

CHOOSE YOUR OWN GP ADVENTURE 2023

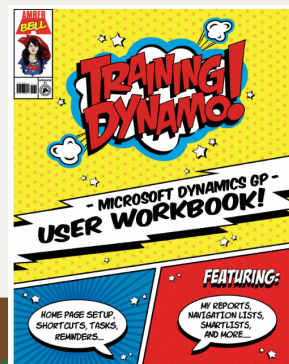
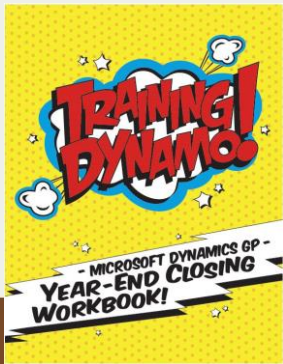
AN EXCITING ADVENTURE ACROSS THE “GREAT PLAINS”



AMBER J. BELL

TRAINING DYNAMO, LLC

- Microsoft Dynamics GP consultant for over 20 Years!
- GPUG All-Star
- DUG Advisory Board Member
- **Author: Microsoft Dynamics GP Year-End Closing Workbook and GP User Workbook!**



Cecile Dinh

Airlines Reporting Corporation
Dynamics System Administrator



4x Certified in Dynamics GP Technical & Functional

Certified in D365 Business Central

User Group Leader – Washington, D.C. and Arizona

Community 2023 Product Expert Award

25 years in Dynamics GP

5 Years User Group Leader

1 Year D365 Business Central



Every Journey Needs a Crew!

- Welcome to our seasoned **guides (GP Partners)** and brave **explorers (GP Users)**
- We will work together to arrive safely at our destination..



YOU ARE LOST!!

How will you find your way?



Hire a Guide

Look at your map



Option 1: Listen to Your Guide (Talk to Your Partner)

- Questions Your Partner Will Ask?
 - Is this happening on all workstations/all users?
 - When did it start?
 - What time of day does it happen?
 - What have done to try to fix it?



Information Your Partner Will Need

- Screenshot of the errors
- Full Error Messages that you received (show more)
- Any new ISV products installed?
- Any software updates (GP, Office, ISV, etc.)
- Any Server or Workstation Operating System updates



Words of Wisdom

If you haven't reviewed and updated your processes in years, chances are your team is going outside of the system to "make it work".



Tools, New Features, and Process Reviews

- Talk to your partner about your processes!
- When is the last time you did “What’s New Training?”
- Visit the EXPO and discuss with your Partner!



Research 1st... Then Ask Your Partner!



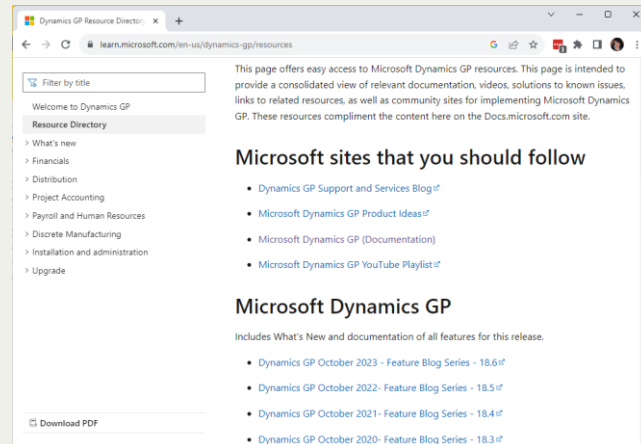
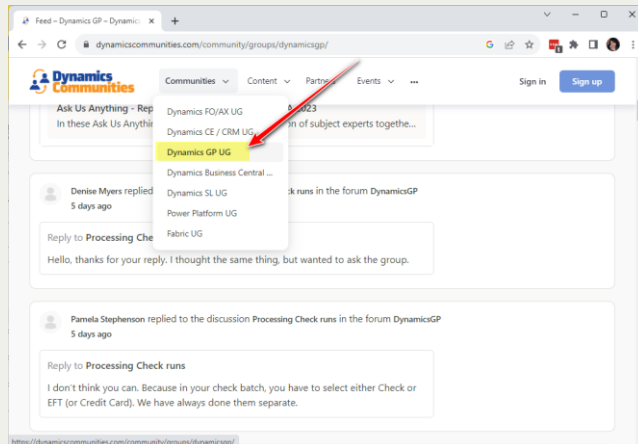
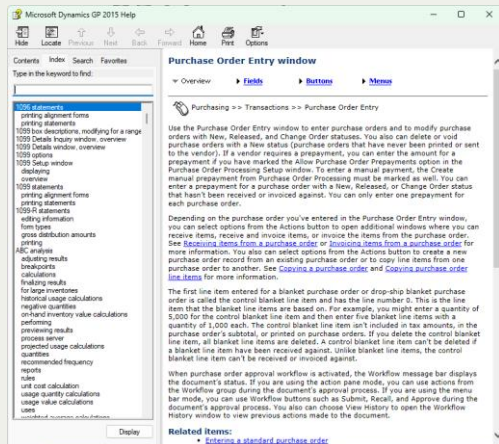
It might be an easy fix...but if your team is completely lost, data is corrupted, processes are a mess, and you can't figure anything out...

WHEN IN DOUBT...

CALL YOUR PARTNER!!



Option 2: Look at Your Map = RESEARCH ON YOUR OWN



Dynamic Communities
Dynamics GP UG



GP Resource
Directory



Research 1st... Then Ask Your Partner!



It might be an easy fix...but if your team is completely lost, data is corrupted, processes are a mess, and you can't figure anything out...

WHEN IN DOUBT...

CALL YOUR PARTNER!!



You are back on track and heading to Redmond!



Oh no! You are almost out of supplies...and MONEY!!



Get Money from people who owe you money!

Double check maybe you have extra somewhere



You spend a day looking...it's worse than you thought

- You better start trying to collect some money!!



How do you currently get a list of open invoices and balances?

- Print an AR Aging
- SmartList with AR Transaction Information
- Live Excel Reports
- SQL Report



SQL Views



www.victoriayudin.com



SmartList Designer Reports Based on SQL Views

AR Distribution

- [Victoria Yudin - AR Distributions](#)

AR Summary Aging

- [Victoria Yudin - Current AP Aging Detail](#)

AR Apply Detail

- [Victoria Yudin - AR Apply Detail](#)

Unapplied AR with Days Old

- [Victoria Yudin - Unapplied AR with Days Old](#)



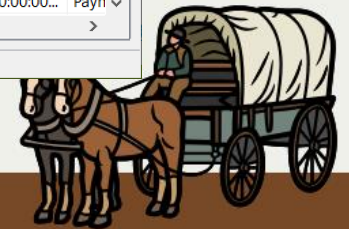
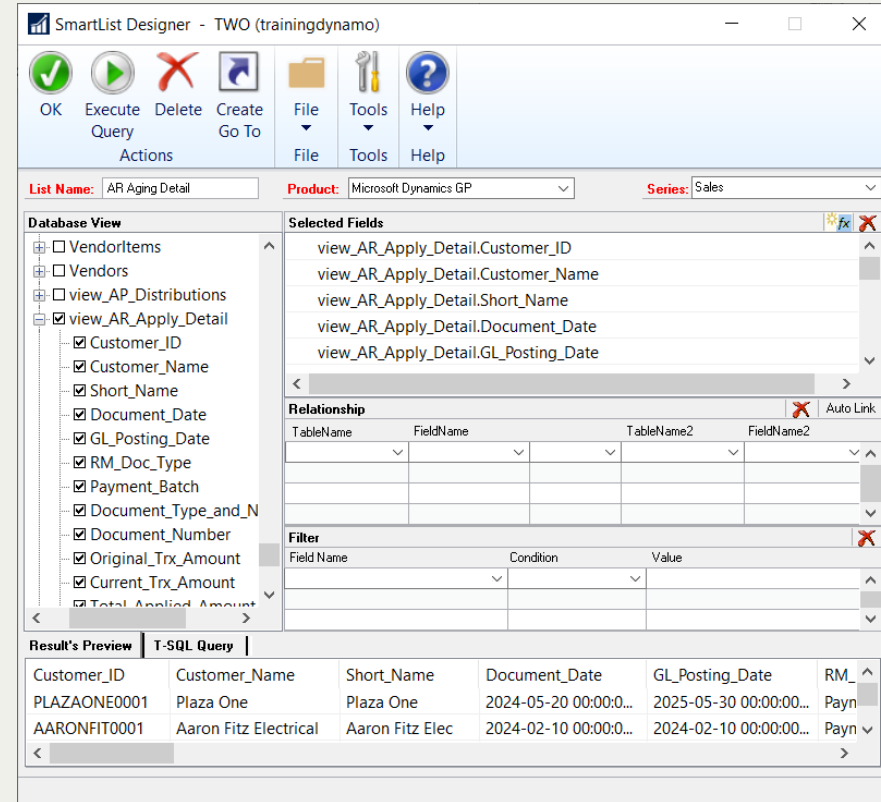
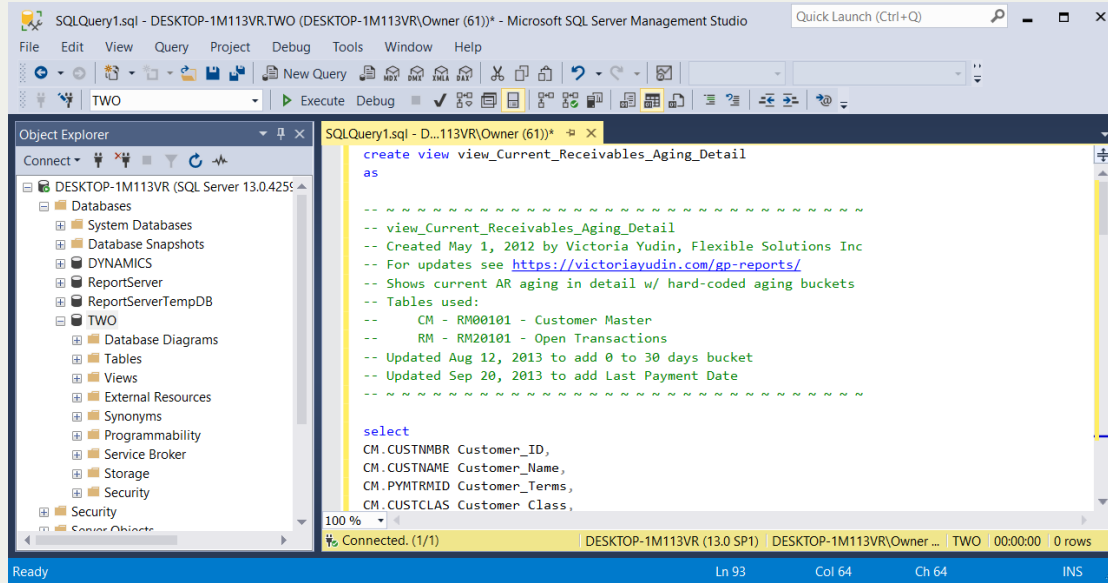


