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# Become a Dynamic Business with Microsoft Dynamics GP

For more than 25 years, Microsoft Dynamics GP has delivered the functionality, performance, and ease of use that powers diverse businesses around the world. From financials and human resource management to manufacturing and operations, Microsoft Dynamics GP brings people and systems together to help you run your entire business more efficiently.

Whether you are an existing customer evaluating options to expand your solution with additional modules, or are considering Microsoft Dynamics GP as your company's new business solution, this guide will provide a valuable overview of the product modules available within Microsoft Dynamics GP - grouped by the functional area they address across your business – and provides an overview of the packaging available to purchase these modules.

# How to Buy Microsoft Dynamics GP 2013

Microsoft sells Microsoft Dynamics GP through a network of Value Added Resellers who provide planning, implementation, customization, and support services aimed at optimizing the solution for the individual needs of each customer.

#### **Perpetual Licensing**

Perpetual Licensing for Microsoft Dynamics GP 2013 is designed to help small and midsize businesses jumpstart their value with an affordable starting price, rapid implementation tools and functionality to get them started.

Perpetual Licensing simplifies how you purchase an ERP solution. The entire solution can be licensed "on the back of a napkin" with a few components. Access to the functionality is licensed through user licenses on a concurrent user basis and through two main components, the Starter Pack and Extended Pack.

#### Starter Pack and Extended Pack - Functionality





#### THE STARTER PACK

It is now easy for small and midsize businesses to quickly and affordably get started with Microsoft Dynamics GP 2013. The Starter Pack offers core Financials and Distribution functionality, plus three Full User licenses for one price.

The functionality included in the Starter Pack is designed to help customers:

- · Gain control and insight over their finances
- Purchase and sell items and materials
- Pay and manage employees

For many businesses, this is the only license component they will need.

#### THE EXTENDED PACK

Businesses wanting to deploy more functionality delivered by Microsoft Dynamics GP can license the optional and additive Extended Pack. The Extended Pack adds functionality that allows customers to integrate core financials and distribution management with broader functionality extensions such as:

- Manufacturing to support and control the creation of goods
- Field Service and Project Accounting to support managing and billing jobs for professional services, construction and other unique needs
- Advanced forecasting and budgeting for keeping control over your finances





#### Note:

Additional software licenses may be required, such as Microsoft Windows Server, Microsoft SQL Server, and Microsoft SharePoint Server. They are not included with the Starter Pack license. Such additional software must be licensed according to the applicable license terms.





#### Note:

The Starter Pack is a prerequisite to the Extended Pack. On

all current and coming users of the customer.







Microsoft Dynamics GP provides ancillary packs to extend the overall solution. These packs are the Customization Pack, Extended Human Resources and Payroll, SmartList Builder Pack, and Collections Management.

#### **Customization Pack**

Customers wanting to integrate or customize the application can purchase this pack that includes all of the tools necessary to make deep integrations with other products and to make customizations that extend the application to meet specific needs of the business.

#### **Extended Human Resources and Payroll**

The Starter Pack includes standard US and Canadian Payroll and Human Resources for an unlimited number of employees. The extended functionality brings specific features that offer more flexibility in how companies pay and manage their employees.

#### SmartList Builder Pack

One of the most popular Ad-Hoc reporting features in Microsoft Dynamics GP 2013 is SmartLists. The modules

Builder and Navigation List Builder. These modules give you the ability to create rich reports without a developer.

#### **Collections Management**

If you need to reduce your accounts receivable balances, Collections Management can help you manage your collections call, create collections letters and keep track of the customer's status.









