase priority** to act on all invoices selected in the details table. If a user is not authorized to perform a particular action, the associated action button is disabled for this user. Clicking an action button opens a window where you can start the selected action, similar to the following figure. Click **OK** to initiate the action.





Escalate

Escalate lets you move an invoice requiring attention from the user who retrieved it to the next person who is set up in the MarkView Approval Hierarchy for invoice processing.

> **Note** To use the Escalate action, your site must have hierarchies set up in MarkView or ERP, and all users must be assigned within the hierarchy.

You can escalate a MarkView invoice under the following conditions:

- The user has a supervisor defined in the MarkView hierarchy or, for an ERP site, in the ERP hierarchy.

  If the user does not have a supervisor defined in the MarkView hierarchy, or the supervisor is not a MarkView user, you cannot escalate the invoice. (In this case, you might use the Reassign function instead.)
- The supervisor has permission to retrieve the work item.

For example, using Kofax Analytics for MarkView, you might escalate an invoice to a user's supervisor. The escalation sends email to notify both users of the change in assignment.

Under the following circumstances, Kofax Analytics for MarkView generates error messages and stops the escalation for the invoices that fail:

- If the manager, next person in the hierarchy, or assigned alternate user does not have authorization to process the invoice.
- If Kofax Analytics for MarkView cannot determine who holds the next highest position in the MarkView or ERP hierarchy.

Reassign

Reassign lets you assign an invoice to a different user who has the correct authorization set up in MarkView. You can reassign any MarkView invoice in any workflow queue. The system sends an email to notify both users of the change. The invoice appears as a high-priority item at the top of the list of invoices for the newly assigned user to retrieve.

You cannot reassign an invoice if no other MarkView user has authorization to retrieve the invoice.

Use Reassign to manage resources and schedules by shifting assignments between users.

Increase priority

Increase priority lets you increase the priority of any invoice that has an associated MarkView document by 10 points. If a user already retrieved the invoice, the system sends an email to notify the user of the increased priority. The invoice moves to the correct place in the priority of invoices listed for processing. (MarkView places invoices with the highest priority at the top of the list.)

Increase priority lets you communicate through MarkView without interrupting the user who may be processing the invoice in question.

Chapter 3

Kofax Analytics for MarkView views

This chapter gives information about each view provided in your Kofax Analytics for MarkView installation.

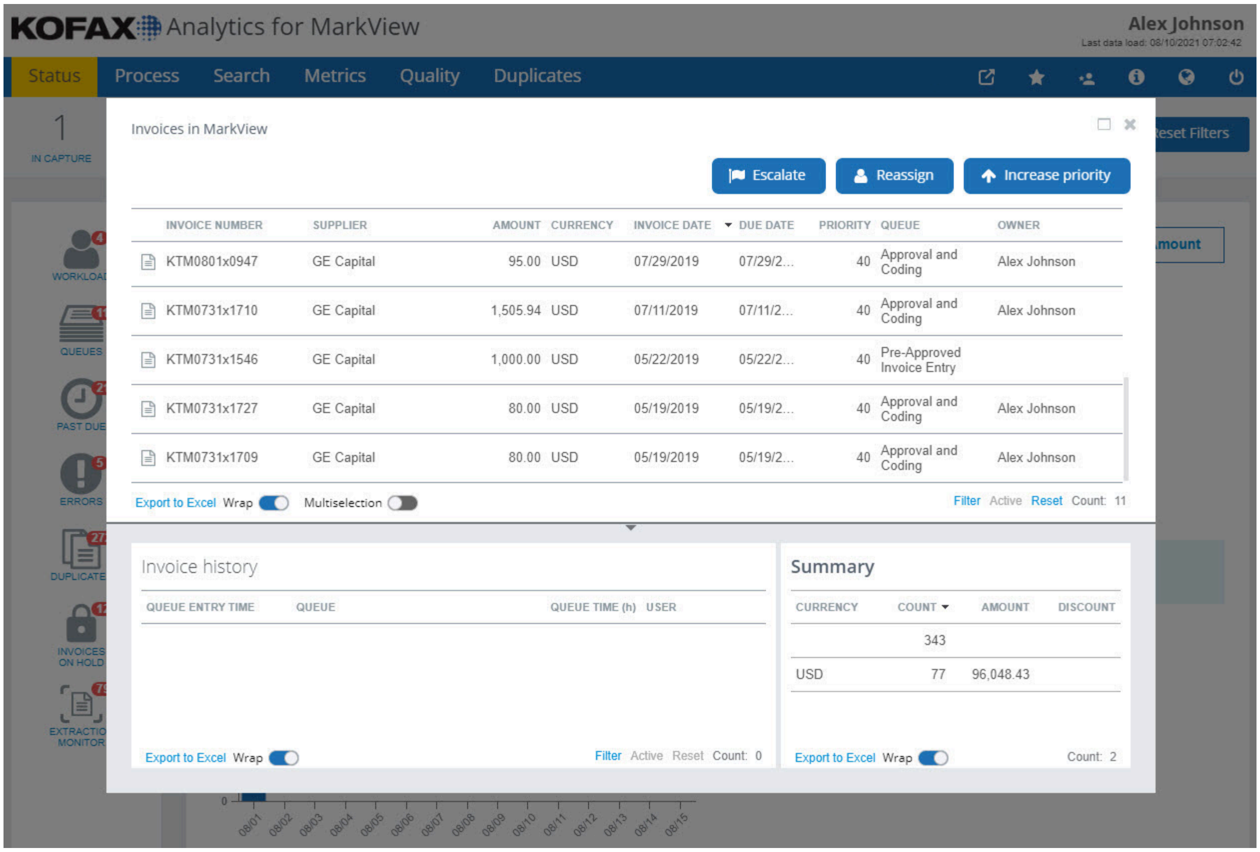
Kofax Analytics for MarkView views are available on the following tabs:

- Status
- Process
- Search
- Metrics
- Quality: Available only if you use Kofax Analytics for MarkView with Kofax Capture and Kofax Transformation Modules.
- Duplicates
- Administration: Available only to the administrator user. Use the Kofax Analytics for MarkView Administration tab to set view parameters. For more information, see the *Kofax Analytics for MarkView Administrator's Guide*.

Status

The Status view displays actual data about invoices that are currently being processed through the workflow. An operator sees the Status view immediately after logon by default.

The Status data is based on the overall operations performance. The Status view displays only invoices that are not paid and not canceled. Use the Status view to analyze near real-time data, manage invoices to suit business interests, and take advantage of available discounts.



On the filter pane, a count is given for the number of invoices in Kofax Capture, MarkView, the ERP system, and invoices that are ready for payment. Click the value of the count to view the expanded set of invoice details such as the invoice number, supplier, amount with the currency, invoice data, due date, queue, and user. You can select an invoice from the list to view the invoice history with the queue and user details in the bottom grid.

The Status view also includes elements for the main operation areas. If the area requires attention, the element is marked with a red tag. Click any icon in this section to get related details:

- **Workload**: Displays information about users with invoices currently assigned to them.
- **Queues**: Displays information about queues with an overload.
- **Past due**: Displays how many invoices are past due.
- **Errors**: Displays the quantity of invoices that are currently in the system in an error state.
- **Duplicates**: Displays the list of Kofax Capture and MarkView invoices that are potential duplicates. The view displays potential duplicate unpaid invoices within the same organization.
- **Invoices on hold**: Displays the invoices on hold by quantity/amount and by type of hold.
- **Extraction Monitor**: Displays overall operator activity related to field validation. Based on this view, you can determine how many fields were accurately detected by the system.

Status charts

Use the following charts to track the invoices and discounts coming due within a set time interval. Use the filter at the top to configure the time period, payment method, currency, and type of invoice for both charts.

- **Invoices coming due**: Displays the quantity or the currency amount of all invoices coming due within the specified filter value.

  Click a bar on the "Invoices coming due" chart to view invoice details in a separate window.
- **Discounts coming due**: Displays the quantity or the currency amount of all discounts coming due within the specified filter value.

  Click a bar on the "Discounts coming due" chart to view invoice details in a separate window.

