Welcome Dynamics GP users!

Dynamics GP User Group Meeting
December 7, 2017
What’s new in GP 2018?

Presented by Sean Hunter
AGENDA

Platform and System-Wide Enhancements
Workflow 4.0
User Experience Enhancements

BI Enhancements
Financial Enhancements
Distribution and Supply Chain Enhancements

Human Resources and Payroll Enhancements
Additional Questions
Platform and System Wide Enhancements

Login remembered when working in System Manager
Now you’ll only need to enter the system password once during an active session when working in multiple system windows. Previously, users were prompted to log in multiple times when accessing different system windows.
Platform and System Wide Enhancements

Comprehensive document attachment
This release broadens the availability of the document attachment capability to additional master record windows, inquiries and transaction entry windows. The option to attach new documents in Inquiry windows is also included. Document attachment is available from the ribbon in additional transaction entry windows.

- General Ledger Transaction Entry
- Receivables Transaction Entry
- Asset General Information (FA)
- Employee Inquiry
- I-9 Form
- Customer Inquiry
- Vendor Inquiry
- Project Inquiry
- PA Project Inquiry
Reminder emails
This enhancement lets you set a reminder time period on the workflow that’s used to notify users if they haven’t reacted to their assigned workflow task within the specified time frame.
Copy workflow step
This enhancement adds efficiency to the process of setting up workflows by enabling you to copy steps within a workflow, renaming the step and including substeps to a workflow.
Reporting for workflow
A new workflow history report has been added for GP 2018. The report can be filtered by workflow type, workflow approvers, workflow status, and by the approval date. The option to include workflow comments on the report is also available.
Additional fields are available for Payables transaction workflow

Additional fields have been added to the Payables transaction workflow. To use the new fields, mark the Extended fields list option in the Work Maintenance window, and then select the fields you want to use in the Workflow Condition Editor. The new fields include:

- Vendor account
- Comment 1
- Comment 2
- Vendor class ID
- Payment priority
Workflow 4.0

Additional messages are available for purchase order workflow

This enhancement lets you add account descriptions to workflow message that are distributed via email for Purchase order workflows and purchase requisition workflows.
Bank used for EFT added to vendor approval workflow

Additional information is now included in the Vendor approval workflow that shows the bank that the vendor uses for electronic funds transfers (EFT). To use the new field, mark it in the Extended fields list option in the Work Maintenance window, and then add it to the workflow in the Workflow Condition Editor. These extended fields are all the EFT banking fields that can be set up on the vendor for EFT information. They include the country, bank name, bank account, and SWIFT code.
New workflows for new accounts, receivings transactions and purchasing invoices

New workflows have been added to control the addition of general ledger accounts, purchase receivings transactions and purchasing invoices. The workflow for general ledger accounts can be initiated from any area of the system for any new accounts, or for any accounts that are in a workflow state, for example when an account has been edited, but not yet approved.
User Experience Enhancements

Additional sorting options added
A number of enhancements have been added to GP 2018 that make it easier and faster to find information. The new sorting options can be displayed in either ascending or descending order.
User Experience Enhancements

Unique passwords can be entered for individual SmartList favorites.

Users now have the option to assign a unique password to SmartList favorites. The password restricts the users who can modify the favorite to only those that know the password. In previous versions, anyone who knew the system password could modify the favorite.
User Experience Enhancements

A shortcut to SmartList has been added to the web client.
Now you can navigate to SmartList directly from the web client, making access to SmartList inquiries and reports faster and easier.

One-click navigation to SmartList from web client
A shortcut has been added to the banner in web client windows, allowing one-click navigation to SmartList – for those who have been granted access to SmartList.
User whose permissions do not include SmartList won’t see the shortcut.
User Experience Enhancements

Auto-complete now included in the web client
Functionality that recognizes partial entries in fields is now part of the web client, as it has been in the desktop client.
BI enhancements

The GP OData service has been updated to include paging and filtering, as well as adding support for OData version 4. Along with the enhancements that are included in GP 2018, we are pleased to announce an upcoming GP Content pack that will be based on the GP 2018 OData service.

What is ODATA?

ODATA is a standardized protocol for creating and consuming data APIs. ODATA builds on core protocols like HTTP and commonly accepted methodologies like REST. The result is a uniform way to expose full-featured data APIs.
Financial Enhancements

Print a single statement from Customer Maintenance

Now you can print a statement for a single customer, from the Customer Inquiry window for that customer. The statement will use the statement format that's assigned in the Receivables Setup window.
Financial Enhancements

One payment per invoice set or one payment per-vendor

Now you can choose to make payments on individual invoices, or to choose a single payment per vendor. The choice of payment options is made in the Vendor Maintenance window. The default setting is to generate a single payment per vendor when you build payment batches using the Build Payment Batch window.
Financial Enhancements

Payables checks windows renamed to reflect alternate payment options

Payables Management Checks windows have been renamed to reflect the ability to payments through credit cards, electronic funds transfers, or potentially other methods.
Financial Enhancements

Save select payment settings
An option that allows you to save the settings used to build a payments batch has been added to the Payment Option ID field in the Build Payment Batch window.
Financial Enhancements

Copy user access across dimensions in Analytical Accounting

In the User Access to Trx Dimensions window, you can specify which users have access to dimensions and copy the user access settings from one user and apply them another one.
Distribution and Supply Chain Enhancements

Purchase order generation list opens with newest POs

When you create purchase orders from the Purchase Orders Preview window using the Generate button, the new purchase orders can be displayed in the purchase order transactions list. When you use the Generate button, the PO Navigation List will automatically open with the newly generated purchase orders displayed.
PO information displayed for requisition originator

When a purchase order is created from a requisition, the PO information is displayed on the requisition list so that the requisition originator can be aware that the items on the requisition have been ordered. The enhancement also displays the PO Number on the Procurement role center.