## Microsoft Dynamics GP 2013 Perpetual Starter Pack functionality

#### Financial Management

General Ledger with AFA Account Level Security Cash Flow Management Fixed Asset Management Intercompany National Accounts Multicurrency Management **Analytical Accounting** Revenue/Expense Deferrals Bank Reconciliation Electronic Banking Suite Safe Pay Cashbook Bank Management Electronic Bank Management Electronic Reconciliation Management

#### Languages

Multiple Language Pricing

#### **Business Intelligence** & Reporting

**Unlimited Mgmt Reporter** Designer User **Unlimited Mgmt Reporter** Viewer User Analysis Cubes Library Advanced Analysis Cubes Library

#### Human Resource Management

Human Resources Unlimited

**Employees** Payroll (US) Unlimited Employees Payroll (Canada) Unlimited Employees Payroll Direct Deposit Federal Magnetic Media Payroll Connect Position Control HRM Self Service Suite

Configuration and

Payables Management Receivables Management Customer/Vendor Consolidations

Lockbox Processing Refund Checks Grant Management **Encumbrance Management** Field Level Security **Dynamics Process Server** 

Modifier with Visual Basic for **Applications Customization Site License** 

Integration Manager - Conversions Connector for Microsoft Dynamics

# Supply Chain Management

Invoicing Sales Order Processing w/ Adv Invoicing Extended Pricing

Order Management **Inventory Control** Bill of Materials

Purchase Order Processing/ Receivings

Landed Cost PO Generator

Requisition Management

Time and Expense

#### Workspace Collaboration

Unlimited Business Portal





# Microsoft Dynamics GP 2013 Perpetual Extended Pack functionality

(includes all the functionality in the starter pack)

#### **Business Intelligence &** Reporting

Microsoft Forecaster Unlimited

# Supply Chain Management

Distribution Suite Available to Promise Returns Management

#### Manufacturing Solutions

Manufacturing Bill of Materials Manufacturing Order Processing Manufacturing Suite Master Production Scheduling Materials Requirements Planning

#### **Project** Management

**Project Accounting** 

# Customer Relationship Management

Contract Administration Service Call Management Depot Management Preventive Maintenance

# Microsoft Dynamics GP 2013 Perpetual Additional Functionality

Financial	Customization	SmartList	Extended Human Resource and Payroll
Management	Pack	Builder Pack	
Collections Management	Integration Suite Customization Suite	SmartList Builder Excel Report Builder Navigation List Builder Drill Down Builder	HR Advance Payroll Advance PTO Manager Benefits Self Service



# **Product Capabilities**

# **Foundation Capabilities**

#### **Business Portal**



#### Starter Pack

Designed for users who are not full Microsoft Dynamics GP users, Business Portal gives people the ability to perform tasks and approvals related to transactions. It works on top of Microsoft SharePoint.

#### **Device Choice**



#### Starter Pack

Microsoft Dynamics GP offers two methods of accessing the application, the desktop client and web client. The application can be access through multiple devices and locations offering flexibility.

#### **Document Attachments**



#### Starter Pack

Track additional information related to transactions and contacts by attaching documents to records like pictures, contracts, copies of invoices or other related information. In addition, reporting is available within Microsoft Excel to extract data and provide more context to your data.

# Field Level Security



#### Starter Pack

Apply passwords or block access to forms and windows. You can also apply passwords to fields. Or, you can hide, lock, or disable fields.

#### **Process Server**



#### Starter Pack

Move processor-intensive tasks off the computers your employees use every day and onto dedicated process servers, avoiding costly slowdowns.



# Rapidstart Services



#### Starter Pack

RapidStart Services for Microsoft Dynamics GP significantly accelerates the configuration of a company in Microsoft Dynamics GP as well as the migration of data from competitive products or Excel data into Microsoft Dynamics GP. By using RapidStart Services for Microsoft Dynamics GP, you can drive down the number of days that it takes to deploy the product and make it easier to engage the right people and teams in your business in the implementation process.

# **Role Based Security**



#### Starter Pack

Limit access to sensitive information by role through Role Based Security. Predefined roles come with the application to help organizations get started quickly and maintain separation of duties to reduce risk.

#### Source Document Trail



#### Starter Pack

Track transactions throughout the system with source documents that connect documents together giving people insight into where historical transactions flowed through the system.





#### **SOL Server Database**



#### Starter Pack

Microsoft Dynamics GP utilizes Microsoft SQL Server technology including the SQL Server database, reporting services, and analysis services.

