

# Financial Management

## BENEFITS

### Improve control over your payables.

Manage your expenses more effectively with comprehensive vendor information, payment scheduling and tracking, and up-to-the-minute answers to your current cash flow status questions.

### Manage your vendors effectively.

Save time and improve efficiency by streamlining vendor information for instant recall of billing, payment discounts, and other information any time you need it.

### Enhance your productivity.

Reduce your overhead costs and empower your employees with automated payment vouchers and scheduling, customized documents, and intuitive transaction entry.

### Keep vital information at your fingertips.

Find the information you need to make better business decisions with easy-to-use inquiry tools and windows, along with a comprehensive suite of reports that enable you to accurately analyze your accounts payable activities.

### Simplify expense allocation.

Simplify the task of deferring payments or costs over multiple periods with automatically managed calculations and journal entries customized to fit your business needs.

## Payables Management in Microsoft Dynamics GP

Improve your control over expenses with up-to-the-minute information. Payables Management in Microsoft Dynamics™ GP helps you make smarter and faster decisions about your payables. Manage your vendors more effectively, and provide effort-saving automation of many routine or complex tasks, which helps ensure a greater return on your investment.

**Vendor List (Total Amount Paid):**

| Vendor ID      | Total Amount Paid |
|----------------|-------------------|
| ACE TRAVEL0001 | \$6,501.79        |
| ADKEM0001      | \$0.00            |
| ADVANCED0001   | \$74,834.85       |
| ALLENSON0001   | \$11,568.76       |
| AMERICAN0001   | \$22,500.00       |
| ASSOCIAT0001   | \$333.93          |
| AT FRACTI0001  | \$86,016.41       |
| BURNETT110001  | \$10,837.38       |
| BUSINESS MAG   | \$50.00           |
| BUSINESS0001   | \$9,939.30        |
| CAPITALP0001   | \$46,826.77       |
| CARLSON0001    | \$1,112.89        |

**Transaction List:**

| Vendor ID    | Voucher Number | Due Date   | Amount Remaining | Amount Paid |
|--------------|----------------|------------|------------------|-------------|
| ADVANCED0001 | 00000000000002 | 11/22/2003 | \$0.00           | \$2,838.54  |
| ADVANCED0001 | 00000000000002 | 12/29/2003 | \$0.00           | \$5,561.34  |
| ADVANCED0001 | 00000000000002 | 1/16/2004  | \$0.00           | \$8,359.22  |
| ADVANCED0001 | 00000000000002 | 2/15/2004  | \$0.00           | \$15,736.74 |
| ADVANCED0001 | 00000000000003 | 3/1/2004   | \$0.00           | \$42,121.46 |
| ADVANCED0001 | 00000000000004 | 9/2/2006   | \$0.00           | \$146.20    |
| ADVANCED0001 | 00000000000004 | 2/12/2007  | \$0.00           | \$30.25     |
| ADVANCED0001 | 00000000000004 | 2/28/2007  | \$103.79         | \$0.00      |