**Cecile – SQL Tips Video for
Aging Reports**

- Cecile has a video about creating Aging Reports using SQL Views



SmartList Designer – Current Receivables Aging Detail



<https://victoriayudin.com/2013/05/01/sql-view-for-current-receivables-aging-detail-in-dynamics-gp/>

Creating AR Detail SmartList Designer Report

SmartList - TWO (sa)

New Modify Search Refresh Columns Favorites Print Excel Word Stop Publish Export/Import SmartList Additional File Tools Help

Actions Options Additional File Help

< _AR Aging SLD

Customer_ID	Customer_Name	Document_Type	Document_Number	Document_Date	Due_Date	Current	0_to_30_Days	31_to_60_Days
AARONFIT0001	Aaron Fitz Electrical	Sale / Invoice	STDINV2268	4/12/2027	5/12/2027	229.95000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Credit Memo	TEST123	4/12/2027	4/12/2027	-10.00000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Sale / Invoice	STDINV2275	4/12/2027	5/12/2027	762.75000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Sale / Invoice	STDINV2228	4/12/2027	5/12/2027	128.30000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Sale / Invoice	SLS11012	1/21/2024	2/20/2024	2243.70000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Sale / Invoice	SLS11015	1/27/2024	2/26/2024	833.33000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Sale / Invoice	SLS11016	1/30/2024	3/1/2024	5000.00000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Service Repair	SVC1000	6/12/2023	7/12/2023	0.00000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Service Repair	SVC1001	10/7/2023	11/6/2023	0.00000	0.00000	2155.79000
AARONFIT0001	Aaron Fitz Electrical	Service Repair	SVC11004	1/12/2024	2/11/2024	1859.63000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Service Repair	SVC11013	1/26/2024	2/25/2024	2356.89000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Sale / Invoice	INVS3008	9/6/2028	10/6/2028	438.93000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Sale / Invoice	STDINV2227	4/12/2027	5/12/2027	171.10000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Sale / Invoice	STDINV2252	4/12/2027	5/12/2027	5702.69000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Sale / Invoice	SLS20000	1/27/2024	2/26/2024	2461.00000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Debit Memo	DM20005	1/27/2024	2/26/2024	2500.00000	0.00000	0.00000
AARONFIT0001	Aaron Fitz Electrical	Finance Charge	FC20010	1/23/2024	1/23/2024	20.00000	0.00000	0.00000



Live Excel – AR Aging Detail

AutoSave Off TWO_AR Aging SLD... Search Amber Bell

File Home Insert Draw Page Layout Formulas Data Review View Automate Developer Help Table Design

Clipboard Font Alignment Number Styles Cells Editing Add-ins

C18 Sale / Invoice

	A	B	C	D	E	F	G	H	I	J	K	L
	Customer_ID	Customer_Name	Document_Type	Document_Number	Document_Date	Due_Date	Current	0_to_30_Days	31_to_60_Days	61_to_90_Days	91_and_Over	
2	COMPUTER0001	Computerized Phone Systems	Sale / Invoice	SLS6014	11/13/23	12/13/23	\$ -	\$ 2,724.08	\$ -	\$ -	\$ -	\$ -
3	COMPUTER0001	Computerized Phone Systems	Sale / Invoice	SLS6015	12/13/23	01/12/24	\$ 8,116.67	\$ -	\$ -	\$ -	\$ -	\$ -
4	COMPUTER0001	Computerized Phone Systems	Service Repair	SRV6002	08/14/23	09/13/23	\$ -	\$ -	\$ -	\$ -	\$ 409.22	\$ -
5	COMPUTER0001	Computerized Phone Systems	Credit Memo	CM6001.1	07/20/23	07/20/23	\$ -	\$ -	\$ -	\$ -	\$ (214.00)	\$ -
6	COMPUTER0002	Computers Unlimited	Sale / Invoice	SLS2026	07/24/23	08/23/23	\$ -	\$ -	\$ -	\$ -	\$ 954.73	\$ -
7	COMPUTER0002	Computers Unlimited	Sale / Invoice	SLS2027	09/21/23	10/21/23	\$ -	\$ -	\$ -	\$ 1,183.35	\$ -	\$ -
8	COMPUTER0002	Computers Unlimited	Sale / Invoice	SLS2028	11/12/23	12/12/23	\$ -	\$ 1,175.40	\$ -	\$ -	\$ -	\$ -
9	COMPUTER0002	Computers Unlimited	Service Repair	SVC1021	08/13/23	09/12/23	\$ -	\$ -	\$ -	\$ -	\$ 855.69	\$ -
10	COMPUTER0002	Computers Unlimited	Service Repair	SVC2022	10/07/23	11/06/23	\$ -	\$ -	\$ 366.41	\$ -	\$ -	\$ -
11	COMPUTER0002	Computers Unlimited	Service Repair	SVC2029	12/28/23	01/27/24	\$ 329.64	\$ -	\$ -	\$ -	\$ -	\$ -
12	COMPUTER0003	Computer Equipment Leasing	Sale / Invoice	SLS14091	01/12/24	02/11/24	\$ 4,063.46	\$ -	\$ -	\$ -	\$ -	\$ -
13	ADAMPARK0001	Adam Park Resort	Sale / Invoice	SLS3002	08/14/23	09/13/23	\$ -	\$ -	\$ -	\$ -	\$ 499.57	\$ -
14	COMPUTER0003	Computer Equipment Leasing	Sale / Invoice	SLS4032	09/24/23	10/24/23	\$ -	\$ -	\$ -	\$ 625.87	\$ -	\$ -
15	COMPUTER0003	Computer Equipment Leasing	Sale / Invoice	SLS4033	10/07/23	11/06/23	\$ -	\$ -	\$ 300.32	\$ -	\$ -	\$ -
16	COMPUTER0003	Computer Equipment Leasing	Service Repair	SVC14093	01/14/24	02/13/24	\$ 1,859.64	\$ -	\$ -	\$ -	\$ -	\$ -
17	COMPUTER0003	Computer Equipment Leasing	Return	RTN14094	01/19/24	01/19/24	\$ (352.33)	\$ -	\$ -	\$ -	\$ -	\$ -
18	COMTELPA0001	Comtel-Page Inc.	Sale / Invoice	SLS14023	01/27/24	02/26/24	\$ 6,495.24	\$ -	\$ -	\$ -	\$ -	\$ -
19	COMTELPA0001	Comtel-Page Inc.	Sale / Invoice	SLS15020	01/21/24	02/20/24	\$ 7,981.09	\$ -	\$ -	\$ -	\$ -	\$ -



You Need to send some reminders...

- Thankfully you are going to pass a **Pony Express** office. You want to send out a friendly reminder to your customers back in Fargo to pay their outstanding tabs...



Letter Maintenance

Start with a Pre-Written Report

Letter Writing Assistant

File Edit Tools Additional Help sa Fabrikam, Inc. 4/12/2027

Letter Maintenance
Use this window to manage your existing letter templates, create new letter templates, delete existing letter templates, or rename existing letter templates.

Select a letter category. Collection

What would you like to do?

- Create a New Letter
- Edit an Existing Letter
- Delete a Letter
- Rename Existing Letter

- Final Notice
- First Notice
- Second Notice

Next > Cancel



Letter Writing Assistant

Reports > Letter Writing Assistant



Amber's Favorite Collection Report

The "2nd Notice"

It includes

OPEN INVOICE INFORMATION

«CompanyName»
«CompanyAddress1»
«CompanyCity», «CompanyState» «CompanyZip»
«CompanyPhone1»

«LetterDate»

«CustomerName»
«CustomerContact»
«CustomerAddress1»
«CustomerCity», «CustomerState» «CustomerZip»

Dear «CustomerContact»,

We have previously contacted you about the outstanding invoice(s) on your account, and we have not received a response from you. Your account has an outstanding balance of «CustomerOverDueBalance». The following invoice(s) are overdue:

«InvoiceDetail»

Please call us immediately to discuss your account or to let us know that you have sent your payment.

