

GP

Winter 2015

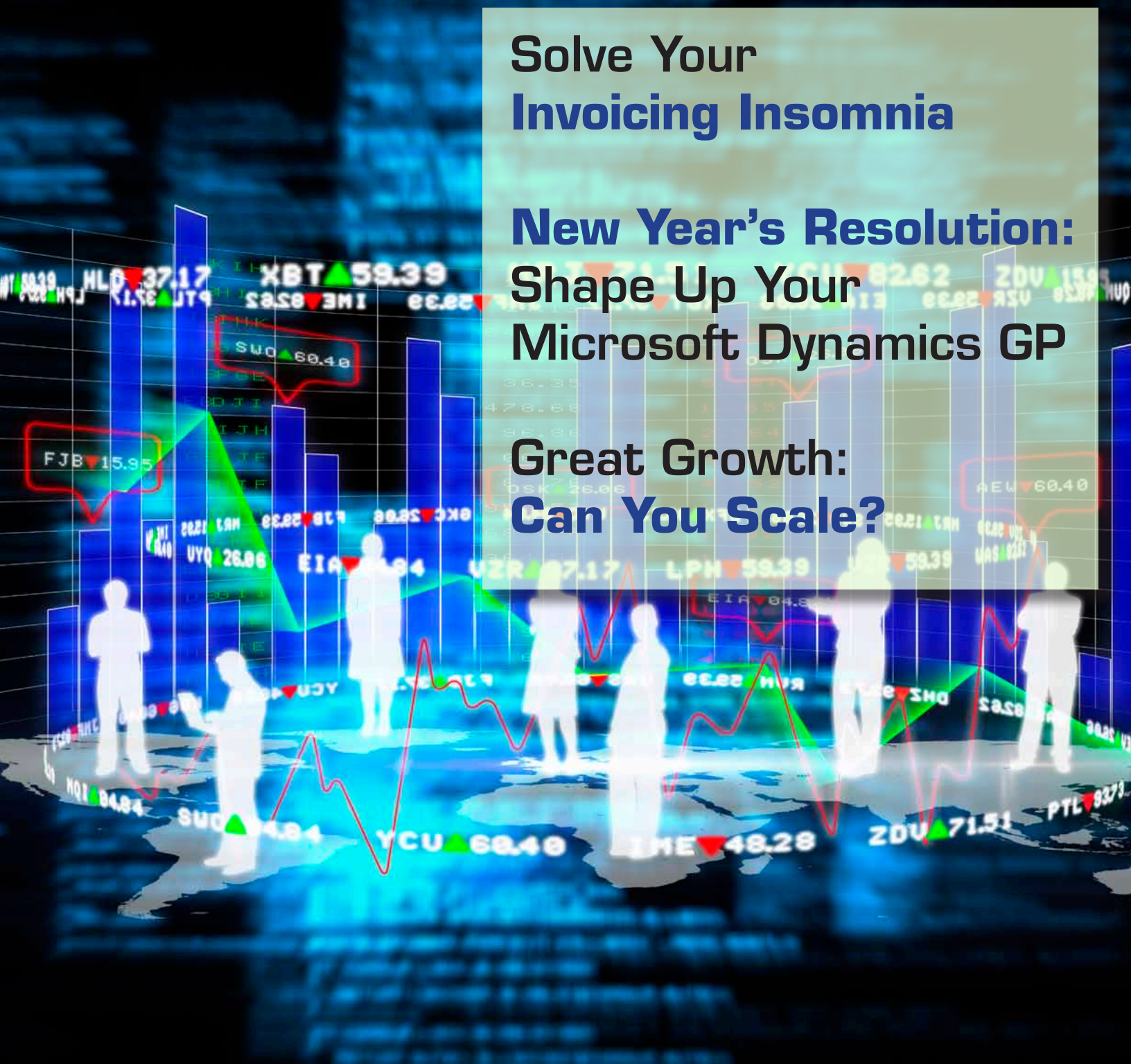
OPTIMIZER

MAGAZINE

**Solve Your
Invoicing Insomnia**

**New Year's Resolution:
Shape Up Your
Microsoft Dynamics GP**

**Great Growth:
Can You Scale?**



GP OPTIMIZER MAGAZINE



Welcome to the Winter 2015 Edition of the GP Optimizer Magazine. Our original goal of The GP Optimizer Magazine was to reach 15,000 Microsoft Dynamics GP Users. Last publication, we exceeded this goal by reaching over 50,000 users.

The *GP Optimizer Magazine* contains articles written by Microsoft Dynamics GP Add-On Partners; these articles are focused on making your investment in Microsoft Dynamics GP more worthwhile by solving an issue that you might be experiencing.

Rockton Software has been in the Microsoft Dynamics GP Channel for over 15 years. You may have seen us at Convergence dressed up as bartenders, pirates, Vikings, or cavemen. Regardless of our crazy costumes, we've established ourselves as fervent supporters of the greater GP Channel, and we want you to excel in business by leveraging other tools and knowledge from our friends in the community.

The GP Optimizer Magazine shares industry expertise from the perspective of an Independent Software Vendor (ISV) focusing on how to solve problems in Microsoft Dynamics GP that users face in their day-to-day business. Over the years, I have heard of many requests for a solution catalog that lets GP customers know about "what is out there" to solve real business needs.

We want to thank all participating ISVs—JOVACO, ICAN Software, Ariett, Solver, Business Computers Software, ACOM Solutions, Metafile Info Systems, and Horizons International—for their help in producing relevant content, which is accumulated into this issue of the GP Optimizer Magazine, as well as their commitment to the Microsoft Dynamics GP Channel.