<table>
<thead>
<tr>
<th>Date</th>
<th>Document Number</th>
<th>Requisition Status</th>
<th>Requisition Date</th>
<th>Amount</th>
<th>Comment ID</th>
<th>Ship To Address</th>
<th>PO Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/12...</td>
<td>REQ10001</td>
<td>Purchased</td>
<td>4/12/2027</td>
<td>$0.00</td>
<td></td>
<td>Primary</td>
<td>PO2076</td>
</tr>
</tbody>
</table>
Print purchase requisition

Now you can print a purchase requisition report from the Requisition Entry and from the Requisition List windows.
Display Hold status in the sales transaction entry

Now you can display a Hold status, on transactions that have that status, from the Sales Transaction Entry and Sales Transaction Inquiry Zoom windows. An icon will display and can be selected to zoom to the sales process Hold window.
Roll down payroll setup options from setup to inactive records

Now you have an option to roll down changes to inactive employee records. The options that are included in this feature include: changes to

- Pay codes
- Deductions
- Benefits
- Shift codes
Human Resources and Payroll Enhancements

Turn off garnishment reports in posting setup

Additional control over printing garnishment reports has been added to the Posting Setup in Payroll. You can select whether to print garnishment detail or summary reports when you complete a pay run. The default setting is to allow users the option to print garnishment reports when you complete a pay run.
Human Resources and Payroll Enhancements

Change the department code in all data tables
Now you can allow users to modify an existing department code and the changes will automatically update all the tables that contain that department code, including History tables.
Restrict inactive deduction and benefit codes in lookup windows

This enhancement lets you restrict the inactive records in lookup windows on a per user basis. You can restrict both company benefits and deductions, as well as employee benefits and deductions.
Questions?

Thank you!

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GPUG Summit 2017 Recap:

Jeremy Bourland
GPUG Summit 2017 – Nashville, TN

• GPUG Summit hosted in Nashville, Tennessee
• Held October 10 - 13, 2017
• Gaylord Opryland Resort & Convention Center
• Cowboy boots, hats, and Western Wear
• More cowbell!
• Home of Country Music
  • Stuck in the cloud data’s raining on me...
  • Gonna reach out to the GPUG...
  • Gotta big problem need some big help...
• Put another tool in my GPUG tool belt.
GPUG Summit 2017

• What is GPUG Summit?
  • Annual educational conference and expo hosted by the Dynamics GP User Group (GPUG) Community
  • Combined event with AXUG, CRMUG, NAVUG, and D365UG
  • Bringing together over 7,000 Dynamics users, partners, and Microsoft employees
Industry Update

• Access to Microsoft executives, industry experts, and hundreds of your GP peers to gather helpful information on both the direction of the industry and the Dynamics GP product.

• Reminder that features for future releases of Dynamics GP are based on user feedback and suggestions can be submitted at any time via: http://connect.Microsoft.com.

• Key theme of the conference focused on GP2018 features & functions along with the Microsoft Dynamics GP Product Roadmap.
Industry Update

Microsoft Dynamics GP Roadmap

- **2014 H2**: GP 2015
  - Service Based Architecture (SBA)
  - Functionality
  - Identity Management 2.0
  - Workflow 2.0
  - BA on multi-platforms (Windows, Apple & Android)

- **2015 H1**: GP 2015 R2
  - All in One Doc Viewer
  - AP Inv Approval
  - Time Mgmt App
  - Automated Provisioning for Azure
  - Top feature requests

- **2016 H1**: GP 2016
  - Enhanced user experience for Web Client
  - Multiple browser & device support for Web Client
  - Workflow 3.0
  - PowerBI: Odata 1.0
  - Top feature requests

- **2016 H2**: GP 2016 R2
  - Power BI: Odata 2.0
  - Home Page Refresh
  - Web Client Evolution
  - Top Features Requested by Customers

- **2017 H2**: GP 2018
  - Workflow 4.0
  - Doc Attach
  - Finc/HR Optimization
  - Power Suite
  - Top feature requests

- **2018 H2**: GP Next
  - Top features requested by customers

- **2019 +**: GP Next
  - Ongoing Development
Educational Opportunities

• Learn new things:
  • GP tips & tricks from other GP users.
  • Interactive GP training sessions offered pre-conference.
• Access to over 190 GP interactive break-out sessions with other GP users that are presented by industry, product, and subject matter experts.
• Sessions by functional area:

<table>
<thead>
<tr>
<th>Business Intelligence</th>
<th>Reporting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finance</td>
<td>HR/Payroll</td>
</tr>
<tr>
<td>GP System Admin</td>
<td>GP Upgrades</td>
</tr>
<tr>
<td>IT</td>
<td>Industry</td>
</tr>
</tbody>
</table>
• Interaction with GP users from around the world.
• Discuss best business practices with your peers.
• Network with Microsoft staff along with industry experts.
• “Advanced Networking Opportunities.”
• Getting to spend time with Turnkey clients!
Explore & Discover

• Expo Hall
  • Over 240 companies representing ISV’s and add-on solutions.
  • 102 specializing in Dynamics GP.

• Find out how Turnkey Technologies partners are bringing innovation and new value to Dynamics GP.

• Microsoft experts providing system demonstrations.

• Community Theater
  • 15 minute topical presentations during exhibit hall hours that are presented by the Dynamics GP User Group Community.
GPUG Summit 2018

• Phoenix, Arizona
• October 15 -18, 2018
• Early registration slated to open in this month!
• Hotel information and group rates released by March 2018.
• Set a reminder and book hotel early.
• See you there!
Questions?

Thank you!

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Smartlist and Smartlist Designer

Presented by Sean Hunter
AGENDA

What is SmartList Designer

Where Can you Find It?

Why Use SmartList Designer

How Does It Work

What’s New?

Additional Questions
What is SmartList Designer

SmartList Designer is the Out of Box Alternative to SmartList Builder
It is included with GP 2013 and newer
Where can you find SmartList Designer

SmartList Designer is conveniently located in SmartList by clicking New.
Why Use SmartList Designer

1. To Create and Design New SmartLists
2. It’s Free with your GP License
3. It’s getting better with every update
How Does SmartList Designer Work?

It is simple to get started.
Choose New to start from scratch on a new SmartList
Name the SmartList, choose a product, and select the Series the SmartList will display in.
Select the Tables or Views that you Want to Use

Check the box next to the Table Name to select all fields in the table or expand the node to select individual fields.

