

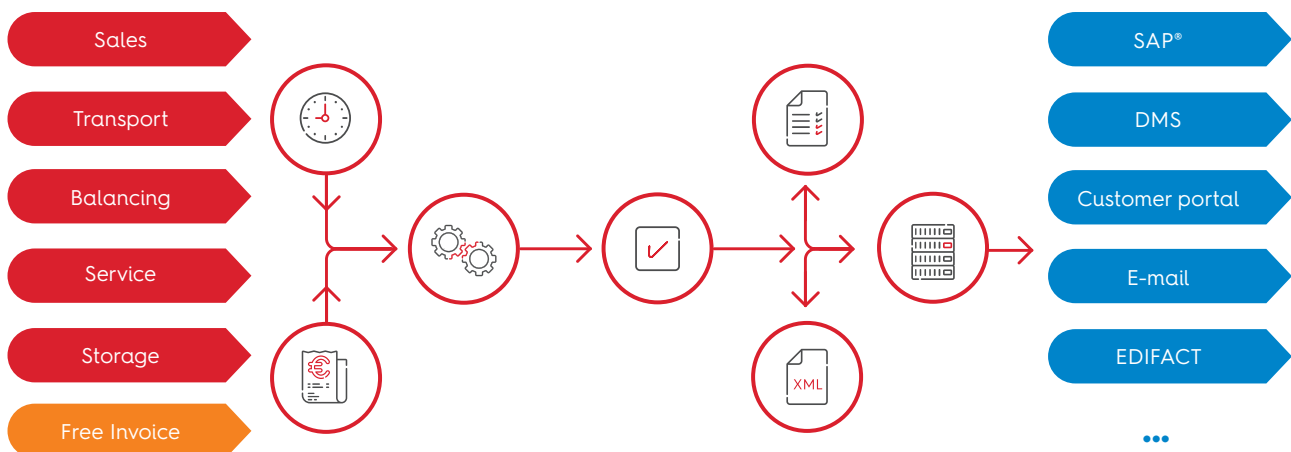
# Secure. Automated. Simple.

Improving process efficiency is an increasingly important necessity in a demanding market environment. Billing is one of the processes that must be secure, automated and simple while providing a maximum level of quality at the same time. Sopra Steria's Billing software solution bundles the billing processes of the GAS-X and ENER-GX product families comfortably and efficiently.

The new billing module offers a cost-efficient and streamlined working environment for your billing tasks. Secure. Automated. Simple.

## Integration into your existing system landscape

An efficient billing process requires workflows that are not burdened with repetitive manual tasks. One such task in the billing process used to be the transfer of master data. Contract partner data is transferred to Billing using business-oriented services – including all invoice-related information. Partner and dispatch data is transferred automatically to your CRM system. As a result, the data is managed in one place for all invoices of a contract partner.



Creating invoice layouts and e-mail templates in your corporate design is easy. The system provides tried and tested standard interfaces that are easy to set-up. As a result, transferring your accounting records or invoice documents to financial accounting systems and document management systems is hassle-free.

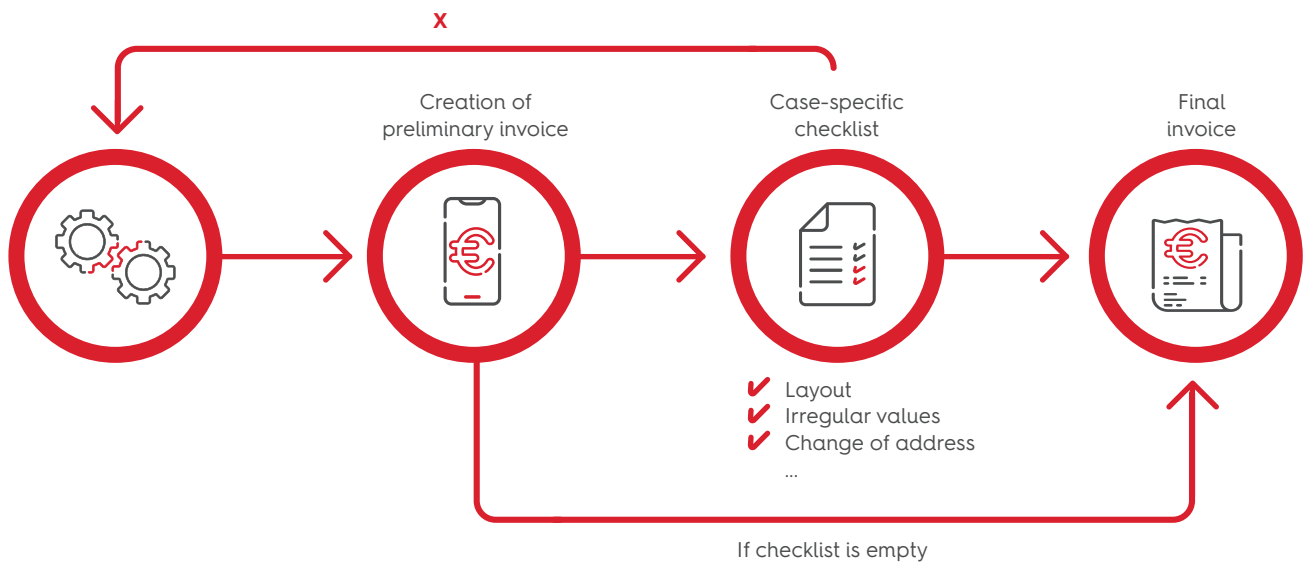
## Efficient master data management

Sopra Steria's new Billing module supports both individual invoicing and mass invoicing. Universal master data, such as payment terms and account allocation rules, are managed and referenced in one place. Invoice master data and process definitions can be used individually or for any number of billing cases. Account determination and tax code definition are set in a fixed account allocation template or can be applied flexibly using rules. Versioning and history management are used for all master data configurations. As a result, modifications to the billing definition are traceable for revision purposes. Due to its highly flexible and redundancy-free design, Billing can process a large number of complex billing tasks while providing a consistently high level of quality.