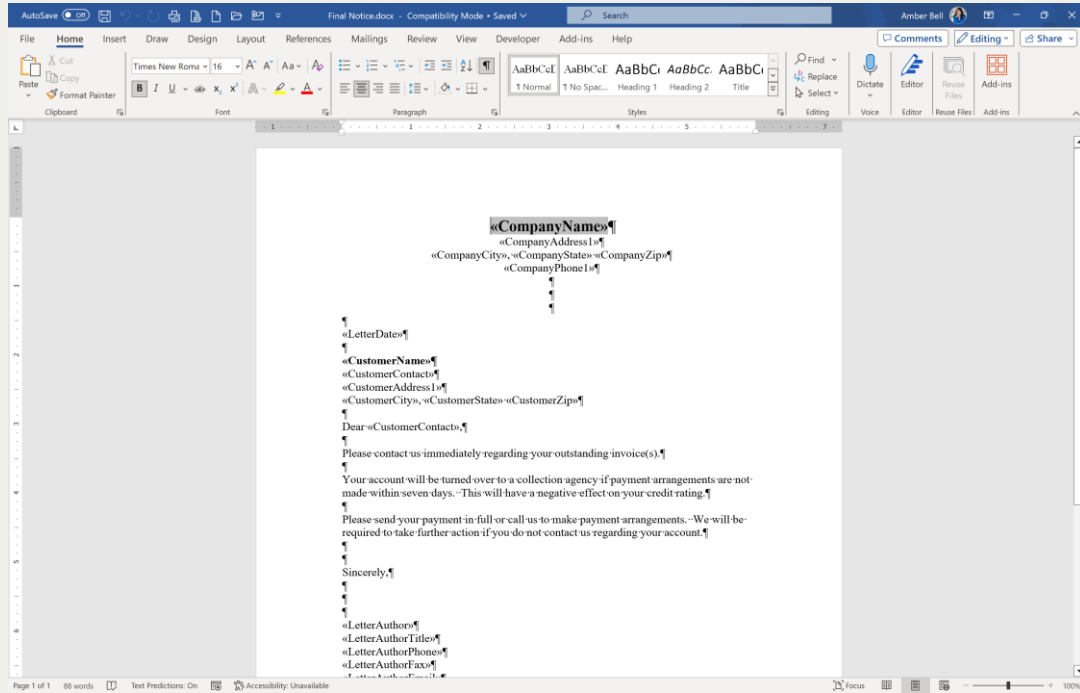
Thank you for your prompt response to this matter.

Sincerely,

«LetterAuthor»



Edit the Template in MS Word



- Fonts
- Logo
- Wording
- Signature
- Add Links



- Customer Balance
- Customer OverDue Balance
- Customer Aging Date
- Customer Aging Period 1
- Customer Aging Period 2
- Customer Aging Period 3
- Customer Aging Period 4
- Customer Aging Period 5
- Customer Aging Period 6
- Customer Aging Period 7
- Invoice Detail
- Last NSF Check Date
- Last Payment Date
- Last Transaction Date
- Last Transaction Amount

«CompanyName»
 «CompanyAddress1»
 «CompanyCity», «CompanyState»
 «CompanyZip»
 «CompanyPhone1»

«CustomerName»
 «CustomerContact»
 «CustomerAddress1»
 «CustomerCity», «CustomerState» «CustomerZip»

Dear «CustomerContact»,

We have previously contacted you about the outstanding invoice(s) on your account, and we have not received a response from you. Your account has an outstanding balance of **«CustomerOverDueBalance»**. The following invoice(s) are overdue:

«InvoiceDetail»

Customer Maintenance - TWO (sa)

Save Clear Delete Write Letters Attach Additional All-in-One View File Available Reports Print Tools Help

Action Prepare a Collection Letter Prepare a Customer Letter Letter Maintenance

Customer ID ! Inactive Parent Customer ID

Name

Short Name Aaron Fitz Elec Class ID USA-ILMD-T1

Statement Name Aaron Fitz Electrical Priority None

Address ID PRIMARY

Contact Bob Fitz

Address One Microsoft Way

City Redmond

State WA

ZIP Code 98052-6399

Country Code

Country USA

Phone 1 (425) 555-0101 Ext. 0000

Phone 2 (000) 000-0000 Ext. 0000

Phone 3

Fax (312) 555-0101 Ext. 0000

UPS Zone

Shipping Method LOCAL DELIVERY

Tax Schedule ID USASTCITY-6*

Ship Complete Documents

Ship To WAREHOUSE

Bill To PRIMARY

Statement To PRIMARY

Salesperson ID PAUL W.