#### Tasks And Reminders



#### Starter Pack

Help people work together by assigning tasks and tracking status of tasks. Also set up reminders that proactively inform you when specific incidents occur such as customers going over their credit limit, short stock items, or payables due. Reminders are defined per user, so they each get the reminders they need to be more proactive.

# **Financial Management**

# **Account Level Security**



#### Starter Pack

Enhance security features and account views by allowing users to enter, edit, and view information from a reduced account set, based on the access granted for General Ledger accounts on a per-user basis.

# **Analytical Accounting**



#### Starter Pack

Analyze financial data by whatever criteria you require for greater reporting flexibility and extensibility. Track financial data by different dimensions, such as region or profit center, without adding to your chart of accounts.

# Budgeting



#### Starter Pack

Track multiple budgets for multiples fiscal years in multiple currencies and General Ledger Accounts. Easily update and maintain budgets by leveraging Microsoft Excel to import and export. Also get insight to your business by reporting budget verses actual by year, quarter or month. Keep an audit trail of who modifies a budget and when, to maintain control over your business.

# Cash Flow Management



#### Starter Pack

Customizable views and forecasting tools enable you to control, predict, and monitor inflows and outflows that track a company's liquidity over time. A calendar gives people the insight into your inflows and outflows in an easy to understand format.

# Collections Management



# Additional Functionality

Minimize collections workload, improve your cash flow, and reduce bad debt expense with customizable information views and automated bad debt management tools.

#### Customer/Vendor Consolidations



#### Starter Pack

Quickly transfer information between Receivables Management and Payables Management to create a customer record that uses information already available in a vendor record, and vice versa giving a consolidated view of the vendor and customer relationships combined.

# **Encumbrance Management**



#### Starter Pack

Locate and track budget information, query current or

end reporting processes. Control your purchasing process with limited purchases through encumbrance posting.





## **Fixed Asset Management**



#### Starter Pack

Improve financial control and put company assets like buildings, machinery and equipment to the best possible use with tools for tracking, analyzing, and manipulating fixed assets. For each asset you can track and deprecate by calendar or fiscal year with methods including MACRS and many others. Track your depreciation for tax liabilities for the most common tax books. Analyze and track your assets historically to better manage your assets.

# General Ledger



#### Starter Pack

Maintain all of your financial journal entries and budgets with a double-entry accounting ledger that supports up to 999 periods. Also after years of using Microsoft Dynamics GP you can purge historical data. Tracking non-financial data like unit accounts at the general ledger level. Transfer account balances based on a variable account by percent or unit giving more flexibility to your general ledger.

# Grant Management



#### Starter Pack

Not-for-profit and public sector organizations can automate grant management processes to track funds more easily, demonstrate accountability, and help attract future funding. Avoid overspend on a grant by disabling the ability to post to that grant.

# Intercompany



#### Starter Pack

Set up and maintain relationships so that revenues or expenses incurred in one company can be tracked as "due to" or "due from" amounts in other companies.

# **Lockbox Processing**



#### Starter Pack

Automatically import and apply customer payment information from a lockbox transaction file provided by your bank. Lockbox Processing provides reliable receivables information, improved funds availability, and greater fraud protection.

# Multicurrency Management



#### Starter Pack

Take control of multinational operations and manage currency transactions smoothly and efficiently with flexible, powerful multicurrency capabilities.

#### National Accounts



#### Starter Pack

National Accounts provides the ability to define a national account relationship between multiple customers. It enables a customer to be defined as the "parent" account to which "child" customers may be added. This allows a payment received from the parent company to be applied across any of the child customers' payments. Credit documents can also be applied from the child customer to any other member of the national account.

# Payables Management



#### Starter Pack

Automate routine and complex accounts payable tasks with real-time statistical history, easy reconciliation, account control, payment scheduling, and check printing. Track vendors including multiple ship to addresses, payment terms, credit limits, vendor items and much more.

# Receivables Management



#### Starter Pack

Control your accounts receivable with automated processes

including the ability to analyze customer activity. Set up and maintain customer records including credit limit, contact names, aging balances and much more.

#### Refund Checks



#### Starter Pack

Print refund checks for customers with credit balances, automatically debiting the customer and updating the ledger.