To select more than one table simply check the boxes next to all desired tables or fields to be included.

If you select more than one table you must set their relationships also.
Review the Selected Fields

Note: There is no way to change the default order once added in the Designer. You should select the fields in the order you would like them to appear. Removing the fields and re-adding allows for changes.
Defining Table Relationships

- Use the Relationship area to define how one table relates to another. The Auto Link function can be used most of the time to link tables to one another quickly.

- Inner Join will relate a table as a one to one. In the example an Inner Join means that the customer number would have to exist in both tables.

- Left join will relate data from one table to the other but still return data from the first table even if there is not a match.

- Cross Join means that you join both tables to one another and return all data without relation to one another.
Create Calculated Fields

Click the Function Icon in the upper right of the Field Display to access the Create Expression Window

- Select from the Table Fields to select fields to calculate with
- Select functions to handle arithmetic or string functions
- Selection Constants to add in set values for calculation.
Creating Go To’s

SmartList Designer can create Go To’s to other SmartLists, Navigation Lists, or Web Pages.

There is no control to specify the parameters of the Go To. You would have to filter further once you access the next Go To.
To Create a new Smartlist from an Existing SmartList

Simply select an existing SmartList and click New above.

This will bring in all of the fields from the Smartlist to work with modifying.
If your newly created Smartlist was created from a View then you will now have the option to Publish from the Smartlist window.

Excel report deploys to the Product / Series selections made when saving your Smartlist.
NOTE on an undocumented issue with Excel Exports from Smartlist Designer

If you rearrange the column structure in a Smartlist Favorite and export the column types are mismatched.

This is because it appears that when the Excel version is created the cell formats are embedded to the file.
Fix for issue so long as you are not nor plan on using the Web Client for GP:

Add SmartListEnhancedExcelExport=TRUE to your DEX.INI file. Dex INI can be found in a similar location C:\Program Files (x86)\Microsoft Dynamics\GP2016\Data

NOTE: Be careful making changes here.
New to GP 2015 R2:
Security Workflow for new view creation.
This helps prevent users granted access to writing Smartlists from creating Smartlists they are not allowed to create. Can be based on a specific field name or other values.
New to GP 2016:

Import and Export capabilities for custom Smartlists created using Smartlist Designer.

This means you can share and collaborate. You can also make backups of custom Smartlists.
## Difference between SmartList Builder and SmartList Designer

<table>
<thead>
<tr>
<th>Feature</th>
<th>SmartList Builder</th>
<th>SmartList Designer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create new SmartLists</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Modify default SmartLists</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Link tables</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Combine work, open and history tables</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Use SQL Views as tables</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Use SQL Tables as tables</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Use SQL Objects from other databases</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Use SmartLists as tables</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Create Go Togs</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Add fields to display by default</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Add fields as available but hidden by default</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>String formatting</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Date formatting</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Edit list items</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Display numbers as currencies</td>
<td>Yes</td>
<td>Limited</td>
</tr>
<tr>
<td>Display variable decimal places</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Display numbers as percentages</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Display numbers as negative</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Display account indexes as accounts</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>

### Feature:

<table>
<thead>
<tr>
<th>Feature</th>
<th>SmartList Builder</th>
<th>SmartList Designer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Multi-company SmartLists</td>
<td>Yes</td>
<td>Limited</td>
</tr>
<tr>
<td>Summary SmartLists</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Reorder columns</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Preview data</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Preview SQL Script</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>List level security</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Table level security</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Record level security</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Functional security</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Create Excel Reports</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Create Navigation Lists</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Create drill downs</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Table finder</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Import and export setup</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Duplicate lists</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Display note indexes as notes</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Bulk edit field settings</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Calculated fields</td>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>Restrictions</td>
<td>Yes</td>
<td>Limited</td>
</tr>
</tbody>
</table>

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Questions?

Thank you!

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Year-End Close Processes

Presented by Michael Schenck
Agenda

• Inventory Control
• Receivables Management
• Payables Management
• Fixed Assets
• Analytical Accounting
• General Ledger
• US Payroll/Canadian Payroll
Complete the year-end closing procedures for each module in the following order:

1. Inventory
2. Sales / Receivables Management
3. Purchasing / Payables Management
4. Fixed Asset Management
5. General Ledger

**Note:** Year-end procedures for Payroll are independent of the procedures in other modules. These procedures are always performed at the end of the calendar year.
Prior to Closing Inventory

• If you are using Sales Order Processing and/or Purchase Order Processing, reconcile these modules in addition to the Inventory module prior to closing

• Reconcile Order: SOP, POP, and then Inventory
When should the close be done?

The Inventory module should be closed at the end of your Fiscal year, before any new transactions that would affect inventory quantities are posted for the new year.
What does the year end close process do and/or affect?

• Transfers all summarized current-year Quantity, Cost and Sales amounts to last-year for the Items for which you have been keeping summarized Sales History

• Updates each Item’s Beginning Quantity from the Quantity on Hand at each site

• Zeros the Quantity Sold field in the Item Quantities Maintenance (Cards - Inventory – Quantities/Sites) for each Site

• Gives you the option to: Remove Discontinued Items, Remove Sold Receipts, Remove Sold Lot Attributes, and Update Item’s Standard Cost
Inventory Control Year End
What steps should I take to close the year?

• Enter and post all Purchase Order Processing, Invoicing/Sales Order Processing, and Inventory transactions for the current year

• Follow the rest of the steps outlined in KB 872713: “Inventory year-end closing procedures in Inventory Control in Microsoft Dynamics GP”
Inventory Control Year End

What are some of the key points to remember?

• Make restorable backups when recommended in KB 872713
• If you are using Dynamics GP 2010 or Dynamics GP 10.0 SP2 or later, year-end may be an opportune time to implement the Historical Inventory Trial Balance (HITB) report
What are some of the related KnowledgeBase articles that can be referenced?

- **KB 872713**: “Year-End Closing procedures in Inventory Control in Microsoft Dynamics GP”
- **KB 864622**: “Information about the order in which the reconcile procedures should be run in Microsoft Dynamics GP”
- **KB 855316**: “Inventory Accidentally Closed Twice”
- **KB 872182**: “Inventory year end close does not remove discontinued items”
When should the close be done?