Territory ID TERRITORY 1

Type Retail

User-Defined 2

Comment 1

Comment 2

Trade Discount

Payment Terms Net 30

Discount Grace Period

Due Date Grace Period

Price Level

Accounts Address Options E-mail

by Customer ID

Sending from Customer Card

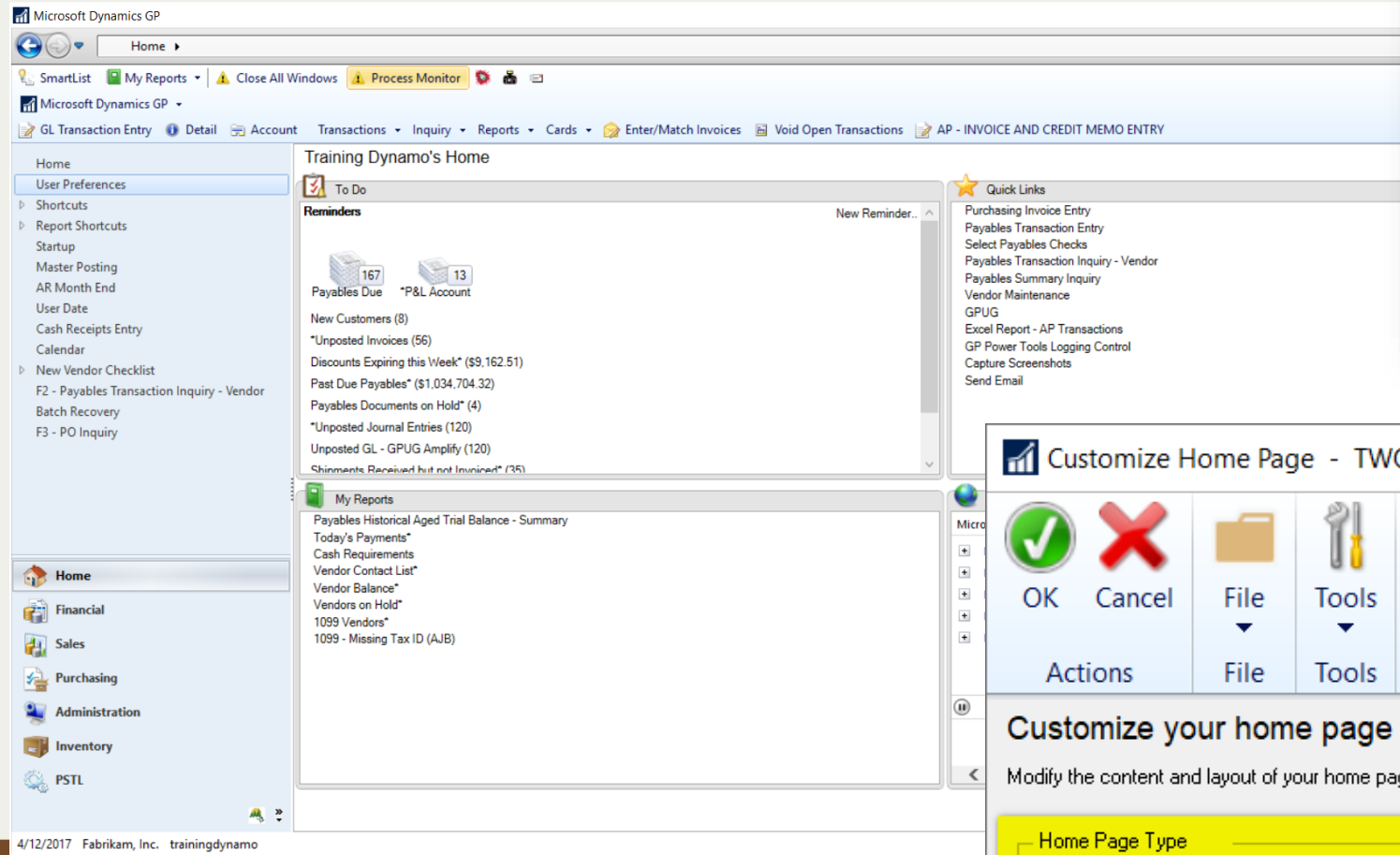


You are invited to stay at a beautiful homestead

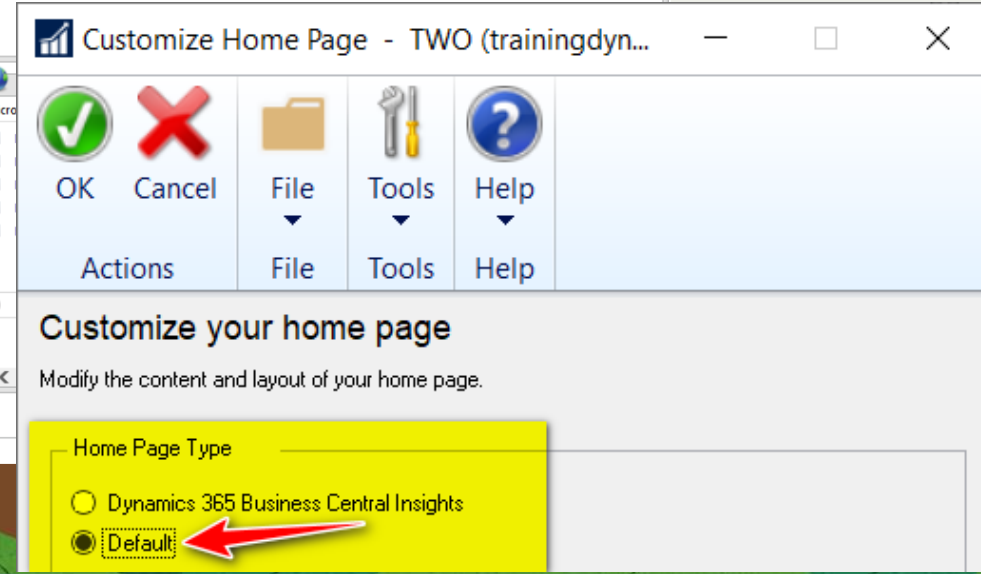
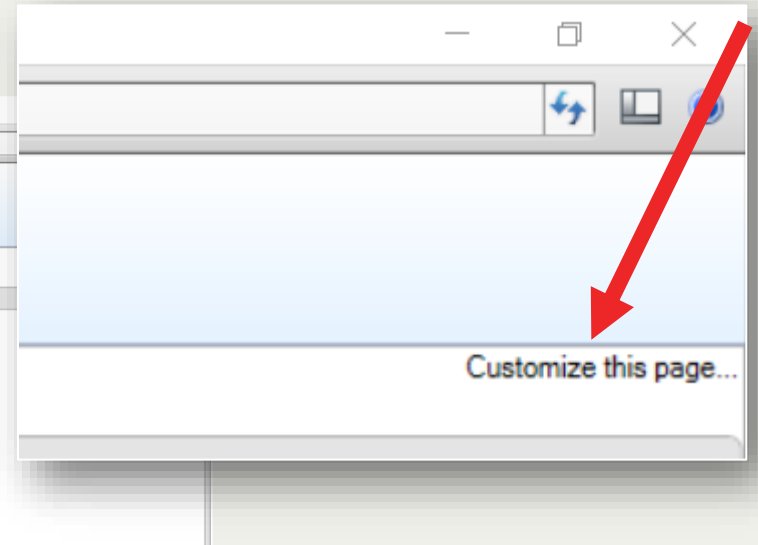
When you log into GP, it should feel like coming home...let's talk about setting up your **homepage!**



Home Sweet Homepage



The screenshot shows the Microsoft Dynamics GP Home page. The left sidebar contains navigation options: Home, User Preferences, Shortcuts, Report Shortcuts, Startup, Master Posting, AR Month End, User Date, Cash Receipts Entry, Calendar, New Vendor Checklist, F2 - Payables Transaction Inquiry - Vendor, Batch Recovery, F3 - PO Inquiry, Home, Financial, Sales, Purchasing, Administration, Inventory, and PSTL. The main area is titled "Training Dynamo's Home" and includes a "To Do" section with reminders like "Payables Due" (167), "P&L Account" (13), "New Customers (8)", "Unposted Invoices (56)", "Discounts Expiring this Week" (\$9,162.51), "Past Due Payables" (\$1,034,704.32), "Payables Documents on Hold" (4), "Unposted Journal Entries (120)", "Unposted GL - GPUG Amplify (120)", and "Shipments Received but not Invoiced" (35). There is also a "My Reports" section with items like "Payables Historical Aged Trial Balance - Summary", "Today's Payments", "Cash Requirements", "Vendor Contact List", "Vendor Balance", "Vendors on Hold", "1099 Vendors", and "1099 - Missing Tax ID (AIB)". A "Quick Links" section is visible on the right.



The screenshot shows the "Customize Home Page - TWO (trainingdyn..." dialog box. It features a standard Windows-style button bar with "OK", "Cancel", "File", "Tools", and "Help" buttons. Below the buttons, the title is "Customize your home page" with the subtitle "Modify the content and layout of your home page." Under the "Home Page Type" section, there are two radio button options: "Dynamics 365 Business Central Insights" and "Default". A red arrow points to the "Default" radio button.

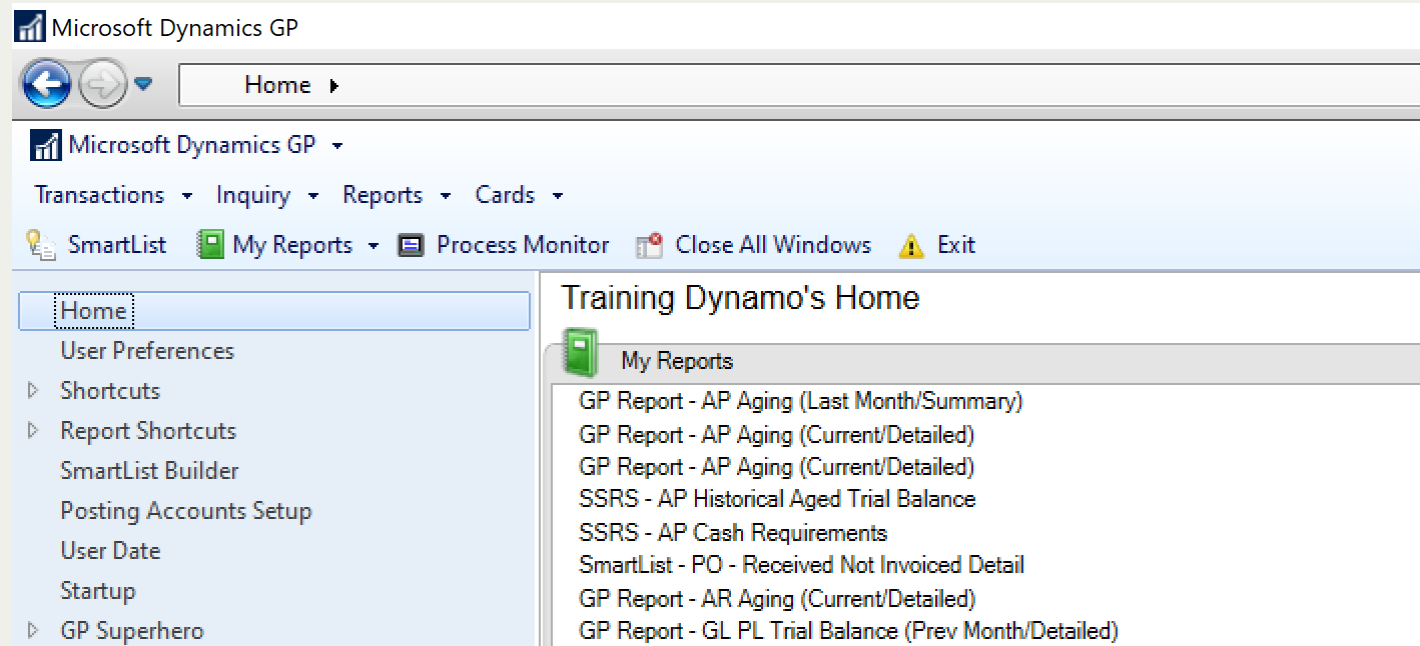


Which feature do you want to learn about?

- My Reports
- Reminders
- Tasks
- Quicklinks
- Navigation Pane Shortcuts



My Reports



The screenshot shows the Microsoft Dynamics GP interface. At the top, the title bar reads 'Microsoft Dynamics GP'. Below it is a navigation bar with 'Home' selected. The main menu includes 'Transactions', 'Inquiry', 'Reports', and 'Cards'. A secondary bar contains 'SmartList', 'My Reports', 'Process Monitor', 'Close All Windows', and 'Exit'. The 'My Reports' menu is expanded, showing a list of reports under the heading 'Training Dynamo's Home'. The reports listed are:

- GP Report - AP Aging (Last Month/Summary)
- GP Report - AP Aging (Current/Detailed)
- GP Report - AP Aging (Current/Detailed)
- SSRS - AP Historical Aged Trial Balance
- SSRS - AP Cash Requirements
- SmartList - PO - Received Not Invoiced Detail
- GP Report - AR Aging (Current/Detailed)
- GP Report - GL PL Trial Balance (Prev Month/Detailed)



Reminders

The screenshot displays the Microsoft Dynamics GP application window. The title bar reads "Microsoft Dynamics GP". The menu bar includes "Home", "Transactions", "Inquiry", "Reports", and "Cards". Below the menu bar, there are icons for "SmartList", "My Reports", "Process Monitor", "Close All Windows", and "Exit".

The main content area is titled "Training Dynamo's Home". It features a "To Do" list with a "Reminders" section. The reminders are as follows:

- Overdue Invoic: 243
- Payables Due: 136
- _1099 Review with Last Pymt Date (9)
- _Vendor Check Name is WRONG WRONG WRONG (4)
- _Vendor Check Name Issue (4)
- Past Due Payables* (\$1,083,176.47)
- _Unposted Journal Entries with Details (8)
- Unposted Sales Transactions (666)

A "New Reminder..." button is visible in the top right corner of the reminders list.