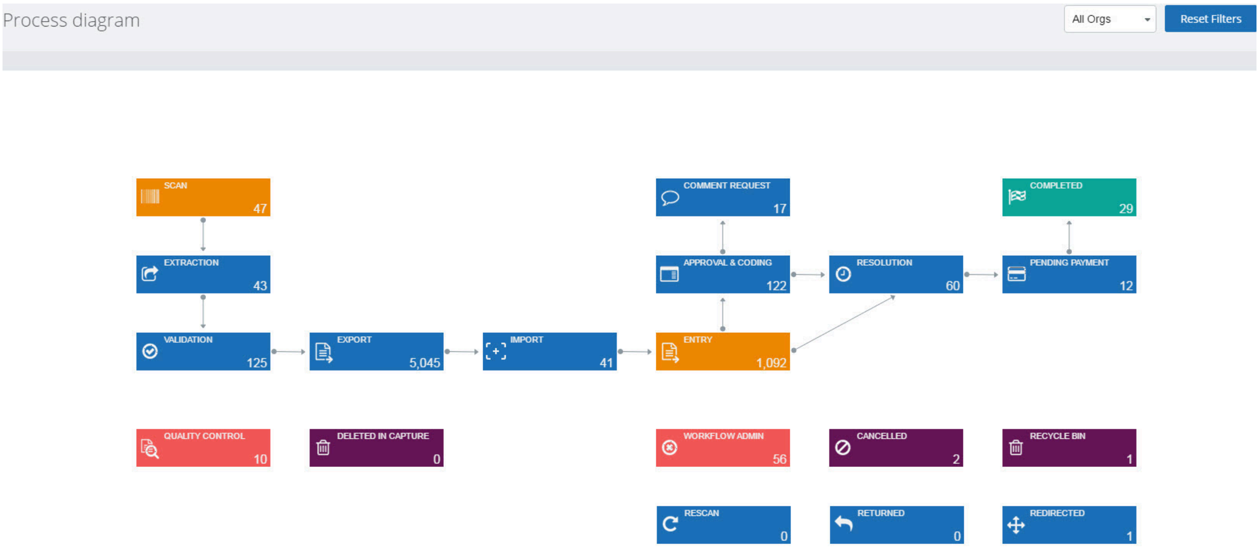
Process

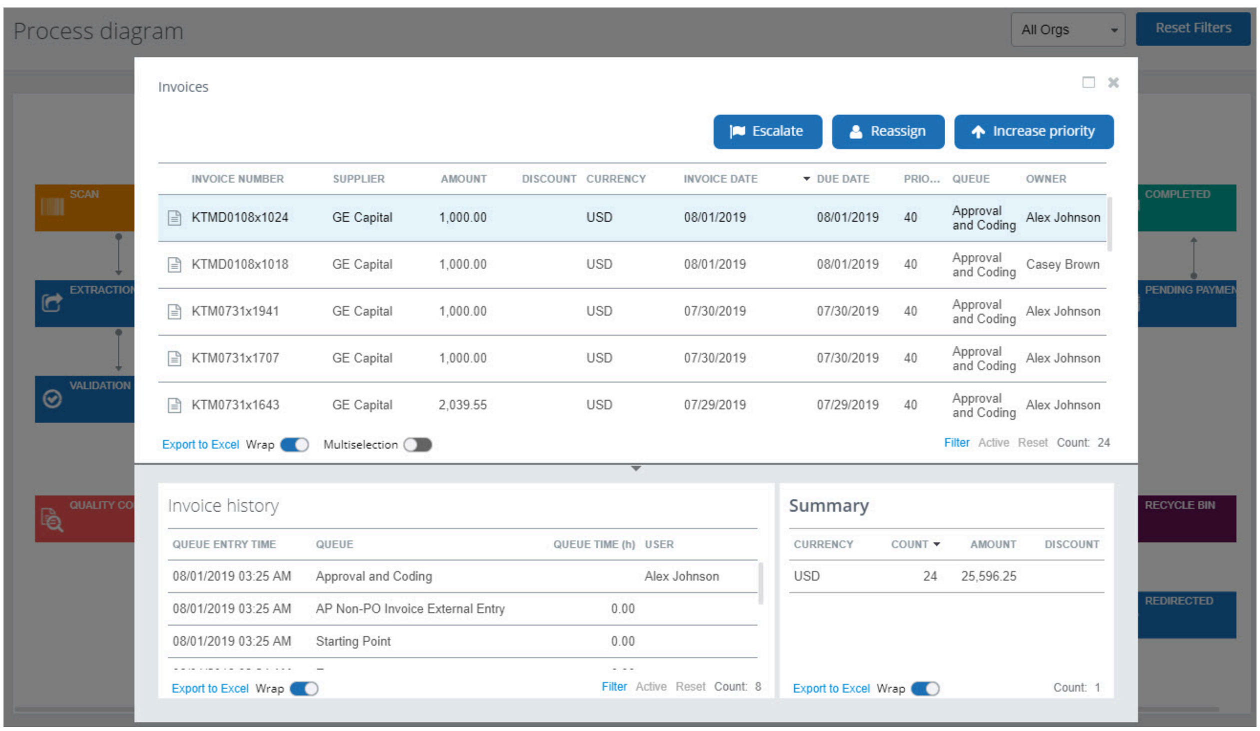
Use this view to analyze the Kofax Capture and MarkView conventional workflow in real time. Identify invoice processing bottlenecks and take action to clear them. View the processing statistics to address issues that impact productivity.

Diagram

The view represents a simplified block diagram of the Kofax Capture and MarkView conventional workflow.

The numeric value on each block shows the number of invoices that are currently on the corresponding processing stage. When selecting an individual component of the process diagram, you can view an invoice summary that offers an expanded set of detailed information such as the invoice number, supplier, amount, currency, invoice date, due date, and the queue. You can also click a row in a table to view the invoice history. The history includes a list of queues where the selected invoice has been processed, along with the queue time. Use the invoice action to take action on the invoice.

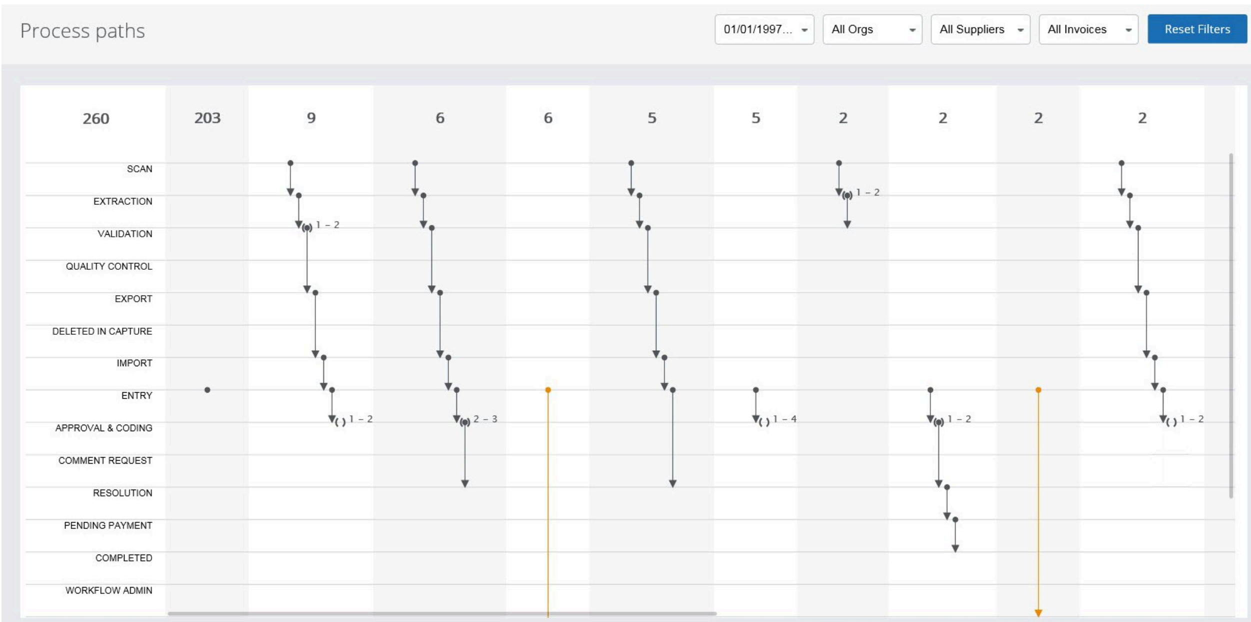




Paths

The Process paths view shows the invoice processing workflow in Kofax Capture and MarkView, which is presented as a swim lane flowchart.

Each vertical line displays a unique path of an invoice. The numeric value for a vertical line displays the number of invoices that are processed through the corresponding path. When selecting an individual component of the swim lane flowchart, you can view the invoices list and history details that offer an expanded set of information such as the invoice number, supplier, amount, currency, invoice date, due date, current queue or module, and the user. You can also click a row in a table to view the invoice history. The history includes a list of queues where the selected invoice has been processed, along with the queue time. Use the invoice action to take action on the invoice.