Take a look and let my team know what you think—candid thoughts welcome.

Enjoy!



Mark Rockwell
President, Rockton Software



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On the Cover

GP Optimizer Magazine

Published by **Rockton Software**
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Lafayette, CO 80026

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The GP Optimizer Magazine is published by Rockton Software, with principal offices in Lafayette, CO. If you wish to receive this publication, please go to www.rocktonsoftware.com and click on the GP Optimizer Subscribe button. If you wish to be removed from the mailing list, please contact the ISV who sent you the publication.

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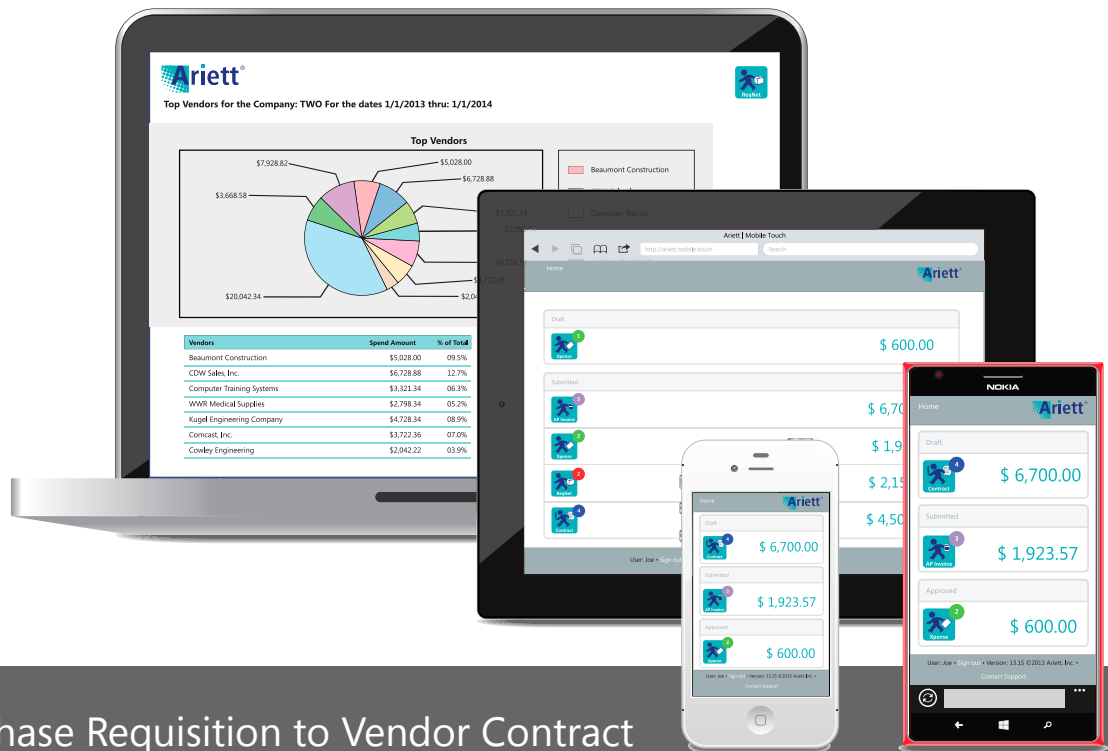


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Solve Your Invoicing Insomnia

Written By Jonatan Coutu, General Manager at [JOVACO Solutions](#)

Are all of your different customer invoicing needs and requirements keeping you up at night? Having to stay late to manually adjust your invoices or entries? Within the world of professional services this is often the case as the invoicing needs are much more complex since it is typically more than just price of an item multiplied by the quantity.

Challenge #1: The Need to Justify Your Time and Deliverables

The challenge when invoicing services is that it may require a more detailed description of the work in comparison to that of a product. When it comes to invoicing services there are many more variables that come into play that may be harder to justify in comparison to a physical product; you can be scrutinized about the amount of time billed, about what has been completed versus what you have invoiced and

there may even be some occasions where you may want to include what you have not charged your client.

Getting all of this information on paper is possible within Dynamics GP but the real challenge is usually justifying the time. In the case of a time and materials invoicing method there a couple of different scenarios;

Scenario 1: Are you on budget? If the answer is yes, then you may invoice and if your client is happy, you typically don't have to say much more than that.

Scenario 2: You have a client who requires justification and/or detail for every line item like the majority of governmental agencies. When this is necessary, you need to go into more detail about the job/project and this is typically where customer requirements vary. Some of the detail requests include: Do you need to attach a copy of the original timesheets? Additional details within the different line items of the invoice? Copies of original expense receipts?



This is where it can get complicated for the accounting team as each customer may have a different set of rules and requirements that they may follow.

Insomnia Cured By: Integrating your invoicing process from the timesheet and to Dynamics GP. By having a project accounting module fully integrated to Dynamics GP and that is specifically designed for firms who invoice services you can be assured that all the documentation related to the work that has been completed can easily be included within the invoice to your customer.

Challenge #2: Meeting Client and Corporate Image Requirements

You may have a centralized group doing the billing for different companies, each have their own sets of corporate colors, logos and fonts to abide by (not to mention level of description and business rules when it comes to mark-ups, details and collections). This can quickly become a lengthy manual process if you need to constantly go from one type of presentation to another.

Insomnia Cured By: Having different invoicing templates that can be designed in Microsoft Word and can be saved to be associated to a specific customer, invoicing method or company. Therefore, once you have setup a particular invoicing template (for either a phase or the complete job/project) you will no longer have to manually adjust these invoices for your specific client needs and will take into account all the formatting and detail rules and requirements.

