

Mass Upload of Payment Advices (48Q)

Bot Capability and Feature Highlights

THE PROBLEM

Accounts receivable accountants frequently receive unstructured payment advice files as email attachments. An accounts receivable accountant must then download these files to a network drive and later upload them manually and individually into the system. There is also the task of checking the files to ensure the format is correct and there is no missing information.

This is a very repetitive and time-consuming process.

BOT SKILL DESCRIPTION

- Bot scans unread emails with specified keywords in the subject line and having payment advice files.
- Bot uploads the payment advice files to the system via the *Manage Payment Advices* Fiori app in SAP S/4HANA Cloud.
- After files are imported, the bot sends an email to specified recipients with an Excel file containing payment advice numbers and a notification to confirm payment advices.

BUSINESS VALUE – BENEFITS

- Automate process of importing payment advice files to SAP S/4HANA Cloud, reducing manual time and effort required
- Allow accounts receivable accountants to scale up and focus on other high priority tasks