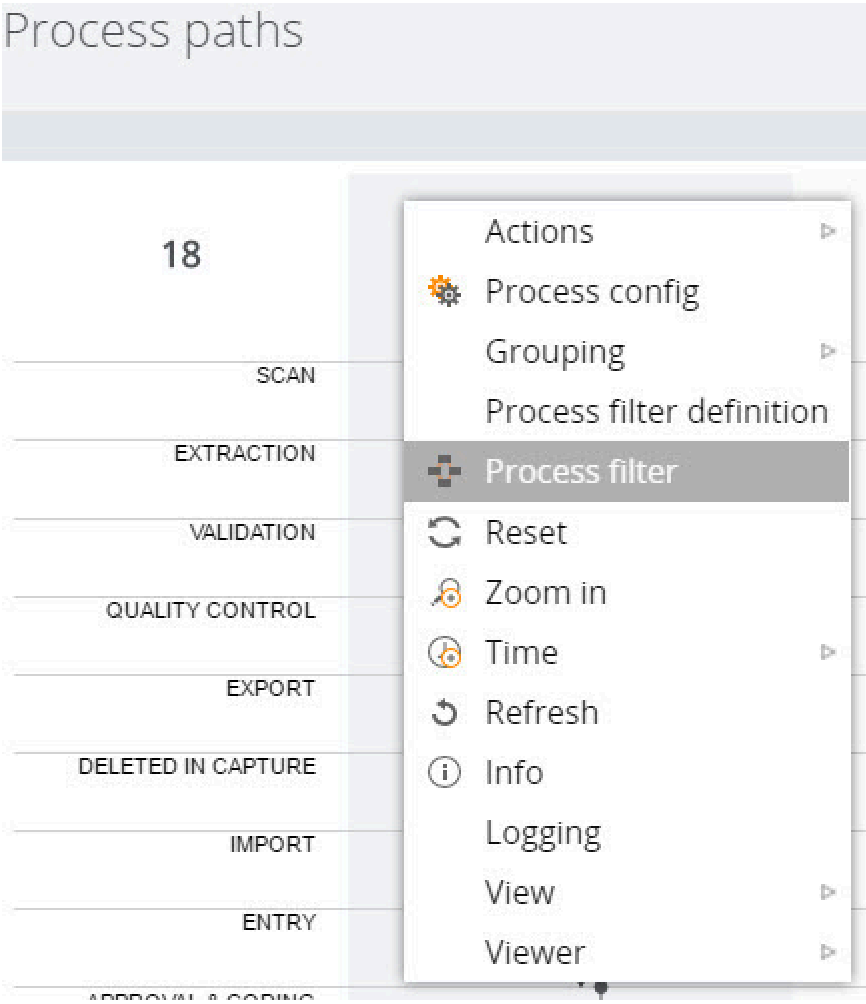


The color of an arrow defines if a work item moves through the workflow correctly.

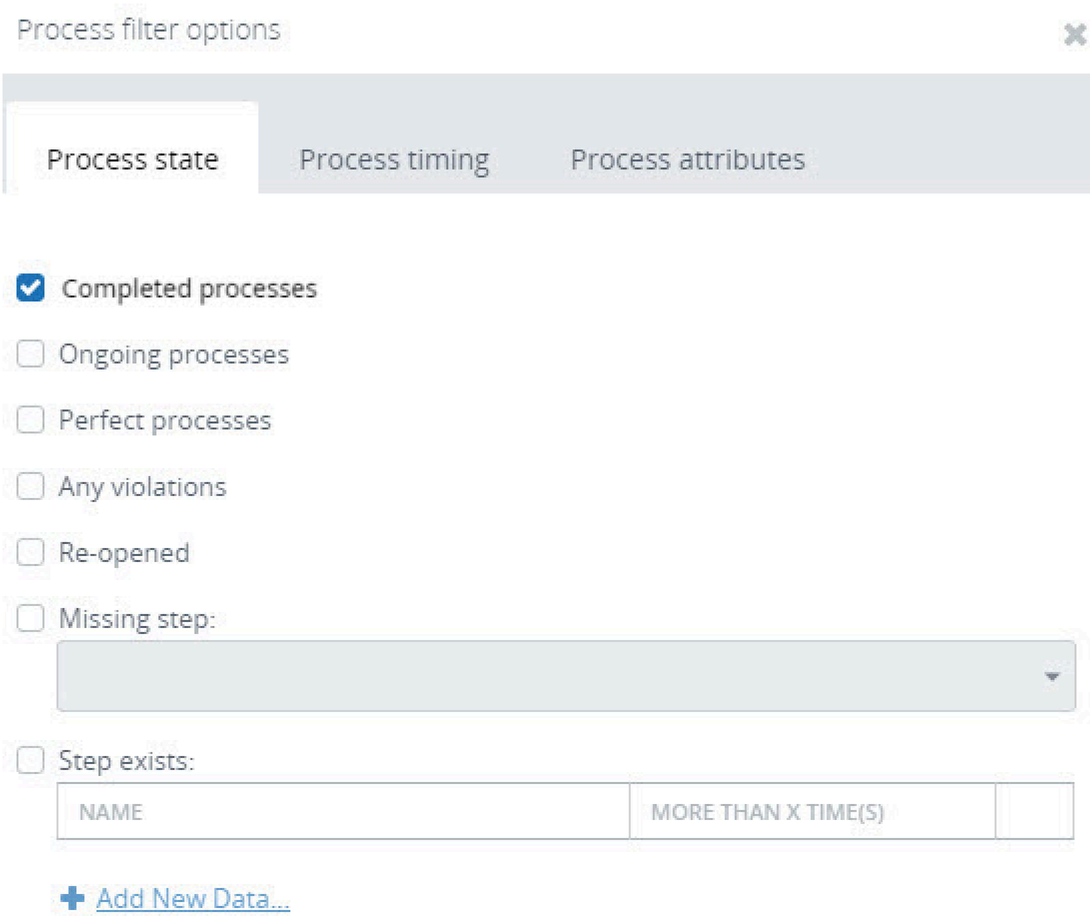
- Gray: Correct transition from a work item to the next queue in the workflow.
- Orange: Partially correct transition from a work item to the next queue in the workflow. The process corresponds to the scheme but some steps are missing.
- Red: Incorrect transition.

Additionally, the **Process paths** view displays multiple and consecutive transitions through the same queue. Parenthesis and numeric characters show the minimum and the maximum values of the transitions through the queue. Click the workflow to open the Invoice details table to check the number of transitions for the selected invoice in the Invoice History table.

Right-click a lane to access more options.



For example, select **Process filter** to set the process state, timing, and attributes. On the **Process state** tab, the "Completed processes" value (paid or removed invoices) is selected by default. For more information about additional options, see the Kofax Insight documentation.



Search

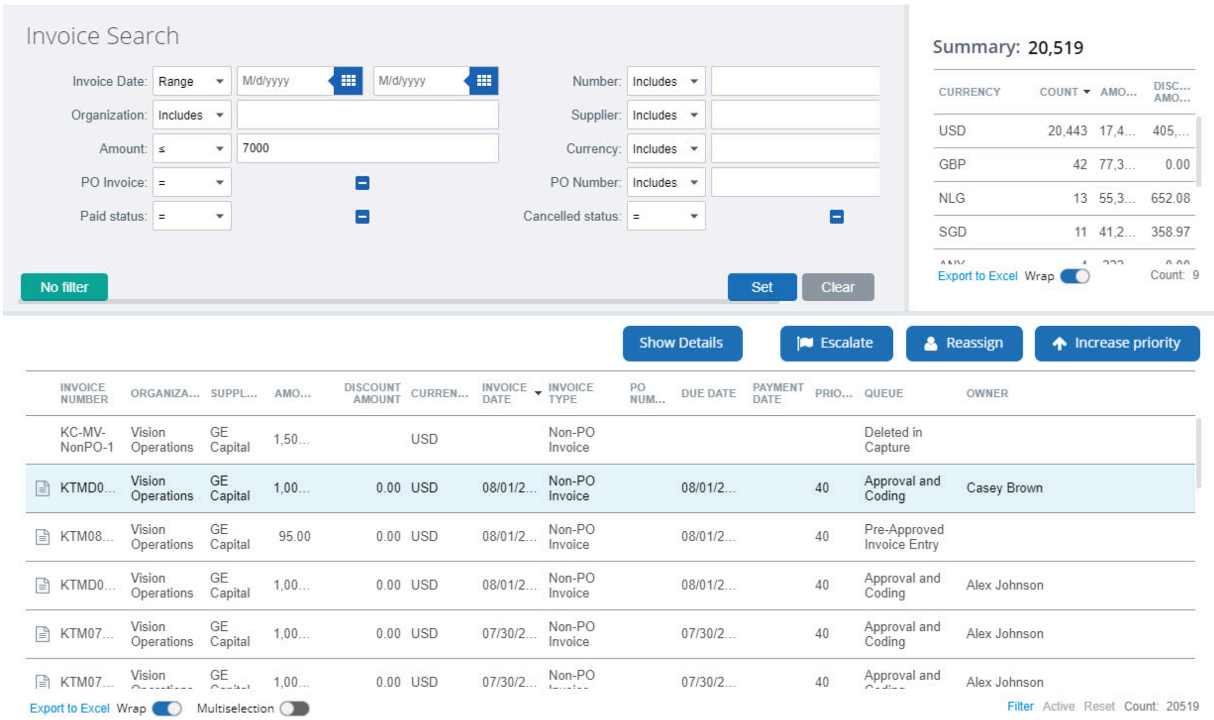
Use the Search function to locate invoices based on specific search criteria and the corresponding types of comparison. The search filter specifies the conditions that the entries must meet to appear in the search results. You can combine multiple search filter components.

The Summary list displays the invoice count and total amount for each currency and the total invoice count.