• The Calendar Year end close should be done at the end of the calendar year prior to posting any transactions in the next calendar year

• The Fiscal Year end close should be done at the end of the fiscal year prior to posting any transactions in the next fiscal year
Sales Page >> Routines >> Year end close
What does the year end close process do and/or affect?

• The **Calendar** Year end close clears the Calendar Year-to-Date Finance Charges and moves them to the Last Year Calendar field in Customer Finance Charge Summary (Cards – Sales – Summary – Finance Charges)

• The **Fiscal** Year end close transfers all amounts other than the Calendar YTD Finance Charge amount to the Last Year column in Customer Summary using the Amounts Since Last Closed View (Cards – Sales – Summary)
Receivables Management Year End
## Receivables Management Year End

<table>
<thead>
<tr>
<th>Customer Name</th>
<th>Average Days To Pay - Life</th>
<th>Average Days to Pay - Lyr</th>
<th>Average Days To Pay - Year</th>
<th>High Balance LTD</th>
<th>High Balance Lyr</th>
<th>High Balance YTD</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACCURATE PRINTING</td>
<td>124</td>
<td>0</td>
<td>124</td>
<td>$59,975.09</td>
<td>$0.00</td>
<td>$59,975.09</td>
</tr>
<tr>
<td>CEDAR FAMILY COU....</td>
<td>224</td>
<td>0</td>
<td>224</td>
<td>$143,110.23</td>
<td>$0.00</td>
<td>$143,110.23</td>
</tr>
<tr>
<td>WENNSOFT</td>
<td>147</td>
<td>0</td>
<td>147</td>
<td>$193,468.94</td>
<td>$0.00</td>
<td>$193,468.94</td>
</tr>
<tr>
<td>LANGE HARDWARE</td>
<td>166</td>
<td>0</td>
<td>166</td>
<td>$131,505.06</td>
<td>$0.00</td>
<td>$131,505.06</td>
</tr>
</tbody>
</table>

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What steps should I take to close the year?

• Post all transactions for the current year

• Follow the rest of the steps outlined in KB 857444: “Year-end closing procedures for Receivables Management in Microsoft Dynamics GP”
What are some of the key points to remember?

- Make restorable backups when recommended in KB 857444
- Receivables Management is not completely date sensitive
- As there are some date sensitive features the best option is to close the year on time
What are some of the related KnowledgeBase articles that can be referenced?

- **KB 857444**: “Year-end closing procedures for Receivables Management in Microsoft Dynamics GP”
- **KB 851140**: “Information about performing the year-end closing procedure in Receivables Management in Microsoft Dynamics GP after December 31”
- **KB 856865**: “Removing outdated statement runs from the Reprint Statements Window”
Payables Management Year End

When should the Year End Close be done?

• The Calendar Year End Close Routine should be run at the end of the Calendar year prior to posting transactions in the next Calendar year.

• The Fiscal Year End Close Routine should be run at the end of the Fiscal year prior to posting transactions in the next Fiscal year.
Payables Management Year End

Purchasing >> Routines >> Year end close
What does the Year End Close Process do?

- The Calendar Year End Close process transfers the 1099 Amounts from the Year to Date column to the Last Year column in the Amounts Since Last Close view in the Vendor Yearly Summary window.
- The Fiscal Year End Close Process transfers all other amounts from the Year to Date column to the Last Year column in the Amounts Since Last Close view.

*If the amounts are incorrect in the Amount Since Last Close View contact support for scripts that can be ran to correct the amounts.
### Vendor Credit Summary

<table>
<thead>
<tr>
<th>Vendor ID</th>
<th>Current Balance</th>
<th>On Order</th>
<th>Open Prepayment</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACETRAVE001</td>
<td>$7213.27</td>
<td>$0.00</td>
<td></td>
</tr>
</tbody>
</table>

**Last Check**
- Number: 0001, Date: 2/28/2017, Amount: $500.00
- Number: 0002, Date: 2/28/2017, Amount: $500.00

**Unapplied Payment**
- Balance: $9,612.35
- Highest Balance: $9,612.35

**Aging Period**

<table>
<thead>
<tr>
<th>Aging Period</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current</td>
<td>$0.00</td>
</tr>
<tr>
<td>1 - 30 Days</td>
<td>$500.00</td>
</tr>
<tr>
<td>31 - 60 Days</td>
<td>$0.00</td>
</tr>
<tr>
<td>61 and Over</td>
<td>$5,671.27</td>
</tr>
</tbody>
</table>

**Unpaid Finance Charges**
- First Purchase Date: 6/26/2013
- Days for Checks to Clear

**Average Days to Pay**
- Year to Date
- LiTo To Date

**Number of Paid Invoices**
- Year to Date: 1
- LiTo To Date: 1
### Payables Management Year End

![SmartList](image.png)

**Vendor**

<table>
<thead>
<tr>
<th>Vendor Name</th>
<th>1099 Amount LIFE</th>
<th>1099 Amount LRR</th>
<th>1099 Amount YTD</th>
<th>Amount Billed LIFE</th>
<th>Amount Billed LRR</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA Insulation Co.</td>
<td>$9,900.00</td>
<td>$0.00</td>
<td>$9,900.00</td>
<td>$17,105.56</td>
<td>$0.00</td>
</tr>
<tr>
<td>ABC Plumbing Co.</td>
<td>$13,500.00</td>
<td>$0.00</td>
<td>$13,500.00</td>
<td>$18,835.41</td>
<td>$0.00</td>
</tr>
<tr>
<td>A Travel Company</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$8,663.27</td>
<td>$0.00</td>
</tr>
<tr>
<td>Advanced Office S...</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$91,182.02</td>
<td>$0.00</td>
</tr>
<tr>
<td>Allenson Properties</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$12,765.76</td>
<td>$0.00</td>
</tr>
<tr>
<td>AmericaCharge</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$27,741.84</td>
<td>$0.00</td>
</tr>
</tbody>
</table>
What steps should I take to close the year?