Challenge #3: Managing Invoices by Lumpsum


When the price does not fluctuate by the number of ser-

vice hours provided, there are two ways of invoicing this; either by milestone or by progress completed. With this type of invoicing, it is easier to invoice because there is typically less justifications required from the client, but becomes more complex in regards to your revenue recognition rules.

Insomnia Cured By: Having revenue recognition process that can be flexible to meet your specific billing rules. By being fully integrated to Dynamics GP you can be assured that the dates that have been predetermined will be available within your financial system or that the calculation for the progress completed to date is available to help align your invoicing team.

In addition to the challenges that come along with invoicing services, one of the most crucial parts of invoicing process is the timeliness of getting the invoice out to your client. The longer you delay sending the invoice from the time that the services occurred, the more description that will be required to remind the client of the work completed in order to reduce the level of pushback or dispute concerning a particular charge, which in turn becomes harder to collect. This is why with an integrated project accounting module like [JOVACO Project Suite](#), you are able to invoice in a timelier manner as your information is available directly within Dynamics GP from the moment that the details are entered into a resource's timesheet.

Want to learn more about how you can solve your insomnia? [Contact us](#) or [sign up for an upcoming demonstration](#) on JOVACO Project Suite.

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Make a Move To Modern Accounts Payable And Going Paperless is Only Part of the Puzzle.

Written by Linda Brodie, Vice President Sales and Marketing, [Ariett](#)

Act now rather than later—always a good motto but not always easy for accounting departments to follow without the right solution in place. In modern business, accounting faces increasing pressure to quickly resolve invoice-PO discrepancies, complete month-end closings, capture accruals, check up on unapproved invoices and expenses and track spending against vendor contracts. Today's CFO—your boss—expects real-time, actionable data and is looking for the accounting team to control the process and collaborate across business units.

Accounting: The New Hub for Making Informed Decisions

Accomplishing these goals requires not just a paperless solution, but automated purchase-to-pay software that captures crucial spending information and enables real-time collaboration before a transaction is posted to your Dynam-

ics GP or [other ERP system](#). Ariett Purchase & Expense Software promotes greater efficiency in the accounting department and across the organization with paperless invoice and receipt automation. From the time a requisition, vendor contract, expense report or AP invoice is initiated to the time it is entered into your financial system, accounting, purchasing, the CFO and other decision-makers have the ability to access data and work together.

#1: Efficient Electronic Document Processing & Approval Workflow

Ariett Software's electronic procurement and approval workflows drive efficiency throughout the purchase-to-pay process, helping organizations to reduce operational costs and acquire control over spending. For instance, when [GAIN's Capital Holdings, Inc.](#) ("GAIN"), a global provider of on-line trading services and a Dynamics GP company, deployed

Ariett Cloud Enterprise Purchase & Expense Software, employees from different departments were able to quickly submit electronic purchase requests for approval. Richard Bennett, GAIN Corporate Controller, said, “Ariett enables us to adopt a fully operational requisition and order process and ensure that the majority of our spend is approved in advance; this will provide a much tighter cost control mechanism.”

Accounting teams today can follow in GAIN and other Ariett customers' steps by moving from a manual or email-based approval process to an automated one to expedite invoice payments and employee reimbursements. Depending on an organization's business process, Ariett's approval workflows can be based on the project, dollar amount, general ledger account and other criteria. Automated email reminders can be configured to remind approvers to act before month-end closing and payment dates. In addition, Ariett Software's [mobile first capability](#) accelerates customers' (including GAIN's) approval process by allowing managers to review and approve or reject purchase requests, expense reports, vendor contracts or AP invoices from their laptop, smartphone or tablet.

#2: Insight into and Visibility to Spending and Complete Audit Trail

Ariett Purchase & Expense Software provides accounting, the CFO and other decision-makers with visibility to AP invoices and related documents and approvals. By capturing this information, Ariett has helped GAIN and other customers to comply with auditing requirements. As soon as approved goods or services are received, employees acknowledge their receipt through the Ariett purchase order system, which automatically creates a pending AP transaction for accruals. To process AP invoices, GAIN employees use [Ariett's Cloud document service](#), Box4Dox, for touchless, paperless invoice management. When employees or vendors email invoices to Box4Dox, the Cloud document service automatically creates an AP transaction in Ariett with the date, time, vendor information and invoice attachment. Once an AP transaction is initiated, Ariett continues to capture and store a complete audit trail.


To deliver insight to the executive team, accounting can also utilize Ariett's easy-to-use reporting dashboard for analyzing spending, vendor contracts, operational bottlenecks and department budgets. In particular, Ariett Software offers the following sample of out-of-the-box reports to facilitate a seamless and efficient month-end closing:

- Invoices in Process Report: Shows a complete list of all invoices that have yet to be posted before the end of the month.
- Invoice Accrual Report: Generates an accurate record of accruals for month-end financial statements.
- Invoice Audit Trail Report: Keeps tabs on approvals and routing history, so CFOs and auditors can easily determine whether employees are in compliance with company policies.
- Invoices Awaiting Approval Report: Helps accounting to ensure that invoices are approved before their payment deadline.