Tasks

Task - TWO (sa)

Save Clear Delete Recurrence Additional File Tools Help Add Note

Actions Additional File Tools Help

Task: Close Last Month

Due Date: 5/5/2027 Task Assigned To: margaret

Status: Pending

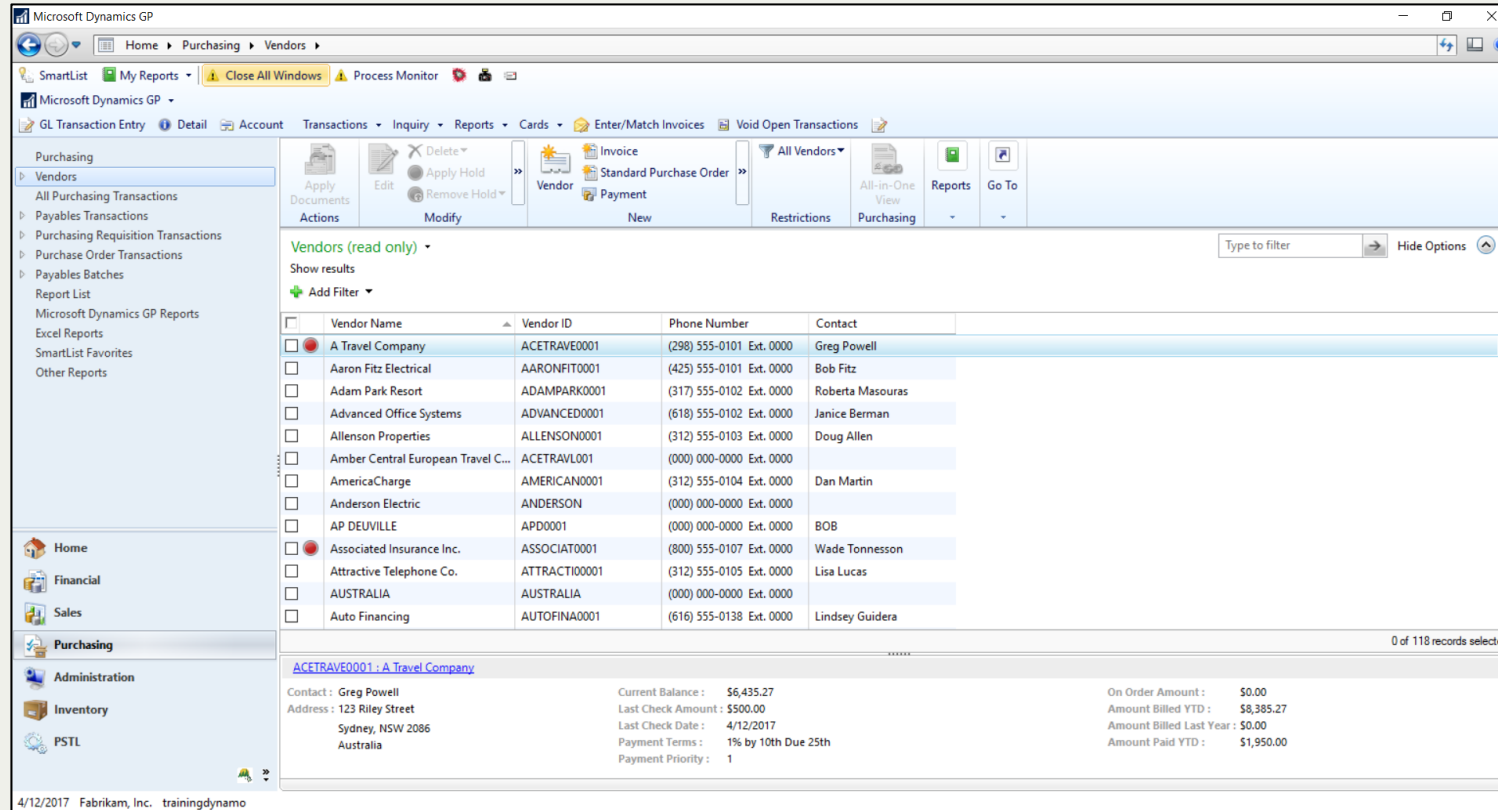
Link To: Microsoft Dynamics GP window

Name: Fiscal Periods

This is a monthly recurrence.



Navigation Lists



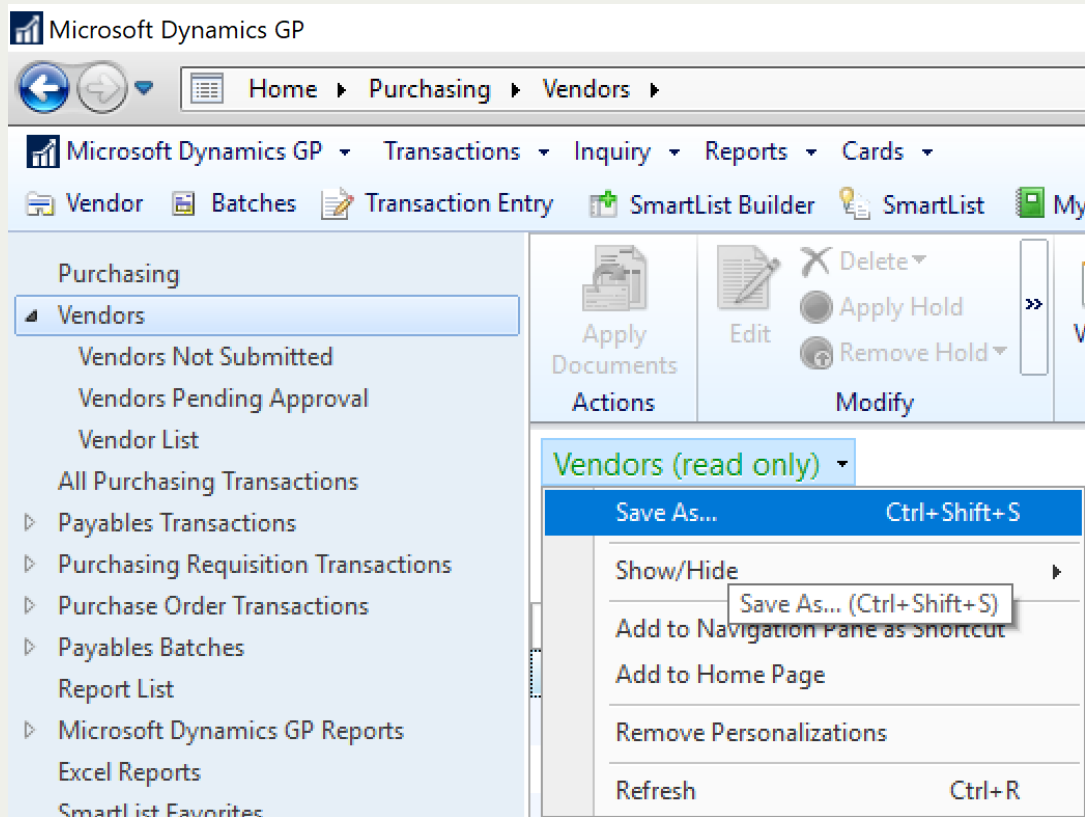
The screenshot shows the Microsoft Dynamics GP interface for the 'Vendors' list. The left-hand navigation pane is expanded to show the 'Purchasing' section, with 'Vendors' selected. The main window displays a table of vendor records. The table has columns for Vendor Name, Vendor ID, Phone Number, and Contact. The first record, 'A Travel Company', is highlighted. Below the table, the details for 'ACETRAVE0001 : A Travel Company' are shown, including contact information, current balance, and payment terms.

Vendor Name	Vendor ID	Phone Number	Contact
A Travel Company	ACETRAVE0001	(298) 555-0101 Ext. 0000	Greg Powell
Aaron Fitz Electrical	AARONFIT0001	(425) 555-0101 Ext. 0000	Bob Fitz
Adam Park Resort	ADAMPARK0001	(317) 555-0102 Ext. 0000	Roberta Masouras
Advanced Office Systems	ADVANCED0001	(618) 555-0102 Ext. 0000	Janice Berman
Allenson Properties	ALLENSON0001	(312) 555-0103 Ext. 0000	Doug Allen
Amber Central European Travel C...	ACETRAVL001	(000) 000-0000 Ext. 0000	
AmericaCharge	AMERICAN0001	(312) 555-0104 Ext. 0000	Dan Martin
Anderson Electric	ANDERSON	(000) 000-0000 Ext. 0000	
AP DEUVILLE	APD0001	(000) 000-0000 Ext. 0000	BOB
Associated Insurance Inc.	ASSOCIAT0001	(800) 555-0107 Ext. 0000	Wade Tonnesson
Attractive Telephone Co.	ATTRACTI00001	(312) 555-0105 Ext. 0000	Lisa Lucas
AUSTRALIA	AUSTRALIA	(000) 000-0000 Ext. 0000	
Auto Financing	AUTOFINA0001	(616) 555-0138 Ext. 0000	Lindsey Guidera

ACETRAVE0001 : A Travel Company
Contact : Greg Powell
Address : 123 Riley Street
Sydney, NSW 2086
Australia
Current Balance : \$6,435.27
Last Check Amount : \$500.00
Last Check Date : 4/12/2017
Payment Terms : 1% by 10th Due 25th
Payment Priority : 1
On Order Amount : \$0.00
Amount Billed YTD : \$8,385.27
Amount Billed Last Year : \$0.00
Amount Paid YTD : \$1,950.00



Customize Navigation Lists



- Click: Purchasing > Vendors (Navigation List)
- Save As
- Enter a Name
- Save
- Click on the Name and Customize