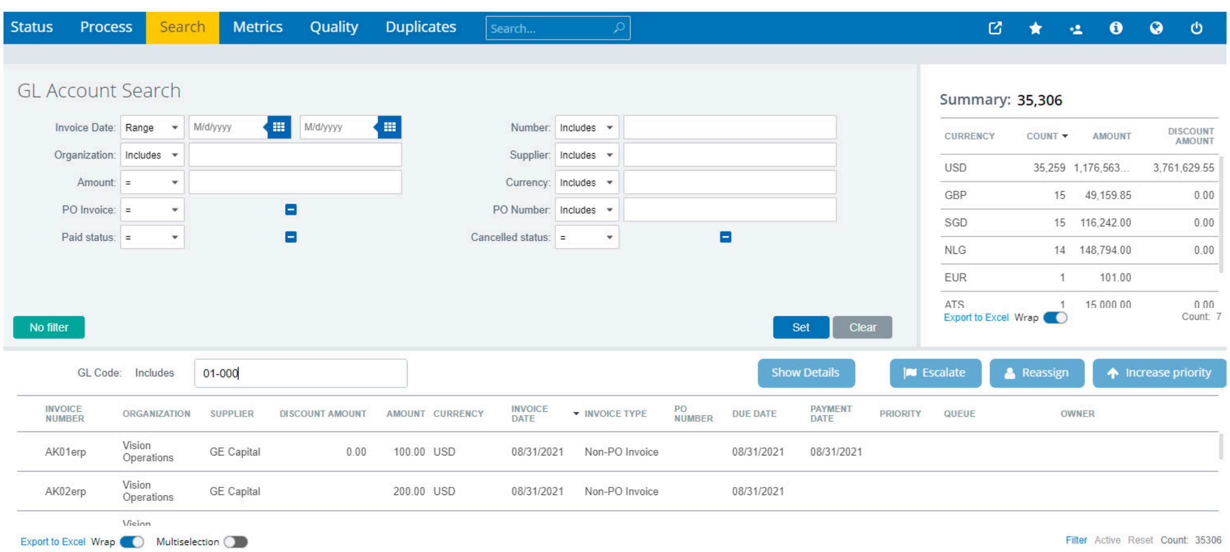
The search results table displays detailed information about all invoices that match the specified search criteria. Use the invoice action to take action on the invoice. To view the invoice history in near real time, click the corresponding table line.

Use the Basic or GL Account search options to locate invoices:

- **Basic**: Locate invoices based on the invoice date, organization, amount, invoice type, invoice status, invoice number, supplier name, currency, and PO number.



- **GL Account**: In addition to the Basic search options, GL Account Search enables locating invoices by GL Code.



If you plan to search invoice by GL Code, enter the GL Code only and leave the other fields blank.

No filter returns all fields to their original states (blank). **Clear** clears all search boxes.

Metrics

The following views are available on the Metrics tab:

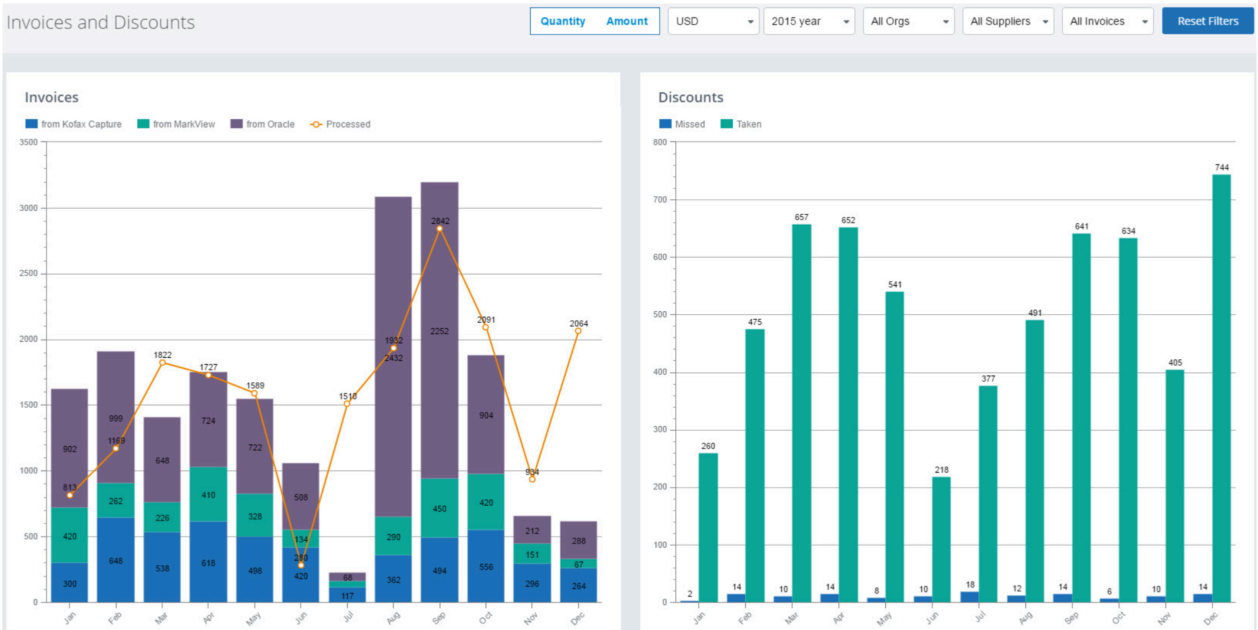
- Invoices and Discounts
- Hold
- Spend
- Invoice Touches
- Payment Performance
- Supplier Performance
- Volume Usage
- Operator performance - Capture
- Operator performance - MarkView

Invoices and Discounts

The Invoices and Discounts displays the historical data for the processed invoices along with discounts taken or missed.

Use this view to analyze invoices from Kofax Capture, MarkView, and Oracle EBS filtered by the specified criteria:

- Quantity/Amount
- Currency
- Time interval
- Organization
- Supplier
- Invoice type



The Invoices chart displays the historical data about the invoices created in the Kofax Capture system, MarkView, or Oracle EBS. The Processed graph displays the number of already paid invoices.

When selecting an individual bar or graph in the Invoices chart, you can view the invoice data summary and invoice history for the applied filter. Click bar and graph names at the top of the chart to hide the bar value in the chart.

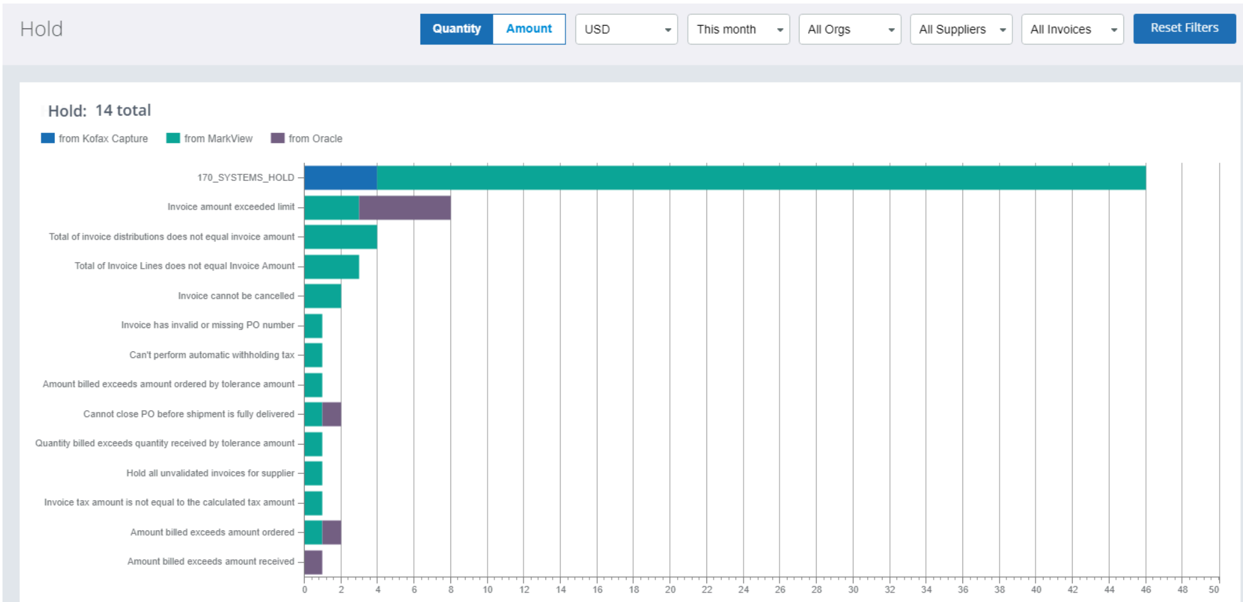
The Discounts chart displays the historical data about the discounts taken or missed.

Hold

Use the Hold view to analyze invoices on hold. You can access the view from the main menu under Metrics or from the Status page by pressing the Hold icon. The horizontal bar chart displays invoices on hold by number or amount. The bars represent different types of hold.

Use this view to analyze invoices from Kofax Capture, MarkView, and Oracle EBS filtered by the specified criteria:

- Quantity/Amount
- Currency
- Time interval
- Organization
- Supplier
- Invoice type



When selecting an individual bar or graph in the Hold chart, you can view the invoice data summary and invoice history for the applied filter. Click bar and graph names at the top of the chart to hide the bar value in the chart. Use the invoice action to take action on the invoice.

