



# Optimize Cash Flow and Accelerate Revenue Cycles While Building Business Value

Order-to-Cash Processing by NTT DATA

Minimizing costs and maximizing profits are fundamental to business success, yet relatively few enterprises consider their order-to-cash process a strategic priority when it comes to improving the bottom line. An ineffective order-to-cash process can rob an enterprise of available capital through:

- · High order-taking error rates
- · High order-fulfillment error rates
- High days sales outstanding (DSO) rates
- High cost of dispute resolutions
- Inefficient/ineffective collection processes
- Long-term losses due to customer defections

Get a clear look into your order-to-cash process, gain knowledge of your customers and mitigate risk

Order-to-Cash Processing by NTT DATA optimizes workflow to reduce costly errors, decrease receivables and DSOs, increase collections and enhance the customer experience. This automated, rules-based solution features a web-enabled portal that gives you greater insight into your back-office order-to-cash process and a deeper understanding of customers. With enhanced reporting and communications tools, you'll have immediate access to the NTT DATA can rapidly transform your orderto-cash process to reduce transactional costs and shorten cycle times. Choose from a suite of Order-to-Cash Processing solutions:

- Credit analysis
- Billing
- Accounts receivable and cash
   application
- Collections
- General ledger posting and reporting
- Fraud prevention and chargebacks

information you need to support internal controls and compliance requirements, and to mitigate risk and financial exposure — for a complete, end-to-end solution.

#### Order-to-Cash Processing can help you:

- Manage costs of operations and administration
- Cut length of cycle from order to application of cash
- Gain insight into customers and increase satisfaction
- Support internal controls and ensure compliance with Sarbanes-Oxley
- Create a custom solution that's right for your business

#### **NTT DATA Business Process Outsourcing Services can help** you achieve measurable results through:

- Finance and accounting (F&A) process
- F&A process outsourcing
- Order-to-cash processing
- Procure-to-pay processing
- Imaging and mailroom support
- Global transaction processing

The suite of solutions includes:

- Credit analysis, including management of credit applications, integration with credit reporting agencies, coordination of credit status, and generation of customer acceptance and credit-denial letters
- **Billing**, including preparation and mailing of invoices, interfacing of billing status and handling of customer billing inquiries
- · Cash application, including receipt, reconciliation and application of cash and credit card payments, as well as chargebacks and other exception processing
- Collections, including account analysis and reporting, outbound calls, collection letters and coordination with other internal and external collection efforts
- General ledger posting and reporting, including general ledger and trial balance account review and analysis, write-off preparation and reporting

#### Leverage capital before it's lost

Focused, skillful management of your order-to-cash process can improve cash flow and free up working capital to significantly improve your profit/loss ratio and balance sheet - and boost shareholder confidence. You'll benefit from the freedom to focus on business.

building core capabilities, plus:

- Lower order-to-cash processing costs
- Greater order and fulfillment accuracy
- Reduced receivables and lower DSO rates
- · Faster collections and higher collection rate
- Better knowledge of profitable and unprofitable customers
- Enhanced reporting and communications
- Continuously updated documentation to support Sarbanes-Oxley requirements and internal controls

### Higher customer satisfaction and retention

NTT DATA expertise in business processes, combined with our unique blend of global capabilities, enable you to enjoy lower costs while benefiting from proven technologies and best practices. We initiate more than 11 million calls per year and process more than 200 million complex accounts payable and receivable transactions per year. As your business partner, we'll ensure optimal credit, billing and collection results through balanced cycle time, cost and quality performance metrics, and customizable service levels.

Credit analysis	Customer billing	Cash application	Collections	General ledger posting and reporting
<ul> <li>Log incoming credit applications</li> <li>Request credit reports</li> <li>Communicate credit status and approvals</li> <li>Maintain all customer accounts</li> <li>Prepare approval and denial letters</li> <li>Print and mail approval and denial letters</li> </ul>	<ul> <li>Receive sales data and invoice information from customer</li> <li>Generate customer bills</li> <li>Print and mail customer invoices</li> <li>Customer billing inquiries</li> </ul>	<ul> <li>Receive payments, apply cash</li> <li>Interface with bank, credit card and other cash agencies</li> <li>Reconcile credit card payments</li> <li>Reconcile other payments</li> <li>Verify and process chargebacks and reversals</li> <li>Petty cash reconciliation and reimbursements</li> <li>Lockbox reconciliation</li> </ul>	<ul> <li>Post A/R</li> <li>Contact accounts to collect past-due balances</li> <li>Prepare account status reports</li> <li>Research and resolve A/R discrepancies</li> <li>Print and mail collection letters</li> </ul>	<ul> <li>Analyze and reconcile short pays</li> <li>Process write-offs and adjustments</li> </ul>
Order-to-Cash Proc	cessing capabilities			

#### Visit nttdataservices.com to learn more.

NTT DATA partners with clients to navigate the modern complexities of business and technology, delivering the insights, solutions and outcomes that matter most. We're a top 10 global IT services and consulting provider that wraps deep industry expertise around a comprehensive portfolio of infrastructure, applications and business process services.

## NTTDATA