How Fluxity works

Understand what happens to an invoice between the moment it arrives and the moment it lands in your ERP.

Last verified September 16, 2026

What Fluxity does with an invoice

1. **Reads it.** Fluxity captures the vendor, invoice number, dates, totals, and every line item from the PDF or image.
2. **Checks it.** It looks up the vendor in your ERP, finds the matching purchase order when there is one, and proposes GL accounts and other coding.
3. **Waits for you when it needs to.** Anything it is not sure about is flagged for review. You confirm or correct it.
4. **Sends it.** When the invoice is ready, it is pushed into your ERP as a vendor bill.

What you do

Most days you will open the **Documents** list, look at anything marked as needing review, fix what is wrong, and push.

> **NOTE**
> The Help Center is an early preview. Ready to try it? Start with Process your first invoice. More task guides are being added.

Online version: https://fluxity.ai/help/users/how-fluxity-works
Last verified September 16, 2026. The online version is always the most current.