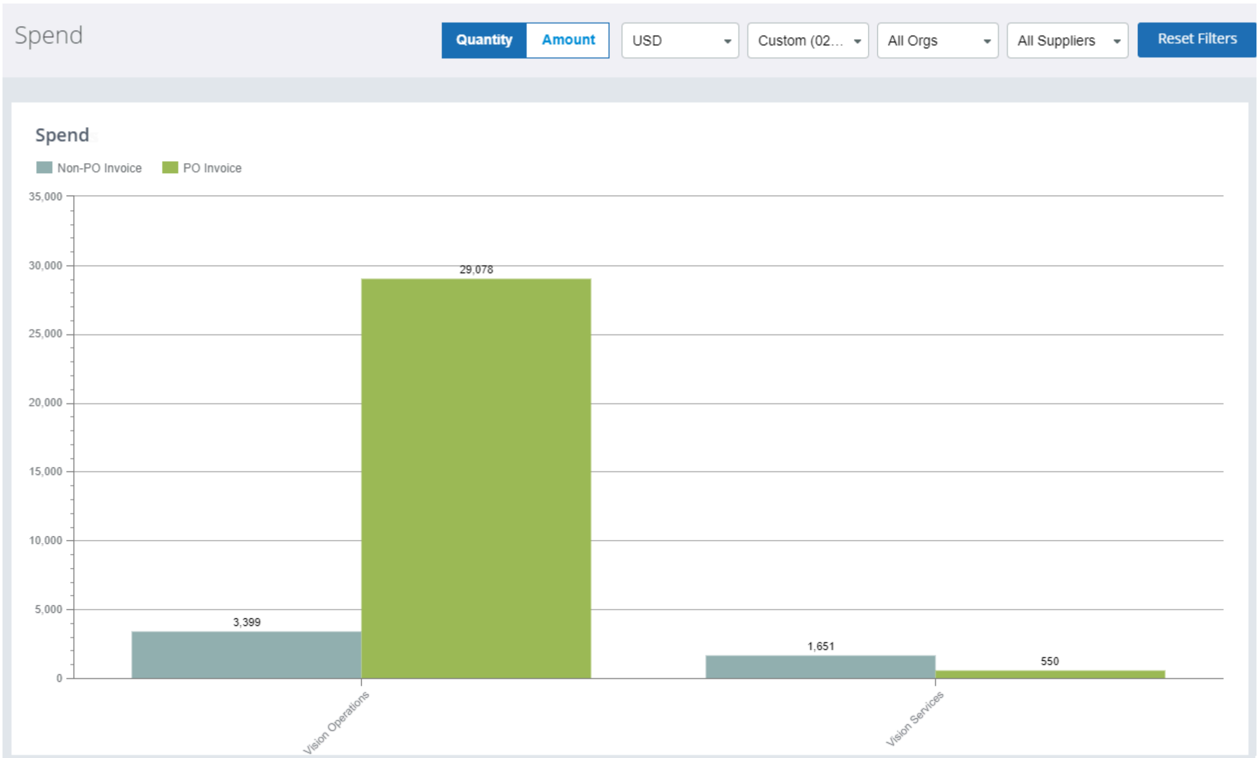
Spend

Use the Spend view to analyze amount or quantity of invoices paid per organization. You can access the view from the main menu under Metrics. The vertical bar graph displays invoices filtered by PO and Non-PO type.

Use this view to analyze PO and Non-PO invoices filtered by the specified criteria:

- Quantity/Amount
- Currency
- Time interval
- Organization
- Supplier

Click bar and graph names at the top of the Spend chart to hide the bar value.

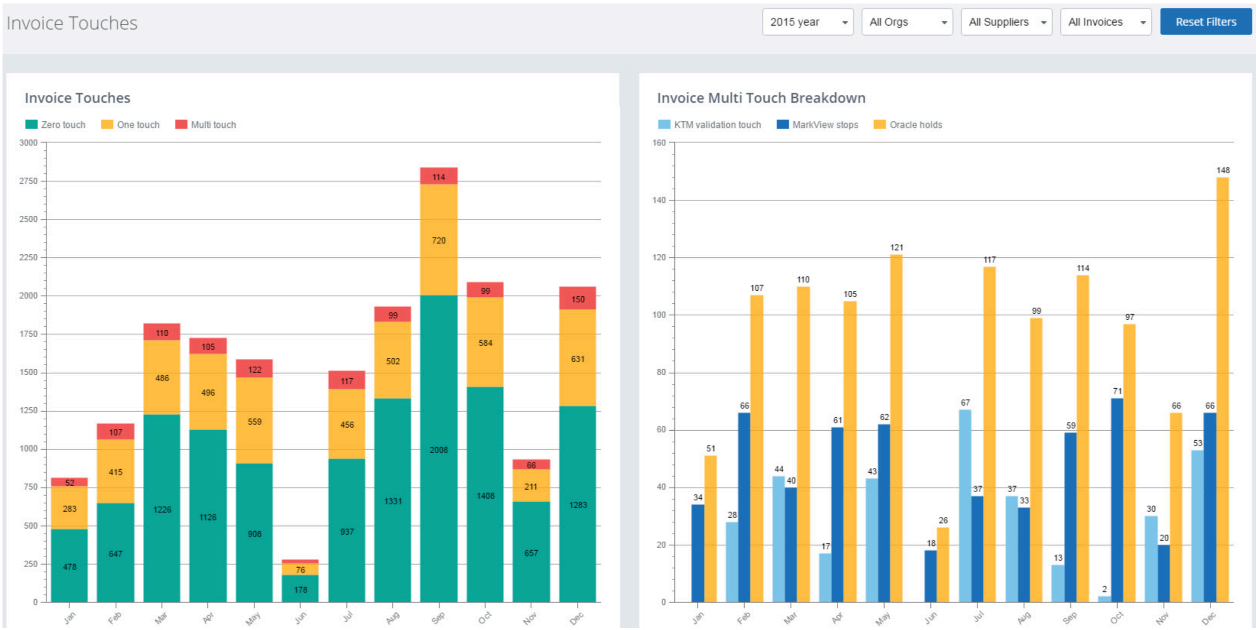


When selecting an individual bar in the Spend chart, you can view the invoice data summary and invoice history for the applied filter.

Invoice Touches

The Invoice Touches view displays detailed information about the number of manual actions related to invoice processing as well as information about manual actions in each system.

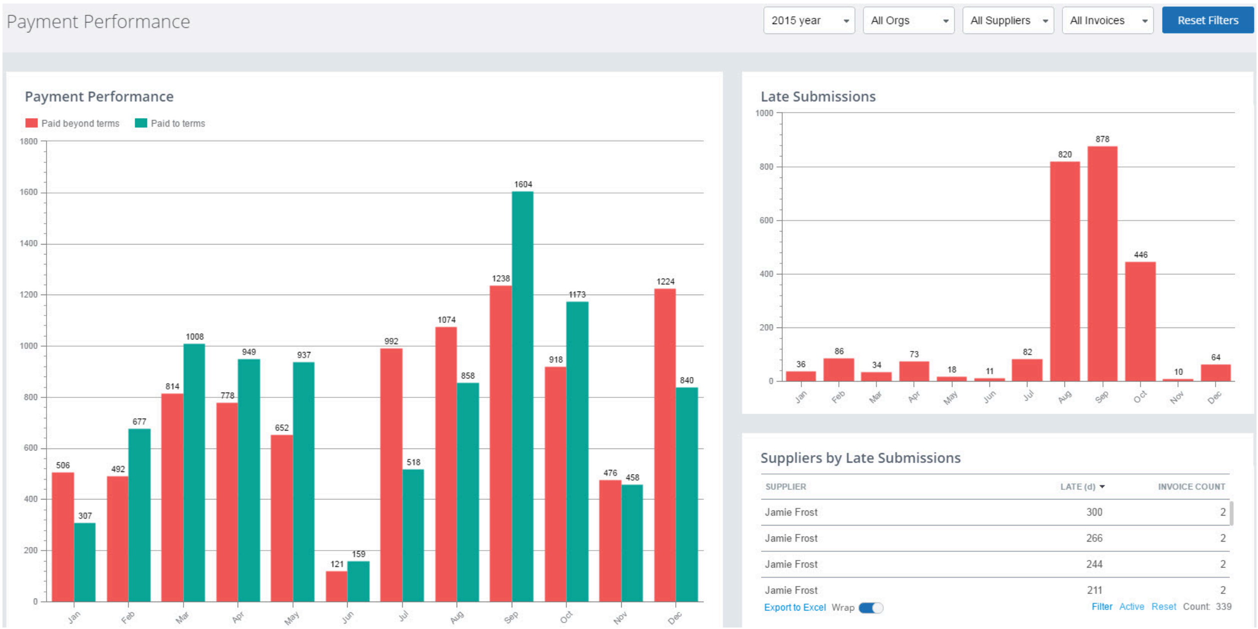
Use this view to monitor the information about invoice processing from the user intervention perspective. Use this information to analyze the efficiencies of invoice automatic processing within organizations.