• Post all transactions for the current year
• Make sure transactions for the new year are saved, not posted
• Make a backup
• Follow the steps in KB 875169: “Year-end closing procedures for the Payables Management module in Microsoft Dynamics GP”
Payables Management Year End

What are some important points to remember?

- Follow the steps as outlined in KB 875169
- Payables Management is not fully date sensitive, so it is still recommended that you process your year end closing routines at the actual year end
- 1099 Information will not auto-populate if the transactions were not processed as 1099 transactions at the time of the posting
  - Use KB 918536 to correct this.
  - Use 1099 Details window to edit 1099 amounts individually (Cards | Purchasing | 1099 Details)
What are some important points to remember?

- Microsoft Dynamics GP 2013 & above
  - New functionality to edit 1099 information:
    - *Edit 1099 Transaction Information* window (per trx)
    - *Update 1099 Information* utility now has options for ‘Not a 1099 vendor’ tax type (per vendor)
  - Print 1096 Summary Form
When should the Year End Close be done?

- The Fixed Assets Year End Close should be run after you close Payables Management, but before you close the General Ledger.

- You can close each book separately, but you must close all books before you can do any processing in Fixed Assets for the new year.
Fixed Assets Year End Close

What does the Year End Close process do?

• In the Asset General Information Window (Cards | Fixed Assets | General):
  • The YTD Maintenance amount is cleared from the Expand last Maintenance Date Window
  • The Quantity is copied to the Begin Quantity field in the Expand Quantity Window

• In the Asset Book Window (Cards | Fixed Assets | Book):
  • The YTD Depreciation Amount is cleared
  • Cost Basis is copied to Begin Year Cost field
  • Life to Date Depreciation is copied to Begin Reserve field
  • Salvage Value is copied to Begin Salvage field

• The Current Fiscal Year is increased for each closed book
Fixed Assets Year End Close
### Fixed Assets Year End Close

#### SmartList

<table>
<thead>
<tr>
<th>Asset ID</th>
<th>Asset Description</th>
<th>Book ID</th>
<th>Cost Basis</th>
<th>Depreciated to Date</th>
<th>YTD Depreciation Amount</th>
<th>LTD Depreciation Amount</th>
<th>Net Book Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>00001</td>
<td>Office Desk</td>
<td>INTERNAL</td>
<td>$1,200.00</td>
<td>2/28/2017</td>
<td>$0.00</td>
<td>$369.52</td>
<td>$828.56</td>
</tr>
<tr>
<td>00003</td>
<td>Side Chair</td>
<td>INTERNAL</td>
<td>$650.00</td>
<td>2/28/2017</td>
<td>$0.00</td>
<td>$185.72</td>
<td>$464.28</td>
</tr>
<tr>
<td>00004</td>
<td>Biz Automobile</td>
<td>INTERNAL</td>
<td>$42,550.00</td>
<td>2/28/2017</td>
<td>$0.00</td>
<td>$16,310.84</td>
<td>$26,239.16</td>
</tr>
</tbody>
</table>
What steps should I take to close the year?

- You must depreciate all assets through the last day of the current FA year before you close the year.
- Print all the reports that you will need for the year you are closing.
- Dynamics GP 2015 has Fixed Assets Year End report (Status report of all assets affected by the close).
- Make a backup.
- Follow the steps in KB 865653: “The year-end closing procedures for the Fixed Asset Management module in Microsoft Dynamics GP”
When should the year-end close be done?

There is no separate year-end close process for AA. It automatically closes along with the GL year-end close, so any steps to check AA data should be done prior to closing the GL year.
What are some important points to remember?

• Make sure AA is installed and enabled on workstation where GL is being closed!

• Revised KB960356: “The year-end close procedures for Analytical Accounting”
  • Scripts to verify AA data in KB 2910626

• Management Reporter (Data Mart) reads from AA tables through CU 10.0
General Ledger Year End Close

When should the Year End Close be done?

- The General Ledger Year End Close should be done after you have completed the Year End close for all other modules.
What does the Year End Close process do?

• The year end close process closes all Profit and Loss accounts out to Retained Earnings, leaving the P&L accounts with a zero balance at the beginning of the new year.

• All Balance Sheet accounts are updated with the beginning balance in the new year which will be the same as the ending balance from the year you are closing.

• The Retained earnings account(s) are updated with the amount from all P&L accounts if you close to one Retained Earnings account, or with the amount from the P&L accounts in that division if you close to divisional Retained Earnings.
General Ledger Year End Close

What does the Year End Close process do?

• The Retained Earnings accounts are the only Balance Sheet accounts that should have a different beginning balance than the ending balance from the year that you are closing.

• The Fiscal Period tables are updated to mark the year that you are closing as historical.

• Inactive GL Accounts removed.

• Unused segments removed.
What steps should I take to close the year?

• Review GL Account List to make sure all accounts are setup correctly
• Follow the steps in KB 888003: “Year-end closing procedures for General Ledger in Microsoft Dynamics GP”
• FAQ section covers most common YEC Issues
What are some important points to remember?

- Remember to make restorable backups as needed and follow ALL the steps in KB 888003
- Make sure that you have enough free space on the server to allow for the GL20000 table to double in size
- Perform the Year End Close at the server
- Have all other users out of Dynamics GP when you perform the year end close
- The year end close routine does appear to hang at 50%, but it is still processing, so *let it run*
What are some of the related KnowledgeBase articles that can be referenced?

- KB 871679: “How to set up an adjusting period”
- KB 850615: “How to use divisional retained earnings accounts”
- KB 864913: “Changing the posting type on an account after you close the year”
- KB 850741: “Retained Earnings account not found”
- KB 857582: “Query to clear beginning balances for unit accounts”
- KB 856550: “General Ledger year end close still in process and batches cannot be posted”
- KB 2452542: “Inactive GL Accounts deleted during Year-End Close process for General Ledger”
Do I need to install the Year End Update?

- Microsoft has already released the U.S. 2017 Year-End updates for Microsoft Dynamics GP.
- This update includes previously released Microsoft Dynamics GP service packs, hot fixes, compliance updates and module fixes as needed.
Impact of Change

- No W-2 or W-3 form changes
- EFW2 (Electronic Filing) changes
- Product Quality Fixes for Payroll Year-End
- ACA Updates – Form and Code Changes
- Fixed Assets Luxury Auto Depreciation changes
If your company requires Affordable Care Act (ACA), this will be available through the Human Resource (HR) module, which is FREE beginning with GP 2013 R2.

