

Bookkeeping and transaction categorization

Automatically imports bank transactions, categorizes them using AI pattern recognition, flags anomalies for accountant review, and syncs reconciled entries to the general ledger. Reduces manual data entry by 80% and improves categorization accuracy during high-volume periods.

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WORKFLOW TRIGGER

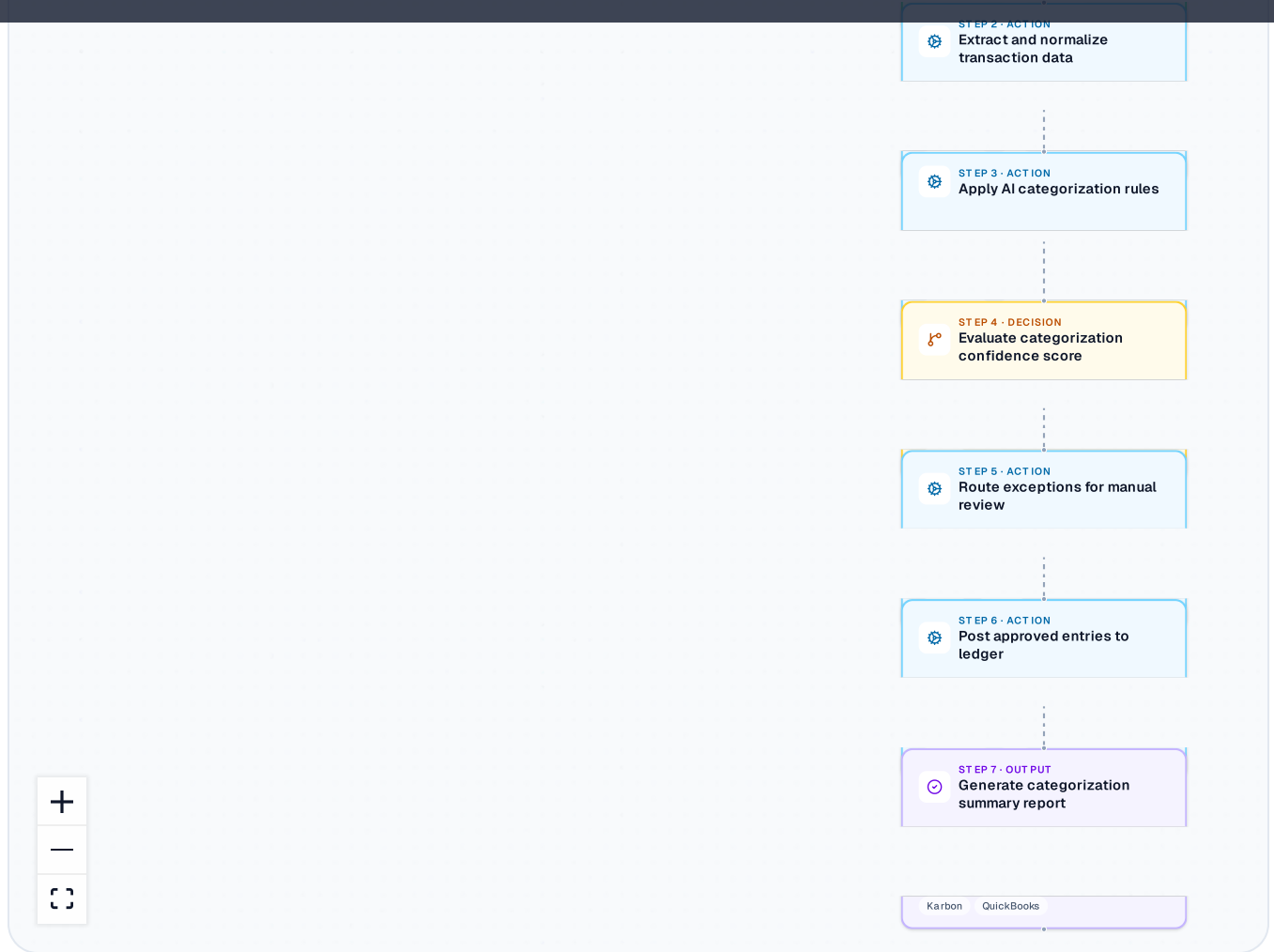


New bank transactions are imported via bank feed connection or client uploads a bank statement CSV file.

Visual Flow

Each node represents an automated step. Connections show how data and decisions move through the workflow.





Step-by-Step Breakdown

Detailed explanation of each automated stage in the workflow.

1

⚡ TRIGGER

Detect new bank transactions

AI Business OS

Monitors connected bank feeds in QuickBooks or Xero for new transactions, or watches for uploaded CSV statements from clients via Canopy's document portal.

QuickBooks

Xero

Canopy

2

 ACTION

Extract and normalize transaction data

Parses transaction details including date, amount, payee name, and memo field. Standardizes vendor names and removes duplicate entries across multiple accounts.

QuickBooks

Xero

3

 ACTION

Apply AI categorization rules

Uses machine learning trained on historical categorization patterns to assign each transaction to the appropriate chart of accounts category, matching against vendor rules and past client-specific classifications.

QuickBooks

Karbon

4

 DECISION

Evaluate categorization confidence score

Checks if the AI confidence score exceeds 95% threshold. High-confidence transactions proceed to auto-posting; low-confidence or flagged anomalies (unusual amounts, new vendors, potential duplicates) are routed to accountant review queue.

Karbon

5

Route exceptions for manual review

Creates a prioritized task in Karbon for the assigned accountant with transaction details, suggested categories, and historical context. Sends notification with review deadline based on client tier.

Karbon

Canopy

6

ACTION

Post approved entries to ledger

Automatically posts high-confidence categorized transactions and manually approved entries to the general ledger, updating account balances and marking transactions as reconciled.

QuickBooks

Xero

7

OUTPUT

Generate categorization summary report

Produces a daily reconciliation summary showing total transactions processed, auto-categorized count, exceptions flagged, and category distribution. Updates client work-in-progress status in practice management system.

Karbon

QuickBooks



Outputs

- Fully categorized and reconciled transaction entries in client general ledger
- Exception review task list with AI-suggested categories for accountant approval
- Daily bookkeeping summary report with categorization metrics per client



Key Metrics

- Auto-categorization accuracy rate (target >95%)
- Average transaction processing time (seconds per transaction)
- Manual review exception rate (% requiring human intervention)



Tools & Integrations

- QuickBooks
- Xero
- Canopy
- Karbon

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