# Revenue/Expense Deferrals



#### Starter Pack

Simplify deferring revenues or distributing expenses with the ability to make entries for future periods within General Ledger, Receivables Management, Payables Management, Sales Order Processing, Purchase Order Processing, and Invoicing.

# Safe Pay



## Starter Pack

Easily add Positive Pay functionality, including daily exporting of checks for comparison by the bank when checks are presented for payment.

# **Banking**

Several modules are available around banking and managing your checkbooks.

#### **Bank Reconciliation**



#### Starter Pack

Create, manage and reconcile from your checkbook ledger to the bank's account records through a single, automated process across multiple currencies.

### Cashbook Bank Management



#### Starter Pack

Attach unlimited checkbooks to your bank, make bank transfers, enter General Ledger, Receivables Management, and Payables.

Management transactions, post batches, and build deposits for your bank transactions. You can also import your bank statements into Microsoft Dynamics GP, and reconcile transactions at any time.

# Electronic Bank Management



#### Starter Pack

Streamline set up, entry, maintenance, and reconciliation for all transactions that appear on your bank statement-including payments to creditors, cash receipts from debtors, and bank charges.

# Electronic Banking Suite



#### Starter Pack

Gives you the ability to integrate with your checkbooks electronically and includes ERM (Electronic Funds Transfer for Receivables Management), EBR (Electronic Bank Reconciliation) and EPM (Electronic Funds Transfer for Payables Management).

# **Electronic Reconciliation Management**



#### Starter Pack

Take advantage of integration with Bank Reconciliation to automate electronic reconciliation and management for transactions, adjustments, and exceptions, using tools that work with any bank that supports automatic reconciliation.







# **Business Analyzer**



#### Starter Pack

Gain powerful, role-specific insight with charts and graphs both inside Microsoft Dynamics GP and outside, plus perform tasks and collaborate with others.

## Microsoft Excel Report Builder



#### SmartList Builder Pack

With over 200 built in Microsoft Excel reports that connect directly to the data source, Microsoft Dynamics GP offers a solid foundation to create reporting. Excel Report Builder offers the ability to add additional information to reports for multiple sources including customizations and ISV products.

# Microsoft SqlReporting Services Reports



#### Starter Pack

Leveraging the power of Microsoft SQL Reporting Services, Microsoft Dynamics GP offers over 300 charts, graphs and reports through Reporting Services. The reports can be modified to meet unique needs and new reports can be created easily without a developer.

# Management Reporter Designer and Viewer User



#### **Starter Pack**

Management Reporter is used for the creation, distribution and analysis of financial statements. It includes user types that can generate, design and view information that is secured by role, giving people only the information that is important to them.



#### Microsoft Forecaster



#### Extended Pack

Forecast accurate budgets and gain control of the entire forecasting, budgeting and planning process that integrates with Management Reporter. Coordinate plans dynamically and collaborate easily with your management team.

#### Smartlist Builder



#### SmartList Builder Pack

Create personalized views of filtered information with SmartLists and Extend these views adding information from multiple sources including customizations and ISV products using SmartList Builder.





# **Supply Chain Management**

#### Available to Promise



#### Extended Pack

Help ensure the right inventory is available at the right time to meet customer needs, make firm delivery promises, and boost profitability by being able to predict when inventory is available. This functionality uses purchasing, inventory and sales information to determine when inventory will be available to sell.

#### Bill of Materials



#### Starter Pack

Increase productivity with fast, flexible tracking of components and subassemblies used in light manufacturing and similar production and assembly operations.

# **Advanced Picking**



#### Extended Pack

Increase visibility and tracking for the pick, pack and shipping process. Advanced Picking in Microsoft Dynamics GP tailors picking routines to meet individual site's business requirements, bin or bay sequence, or method of operation. This provides organizations with the flexibility needed to lower overhead, reduce handling, and improve accuracy for both single and multi-site warehouse operations.

# **Extended Pricing**



#### Extended Pack

Create flexible pricing options and rules for customers, including standard and personalized percentage-off, valueoff, and net pricing options. Implement date-sensitive functionality for sales and promotions.