If this is something that is needed, please contact us to request setup information and/or assistance. Tracking ACA information will NOT be available in any build prior to Microsoft Dynamics GP 2013 R2.
Payroll Year End Close

When should the Payroll Year End Close be done?

• After ALL current year pay runs are complete
• After making a backup
• Before processing pay runs in the new year
What does the Payroll Year End Close process do?

Creates the 'Year End Wage' file containing annual wage information used to generate W2’s, W3’s, 1099's, 1094/1095’s and Magnetic Media for the year being closed.
What steps should I take to close the year?

- Make a Backup.
- Follow the steps in KB 850663 “Year-End Closing procedures for Microsoft Dynamics GP Payroll”
Payroll Year End Close

Key points to remember:

• Year End Wage File
  – Held in UPR10100-UPR10107 tables
  – Year End Wage Report
  – Edit & Print W-2s
  – Create W-2 Electronic File (W200005, W200006)

• Prior to processing pay runs in New Year
  – Install Payroll Tax Update Round 1
    • Microsoft Dynamics GP >> Maintenance >>
      U.S. Payroll Updates >> Check for Payroll Tax Updates
    • Downloads & Updates >> Tax Updates (manual)
Payroll Year End Close

Helpful Documents, Numbers, Sites, and Articles:

- Downloads & Updates >> Tax Updates
- U.S. Year End Update.pdf
- W-2 Wage and Tax Statement Data Source.pdf
- Tax Forms – 800-432-1281 www.microsoftbusinesschecks.com
- KB Article 850663 Year-end closing procedures for Microsoft Dynamics GP Payroll http://support.microsoft.com/kb/850663
Year End Close Recap

1. Inventory
2. Sales / Receivables Management
3. Purchasing / Payables Management
4. Fixed Asset Management
5. General Ledger

As there are some date sensitive features the best option is to close the year on time
Knowledge Base Resources - Recap

Year-End Closing Procedures:

- KB 888003 – General Ledger
- KB 872713 – Inventory
- KB 857444 – Receivables Management
- KB 875169 – Payables Management
- KB 856563 – Fixed Assets
- KB 960356 – Analytical Accounting
- KB 850663 – US Payroll
- KB 861806 – Canadian Payroll
If you have questions, please feel free to contact us or submit a support request.

Contact Us: [www.turnkeytec.com/contact](http://www.turnkeytec.com/contact)
Customer Self-Service Portal: [https://customerportal.turnkeytec.com/](https://customerportal.turnkeytec.com/)
Or email [support@turnkeytec.com](mailto:support@turnkeytec.com)
GP Extensions and other great project ideas for 2018

Presented by Chris Gherardini
GP Extensions with real ROI

- eOne - SmartList Builder, Extender, AutoPost, SmartConnect
- Kwiktag – Document Management with Workflow
- FastPath - Assure, Config AD, Identify Manager, Audit Trails
- Ethotech – Commissions/Royalty management
- Binary Stream – MultiEntity, Property Management, Recurring Billing, Medical Materials Management
- Concur – Travel & Expense management
- Mekorma MICR – Check security
- Prophix – Corporate Performance Management
- Warehouse management – Panatrack/Accellos
- Avalara – Sales Tax solutions
- GreenShade – Payroll taxes and e1099 services
GP Extensions with real ROI

- Integrity Data – Payroll Extensions
- Blue Moon – Distribution extensions
- Dynavistics – Distribution extensions
- Integrated eCommerce (k-ecommerce or Sana)
- Integrated credit card processing and online bill pay (Nodus or k-ecommerce)
- Olympic – Project Cost
- Nolan – Advanced Bank Reconciliation, Intercompany
- SalesPad – Sales order processing / customer service
- EDI – SPS Commerce / Redtail
- ReQlogic – Requisitioning
- Scribe – Integration tools
GP Extensions with real ROI

• JLAN - HandApps – Mobile field sales
• Dynamics 365 - Field Service
• Key2Act – Job Costing, Field Service, Equipment Management
• Professional Advantage – Collections Management, Company Data Archive, Staffing/Recruiting
• Process Manufacturing – Vincinity or BatchMaster
• RockySoft – demand manager
• Rockton – Omni Price
• Willowware – distribution / manufacturing enhancements
• Preactor – Finite Capacity Scheduling Software
Solutions with real ROI

- Turnkey Dynamics 365 ‘Customer Lifecycle Management Jumpstart’, out of the box IP.
- Turnkey Analytics & Power BI – Jumpstart (from $7,000)
- Dynamics 365 - Field Service
- Dynamics 365 & LinkedIn – Social Selling
- Dynamics 365 - Customer Portals
Solutions with real ROI

• Hybrid Cloud - Public & Private Cloud based Virtual Server resources
  • Migrate GP to TTI Cloud
  • Azure Services
• Dynamics 365 Enterprise and 365 Business offerings
• Office 365 - Essentials, Intermediate & Advanced
• Security - Required, Advanced
• Managed Services
  • Application administration
  • Support, SLA options
  • Application maintenance
Visualize your Dynamics GP data with Power BI

Presented by Greg Gillespie
Data is the new electricity
Data culture
<table>
<thead>
<tr>
<th>Improving visibility and making accurate predictions</th>
<th>Getting the right products to the right places</th>
<th>Offering customers exactly what they want, when they want it</th>
<th>Fixing problems proactively before they start</th>
<th>Exploring new business opportunities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Remote monitoring</td>
<td>Inventory management</td>
<td>Personalized offers</td>
<td>Predictive maintenance</td>
<td>Cross-sell and upsell</td>
</tr>
<tr>
<td>Demand forecasting</td>
<td>Supply chain optimization</td>
<td>Product recommendations</td>
<td>Operational efficiency</td>
<td>Product-as-a-service</td>
</tr>
<tr>
<td>Risk and compliance management</td>
<td>Marketing mix optimization</td>
<td>New product introduction</td>
<td>Customer service improvement</td>
<td>New data-driven services</td>
</tr>
</tbody>
</table>
What can Power BI do for you?

