

## The mobile solution for company expense reports



### Manage your expenses from anywhere, on any device

**SocrateExpense** is a mobile application, a native extension of the SocrateCloud solution, that facilitates the introduction of statements, simplifies the approval flow, automates the generation of the statements in SocrateCloud and helps to reimburse the amounts faster.

Whether you are on the go or at the office, with **SocrateExpense** you can easily enter your statements, in the shortest time, from any mobile device: phone or tablet, but also from your computer, regardless of the operating system. Register your statements in real time and save time for the activities you travel for and that add value to your business.

- Reduce the time it takes to record your expense
- Simplify your document approval flow
- You always have a record of expenses per Client / Project / Phase / Activity
- You know at any time what the status of your expenses is

# SocrateExpense functionalities

Quick selection of the expenditure date from the calendar

Add receipt / invoice by shooting or uploading file

Expense type selection (accommodation / daily allowance / transport / protocol)

Currency selection

Supplier validation / pre-completion by entering the Registration Number

Allocation of expenditure per Client / Project / Phase / Activity

Settlement history

View generated statements and their status

Add expense

Default currency setting of expenses, being possible to choose from several currencies: RON, EUR, USD

SocrateExpense is natively integrated with SocrateCloud

Default language setting: Romanian or English

## Statement Processing in SocrateCloud



Automatic collection of expenses from the mobile application in the Import statement window



Approval flow, followed by statement approval and employee type supplier invoice generation



Automatic grouping of expenses in statement, for a configurable period



Reconciliation with payments made by the employee using the delegation bank card