## **Inventory Control**



#### Starter Pack

Monitor inventory stock levels and costs and set prices on a customer-by-customer basis to stay competitive, speed fulfillment, and build loyalty. Inventory control provides multiple costing methods, tiered pricing, alternate vendors, serial/lot tracking for selling items more efficiently. For added flexibility multiple locations and bins are available with tracking reason codes for transfers and cycle counts to get a more accurate inventory.

#### Landed Cost



#### Starter Pack

Track and update the true cost associated with an inventory item and then automatically assign or modify costs as items are received.

#### PO Generator



#### Starter Pack

Automate purchasing by generating a suggested purchase order, with order point or minimum/maximum settings that determine quantities needed based on purchasing, sales, and inventory data.

# Purchase Order Processing/Receiving



#### Starter Pack

Manage commitments and build lasting vendor relationships with automated purchasing and approval processes, flexible extended pricing, and blanket purchase orders. Receive partial shipments with discounts, landed costs and prepayments to better manage your purchasing and receiving process. With tolerance handling, receive items within a threshold percent

purchase order management.

# Requisition Management



#### Starter Pack

Allow people to order materials needed to run the business with the necessary approvals with Requisition Management offered through a Business Portal application.





# Returns Management



#### **Extended Pack**

Generate returns from historical customer invoices, service calls, or manually. Return the item to the vendor or fix it within your company and automatically transfer items from the returns warehouse to the main warehouse.

## Sales Order Processing



#### Starter Pack

Automate the sales ordering process to improve customer service, control fulfillment and invoicing, and minimize shipping and labor costs. Track quotes, orders, back orders, invoices and allow discounts per item and partial shipments. Consolidate fulfillment orders into one invoice for better customer service and easier collections. Enable quicker sales with suggested items that offer upsell opportunities and substitutions for items that are out of stock.

# Manufacturing

# Manufacturing Suite



#### Extended Pack

Delivers Capacity Requirements Planning, Engineering Change Management, Job Costing, Quality Assurance, Sales Configurator, and Sales Forecasting to extend the manufacturing functionality.

## Manufacturing Bill of Materials



#### Extended Pack

Deliver complete, consistent, and current product information. Manage materials, components, and assemblies more precisely-including costs, locations, and routing sequences -to gain tighter control of finished goods, reduce costs, and increase productivity and profitability.

# Manufacturing Order Processing



#### Extended Pack

Efficiently track and manage the entire cycle of order processing, including detailed production costs, work orders, routings, outsourcing, and work center definitions.

# Master production Scheduling



#### **Extended Pack**

Gather information from sales forecasts to form a single, comprehensive production schedule and automatically create manufacturing orders.

# Materials Requirements Planning



#### **Extended Pack**

Ensure proactive planning, smart procurement decisions,

and analysis capabilities in addition to viewing material requirements and vendor information.





# **Project Management**

# **Project Accounting**



#### **Extended Pack**

Maintain tight control over project direction, costs, execution, and budget; support resources effectively; and ensure accurate billing and accounting through tight integration with financials, inventory, and accounts receivable.

# Project Time and Expense



#### Starter Pack

Capture, review, and approve project time sheets and expense reports through the web, enabling prompt, accurate customer invoicing and efficient reimbursement for out-of-pocket employee expenses.

# Field Service **Management**

#### Contract Administration



#### **Extended Pack**

Maintain an unlimited number of contracts with customers providing various terms and services. Contracts offer flexible functionality including price books, profitability against service calls, and revenue recognition through five different methods.

# Depot Management



#### **Extended Pack**

Track parts, labor, and expense details. Create a Parts Usage report. Manage spare parts and trunk-and-lot-tracked stock inventory.

#### Preventive Maintenance



#### **Extended Pack**

Forecast purchasing and scheduling requirements based on time in service or product usage. Coordinate open service requests with upcoming preventive maintenance calls. Track details of Preventive Maintenance activities.

# Service Call Management



#### **Extended Pack**

Track and update new and historical service calls against a contract, service warranty, and current inventory. Time execution, coordinate customer schedules, assign appropriately skilled technicians, and escalate calls automatically.