Digital Transformation

Engage customers  Empower employees  Optimize operations  Transform products

What can YOU do NOW?
Power BI
What is Power BI?

- A way to turn DATA into Insights and Actions that improve your company’s bottom line!
- A tool that transforms your company’s data into rich visuals so you can perform analysis on what matters most to you.
DEMO

**Revenue**
- $34.20M
- Goal: $21.5M (-34.42%)

**Gross Profit**
- $5.83M
- Goal: $6.59M (-12%)

**Temp GP %**
- 17.06%
- Goal: 18.49% (-13.88%)

**Net Income**
- $1.02M
- Goal: $1.88M (-36.41%)

**Net Income %**
- 2.99%
- Goal: 3.89% (-30.09%)

**Hours**
- 1.71M
- Goal: 2.63M (-35.11%)

**Operating Expenses**
- $12.40M

**Turnkey Technologies, Inc.**

Dynamics GP User Group Meeting
December 7, 2017

Turnkey Technologies, Inc. | www.turnkeytec.com
Why Power BI?

- One Platform for Viewing
- Multiple Data Sources
- Real time dashboard updates
- You don’t know...what you don’t know
Power BI: experience your data

Any data, any way, anywhere

Cloud data → Out-of-the-box SaaS content packs

On-premises data → Real time dashboards & interactive reports

Cloud data → Natural Language query

Cloud data → Custom visualizations

Cloud data → Native Office 365 integration

Power BI → Web

Power BI → Mobile

Power BI → Excel

Power BI → Embedded

Power BI → Cortana

∞ “.....”
Empower your employees

Benchmarking: ‘Gotta Have The Tools’

Customer Data/Marketing
- Customer Count
- Rewards Programs

Sales Data
- Year-over-Year Sales
- Month-to-Date Sale
- Year-over-Year Growth in Sales

P&L/Cash Flow/Margin Data
- Revenue and Profitability
- Yearly Projections
- Inventory
- EBITDA
Accelerating the speed of business

Reactive ➔ Proactive

Historical data ➔ Predictions

People and processes ➔ Decision Automation
The time to adapt to disruptions is shrinking

A hundred years ago, the average lifespan of a company listed on the S&P 500 index was 67 years.

In the 2020s...
- 75% of the S&P 500 will be new (not on the index today)
- 25% of the S&P 500 will be ones on the index today

Source: BBC
How can Power BI benefit your company?

Additional Power BI Info

- Access our LinkedIn Power BI Point Drive: https://ptdrv.linkedin.com/pu3361w

- Power BI Workshop Offerings
  - Two-Day Workshop: https://www.turnkeytec.com/lp/power-bi-workshop-2-day/
  - Three-Day Workshop: https://www.turnkeytec.com/lp/power-bi-workshop-3-day/
The Social Impact
How It Affects Your Entire Organization
Presented by Christine Shobe
The customer journey has changed.
Market Trends and Opportunity

70% of buyers begin the purchase process with a web search (Bing, Google, Amazon, etc) + 65% of the buyers journey is achieved through digital experiences + Online transactions (e-Commerce) are growing at an exponential rate WW

Having a comprehensive digital strategy is essential in today's world.

Sources include – IDC, Gartner, CEB
How Social Changes Marketing

- Drive awareness + Build your Brand + Amplify your Message
- Educate & inform customers
- Drives conversion & Increase transactions
- Maximize your other sales & Marketing investments
Content marketing shapes perception and influences action.
Compelling content is targeted.

**Do**

make sure your buyer personas are clear and well-defined.

**Don’t**

lump all of your buyer personas into one campaign.

When content is meaningful, it can have an irresistible effect.
Compelling content is relevant.

Play an active role in the buyer’s journey by providing content that is useful.
Compelling content is **measurable**.

Optimize your content to drive better engagement and clear business impact.
How LinkedIn powers compelling content

**Target**
the professional audiences that matter most

**Convert**
people into high-quality leads

**Measure**
lead quality and prove value
How Social Changes Sales

Meet the Modern Buyer

Digitally-driven

Socially-connected

Mobile

Empowered
Relationships have always been key to winning in sales
77% of buyers don’t believe their sales rep understands their business nor that they can provide real value.

Source: Accenture study from 2014
What prevents reps from **building the relationships** they need to win?

- Not finding all the key players
- Not perceived as adding value
- Not able to engage multiple relationships
Too much information, too little insight
Bring relationship data together and...
Bring relationship data together and...

Unifying the seller experience

Dynamics 365 for Sales

LinkedIn Sales Navigator

Office 365

Email

Meetings

People

Orders

Accounts

Leads

Connections

Alerts

Job changes
...rise above the noise with actionable insights

Microsoft
Relationship Sales

- Relationship health is trending up based on engagement
- Your colleague can introduce you to your buyer
- Product recommendations for your buyer
- Alert! Your champion just left the company
- You have a meeting coming up with your buyer
- A prospect has interacted with your email
Microsoft Relationship Sales solution

- Build relationships with the right people
- Offer insights & recommendations
- Make it easy to manage relationships
Build relationships with the right people

Focus on the right companies and people
Find every member of the buying committee
Discover the best path to reach each buyer
Offer insights and recommendations

- Identify risks and opportunities
- Keep track of buyers and their needs
- Engage buyers with personalized content
Make it easy to engage relationships

- Synchronize relationship data across systems
- Guide sellers through multiple complex relationships
- Take actions based on contextual recommendations
How Social Changes Customer Service

So your brand has a Facebook or Twitter presence???
How Social Changes Customer Service

67% use social media networks to seek resolution for issues

60% of consumers expect a response within 1 hour

71% of consumers with positive social customer case will recommend brand

38% said negative feelings increase if response not timely

Sources: Social Media Today
Tips and Tricks

Kerri Reinholtz
Excluding Inactive Customers, Vendors, Inventory Item and Employees from Lookup Screen