Payment Performance

Use the Payment Performance view to analyze invoice payment performance. The content of the metric is aimed at giving suppliers the information they need to make informed decisions about the payment practices of customers.

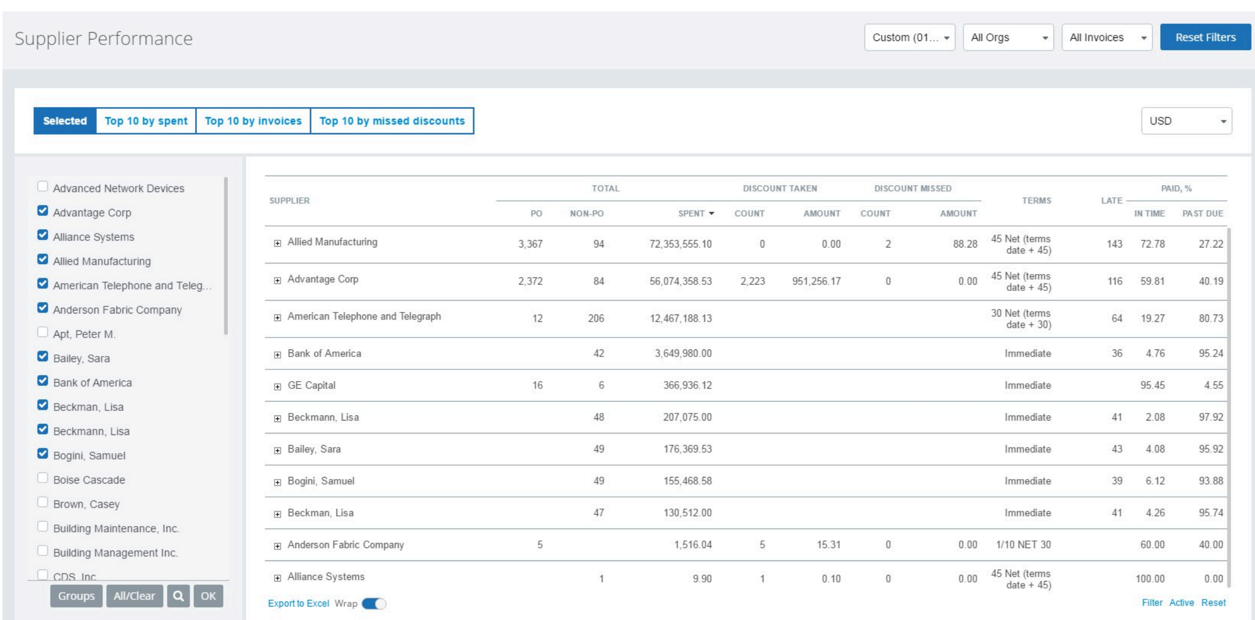
The view includes the historical data about invoices with the discrepancy in the actual creation date and the date of submission to the ERP system. You can also review the list of suppliers that submit invoices beyond the time limit.



Supplier Performance

Use the Supplier Performance view to analyze supplier performance. The view displays the invoice data after payment is completed.

Except for the standard filter pane options, you can also apply the **Currency** filter option. The filter default value appears after you select the time period. The currency value is sorted in alphabetical order.

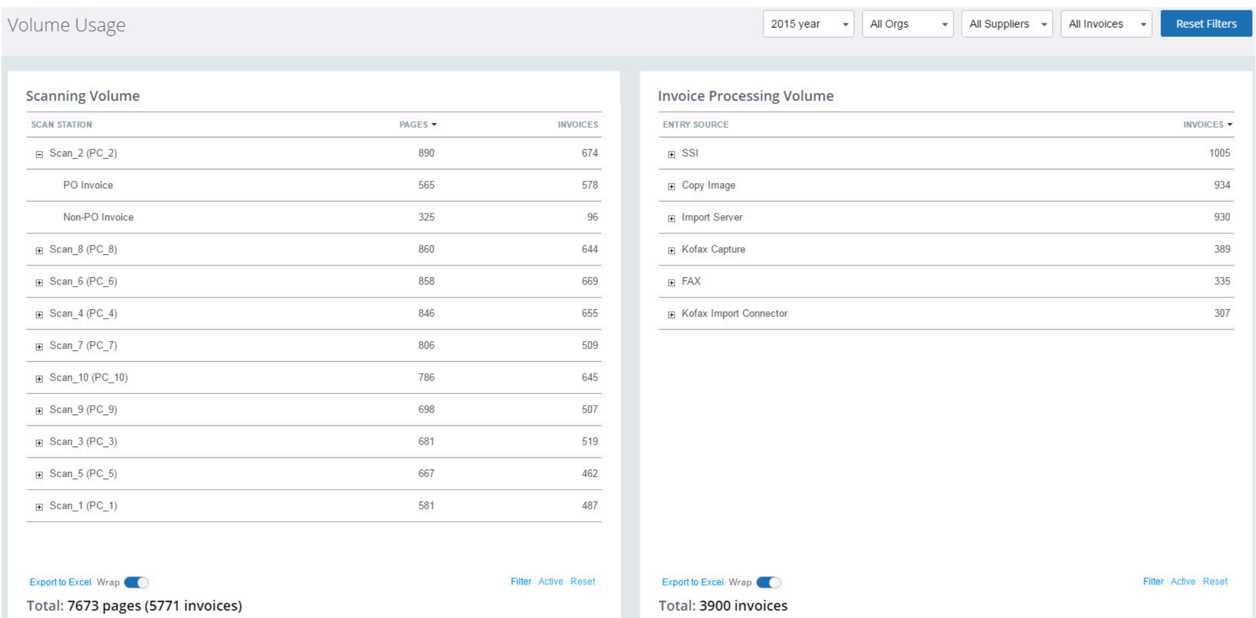


Filter the list of suppliers by the following criteria:

- **Selected**: Enables selecting suppliers or supplier groups from the given list. Supplier group may include one or more suppliers.
- **Top 10 by spent**: Displays ten suppliers with the largest spent amount value for the selected organizations.
- **Top 10 by invoices**: Displays ten suppliers with the largest quantity of invoices for the selected organizations.
- **Top 10 by missed discounts**: Displays ten suppliers with the largest quantity of missed discounts for the selected organizations.

Volume Usage

The Volume Usage view comprises the Scanning Volume Info and Invoice Processing Volume Info lists.



Scanning Volume displays a number of pages and invoices for each Kofax Capture station.

Expand the scan station in the list to review the information for a certain invoice type, PO or Non-PO.

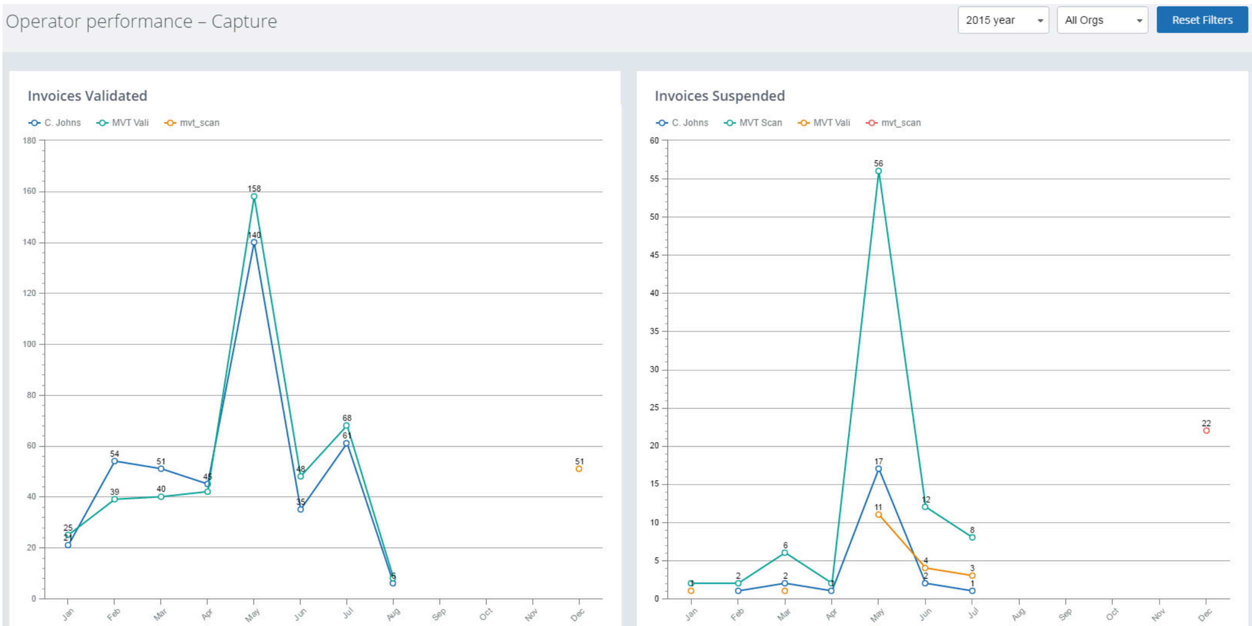
Invoice Processing Volume displays a number of invoices: PO Invoice, Non-PO Invoice, and Pre-Approved Invoice.