Adding Columns

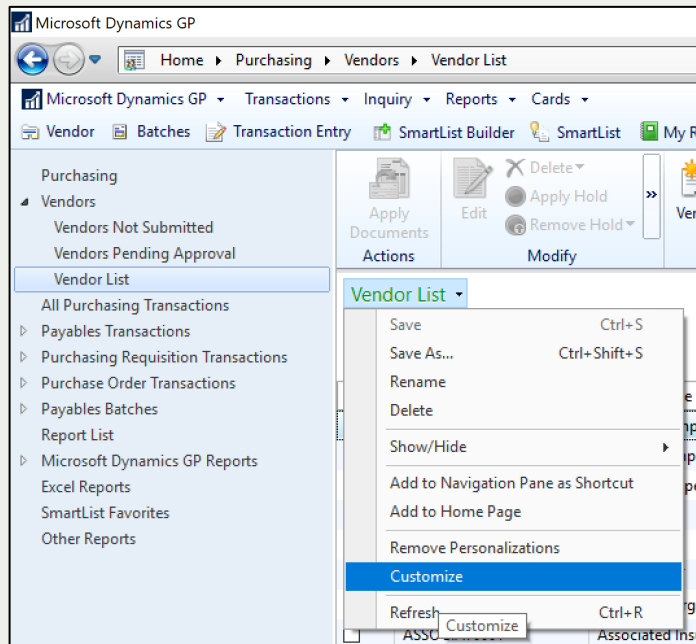
The screenshot shows the Microsoft Dynamics GP interface. The breadcrumb path is Home > Purchasing > Vendors > Vendor List. The left navigation pane shows 'Vendors' expanded to 'Vendor List'. A context menu is open over the 'Vendor List' item, with 'Customize' highlighted. Other menu items include Save, Save As..., Rename, Delete, Show/Hide, Add to Navigation Pane as Shortcut, Add to Home Page, Remove Personalizations, Refresh, and ASSO.

The 'List View Customization' dialog box is shown. It has a title bar and a close button. The main text says 'Modify the content, layout and sharing settings for this view.' Below this, there are two dropdown menus: 'View Name:' set to 'Vendor List' and 'Visible In:' set to 'All companies'. Under the 'Mark Content to Display' section, three checkboxes are checked: 'Show the filter options.', 'Show the action pane.', and 'Show the information pane.'. Under the 'Modify List View' section, there are three items: 'Columns' (highlighted in yellow with a right-pointing arrow), 'Action Pane' (with a right-pointing arrow), and 'Sharing' (with a right-pointing arrow). At the bottom, there are 'Preview', 'Save', and 'Cancel' buttons.

The 'Columns Details' dialog box is shown. It has a title bar and a close button. The main text says 'Display Columns in this order'. Below this is a list of columns with checkboxes: 'Information' (checked), 'Vendor ID' (checked), 'Vendor Name' (checked), 'Current Balance' (checked), 'Address' (unchecked), 'City' (unchecked), 'State' (unchecked), 'ZIP Code' (unchecked), 'Phone Number' (unchecked), 'Contact' (unchecked), 'Status' (unchecked), 'Payment Priority' (unchecked), 'Type' (unchecked), 'Tax ID Number' (unchecked), and 'Workflow Approval Type' (unchecked). To the right of the list are 'Move Up' and 'Move Down' buttons. Below the list is a 'Reset' button. At the bottom, there are 'OK' and 'Cancel' buttons.



Customizing the Action Pane



List View Customization

Modify the content, layout and sharing settings for this view.

View Name:

Visible In:

Mark Content to Display

- Show the filter options.
- Show the action pane.
- Show the information pane.

Modify List View

- Columns
- Action Pane
- Sharing

Action Pane Details

Specify the groups and actions to show in the action pane for this list view.

Groups

- Workflow
- Actions
- Modify
- New
- Restrictions

Actions in the group New

- Vendor
- Invoice
- Payment
- Credit Memo
- Payables Transaction

Group Properties

Default Name:
Group Name:

Action Properties

Default Name:
Action Name:

Priority: Primary
 Secondary
 Overflow

Image Size: Large
 Small

Customizing Navigation Lists

List View Customization

Modify the content, layout and sharing settings for this view.

View Name:

Visible In:

Mark Content to Display

- Show the filter options.
- Show the action pane.
- Show the information pane.
- Show Business Analyzer.

Modify List View

- Columns
- Action Pane
- Sharing
- Report Settings

Action Pane Details

Specify the groups and actions to show in the action pane for this list view.

Groups

- Modify
- Actions
- New
- Restrictions
- Sales

Group Properties

Default Name:

Group Name:

Actions in the group New

- Customer
- Cash Receipt
- Credit Memo
- Debit Memos
- Receivables Transaction

Action Properties

Default Name:

Action Name:

Priority:

- Primary
- Secondary
- Overflow

Image Size:

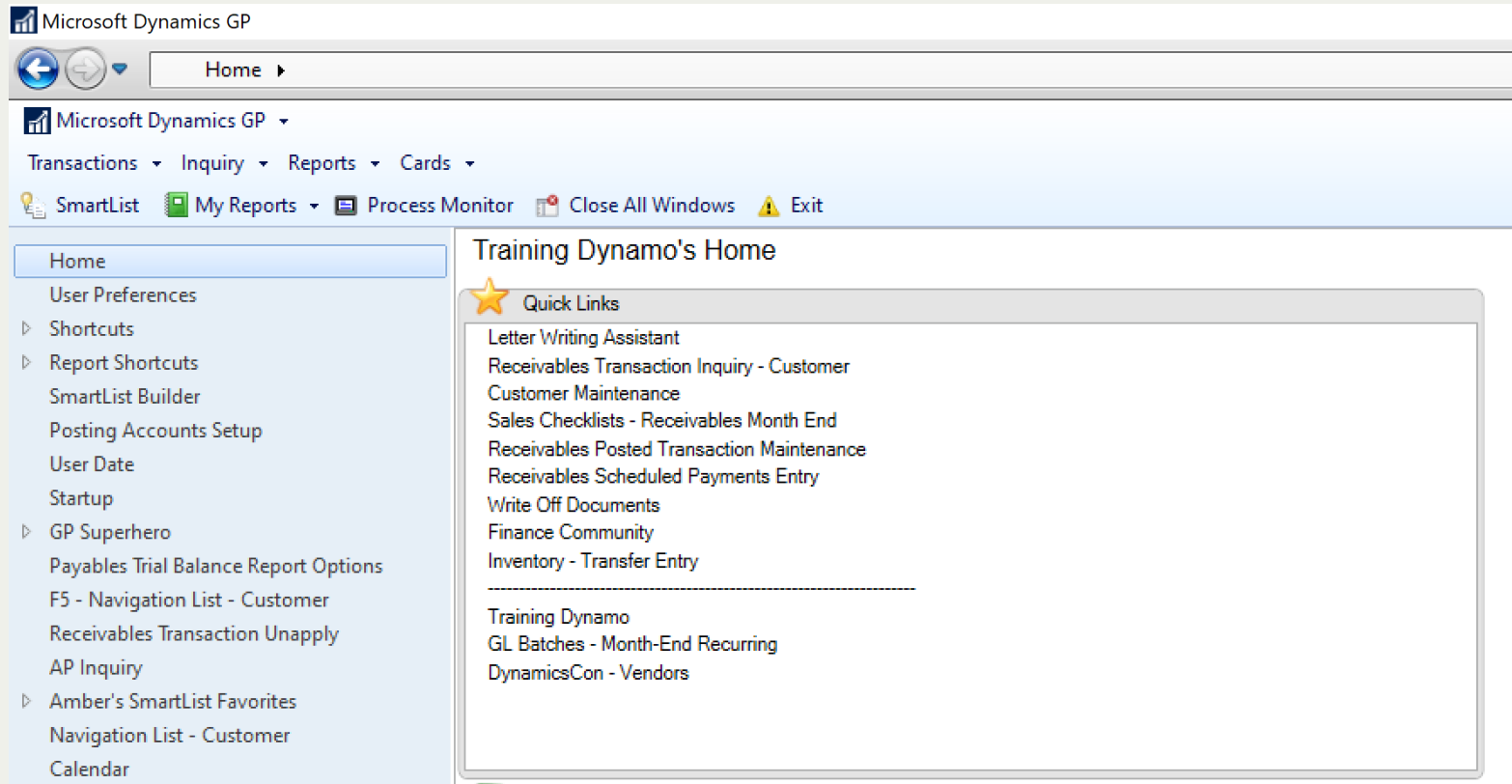
- Large
- Small

Columns Details

Display Columns in this order

- Information
- Customer ID
- Customer Name
- Address
- City
- State
- ZIP Code
- Phone Number
- Contact
- Salesperson
- Territory ID
- Inactive
- Type
- Current Balance

Quicklinks



The screenshot shows the Microsoft Dynamics GP interface. At the top, there is a navigation bar with 'Home' selected. Below it, a menu bar contains 'Transactions', 'Inquiry', 'Reports', and 'Cards'. A toolbar includes 'SmartList', 'My Reports', 'Process Monitor', 'Close All Windows', and 'Exit'. The main content area is titled 'Training Dynamo's Home' and features a 'Quick Links' section with a star icon. The Quick Links list includes: Letter Writing Assistant, Receivables Transaction Inquiry - Customer, Customer Maintenance, Sales Checklists - Receivables Month End, Receivables Posted Transaction Maintenance, Receivables Scheduled Payments Entry, Write Off Documents, Finance Community, and Inventory - Transfer Entry. A horizontal line separates these from a second list: Training Dynamo, GL Batches - Month-End Recurring, and DynamicsCon - Vendors. On the left side of the interface, a sidebar menu is visible with options like 'Home', 'User Preferences', 'Shortcuts', 'Report Shortcuts', 'SmartList Builder', 'Posting Accounts Setup', 'User Date', 'Startup', 'GP Superhero', 'Payables Trial Balance Report Options', 'F5 - Navigation List - Customer', 'Receivables Transaction Unapply', 'AP Inquiry', 'Amber's SmartList Favorites', 'Navigation List - Customer', and 'Calendar'.

