TUTOR MARKED ASSIGNMENT

Pay to Procure (P2P)

Maximum Marks : 100   **Course Code : BPOI - 003**
Weightage : 30%   **Last Date of Submission : March 30, 2017**

Note : This assignment covers Course 3. All questions are compulsory. Marks assigned to the questions have been shown in the bracket

Section A

1. Describe the four stages of P2P process in detail?   (5)
2. What are the advantages & disadvantages of effectively implemented P2P process?   (5)
3. What is quality check in P2P process? What are the responsibilities of quality analyst?   (5)
4. What are the reasons due to which an invoice is put 'on hold'? What is the course of action when invoice put "on hold'?   (5)
5. Discuss the various types of Payment Mechanism in P2P process?   (5)
6. What are the reasons due to which an invoice is put 'on hold'? What is the course of action when invoice put "on hold'?   (5)
7. What is quality check in P2P process? What are the responsibilities of quality analyst?   (5)
8. What are all metrics that are measured in a process? Which one is the most important? Substantiate this statement with reasons.   (5)

Section B

1. Discuss the processing of PO invoice & non-PO invoice?   (10)
2. Explain the Payment run process in detail? What are the various metrics used in this process of P2P?   (10)
3. Explain the various risk involved with the P2P cycle & how these can be overcome?   (10)
4. Briefly explain what is the role of Vendor Help Desk in P2P process?   (10)
5. List out the best practices in P2P processes that can be implemented by the client or service provider to increase productivity and accuracy of the transaction in P2P process?   (10)
6. Discuss the process of P2P in detail with proper diagram?   (10)

Important Note: Last Date for Submission of Assignments

For June TEE: 31st March
For December TEE: 30th September