#3: Collaboration across the Organization

Deploying Ariett Software opens up ample opportunity for collaboration between accounting and the rest of the organization, such as for [contract management](#). Ariett's Contract Management allows organizations to track vendor procurement contracts, internal projects with multiple vendors and non-vendor related contracts. To initiate a contract in Ariett, employees select the appropriate vendor (if applicable) from the imported Vendor Master File and enter all contract details before submitting the contract for approval. When approvers review the contract, they can easily send comments back to employees or make edits. Once the contract has been approved, requisitions can be tagged to the contract and accounting can generate routine reports for the CFO on budget remaining for that particular project. From purchasing to accounting to the CFO, Ariett Software can facilitate real-time communication, promoting more effective spend management under a vendor contract.

Collaboration, insight and efficiency: these are the benefits of Ariett's automated purchase-to-pay solution, the ingredients for a modern accounting department and organization. By eliminating paper, speeding up the approval process, delivering real-time financial information and promoting communication, Ariett Purchase & Expense Software not only reduces operational costs but also encourages organizational leadership to act on the data even before it reaches the financial system.

Ready to act now rather than later on evaluating purchase-to-pay solutions for your Dynamics GP ERP software? Start by visiting Ariett's website at www.ariett.com and downloading our [2014 report on the Top 10 Trends That Every CFO Should Know](#). 

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Purchasing Price Lists For Better Management Of Purchase Orders

Written By David Eichner, CPA at [ICAN Software Solutions](#)

Dynamics GP users who work with purchase orders know that purchase order line items default in the last received cost... and that sometimes there is a need for defined vendor price lists.

One such Dynamics user needed line item unit cost to default to a specific unit cost based on the vendor and item combination. Vendor Price Matrix allowed them to import in a CSV file that they created from Excel with specific unit cost for each combination of vendor, item, currency, and quantity range. While importing, the user can choose to have Vendor Price Matrix also create the vendor item record in Dynamics GP automatically as the vendor item matrix records are imported. Purchase order line items then default based off the vendor item price matrix table rather than the last received cost for the item. If no match with a matrix record,

Other users of Dynamics GP need to have unit cost default in discounted by a certain percentage off of the item list price. Vendor Price Matrix allows them to define the vendor pricing in this fashion as well. Users can import or manually enter a discount percentage to be applied against list price for specific vendor, item class or item, currency and quantity range when calculating the proper default unit cost on the purchase order line item.

Some Dynamics GP users need to update vendor pricing regularly. If contractual pricing with specific vendors is defined by a discount off of manufacturers suggested list price, then all that is required on an ongoing basis

is to update the item's suggested list price based off of subscription data for particular industries.

One firm using Vendor Price Matrix has an automated routine every night that updates millions of items list price to reflect the most current manufacturer suggested list price. Vendor Price Matrix then calculates the correct unit costing for all vendor item combinations based on the contractual discount off list price for the specific vendor, item, currency, and quantity range.

Vendor Price Matrix also provides contract headers and line items with begin/end dates and a large number of user defined fields at both the header and line level. These contracts can be activated by a routine that activates contracts with a begin date between a specified date range.

Another thing that distinguishes Vendor Price Matrix is the ability to utilize vendor item pricing when purchase orders are created from Sales Order Processing, PO Generator, or other applications like Manufacturing.

Vendor Price Matrix is just one of many great products from ICAN Software Solutions. We make solutions that turn hours into minutes...

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Want more information? [Contact us for a demo of Vendor Price Matrix!](#) 

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New Year's Resolution: Shape Up Your Microsoft Dynamics GP

Written by Alicia Weigel, Technical Sales Team Lead at [Rockton Software](#)

The number one New Year's Resolution is to lose weight. Why don't we help you trim the fat off of your Microsoft Dynamics GP—we aren't talking about doing squats or Pilates.

When you think about what might be making your Dynamics GP system slow, sluggish, or just not running like a well-oiled machine, what comes to mind?

We've focused some of our products on optimizing processes and speeding up tedious tasks so that you can spend more time running your business and less time running your GP.

Start your Microsoft Dynamics GP Fitness Plan:

Drop the Excess Weight

Do you have users that log into GP and never leave? Are they hogging space that they shouldn't be when you have productive users unable to log in? [Inactivity Timeout](#) in [Dynamics GP Toolbox](#) will gracefully log them out of the system and allow users needing access to GP a license to get in.

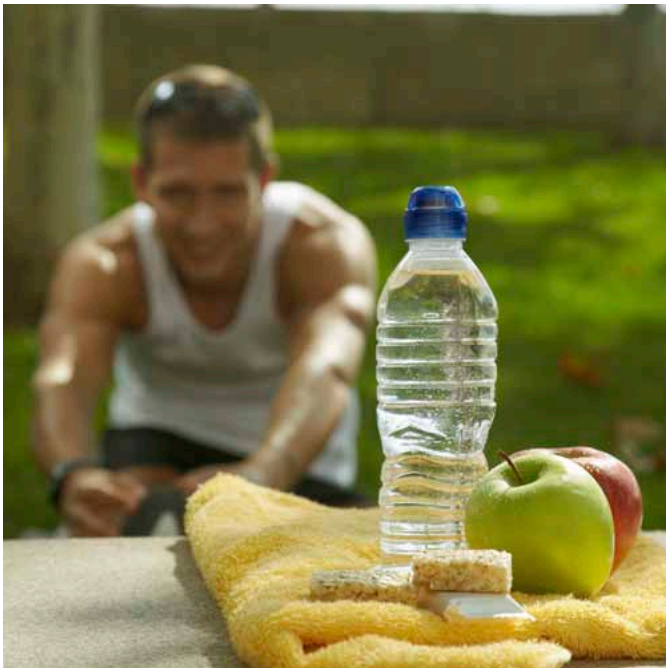


High Intensity Training

Zoom to your records faster with [SmartFill](#)'s intuitive google-style search for important GP data. Shave time off your daily data entry tasks with this simple to use product.