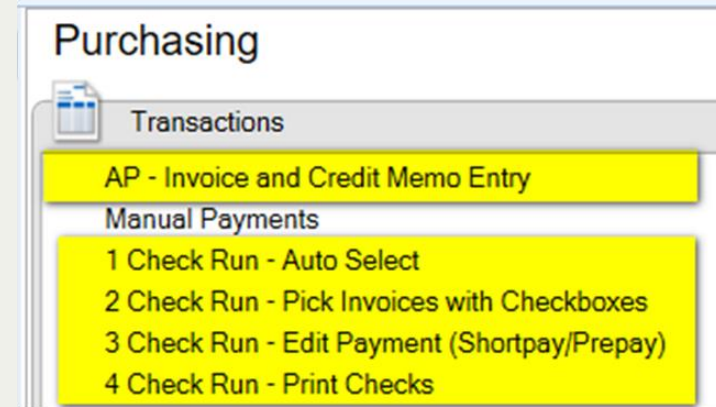
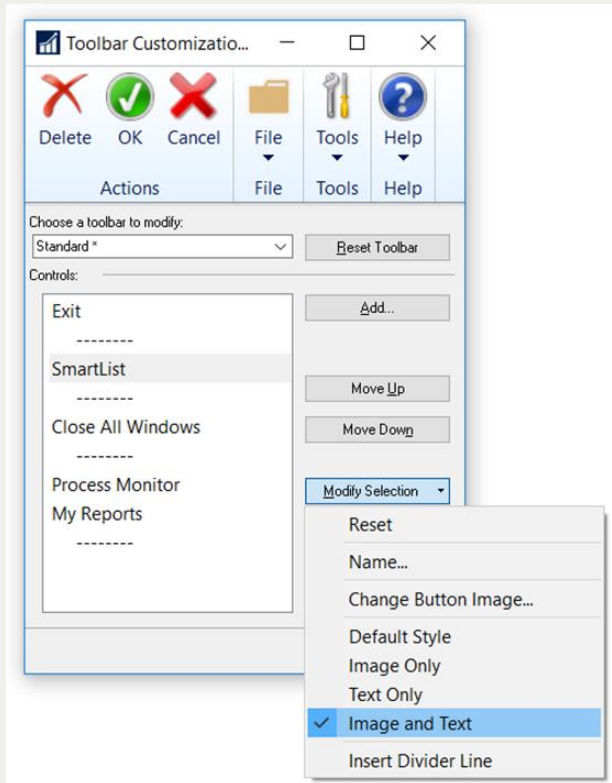


Create Customized Navigation List Views

- You must “Save” before you can add columns
- Add Salesperson
- Add Balance
- Remove Unnecessary Columns



RENAMING GP WINDOWS USING THE TOOLBAR



Navigation Pane

- Adding Shortcuts from other windows
- What other shortcuts can you add?
- Folders
- Startup
- Macros
- Function Keys



You are stuck in quicksand!!

- If you feel like you are lost, stuck, or are repeating the same mistakes over and over...
 - Ask for help!
 - Simplify what you can so that you can concentrate on the “tough stuff”
 - Be open to changing course!



Cecile is an expert at finding new and better solutions!!

- How do you learn new skills?
- How do you get your team on board?



Bad Debt Model - Quarterly

Summary Inquiry - CO100 (sa)

Account: 100-000-11999
Description: ARC Pay - Chargeback Suspense
Year: 2023

Period	Debit	Credit	Net Change	Period Balance
Beginning Balance	\$321,276.70	\$267,181.71	\$54,094.99	\$54,094.99
Period 1	\$29,622.27	\$29,707.35	(\$85.08)	\$54,009.91
Period 2	\$3,834.60	\$20,658.83	(\$16,824.23)	\$37,185.68
Period 3	\$0.00	\$0.00	\$0.00	\$37,185.68
Period 4	\$0.00	\$0.00	\$0.00	\$37,185.68
Period 5	\$0.00	\$0.00	\$0.00	\$37,185.68
Period 6	\$0.00	\$0.00	\$0.00	\$37,185.68
Period 7	\$0.00	\$0.00	\$0.00	\$37,185.68
Period 8	\$0.00	\$0.00	\$0.00	\$37,185.68
Period 9	\$0.00	\$0.00	\$0.00	\$37,185.68
Period 10	\$0.00	\$0.00	\$0.00	\$37,185.68
Period 11	\$0.00	\$0.00	\$0.00	\$37,185.68
Period 12	\$0.00	\$0.00	\$0.00	\$37,185.68
Totals	\$354,733.57	\$317,547.89	\$37,185.68	\$37,185.68

SmartList Builder - CO100 (cdinh)

SmartList Type: New
SmartList ID: GL_TB_OPEN
SmartList Name: View GL Bad Debt Model
Item Name: View GL Bad Debt Model

Tables: All view_Open_Yr_GL_TB_Month

- view_Open_Yr_GL_TB_Mo... Microsoft Dynamics GP Table
- SQL SQL Script SmartList
- SQL Server Table
- SQL Script
- Extender Resource



Smartlist

View Bad Debt Model - ARC

Year	Account	Description	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2023	100-000-11999	ARC Pay - Chargeback Suspense	\$37,185.68	\$37,185.68	\$37,185.68	\$37,185.68
2023	100-000-13000	Products and Services Receivable	\$5,907,362.05	\$5,907,362.05	\$5,907,362.05	\$5,907,362.05
2023	100-000-14800	Allowance for Doubtful Accounts	(\$427,942.05)	(\$427,942.05)	(\$427,942.05)	(\$427,942.05)
2023	100-645-41000	ARC Pay - Core Processing Income	(\$6,063,417.92)	(\$6,063,417.92)	(\$6,063,417.92)	(\$6,063,417.92)
2023	100-645-41300	ARC Pay - Rebates	\$0.00	\$0.00	\$0.00	\$0.00

Add SQL Table and SQL Script Combo

Add SQL Table

Databases:

- CO100
- CO200
- CO999
- Upload

Tables: Views:

- CASH_REQUIREMENTS
- CASH_REQUIREMENTS_200
- slbAccountTrx
- view_AR_Apply_Detail
- view_Open_Close_PMTx_ByPeriod_Year
- view_Open_Yr_GL_TB_Month_End
- view_Vendor_Totals_by_Year
- view_Vendor_Yearly_Totals

Use Company Database

Key Fields

Account

add key field >>
Account

Save Cancel

Add SQL Script

SQL Script:

```
select * from CO100..GL00105 where ACTNUMST IN ('100-000-14800', '100-000-13000', '200-000-12502', '200-000-12501', '100-000-11999', '100-645-41000', '100-645-41300') union all select * from CO200..GL00105 where ACTNUMST IN ('100-000-14800', '100-000-13000');
```

Link To Table: view_Open_Yr_GL_TB_Month_End

Link Method: Equals

Link Fields:

ACTNUMST	Account
----------	---------

Save Cancel



Security Task Setup - CO100 (cdinh)

Save Clear Delete Copy File Print Tools Help Add Note

Task ID: SMARTLIST Category: Other

Task Name: SMARTLIST

Task Description: View all Custom SmartLists

Product: SmartList

Type: SmartList Object

Series: SmartList Objects

User Type: Full

Access List: Display Selected Items Mark All Unmark All

Operations

- Vendors
- Vendors Department
- View GL Bad Debt Model
- View GL Trial Balance ARC
- View GL Trial Balance SPMI
- View Vendor Yearly
- Work Orders
- Write Offs
- X PREPAID OPEN
- Year End

Print Operation Access

Navigation: |< < > >|

Grant User Access to SmartList Object

Please see complete instructions at

www.CecileGP.com



WELCOME TO REDMOND!



