SumTotal® Expense Management

Manage expenses with one complete and configurable system

SumTotal Expense manages every aspect of business expense processing, including travel and entertainment (T&E), and easily integrates with all reporting systems. Manage compliance risks and adhere to spending and travel policies with one solution.

Control costs and compliance.

Efficient expense management and increased control improves your bottom line. SumTotal provides a highly intuitive and easy-to-use expense management solution, which gives you the ability to fully support your organization's growth and scalability. We make it easy to meet global requirements such as multiple currencies, languages, complicated taxation requirements and localized policies. Our solution improves compliance, enforces expense policies and procedures and increases spending visibility through data capture and reporting.

Manage all expenses in one place.

SumTotal Expense manages the entire range of employee expenses and related processes, including receipts management, feeds from all major credit card providers, hotel folio data, value-added tax (VAT) recovery and more.

> "Increasing business travel, fraud, and poor spend visibility and control, on top of the need for greater system integrity and accurate reporting to meet the requirements of Sarbanes-Oxley legislation have led many organizations to seek automated solutions."
>
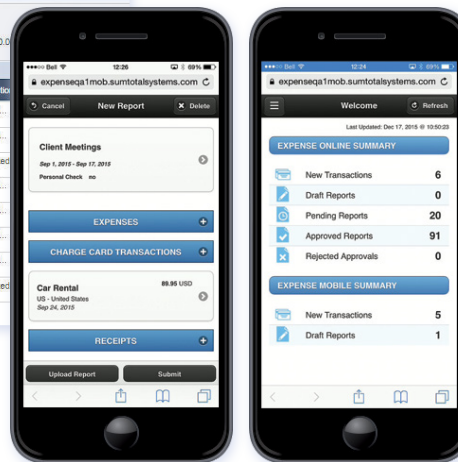> **PayStream Advisors**
> **Senior Research Analyst**

Expense report summary

Mobile optimized

SumTotal Expense streamlines submissions through approval, reimbursements and GL postings, audits and receipt management, reporting and analysis.

Our solution enables organizations to eliminate manual expense reports, reduce processing and overall travel costs, increase compliance, improve productivity and efficiency, enhance decision making and positively impact your bottom line.

SumTotal Expense offers a single-screen user interface that is simple to use and intuitive. Take control of your organization's expense management using the flexible, highly configurable and stable SumTotal Expense.

Features

Highly configurable and secure

User-friendly and intuitive

Robust spending policy
and compliance features

Automated workflows and
audit capabilities

Receipts Digital Filing (RDF)

Mobile expense flexibility

Business system integration
(charge card integration, SumTotal
Payroll integration, general ledger,
Accounts Payable, HR and more)

Multiple reimbursement options

Offered as self-hosted
or SumTotal-hosted

Benefits

Analyzes your expense data

Empowers you to negotiate
better deals with travel providers

Automates monitoring and
approval processes

Supports all international
requirements (multiple languages,
unlimited currency and foreign
exchange history, complex
taxation and country policies)