VISIPOST

Send Documents Directly
from SAP

VISICON

SMART SAP SOLUTIONS & DIGITAL SERVICES
WWW.VISICON.DE

VISIPOST

Sending Documents with a Click

VISIPOST is an SAP-integrated solution for digitised document dispatch from SAP. The module starts directly from your workflow and processes the outgoing mail all the way to the recipient.

Our solution can be used throughout the company. Here are a few application examples:

SD: order confirmation, invoice, delivery note, despatch advice

FI: payment reminders, payment advice, account statement, manual invoice

MM: purchase orders

HCM: salary statement, annual tax statement, SI statement, time statement

BIBO: contract management

… and much more.

Advantages:

Cost Saving
- time savings for your employees
- elimination of printing and mailing costs with digital dispatch
- postage optimisation with postal dispatch
- fewer printers needed

Transparency
- dispatch and monitoring directly in SAP
- monitoring of print processing up to the postal service provider or recipient

Security
- contract for order data processing
- encrypted delivery for confidential documents
- certified print service provider

Process Optimisation
- continuous electronic processes
- high acceptance by users
- individual adaptations possible

Function

Per Click at the Recipient

You have created a document in SAP and now want to send it. Instead of printing it as a PDF or in paper form for dispatch, you can simply commission VISIPOST to do this.

Based on the master data, it suggests the optimal dispatch route and all you have to do is confirm the dispatch with a click. Additional attachments, messages and recipients are always possible.

Sending Documents by E-Mail

You prepare the mail including recipients, signature and attachments in SAP and confirm sending with a click. Your recipients now receive a mail with your contents.

In the dispatch monitor you can see when the email was sent and are informed if the email has not reached your recipient, e.g. due to an invalid email address.

Sending Documents by Post

There are documents that you prefer to send by post. The processing in SAP remains the same for you with this dispatch type as with mail dispatch. You simply select postal dispatch instead of mail dispatch.

We print, envelope and send your document postage-optimised and give you feedback on the status of the letter.

We work exclusively with trustworthy and certified partners.

Sending Documents via EDI

You already use EDI? Perfect, the VISIPOST monitor not only shows outgoing mails and letters, but also displays incoming documents via EDI.

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