BONUS TIPS



Create SmartList for Possible AR Writeoffs

Receivables Transactions - _Possible Writeoffs

Customer Number	Customer Name	Document Number	Document Type	Document Date	Discount Date	Due Date	Original Trx Amount	Current Trx Amount	Customer Balance
INTERNAT0001	International Maili...	SLS11003	Sales / Invoices	10/5/2023	10/5/2023	11/4/2023	\$1,688.42	\$0.46	\$3.24
INTERNAT0001	International Maili...	SLS11004	Sales / Invoices	11/14/2023	11/14/2023	12/14/2023	\$18,189.21	\$2.78	\$3.24
CONTOSOL0001	Contoso, Ltd.	INVPS1006	Sales / Invoices	5/10/2024	5/10/2024				
CONTOSOL0001	Contoso, Ltd.	SLS3007	Sales / Invoices	9/12/2023	9/12/2023				

Change Column Display

Display Name	Original Name
<input type="checkbox"/> Customer Number	Customer Number
<input type="checkbox"/> Customer Name	Customer Name
<input type="checkbox"/> Document Number	Document Number
<input type="checkbox"/> Document Type	Document Type
<input type="checkbox"/> Document Date	Document Date
<input type="checkbox"/> Discount Date	Discount Date
<input type="checkbox"/> Due Date	Due Date
<input type="checkbox"/> Original Trx Amount	Original Trx Amount
<input type="checkbox"/> Current Trx Amount	Current Trx Amount
<input type="checkbox"/> Customer Balance	Customer Balance

Add... Remove Default OK Cancel

Search Receivables Transactions - TWO (sa)

OK Cancel File Tools Help

Search Definition 1
 Column Name: Current Trx Amount Filter: is between Value: 0.01
 Field Comparison Match Case 25

Search Definition 2
 Column Name: Current Trx Amount Filter: is not equal to Value: Original Trx Amount
 Field Comparison Match Case

Search Definition 3
 Column Name: Filter: is equal to Value:
 Field Comparison Match Case

Search Definition 4
 Column Name: Filter: is equal to Value:
 Field Comparison Match Case

Search Options
Maximum Records: 1,000 Search Type: Match All

Clear All Columns Order By



Review Customer Writeoff Settings

The screenshot shows the SmartList application window titled "SmartList - TWO (trainingdynamo)". The interface includes a menu bar with options like New, Modify, Search, Refresh, Columns, Favorites, Print, Excel, Stop, Go To, Word, Publish, Export/Import, SmartList, Additional, File, Tools, and Help. Below the menu is an "Actions" bar. The main area displays a table titled "Customers - *Customer - Max Writeoff Settings". A dialog box titled "Change Column Display" is open, showing a list of columns with their display and original names. The table data is as follows:

Customer Number	Customer Name	Customer Class	Maximum Writeoff Type	Max Writeoff Amount
AARONFIT0001				\$25.00
ADAMPARK0001				\$25.00
ADVANCED0001				\$25.00
ADVANCED0002				\$25.00
ALTONMAN0001				\$25.00
AMERICAN0001				\$25.00
AMERICAN0002				\$25.00
ASSOCIAT0001				\$25.00
ASTORSUI0001				\$25.00
ATMORERE0001				\$25.00
BAKERSEM0001				\$25.00
BERRYMED0001				\$25.00
BLUEYOND0001				\$25.00
BOYLES0001				\$25.00
BREAKTHR0001				\$25.00

The "Change Column Display" dialog box contains the following table:

Display Name	Original Name
Customer Number	Customer Number
Customer Name	Customer Name
Customer Class	Customer Class
Maximum Writeoff Type	Maximum Writeoff Type
Max Writeoff Amount	Max Writeoff Amount

At the bottom of the dialog box are buttons for "Add...", "Remove", "Default", "OK", and "Cancel". The status bar at the bottom of the application shows "104 Customers", "Completed", and "First 1000 records with no search criteria."



Option 1 – Update 1 Customer at a Time

Customer Maintenance Options - TWO (trainingdynamo)

OK File Tools Help Add Note

Actions File Tools Help

Customer ID: ALTONMAN0001 Name: Alton Manufacturing

Balance Type	<input checked="" type="radio"/> Open Item	<input type="radio"/> Balance Forward	
Finance Charge	<input type="radio"/> None	<input checked="" type="radio"/> Percent	<input type="radio"/> Amount 1.50%
Minimum Payment	<input checked="" type="radio"/> No Minimum	<input type="radio"/> Percent	<input type="radio"/> Amount \$0.00
Credit Limit	<input type="radio"/> No Credit	<input type="radio"/> Unlimited	<input checked="" type="radio"/> Amount \$75,000.00
Maximum Writeoff	<input type="radio"/> Not Allowed	<input type="radio"/> Unlimited	<input checked="" type="radio"/> Maximum \$25.00
<input checked="" type="checkbox"/> Revalue Customer	Post Results To:	<input checked="" type="radio"/> Receivables/Discount Acct	<input type="radio"/> Sales Offset Acct
Order Fulfillment Shortage Default	None		



Option 2 – Update Customer Class

Customer Class Setup - TWO (trainingdynamo)

Save Clear Delete File Print Tools Help Add Note

Class ID: USA-INMI-T2 [Search] [New] [Default]

Description: IN and MI customers

Balance Type:	<input checked="" type="radio"/> Open Item	<input type="radio"/> Balance Forward	
Finance Charge:	<input type="radio"/> None	<input checked="" type="radio"/> Percent	<input type="radio"/> Amount 1.50%
Minimum Payment:	<input checked="" type="radio"/> No Minimum	<input type="radio"/> Percent	<input type="radio"/> Amount \$0.00
Credit Limit:	<input type="radio"/> No Credit	<input type="radio"/> Unlimited	<input checked="" type="radio"/> Amount \$20,000.00 →
Writeoff:	<input type="radio"/> Not Allowed	<input type="radio"/> Unlimited	<input checked="" type="radio"/> Maximum \$25.00



Option 3 – Save the Day with Macros!

- Macro Replicator by John Arnold – FREE
 - John presented this at last year's GPUG Summit
 - You can watch a webinar about it here:
<http://bit.ly/JohnArnoldMacro>
 - You can download here:
<http://www.Rnoldz.com/replicator>



A18 | TypeTo field 'Max Writeoff Amount', '1000'

	A	B	C	D	E	F
1	Import Macro File...	Replicate...	Clear Macro...	Clear Data...	Reset Data...	?
2	Update the text in Macro Lines with {DataColumnName} or {RecordNumber} everywhere data is to be replaced.					
3	Macro Lines from: C:\Users\Owner\Training Dynamo, LLC Dropbox\Amber Bell\Training Dynamo\GPUG\GPUG Summit -					
4	# DEXVERSION=18.00.0015.000 2 2					
5	CommandExec dictionary 'default' form 'Command_Sales' command 'RM_Customer_Maintenance'					
6	NewActiveWin dictionary 'default' form 'RM_Customer_Maintenance' window 'RM_Customer_Maintenance'					
7	TypeTo field 'Customer Number', '{Customer Number}'					
8	MoveTo field Hold # 'FALSE'					
9	MoveTo field 'Options Button'					
10	ClickHit field 'Options Button'					
11	NewActiveWin dictionary 'default' form 'RM_Customer_Maintenance' window 'RM_Customer_Options'					
12	MoveTo field 'Maximum Writeoff Type' item 2 # 'Maximum'					
13	ClickHit field 'Maximum Writeoff Type' item 0 # 'Not Allowed'					
14	ClickHit field 'Maximum Writeoff Type' item 2 # 'Maximum'					
15	MoveTo field 'Max Writeoff Amount'					
16	TypeTo field 'Max Writeoff Amount', '1000'					
17	CommandExec dictionary 'default' form 'RM_Customer_Maintenance' command 'OK Button_w_RM_Customer_Options_f_RM_Custo					
18	NewActiveWin dictionary 'default' form 'RM_Customer_Maintenance' window 'RM_Customer_Maintenance'					
19	CommandExec dictionary 'default' form 'RM_Customer_Maintenance' command 'Save Button_w_RM_Customer_Maintenance_f_RM					
20	CloseWindow dictionary 'default' form 'RM_Customer_Maintenance' window 'RM_Customer_Maintenance'					
21	NewActiveWin dictionary 'default' form shell window shell					
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						
32						

Header Rows:
 Filter Column:
 Max {RecordNumber}: 3
 Replicated Macro File: -2019\CustAutoWriteoff_10.mac
 The number of rows that should appear only once (at the...
 Only rows in this column that are equal to TRUE in the Dat...
 Leave blank for no maximum or set to the number of rows...
 The default filename for the Replicated macro

Replace DataTable...

Data Table: The macro will be repeated 24 times.

Customer Number

- ADAMPARK0001
- ADVANCED0001
- ADVANCED0002
- ALTONMAN0001
- AMERICAN0001
- AMERICAN0002
- ASSOCIAT0001
- ASTORSUI0001
- ATMORERE0001
- BAKERSEM0001
- BERRYMED0001
- BLUEYOND0001
- BOYLESKO0001
- BREAKTHR0001
- CASTLEIN0001
- CELLULAR0001
- CENTERSU0001
- CENTRALC0001
- CENTRALD0001
- CENTRALI0001
- COHOWINE0001
- COMMUNIC0001
- COMMUNIC0002
- COMPUTEC0001

Visit:
<http://www.rnoldz.com/replicator/>
to download.

Writeoff Small Balances

Write Off Documents - TWO (trainingdynamo)

Process Cancel File Print Tools Help Add Note

Writeoff Type: Underpayments
Create One Writeoff per: Customer

Writeoff Limit: \$10.00
Cut-off Date: 4/12/2027

Customers: Customer ID All From: To:

National Accounts:
 Create writeoff from Parent
 Create writeoff from Child

Preview

Write Off Preview - TWO (trainingdynamo)

OK File Tools Help Add Note

Unmark All Mark All

	Customer ID	Customer Balance	Writeoff Amount
<input checked="" type="checkbox"/>	ADVANCED0001	\$0.07	\$0.08
<input checked="" type="checkbox"/>	ASSOCIAT0001	\$1.04	\$1.04
<input checked="" type="checkbox"/>	ISNINDUS0001	\$14,978.34	\$0.10
<input checked="" type="checkbox"/>	LAWRENCE0001	\$23,642.79	\$9.37
<input checked="" type="checkbox"/>	MAHLERST0001	\$34,289.30	\$9.90
<input checked="" type="checkbox"/>	POLKVALL0001	\$21,461.08	\$10.00
Total Writeoff Available			\$30.49
Total Writeoff Taken			\$30.49

Sales > Routines > Write Off Documents





AMBER BELL

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