Long Distance Running

Break a sweat during your 5 mile run, not when you're meeting with your auditors. Get a handle on compliance and track the changes users are making to your data. Use [Auditor](#) to pinpoint and monitor the changes happening in your Dynamics GP with simple to create audits and even easier reporting. There's no reason to dread another audit season.



Weight Training

If your security processes feel like they're dragging you down, it's time to let [Security Manager](#) in Dynamics GP Toolbox lift that weight for you. Take all of the headaches out of managing Microsoft Dynamics GP security with one easy to understand grid formatted window. Plus you can now make changes across multiple companies in just one place.



Healthy Diet

Maintenance is as important to your system as healthy food is to your body, so keep your GP system healthy by using [System Lockout](#) in Dynamics GP Toolbox to lockdown companies so you can run maintenance, apply service packs, and make those backups without interruption.

Start 2015 off right by making these positive changes in your Microsoft Dynamics GP. Happy New Year!

Test one of the products above by taking advantage of our free trial period by contacting the Rockton Software Sales Team at sales@rocktonsoftware.com. For more information about any Rockton Software products, visit our website at www.rocktonsoftware.com. GP

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Streamlined Workflow Automation - 2- and 3-way matching

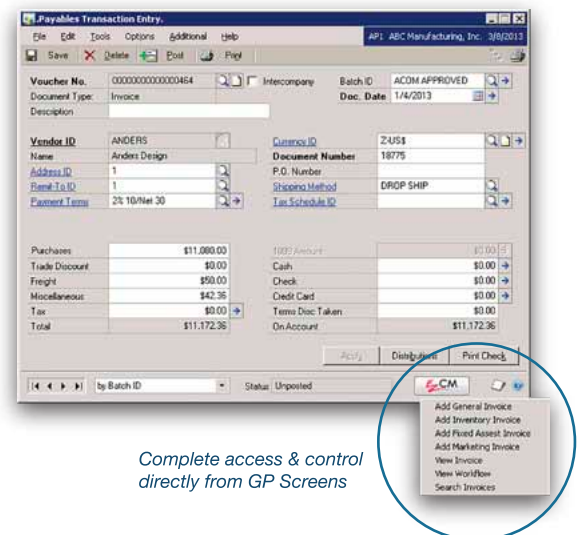
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Maximizing Your Dynamics GP Investment with Accounts Payable Automation

Written By Warren Glick, Director, Corporate Marketing at [ACOM Solutions](#)

One of the biggest drawbacks in Accounts Payable Processing is that it's most often a manually based operation. It's slow, paper-intensive and difficult to track where invoices are in the process. The amount of manpower required to complete payable cycles also presents an even greater risk for errors. Meanwhile, the filing of invoices and supporting documentation costs organizations in time and space; particularly the time lost by workers hunting for records that might be filed off-site, incorrectly or even lost. Even so, a great number of companies still agonize over traditional processing when process automation has been a viable alternative for over 10 years. This just-released survey

by [The Institute of Financial Operations](#) shows that under 10% of survey respondents report their operations as highly automated, and 29% reported that paper accounts for more than 90% of their invoices.

The Good News

With an improving economy, survey respondents reported that they're experiencing an increase in invoice volume. The increase brings additional expense and even higher visibility to the gains made by those who have automated their operations. Reducing invoice entry and payment error rates have been well-proven benefits of AP automation. These benefits combined with the "hard cost" realities of labor-intensive

AP cycles further motivate organizations to forge ahead in pursuing payables technology initiatives in 2015. A great time and segue into some very good reasons for changing to automation:

Automation to Maximize your Dynamics GP Investment

With the advance of capture technology, the ability to intelligently recognize the content within documents (OCR) takes automation to new levels. Software now automates the processes of scanning, interpreting, and filing of invoice data, no matter how invoices enter your organization - on paper or in any electronic form - the software intelligently extracts the important information and validates it according to a pre-defined set of rules. OCR can be a vital part of your automation strategy, especially when it comes to integrated workflow processing.

Automated Workflow Integration

The ability to recognize information within documents gives workflow processing the power to intelligently react, processing information automatically through the appropriate workflow based upon its content. Not only can this streamline approval processing, but [AP transactions can also be completed automatically](#) - with immediate write-through to GP via eConnect - right from an executed workflow approval.

[Streamlining workflow](#) enables users to automate and route documents within the organization for better control and faster processing - efficiently share workloads, reduce processing costs and minimize errors. Payables procedures are your specific business rules and process requirements, so workflows need to be fully adaptable to your environment and business needs. That means that you need the ability to easily change a role, expand or restrict authority, change routing procedures, alarms and notifications whenever you need to.

AP Faster, Not Slower


The AP process is comprised of both data and documents. The data is handled efficiently by your Dynamics GP application but what about the physical documents? They can be located in file cabinets, on a network share, in someone's email inbox, on their desk or even in offsite storage. Although invoices and supporting documents are important to the accounts payable process, they're rarely handled with the same care and efficiency outside of GP.



AP Automation can solve these challenges between automating and managing processes and information - especially when payables processing is part of your [content management platform](#). All AP and related critical business assets are linked and immediately accessible in a secure central repository. Authorized users have the precise invoices, documents and content they need right in front of them, wherever they are. Users may validate, review or process client inquiries in real time. If integrated with Dynamics directly, users may access the information, workflow queues and AP operations without leaving their GP screens. Add these productivity gains to the savings in reclaimed office space and automation can provide an investment return in just months.