- If you have inactivated Vendor, Customer, Inventory Item or Employee, GP allow you to hide them from the Default lookup screen:
  - Make sure the Vendor, Customer, Inventory Item or Employee is marked as “Inactive”
  - Click the Drop-Down by the word “View”
  - Choose “Exclude Inactive Customers”
  - Click the Drop-Down again
  - Choose “Set as Default View”
Cash Receipts – Finding The Customer by Using Invoice Number

• Sales>>Transactions>>Cash Receipts
• Click into the “Document” field
• Enter or lookup the Invoice Number
• The system will find the Customer associated with the Invoice and fill them into the Customer ID field
GP2016 R2: Payables Management - Link Credit Card Invoices to original invoice

Make it easier to trace credit card payments back to the original vendor/invoice document behind the associated invoice for the credit card vendor. When a credit card payment is entered in Payables Management, a second invoice is created for the credit card vendor. Prior to GP2016 R2 there was no visible connection between the two invoices, which made it difficult to trace the original vendor/credit card vendor link via the Payables Transaction Inquiry window without reviewing multiple documents. Having no official invoice link also caused credit card payments to be displayed as 'Unmatched Transactions' in the 'Reconcile to GL' report.

- Enter AP Transaction as normal
- Create a Manual Payments and apply the manual payment to the Invoice
- This creates a new invoice to be paid for the vendor associated to the credit card used for the payment
Purchasing and Sales All-in-One View

Purchasing All-in-One View released on GP2015 R2 / Sales All-in-One view release on GP2016

It is now possible to view related Purchasing and Sales documents in one easy to view window. For example, a Customer or Vendor calls asking about a specific invoice. You are able to select the Customer / Vendor and then view all documents related to the invoice, such as the quote, order, payment etc. Sales All-in-One view window. Quotes, Orders, Invoices, Cash Receipts, and Credits/Returns will display as default.
Using the Receivables Transaction Unapply Tool

The RM Transaction Unapply tool is in the Professional Services Tools Library. This tool enables you to unapply documents in the history table and automatically move the records back to the open table, even if there are discounts and/or write-offs associated with the document. You can reapply the records as needed. Using this tool can be a good alternative to removing history and reentering data if records were applied incorrectly.
What Master Records can be Combined or Modified?

- Customer ID’s and Names/Combiner
- Vendor ID’s and Names/Combiner
- GL Accounts Names/Combiner
- Inventory Item Number Names/Combiner
- They moved the option out of PSTL and into GP Utilities for Vendors and Customers
- For General Ledger and Inventory Items PSTL is still required
- Users must be out of the system and don’t forget your backup!
Using SmartList to Find Out Who, What, Where and When

- Open SmartList
- Open Financial Transactions:
  - Financial >> Account Transactions
- Click “Columns” and add the following columns:
  - To answer ‘Who’: User Who Posted
  - To answer “What”: Originating Master ID, Originating Master Name, and Originating Document Number
  - To answer “Where”: TRX Source
  - To answer “When”: Originating Posting Date
Adding Customer/Vendor Info to GL Transaction SmartList

**Favorite**

- Open SmartList
- Click on Account Transactions
- Click on Columns
- Click ADD
- Scroll to “Originating Master ID”
- Hold down CTRL and select “Originating Master ID” and “Originating Master Name”
- Click OK>OK
- Save by clicking FAVORITES. Enter a name and click ADD
Copy / Paste Journal Entries from Excel

- This feature allows users to copy a Journal Entry from Excel and paste it into the Transaction Entry in Dynamics GP.
- Set up an Excel spreadsheet with four columns in the following order: Description, Debit, Credit, Amount
- Fill in the data; you don’t need to fill in the description, but the description column needs to be in your Excel spreadsheet
- Copy just the data, not the column headers
- In GP start a GL transaction (Financial/Transactions/Financial/General)
- Click the “Paste” button at the top of the screen and the data will be pasted
- Fill in the rest of the data for the transaction
- Bank Reconciliation and Inventory were added in GP2013 R2
Keyboard Shortcuts

It’s the little things that help!

- Undo: Ctrl + Z
- Cut: Ctrl + X
- Copy: Ctrl + C
- Paste: Ctrl + V
- Select All: Ctrl + A
- Lookup: Ctrl + L
- Close Window: Ctrl + W
- Help: Ctrl + H
- Print: Ctrl + P
Easy date creation in any GP window

• Clicking (+) or (-) keys on date fields in Dynamics GP increases or decreases the date by one day

• Keying in the day number in date field will cause Dynamics GP to fill in the current month and year; for example, keying “10” in the date field on 2/3/18 will automatically input the date 2/10/18 in the date box
Fix auto-complete errors

- The auto-complete function finishes your entries for you
- This is a great tip until you misspell a word and are stuck with it forever
- To get rid of an auto-complete error, start typing until the error shows up in auto-complete, then right click and select “Remove” from list
Make Reconciling Easier

- Using Reconcile to GL when your A/P, A/R, Bank, Inventory, Fixed Assets and sub ledgers don’t match your General Ledger
- The GL reconcile can show you where you have missing or unmatched transactions
- Fixed Assets is located under Reports – Activity – Fixed Assets to General Ledger Reconciliation
When you are stuck where do you go - Look in the Process Monitor

- Are you getting messages that state processes are currently being run?
- Are you not able to log off GP?
- Did you forget where you were at during data entry or posting?
- Have no fear, the process monitor is here!
- Look in the Process Monitor by navigating to Microsoft Dynamics GP main drop down: This will display what GP is doing
Don’t miss out on the value of CustomerSource

As one of the benefits of being on a service plan for Microsoft Dynamics, CustomerSource empowers you with tools and information that can help you increase efficiency and productivity.

Reasons to visit CustomerSource:

• Around the clock access to training provides you opportunities to learn at your convenience.
• Self-help resources, such as Knowledge Base and technical documentation.
• CustomerSource can help you reduce support costs.
• Contact Support@Turnkeytec.com to assist getting users access into CustomerSource!
Thank you for joining us!

This Dynamics GP User Group Meeting was recorded and will be archived here within 3-5 business days.

The PowerPoint for this event will be emailed to you within the next two business days.

Questions
www.turnkeytec.com/contact
info@turnkeytec.com
mgiebe@turnkeytec.com

888-876-5393

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