## Automation and quality assurance

Billing automation features are an essential part of the system. These features include planning and configuration of billing runs, which allow for time-controlled and automated billing of contracts, contract types or customer segments. Choose which configuration suits you best based on your organisational guidelines or customer requirements. A number of quality assurance measures are applied to make sure that billing quality is on a high level.

Quality assurance measures are used to check modifications of master data and account allocation data or differences in billing amounts compared to previous periods. Sopra Steria provides pre-defined and configurable QA measures which can form the foundation for a number of custom QA aspects. Editing the results of the QA process is tool-based and ends when the invoice is released. This ensures that all billing steps are logged in the system.



## Verification and posting of incoming invoices

The Billing module can process both outgoing and incoming invoices. Let the system check your incoming invoices and transfer checked invoices to your financial accounting system. The system's focus is on importing and checking incoming electronic invoices (EDIFACT INVOIC and other formats). Manual input of paper invoice documents is supported as well. Checks are performed using the same flexible mechanism that is applied for quality assurance of outgoing invoices.

## EDI@Energy processes

The Billing module supports the EDI processes for incoming and outgoing invoices:

- \_ Import of and response to delivery notes (MSCONS, IFTSTA)
- \_ Import of and response to incoming invoices (INVOIC, REMADV) as well as import of commercial dispute messages (COMDIS)
- \_ Export of outgoing invoices (INVOIC) and import of remittance advice messages (REMADV)

## Free Invoices

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The new Billing solution, including all its billing automation and control features, is designed to cover the requirements of all market roles. There are billing scenarios, such as default charges or inventory sales, that do not fit established billing workflows. For such scenarios, Sopra Steria provides the “Free invoice” editor, which helps you create independent invoices. Just add the invoice data manually or upload pre-defined data from an Excel sheet. Boost efficiency by using templates or copying content from existing invoices.

## Comprehensive feature list

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### General

- \_ Creation of various document types such as prepayments, invoices, cancellations, credit notes and correction invoices in compliance with your corporate design
- \_ Period-specific correction process
- \_ Creation of copy and distribution documents
- \_ A wide range of calculation options for payment terms
- \_ Redundancy-free data maintenance
- \_ Service interface for master data transfer
- \_ Support for custom billing steps, e.g. QA measures or creation of custom invoice attachments



### Integrated quality assurance workflow

- \_ Quality assurance process that precedes invoice finalisation based in custom criteria
- \_ Monitoring of certain plausibility check aspects: Master data modifications, value deviations, documents etc.
- \_ Creation of test invoices (billing preview)
- \_ Creation of samples during automated billing runs
- \_ Invoice priorities for the QA process



### Import- and export features

- \_ Manual or time-controlled export jobs or immediate export after invoice creation
- \_ Export via e-mail, file system or web service
- \_ Generation of messages in formats EDIFACT, INVOIC or ZUGFeRD 2.0
- \_ Import, verify, post and respond to incoming invoices and delivery notes



### Time-controlled and packet-based mass billing

- \_ Consolidation of invoices to packets for automated billing
- \_ Status overview of the packet billing process



### Financial accounting interface

- \_ Representation of accounting codes for general ledger accounts, debtor accounts and creditor accounts
- \_ Creation of accounting records
- \_ Electronic transfer to your financial accounting system for all known invoice cases
- \_ Fixed or rule-based determination of accounts and tax codes
- \_ Conversion of foreign currencies to domestic currency
- \_ Support for fast close



### Additional features

- \_ Flexible authorisation system
- \_ Change tracking
- \_ Transfer of master data between two systems using import and export features
- \_ Interface to document management systems
- \_ E-mail dispatch and export of electronic invoices including a detailed dispatch history
- \_ Supports multiple currencies
- \_ Supports multiple languages
- \_ Supports multiple tenants



### Access to objects of the GAS-X and ENER-GX modules

- \_ Search for contracts and objects stored in specialised modules
- \_ Display of data from specialised module objects

gas-x<sup>1</sup>®

ener-gx<sup>1</sup>®

### About Sopra Steria

As a leading European management and technology consulting company with 46,000 employees in 25 countries, Sopra Steria supports its clients in driving the digital transformation and achieving concrete and sustainable results. Sopra Steria offers comprehensive end-to-end solutions including consulting, digitalisation and software development that make large companies and government agencies more competitive and efficient – based on in-depth industry expertise, innovative technologies and a collaborative approach. The company puts people at the centre of its activities to take advantage of the vast potential of digital technologies and creating a positive future for its customers.

**Sopra Steria SE**  
Hans-Henny-Jahnn-Weg 29  
DE-22085 Hamburg  
gas-x.de@soprasteria.com  
[www.gasx.soprasteria.de/en](http://www.gasx.soprasteria.de/en)

The world is how we shape it