A final word on [Content Management](#): As AP and finance operations must meet specific compliance requirements, maintaining proper version controls, timely audit capability and records management functionality make content management key to your business environment.

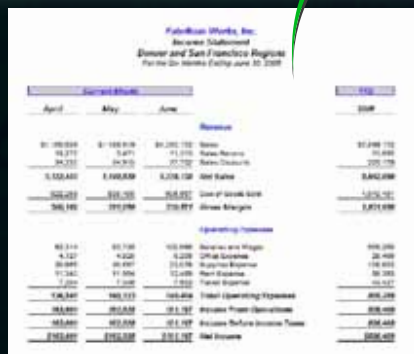
Visibility and Control - One Central Platform

Imagine having all invoice information at your fingertips: supplier ID, total outstanding liabilities, workflow status and digital invoice images. Your department and company headquarters can have complete control and visibility of the business processes, documents, and information required to run businesses in real-time. And with [one central platform](#), there's no need for multiple installations and costly customization. The control and visibility is maintained without compromise to individual departments or company identities, business rules and financial models. 

[Speak with an expert on Automating AP for Dynamics GP](#)

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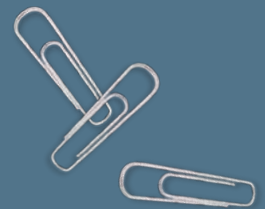
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Great Growth: Can You Scale?

Written By Frances Donnelly, **Quality Essentials Suite** of Horizon International

The recession that started in 2008 has finally faded, but the business side effects still linger. One of those side effects is whether your workforce has the knowledge and experience to help you avoid the pitfalls on the road to greater growth.

For the past 5 years, you and your teams have been busy adapting continuously to minute changes in the business environment. Your singular goal? To keep the business afloat so you can take advantage of growth when it returns.

So now what? Does your staff have the knowledge and experience to help you manage growth successfully today? Or could they do with a little help?

Setting up the shift from stability to scalability

Profitability remains the guidepost of decisions in any phase of business.

In recessionary times, your teams were heavily invested in controlling costs. So, now when the outlook improves, the instant desire is to spend... to support your preferred pace of growth. In such a heady environment it can be hard to stay focused on managing costs.

It is realistic to expect new expenses as a result of growth opportunities. It is also important to ensure those expenses are as a direct result of achieving growth and not from our inability to successfully support it.

Avoiding risks and pitfalls of growth

Leaders of organizations are universally aware that the greatest risk to their strategy is disappointing customers. They know this is true in a time of stability and in a time of growth.

Depending on the nature of your business, your challenges to growth could be very specific. It could be that you need to improve the rate of outflows of materials and



that you will need more efficient production techniques or better supply chain management. You could also find your challenges are tied to managing staff increases and ensuring thorough training on processes and products so customer experience levels are maintained or improved.

The operational and procedural challenges when your business starts to grow are complex, varied and cross-functional. Instinctively, staff will migrate towards solving the problems by throwing resources at them. Yet your teams still need to look beyond the frenzy of increased business volumes to become aware of the risks you still face if costs exceed revenue due to lack of scalable systems.

This means your teams need tools and methods to help them identify the areas of your operations where the inability to scale efficiently poses risks to your ongoing success. Here is where following a formal quality program can be most useful.

Adopting strategies of a great quality program achieves scalability

The goal of a formal quality program is constant improvement. It drives a continuous effort to deliver more efficient and reliable processes that in turn deliver defect free output. Trained in this objective, your teams can more quickly and accurately identify the actions or events that undermine the ability to scale for profitable growth.

Too often we think of quality only as a department or a measurement of an output. A more useful understanding of quality is to see it as a methodology that you can deploy across your entire organization. This helps you to efficiently figure out how to improve your processes by identifying the opportunities for waste and error and then eliminating them.

Formal quality programs like Six Sigma, HACCP, ISO9000 and Lean or TQM have a wealth of tools that any organization can use to help with this analysis. When the analysis

is complete your team can begin improving these critical processes in full confidence that right priorities are being addressed and the right weaknesses located.

Finding the best scalable solutions for you


Once you know where these opportunities for errors that can undermine your business are, then you can begin to search for and deploy the business tools that are the best fit for your needs.

There are many resources available today to help in the search for scalable solutions. As a chemical manufacturer you may have identified that the manual or spreadsheet based systems cannot reliably support your needs for accurate documents as volume increases. Quality Essentials Suite can likely can help with that.

Perhaps part of your growth experience is the need to improve the accuracy of item shipment and item counts. Then you may find a bar code scanning product is what you need.

Regardless of the specifics of the issues that pose risks for your organization, the resources to support finding a solution are extensive. They include professional organizations such as ASQ, APICS, NAM and SCORE and other research and industry groups.

As members of the Dynamics community you also have access through membership in your relevant user group to peers who may also share your challenges. We also suggest that you not forget the large number of partners and ISV's who not only have specific experience and knowledge in their subject matters, but are also skilled in the software and hardware solutions you already own.

For tips and great stories on how other organizations identified the weaknesses in their processes and found solutions to help them scale visit our website www.qualityessentialssuite.com 

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Managing Long-Term Investment Assets in Dynamics GP

Written By David Eichner, CPA at ICAN Software Solutions

Dynamics GP users who need to track holdings of long-term investment assets such as stocks, bonds, collateralized securities, gold, land, etc. know the difficulty of properly accounting for such holdings in accordance with Generally Accepted Accounting Principles (GAAP).