**Vendor List (Detailed):**

| Vendor ID                    | Phone Number   | Contact             |
|------------------------------|----------------|---------------------|
| ACE TRAVEL0001               | (298) 555-0101 | Greg Powell         |
| AUSTRALIA                    | (000) 000-0000 |                     |
| ADVANCED0001                 | (818) 555-0102 | Janice Berman       |
| ALLENSON0001                 | (312) 555-0102 | Doug Allen          |
| AMERICAN0001                 | (312) 555-0104 | Dan Martin          |
| BARB0001                     | (318) 555-0176 |                     |
| ASSOCIAT0001                 | (800) 555-0107 | Wade Tompsson       |
| ATTRACTIVE TELEPHONE CO.     | (312) 555-0106 | Fred Marks          |
| AUTO FINANCE                 | (614) 555-0126 | Landing Guitera     |
| BEAUMONT CONSTRUCTION        | (312) 555-0110 | Phil Beaumont       |
| BERGERON COMMUNICATIONS SOL. | (514) 555-0102 | Francine M. Gegeon  |
| BLOOMINGTON COUNTY           | (312) 555-0111 | County Treasurer    |
| BURNETT TRAVEL ASSOCIATES    | (520) 555-0112 | Patricia Owen       |
| BUSINESS EQUIPMENT CENTER    | (418) 555-0113 | Beverly Gates       |
| BUSINESS MAGAZINE            | (000) 000-0000 |                     |
| CAPITAL PRINTED CIRCUITS     | (804) 555-0114 | Wayne Baumstead     |
| CARLSON SPECIALTIES          | (312) 555-0116 | Wanda Faber-Carlson |
| CENTRAL CALIBER, INC.        | (713) 555-0116 | John Cavell         |
| CHICAGO CITY TAX DEPT.       | (312) 555-0117 | Joe Hedin           |
| CHICAGO RENT-ALL             | (312) 555-0118 | Riano Naar          |
| CICUT DISTRIBUTING WEST      | (204) 555-0119 | Jean Ryder          |
| CONFEX, INC.                 | (312) 555-0122 | Bob Larson          |
| CONNECT ENTERPRISES, INC.    | (415) 555-0121 | Maxwell Dixon       |
| COMPUTER TRAINING SYSTEMS    | (314) 555-0121 | Maeha Rust          |
| CONSUMER MAGAZINE            | (000) 000-0000 |                     |
| CONTINENTAL CONNECTION       | (403) 555-0124 | Mark Reynolds       |
| CONVEX ENGINEERING           | (000) 000-0000 | Jason Goches        |
| CUJET ENGINEERING COMPANY    | (800) 555-0126 | Kalin Rasheed       |
| DISTANT TRAVEL CANADA        | (514) 555-0143 | Vanessa Jones       |
| DODICKI CATERING             | (312) 555-0128 | Tony Dodicki, Jr.   |
| ELECTRONIC SERVICES          | (204) 555-0129 | Brian Dixon         |
| ELECTRONIC TELEPHONE CO.     | (204) 555-0129 | Ryan Dixon          |
| FABRICATION COMPANY          | (800) 555-0163 | Jean LaFontaine     |
| G & K CLEANING               | (312) 555-0137 | Janice Samuels      |
| GARDNER SERVICES             | (813) 555-0138 | Jack Wohl           |
| GREEN LAKE WINE COMPANY      | (201) 555-0138 | Benny Wayne         |
| GREENWOOD TRUST COMPANY      | (800) 555-0127 | Kim Anderson        |
| GUNTHART SOUND ENGINEERS     | (000) 000-0000 | Garrett Swift       |
| HARVEY, ELLIS & McGLAW, LTD. | (312) 555-0141 | Raymond Ellis       |
| HILLBROOK                    | (000) 000-0000 |                     |
| HIFI BROKERAGE SERVICE       | (709) 555-0131 | John Hill           |
| IAN MARSH                    | (298) 555-0162 | Ian Marsh           |

*EASILY MARK OR UNMARK VENDORS or invoices from the payment batch.*

*LIST-BASED NAVIGATION makes it easy to select vendor transactions and drill down to analyze transaction details.*



Microsoft Dynamics™ GP

## FEATURES

## PAYABLES MANAGEMENT

|   |  |
|---|--|
| <b>Immediate Information</b>              | Find answers instantly to Accounts Payable and Vendor Activity questions with views of un-posted, posted, and historical transactions, plus complete vendor, credit, payment, and other information.   |
| <b>Comprehensive Vendor Information</b>   | Streamline your vendor information with vendor categories for consistent record maintenance and comprehensive data, including addresses, shipping methods, default purchase accounts, and user-defined information.  |
| <b>Installment Management</b>             | Automate your vendor installment payments by creating schedules, calculating interest, amortizing amounts, and forecasting the impact of variable interest rates, payment amounts, and installment changes.  |
| <b>Expenditure Control</b>                | Manage expenditures with full control over check runs and tracking.  |
| <b>Control Account Management</b>         | Manage your Payables control accounts by reporting segments, such as Cost Center, division, department, program or fund, and display a breakdown by segment values of your central control Payables account. Eliminate the need to manually reconcile reporting segments and get a true account of amounts owing by segment value. |
| <b>Automatic Posting</b>                  | Automate posting for each vendor to the designated General Ledger account for recurring transactions, or streamline distribution for vendors without specified purchase accounts.  |
| <b>Fewer, More Accurate Check Batches</b> | Edit individual checks in a batch before processing by viewing all vendors and invoices in a single window, and then marking and unmarking vendors and payments before release.  |
| <b>Multiple Vendor Remit-to Addresses</b> | Create separate checks for multiple Remit-To addresses for vendors without having to set up separate vendor records for each.  |
| <b>1099 Enhancements</b>                  | Increase flexibility in defining 1099 information, specifying a default 1099 tax type and box number for a vendor, or adjusting 1099 tax types and box amounts by transaction. Print in multiple boxes on a single 1099 form or print multiple 1099s based on tax type for a single vendor.  |
| <b>Subledger Reconciler</b>               | Identify reconciliation differences between Payables Management and General Ledger.  |
| <b>Workflow</b>                           | Leverage the workflow provided in Microsoft® Office SharePoint® Server to route a Payables Management batch to one or more individuals for approval.   |
| <b>Complete Payables Reporting</b>        | Create a comprehensive suite of Payables reports that can be sorted by calendar or fiscal year with on-screen display and search, or combine with other Microsoft Dynamics GP modules, such as Report Writer or Crystal Reports, for greater reporting flexibility.  |

For more information about Payables Management in Microsoft Dynamics GP, visit [www.microsoft.com/dynamics/gp](http://www.microsoft.com/dynamics/gp).