Expand the entry source in the list to review the information for a certain invoice type, PO or Non-PO.

Operator performance - Capture

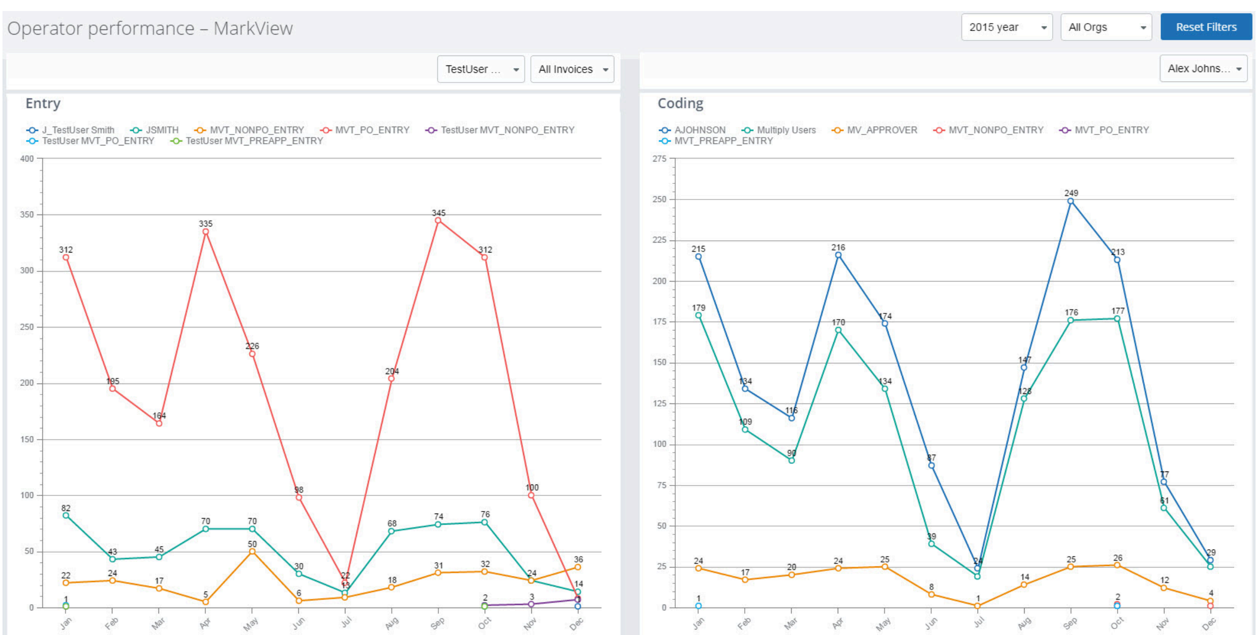
The Operator performance - Capture view is only available if you use Kofax Analytics for MarkView with Kofax Capture and Kofax Transformation Modules.

Use this view to analyze the efficiency and productivity in the invoice validation process. The view also displays the historical data about the users who suspended invoices during processing in the Kofax Capture system.



Operator performance - MarkView

Use this view to analyze the historical data about users that performed manual entry or invoice coding in the MarkView system.



Quality

The Quality tab is available if you use Kofax Analytics for MarkView with Kofax Capture and Kofax Transformation Modules.

The following views are available on the Quality tab:

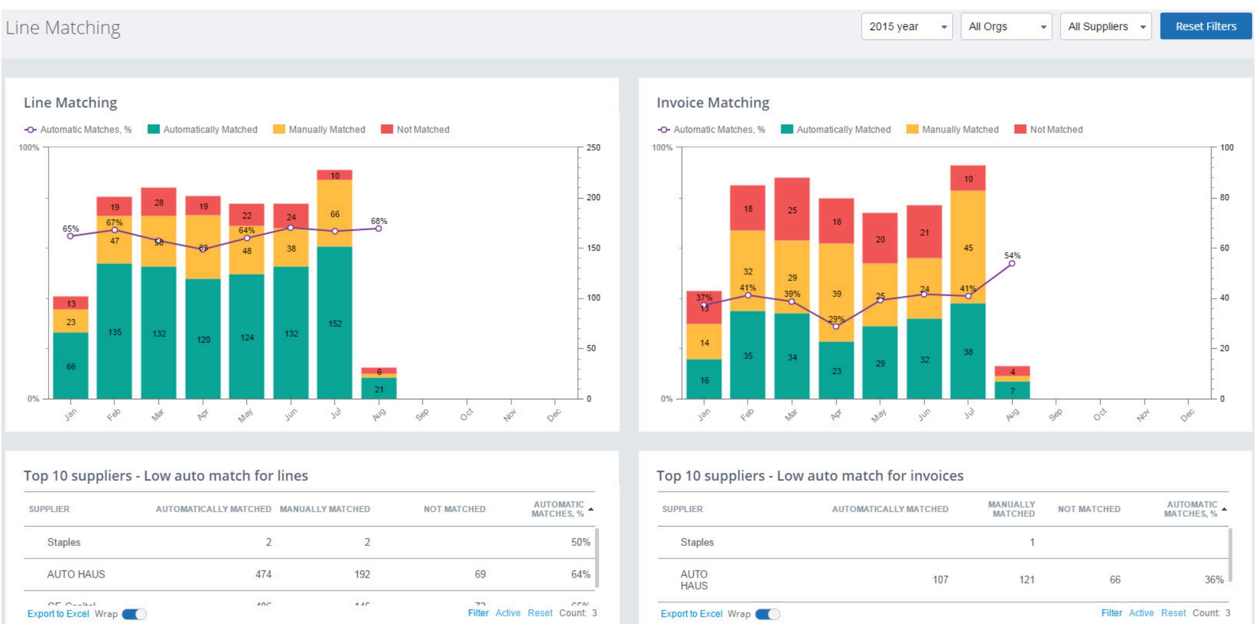
- Line Matching
- Field Statistics
- Quality Benchmark

Line Matching

The Line Matching view displays the result of Kofax Transformation Modules Invoice PO lines matching with PO lines in the ERP system. The view also shows how Kofax Transformation Modules validates invoice lines.

Use Line Matching to define line matching performance based on the matching percentage by supplier. Review the list of suppliers with low automatic matching efficiency and determine if the issue relates to the supplier invoice format, to the matching logic, or to the capture process.

Top 10 Suppliers lists show line matching statistics by suppliers. Tables include the data about ten suppliers with the lowest automatic match percentage.



Field Statistics

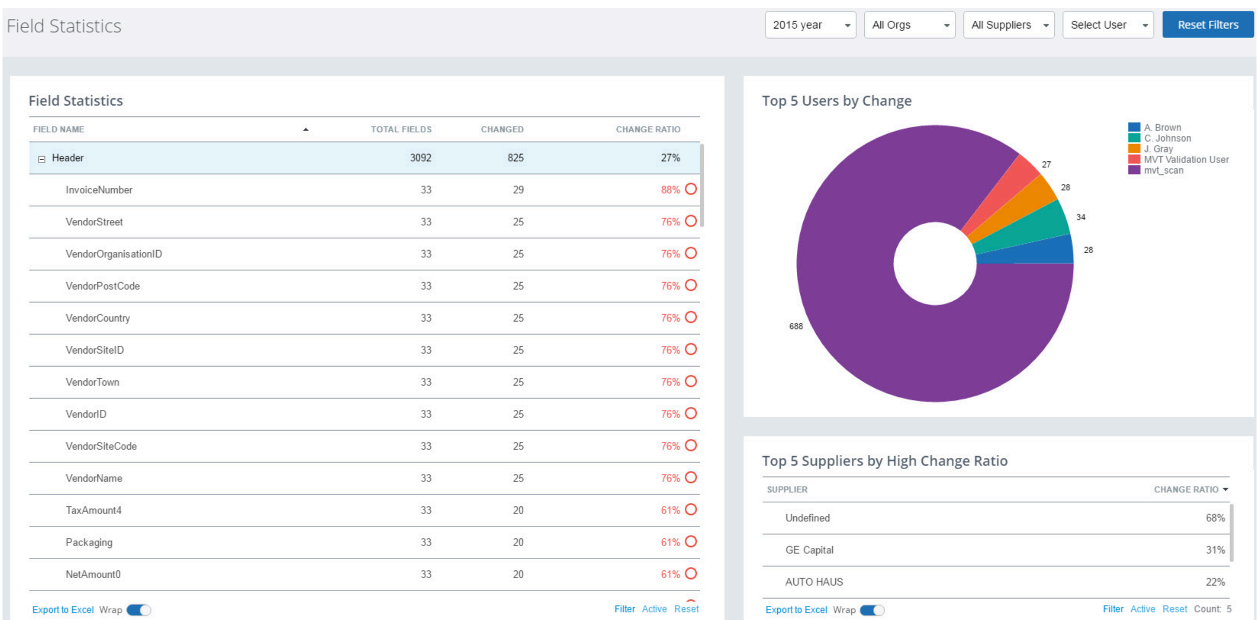
Use this view to analyze the statistics for all fields and users by field confidence and change ratio. The view displays the Field Statistics grid, the Top 5 Users by Change pie chart, and the Top 5 Suppliers by Low Confidence chart.