# **Human Resource** Management

## Benefit Self Service Suite-United States



## Extended Human Resources and Payroll Pack

Reduce paperwork and manual entry by moving benefit processes online, including yearly benefits, change of status, and more.

## Federal Magnetic Media



#### Starter Pack

Help maintain full compliance with government reporting requirements by generating Federal Magnetic Media files.

#### **HumanResources**



#### **Starter Pack**

Attract and retain top talent and offer employees better services with customizable hiring processes, scheduling, pay rates, and performance evaluation tools.

#### HumanResources-Advanced



#### **Extended Human Resources and Payroll Pack**

Track critical health and wellness information to monitor the well-being of your employees and ensure government compliance. Manage employee certifications and license and training requirements to help your employees meet their potential and maximize the value they bring to the organization.

# Payroll-Advanced



# **Extended Human Resources and Payroll Pack**

Extend Payroll capabilities with Pay Policy Manager, Labor Accrual Manager, Advanced Labor Reporting, and Payroll Hours to General Ledger functionality.



# Payroll-Canada



#### Starter Pack

Automate payroll processing, equip staff to handle complex payroll requirements, and offer better service to your employees while reducing necessary overhead costs.

# Payroll-United States



#### Starter Pack

Automate payroll processing, equip staff to handle complex payroll requirements, and offer better service to your employees while reducing necessary overhead costs.

# **Payroll Connect**



#### Starter Pack

Automate data transfer from ADP/PC Payroll for Windows® into General Ledger, using a turnkey solution that eliminates the need to reenter data.

# Payroll Direct Deposit



#### Starter Pack

Add payroll funds to employees' bank, savings and loan, or credit union accounts through an automated clearing house (ACH) file.





#### Position Control



#### Starter Pack

Manage labor budgets and human resources based on specific job functions and a specific head count. Apply data throughout the Human Resource and Payroll system to enforce the business rules and to manage the movement of human resources throughout the organization.

# PTO Manager



## **Extended Human Resources and Payroll Pack**

Manage complex and changing vacation and sick time policies quickly and accurately with an automated process.

# Employee self-service suite (ess)



#### Starter Pack

Allow your employees to view or update their personal data and create and manage their absence and enter personal requisitions. With the Employee Self Service license, employees can spend more time focusing on their day-to-day business and tasks and worry less about administrative burdens.

# Microsoft Dynamic

# Microsoft Dynamics CRM

(Server including in SP,Additional Licenses Apply)



#### Starter Pack

Transform your customer service into a strategic asset with Microsoft Dynamics CRM customer service solutions. With a 360-degree view of the customer, your agents can resolve issues quickly and reduce handling times with advanced customer service software. By automating processes, you can also reduce costs and help to ensure that consistent customer service is delivered across all touch points.

Get your sales force quickly up to speed with the advanced but easy-to-use features of Microsoft Dynamics CRM. Take advantage of a highly intuitive interface and embedded Microsoft Office capabilities to boost sales productivity, streamline sales cycles, automate lead management, and gain insights to drive more sales.

#### Connector



#### Starter Pack

The Connector for Microsoft Dynamics GP connects information for the most common touch points between the

using the SDK.





# **Configuration and Development**

#### **Customization Suite**



#### Customization Pack

This suite includes all of the tools available to customize the solution to meet specific business needs. The tools included are eConnect, Web Services, Microsoft Visual Studio® SDK, and Dexterity.

## Integration Manager—Conversions



#### Starter Pack

Import data into Microsoft Dynamics GP using this integration tool during your implementation (available for use for 240 days following purchase for purpose of migrating data).

# **Integration Suite**



## Customization Pack

This suite includes the tools used to import data from other applications. Each tool has different functionality that fits the needs of individual skills. It includes Integration Manager-Distribution, Integration Manager-Financials, eConnect, and Web Services.

# Modifier with Visual Basic for Applications



#### Starter Pack

Modify the appearance and functionality of any Microsoft Dynamics GP or Dexterity-based third-party window, add new fields, change global resources to affect the entire application, and attach VBA code for less complex business logic.

