



See where you went, what you spent and what you'll get

Expenses provides the best user experience for submitting expense claims.

Through stunning design, fine-tuned functionality and outstanding usability, it makes completing expenses claims simple and straightforward, enabling managers and HR departments to receive claims that are accurate and on time. Integration with the Expenses mobile app means you can photograph receipts while on the road, ready for later viewing in Expenses – bringing a whole new user experience to this previously time-consuming activity.

It presents clear, easily accessible information in screens that have been specifically designed with input from human resource managers and others to make claiming expenses really easy and encourage rapid user adoption. Feedback and animations add even more clarity while collaboration and chat features mean that you can involve your colleagues to get the information and support you need, when you need it – even in times of change.



Rapid, effective and engaging

Capture your travel expenses as they happen

You can photograph receipts, meal bills etc. via the dedicated mobile app, tag the items while you're traveling, and submit them there and then to Business World On!, ready to view in the dedicated pop-up screen.

Always know instantly what you'll get and when

You can view all your transactions in a single screen, and can easily see the status of your travel expense claims (or expense-only claims), check if they've been approved, and drill into them with a single click to view all the details.

Get focused support with in-context knowledge sharing and templates

User tests show people can enter expense claims 30-40% more quickly than on more traditional screens and there's 100% success in doing it without training. Templating recurring expenses makes the process even faster.

Bring speed and accuracy to card and receipt handling

Corporate credit card accounts can be integrated, and you can tag transactions as you go. You can also capture receipts and upload them to a document archive to match to expense claims later, removing the need for paper attachments.

Handle complex expenses incredibly easily

Entering expenses is very simple. For example, using an On / Off button you can indicate that one of your meals was free and your daily allowance is then automatically recalculated to take this into account.

Get your costings right

You can attach default details to your expense claims, such as expense type or employee, that are analyzed in relation to core Costing and General Ledger data in Business World On!, ensuring they are allocated to the right department, project etc.

Key capabilities

- Brings speed, accuracy and control to travel expense management
- Mobile app integration for capturing receipts and bills images
- Electronic receipts matching, replacing paper processes
- Seamless integration with corporate credit card accounts
- Collaboration, and in-context discussions and knowledge sharing
- All information on-screen when and where it's needed
- Rapid, simple implementation and no need for training
- Live preview of expenses sheets

Want to know more?

To see Unit4 Business World On! in action and learn about the solution, please visit:

unit4.com/erp-latest

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