Field Statistics displays a list of all fields. The data represents the total number of fields for all users.

You can click the table line to view details for individual fields in the Top 5 Users by Change pie chart.

The Field Statistics grid also displays average field confidence expressed as a percentage (excluding line fields), on a per-field basis, the total number of changed fields, and the change ratio.

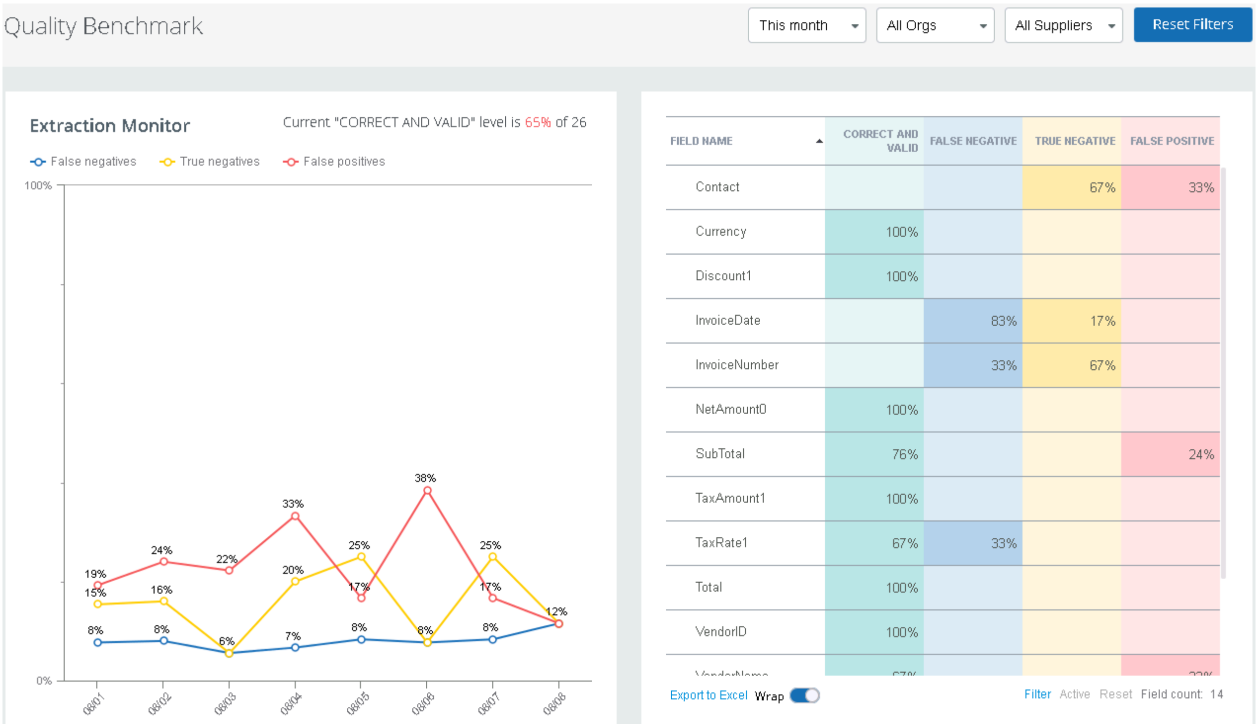
The view displays the five users who changed the selected field most often and the five suppliers whose invoices have the lowest OCR confidence.



Quality Benchmark

Use this view to examine overall operator activity related to field validation. Based on this view, you can determine how many fields were accurately detected by the system.

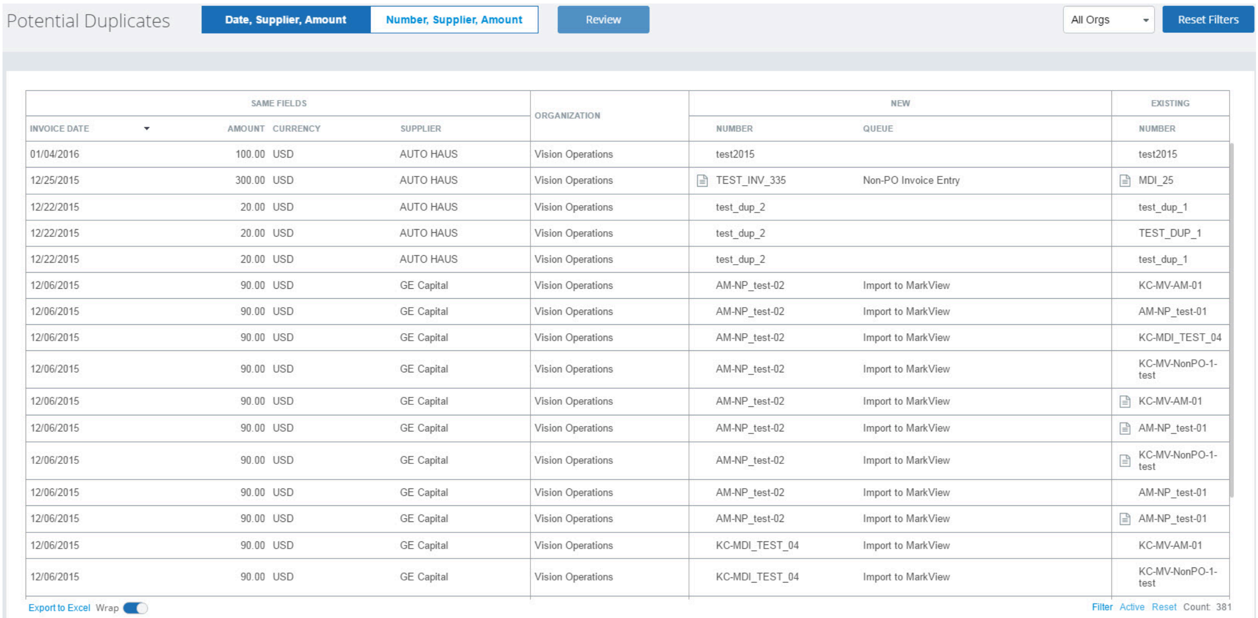
Click any line to drill down and see all document details for that selection.



Duplicates

Use Potential Duplicates to view the list of Kofax Capture and MarkView invoices that are potential duplicates. The view displays potential duplicate unprocessed invoices within the same organization.

Open the Potential Duplicates view from the Kofax Analytics for MarkView toolbar menu or from the System Performance pane elements section of the Status view.



SAME FIELDS				ORGANIZATION	NEW		EXISTING
INVOICE DATE	AMOUNT	CURRENCY	SUPPLIER		NUMBER	QUEUE	NUMBER
01/04/2016	100.00	USD	AUTO HAUS	Vision Operations	test2015		test2015
12/25/2015	300.00	USD	AUTO HAUS	Vision Operations	TEST_INV_335	Non-PO Invoice Entry	MDI_25
12/22/2015	20.00	USD	AUTO HAUS	Vision Operations	test_dup_2		test_dup_1
12/22/2015	20.00	USD	AUTO HAUS	Vision Operations	test_dup_2		TEST_DUP_1
12/22/2015	20.00	USD	AUTO HAUS	Vision Operations	test_dup_2		test_dup_1
12/06/2015	90.00	USD	GE Capital	Vision Operations	AM-NP_test-02	Import to MarkView	KC-MV-AM-01
12/06/2015	90.00	USD	GE Capital	Vision Operations	AM-NP_test-02	Import to MarkView	AM-NP_test-01
12/06/2015	90.00	USD	GE Capital	Vision Operations	AM-NP_test-02	Import to MarkView	KC-MDI_TEST_04
12/06/2015	90.00	USD	GE Capital	Vision Operations	AM-NP_test-02	Import to MarkView	KC-MV-NonPO-1-test
12/06/2015	90.00	USD	GE Capital	Vision Operations	AM-NP_test-02	Import to MarkView	KC-MV-AM-01
12/06/2015	90.00	USD	GE Capital	Vision Operations	AM-NP_test-02	Import to MarkView	AM-NP_test-01
12/06/2015	90.00	USD	GE Capital	Vision Operations	AM-NP_test-02	Import to MarkView	KC-MV-NonPO-1-test
12/06/2015	90.00	USD	GE Capital	Vision Operations	AM-NP_test-02	Import to MarkView	AM-NP_test-01
12/06/2015	90.00	USD	GE Capital	Vision Operations	AM-NP_test-02	Import to MarkView	AM-NP_test-01
12/06/2015	90.00	USD	GE Capital	Vision Operations	KC-MDI_TEST_04	Import to MarkView	KC-MV-AM-01
12/06/2015	90.00	USD	GE Capital	Vision Operations	KC-MDI_TEST_04	Import to MarkView	KC-MV-NonPO-1-test

Export to Excel Wrap — Filter Active Reset Count: 381

Two filter options are available for the view:

- Date, Supplier, Amount: Displays the list of potential duplicate invoices with the same invoice date, supplier, amount, and currency.
- Number, Supplier, Amount: Displays the list of potential duplicate invoices with the same supplier, amount, currency, and similar invoice number.