In many cases, organizations have been tracking such assets within complicated Excel spreadsheets manually maintained by accounting staff. A normal scenario is one where all purchases and sales are manually added to the worksheet and where staff regularly have to manually update the current market value of the investment holdings. We met with one organization whose normal procedure was to spend hours each evening looking up each investment's market value on Yahoo Finance and copying/pasting that value into each row of the spreadsheet. They would also spend days at the close of each month trying to reconcile the spreadsheet and identify the inevitable human errors introduced by the manual processes of maintaining the spreadsheet.

Investment Assets for Dynamics GP provided them with a full sub-ledger module in Dynamics GP for tracking buys/sells of investment holding within different trading accounts. And with one click of a button, Investment Assets downloads market values off the internet for all of the thousands of investments within their system. It allows them to import investment masters, buy/sell transac-

tions, investment-related cash transactions like dividends and interest, and market values provided by their investment broker in a file format.

Other organizations spend time and effort tracking interest accruals and amortization of discount/premium on amortizable investments like bonds. Investment Assets automates interest accruals for interest-bearing investments and also automates the amortization of discount/premium of amortizable investments.

Family Office organizations that track investments for the members of high net worth families need to be able to track investments within trading accounts by the owners/beneficiaries of those trading accounts. Investment Assets tracks owner percentage of holdings so that a report can be generated for each family member showing their percentage of the market value of investment holdings in accounts that they have a percentage ownership within.

Investment Assets is just one of many great products from ICAN Software Solutions. We make solutions that turn hours into minutes...

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Want more information? View Investment Assets Demo!

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Pitch the paper clips: Automated document management for AP and AR

Written by Nick Sprau of [Metafile](#)

Increasing the efficiency of one department in the workplace can provide a host of benefits to the company. But, increasing the efficiency of two departments is a feat that some can only dream of. Going paperless and automating both accounts payable and accounts receivable processes has helped some businesses manage time more effectively, better utilize their current Microsoft Dynamics ERP solution, improve business processes and go paperless.

A Paperless ERP system can benefit anyone in any industry. A major player in the steel industry went paperless in their accounts payable and accounts receivable departments and reported many positive results. The company has seen exponential growth and decided to look for a paperless document management solution in order to:

- **Increase employee efficiency**
- **Simplify their accounts payable process and make it more transparent**
- **Increase billing accuracy**
- **Apply the solution to other departments**

The company's current imaging system could not keep up with the growth that they were experiencing. Instead, they sought out a product that would automate their accounts

payable and receivable processes in order to eliminate manual data entry, as well as allow web access and the ability for the company's IT department to manage their own system to cut back on costs.

Accounts Payable Automation

Looking toward the future, the company saw the potential for continued growth and wanted an automated accounts payable solution that would be able to expand into other departments. By streamlining the accounts payable process, other processes would follow suit and create a more efficient workflow.

Their document management solution managed all of their invoices—both print and electronic. The invoices were indexed, routed, and archived without the need for manila folders, filing cabinets, and binder tabs. Instead of risking the possibility of data entry errors, the entire process is automated and now keeps their invoices and other documents meticulously organized. In doing this, time can be used more efficiently by employees who are no longer tediously entering data manually. Better time management leads to a more effective company.

Accounts Receivable Automation

The company's accounts receivable department also benefitted from streamlining processes with automated

document management. The department had previously endured a multi-step process daily to manage documents, including bank documents, credit applications, and accounts receivable invoices.

The company chose to automate. In doing so, they were able to reduce the cumbersome process down and, rather than sending multiple emails to clients and customers, they instead sent out one all-inclusive email that contained all of the content that had previously been sent individually.

How we helped?

With both of these processes—accounts payable and accounts receivable—streamlined and automated, the company was able to move forward more efficiently. By combining their new document management system with their existing ERP platform, time for invoice processing was cut down and productivity was increased. The company saw a 20 percent increase in the number of invoices that they were able to process.

In addition, the company's daily Received Not Invoiced (RNI) report, or Accrued Payables, documented \$8

million worth of unpaid materials. With MetaViewer, their RNI report has been reduced down to only \$1 million. This has resulted in fewer incorrectly vouchered receipts in the RNI report and has saved the accounts payable department time, hassle and credibility.

Metafile's MetaViewer document management solution helps make companies more efficient by streamlining business processes and working with current ERP platforms. Integrating MetaViewer into both accounts payable and accounts receivable departments makes it quicker, easier and safer to manage invoices and other documents. By automating these processes, employees are freed up to work on other crucial business projects while letting MetaViewer and their Microsoft Dynamics ERP do all the work.

Nick Sprau is vice president of marketing and sales for Metafile Information Systems Inc., an independent provider of paperless document management applications serving middle-market and large businesses. For more information visit www.metaviewer.com/for-microsoft-dynamics. GP





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**UNTIL WE CAN
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CAN MANAGE
NOTHING ELSE.**

Peter R. Drucker

The Ability to Respond to Unexpected Business Fast

Written By Pat Burgener, Time Matrix from [Business Computers](#)

The largest expense in many businesses is salaries. Are you able to justify the expense? As the quote says, 'Until we can manage time, we can manage nothing else'. Have you conquered managing your employees' time or is it always a battle? A CEO asked me, "Is there a program that can manage my employees' time whether they are in an office building or out on the road? He said, "I need versatility, it must be cost effective, convenient, efficient, and simple. Is there such a program?" I told him that there was.

