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A.I. Settings

Settings > Accounts Payable > Digital Invoice Templates

Digital Invoice Capture template A.I. settings enable the system to establish default instructions for invoices not separately identified by templates.

- **Enable A.I. machine learning** – activates A.I. machine learning for invoice data capture.
    - **Enable Vendor ID inference:** When activated, the system will attempt to match the vendor name in the invoice image to the master vendor list. The vendor ID is assigned to the captured invoice if a match is found.
    - **Data to Capture:** All checked items will be captured for invoices, not separately identified by templates
        - Invoice Number
        - Invoice Date
        - Due Date
        - Purchase Order (if Purchasing system is activated)
        - Amount(s)
            - Total Only – only the overall total invoice amount is extracted
            - All – listed invoice amounts are extracted in their entirety.
                - Default GL Account – the default GL account is applied to all captured amounts
        - Comments
        - ***Baseline Additional A.I. Instructions:*** This text field may be used to provide custom instructions for the system A.I. Special Instructions are used to accommodate data issues not addressable with existing system settings.