



High Quality Tools Increase Productivity

Motek – one of Norway’s biggest quality tool retail chains – has itself had the pleasure of experiencing a productivity increase thanks to a new tool: Multi-Archive with interpretation, workflow, and report control, integrated with Motek’s business application, Movex. And after 10 years of hearing a lot of talk about “the paperless office” Motek is actually well on its way.

“In the interpretation we were hoping to achieve a recognition factor of approximately 80 percent, but in operation, it proved to be more in the range of 85 to 88 percent!”

“All training was handled on the fly by phone – simple and easy!”

At Motek, MultiArchive replaced an earlier solution based on Docs Open and microfiche, which was very work-intensive, requiring a lot of archive space, manual scanning and indexing of 1,200 order sheets every day and producing 10 boxes of microfiche every month. According to Norwegian legislation such accounting documents have to be stored for a minimum period of 10 years – so even considering the “micro” of microfiche, there were substantial volumes of filing involved!

Motek	?	!
<ul style="list-style-type: none"> • Handles 1,200 order sheets every day. • Has 20 departments all over Norway. • Handled all business documents manually which was time-consuming and expensive. • The solution: MultiArchive with interpretation, workflow, report control, and Movex integration. 		

20 departments all over Norway

The huge challenge of handling such amounts of information was not made any easier by the fact that Motek has no less than 20 departments all over Norway that all have to process and approve their own transaction vouchers.

Knut Bakkeli from Motek’s financial department recalls that reminders from suppliers, interest on overdue payments and delayed deliveries were all unfortunately part of everyday business.

“Looking at the time-consuming and expensive way we handled our business documents – incoming and outgoing – we knew we had to find a more intelligent solution,” says Knut Bakkeli. “That solution turned out to be MultiArchive.”

Motek is ISO certified, and its dealings with quality tools

meant that such a quality-focused enterprise needed a quality solution. And MultiArchive has delivered.

Movex updated via interpretation

The solution is integrated with Motek’s business application, Movex. One of the resulting features is that the interpretation (“translation” of text and numbers to application data) of scanned supplier invoices, provides input to changes in Movex’s supplier data, before automatic pre-registration takes place in Movex’s accounting module. Changes in supplier data can include updating information on existing suppliers or adding new suppliers.

Efficiency surpassed expectations

The efficiency of the interpretation solution has even surpassed Motek’s expectations, Knut Bakkeli explains: “We were hoping to achieve a recognition factor of approximately 80 percent, but in operation, it proved to be more in the range of 85 to 88 percent!”

Electronic filing also includes order sheets, incoming vouchers, outgoing invoices, finance vouchers, and all spool files from the iSeries. With regard to reports, packing lists are handled by InterForm which ensures that all lists are given a barcode label with order number and customer number.

Saves one man-year per annum

It’s worth noting that the total roll-out of the MultiArchive solution was achieved with very little training of end users. “We sent out an e-mail saying that the first time a voucher was to be processed using the new solution, the user should simply contact our central administration,” explains Knut Bakkeli. “All training was then handled on the fly by phone – simple and easy!”



At Motek they estimate the solution saves the company one man-year per annum, thanks in no small measure to timesaving in the decentralized administration in the 20 departments. A significant side-benefit is also the dramatic reduction in the consumption of paper.

“We now have a great tool which can also be used by our auditors,” says Knut Bakkeli. “The solution’s use of electronic comment fields makes it a lot simpler to document why a specific voucher was rejected – saving us many phone calls.”

The huge amount of paper supply that used to dominate Motek’s stockrooms is gone. And the company’s personnel note that after 10 years of hearing a lot of talk about “the paperless office”, Motek is actually well on its way.

Intelligent Document Management for your entire business