Time Matrix, a time and attendance software program for Microsoft Dynamics GP, has been in existence for 18 years. It has conquered the battle in accounting employees' time within office buildings and where employees have access to terminal servers and/or workstations. One can easily see the number of hours an employee is working at any time. Reports can be run and windows accessed readily to get information immediately. However, for the employees that go to different job sites and that work outside the office area, the Web Time Clock, an optional add-on of Time Matrix, enables them to Clock In and Out over the Internet using a web browser.

The Web Time Clock is:

- **VERSATILE**

You can use on any device with a browser

- **COST EFFECTIVE**

Save \$ by not paying for Terminal Services

- **CONVENIENT**

You can use at the office, off-site, home, travel, job-site

- **EFFICIENT**

IT does not need to spend time loading on each computer

- **SIMPLE**

Employees can mix and match daily clocking in and clocking out using either the web browser or the Windows application desktop Time Clock

The Web Time Clock is the solution for managing employees' time in any situation. You are able to see who is clocked in at any time, view the number of hours an employee works, run reports immediately. There is no importing or exporting of data.

The CEO was impressed with the ease and effectiveness of Time Matrix along with the Web Time Clock. He now realizes that Time Matrix is the solution to managing his employees' time.

For more information on Microsoft Dynamics GP Time Matrix and the Web Time Clock, contact the Business Computers sales team, info@business-computers.com or go to our website at www.business-computers.com 



Let's get right to the exciting news: budgeting has taken a new form – and its rightful place in the web.

Written By Aaron Chirolo, Marketing Director at [Solver](#).

Some third party manufacturers, like Solver, are rolling out web budgeting as an option, and Microsoft Dynamics GP customers can reap the benefits.

I think it is important to note that Independent Software Vendors (ISVs) are already delivering powerful, dynamic budgeting solutions. Both Microsoft Dynamics GP and Excel are popular and robust products, but neither can solve all of your data management and analysis problems. Alternatively, BI360 is accelerating and streamlining plan-

ning processes by offering consumers what they want, most recently with web budgeting.

With web budgeting, the focuses on business user friendliness, collaboration, and security are still front and center, but are positioned in an access anywhere platform, with secure ways to contribute from anywhere with an internet connection. More specifically, BI360's web planning module is web-based, but designed with the BI360 Excel report designer, so the familiarity and flexibility just gets an upgrade. Modern features and functionalities, like reusable templates,

multi-year budgets, rolling forecasts, and automation take flight – as today's business world has become truly on-the-go.

Most traditional budgeting solutions, web-based or not, involve extracting actual data from Dynamics GP, with the budget process happening outside of GP in an online analytical processing (OLAP) cube or a data warehouse. The completed budget or forecast is then typically exported back to GP at the conclusion of the planning process for variance reporting against actual data. Another method entails staying in the budgeting tool, loading in actual data on a monthly basis to compare against budgets. That's all about to change.

With BI360's upcoming version 4.5, its web budgeting solution produces a new normal for planning. With a new direction for the product category, you will be able to achieve live budgeting, direct from web budget forms and into budget tables in Dynamics GP. This option of direct write-back will propel simpler budget models into the future. In the web, as your budget users save their budget or forecast from the web input forms, the data goes directly into additional budget tables in GP and are immediately available for consolidation, variance reporting, and storing line item details and text comments. With this simple architecture, implementations can be done very quickly. For many

companies, this means days, not weeks or months. However, this method might not be ideal for organizations with more complex budget processes.

While direct write-back is a quick deployment, with no cube or data warehouse requiring set up and populated, some companies require a higher performance. More robust budgeting processes should rely on the traditional OLAP cube or data warehouse method, such as the one offered by BI360. This will provide the stability needed to produce budgets and forecasts for larger entities. Regardless, a web platform offers flexible access to budget management. The web has been become more and more popular as an interface for applications of all kinds, so it makes perfect sense that budgeting would follow suit.

Solver is proud to be out in front as this development changes the BI marketplace and positively affects workflow, specifically planning processes for businesses around the world. Web budgeting is just one BI solution within the comprehensive [BI360 suite](#), meaning it is completely integrated with BI360 Reporting and Dashboards, continuing the tradition of developing products that are solutions to customer's problems. Want more information? Go to www.solverusa.com or contact us at info@solverusa.com. 





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GPUG Announced Three New All Stars during Summit 2014

Written By [GPUG](#)

The Microsoft Dynamics GP User Group (GPUG®) announced the 2014 GPUG All Star Award recipients during the Ask the All Stars closing session of GPUG Summit, held October 14-17, 2014, in St. Louis, MO.

The 2014 GPUG All Star Award recipients were [Aaron Back](#) from Gorilla Glue, [Belinda Allen](#) from Smith & Allen Consulting, Inc. and [Shawn Dorward](#) from Southeastern Freight Lines, Inc.

The GPUG All Star Award program recognizes GPUG members who have in-depth knowledge of the Microsoft Dynamics GP application and make significant contributions of their time and expertise to educate and connect the greater GPUG community. GPUG All Star Award recipients are nominated and voted on by GPUG members.

"The GPUG community is better by having Aaron, Belinda, and Shawn involved," said GPUG Director [Kim Peterson](#). "We all benefit from the Dynamics GP knowledge they have because they share it so generously and selflessly."

All Stars share their time, talents, and expertise throughout the year with the GP community by presenting on [GPUG webinars](#), posting and responding to [community discussions](#), and leading [Academy courses](#) and [GPUG Summit sessions](#).

Past All Star recipients include [Beat Bucher](#), [Bob McAdam](#), [Howard Swerdloff](#), [John Lowther](#), [Mark Polino](#), [Michelle Kocher](#), Richard Whaley, [Terry Heley](#), and [Zubin Gidwani](#). 