



Business Central Tricks & What's New

Overview

- Tips & Tricks
- What's New?
- 3rd Party Products
- Q & A

- Share Error Details
 - Hover over error and click on share button
 - Click on Copy Error Details
 - Paste where needed

S-ORD101017 · Coho Winery

Home Prepare Print/Send Request Approval Order Report Actions Related Automate Fewer options

Post... Release Create Warehouse Shipment Create Inventory Put-away/Pick... Archive Document

The page has an error. Refresh (F5) to undo the change, or correct the error.

Order Date 2016-04-19

Lines Manage Line Order Show Lines with Issues

Type	No.	Description	Location Code	Quantity	Qty. to Assemble to Ord
Item	1324				

The Item does not exist. Identification fields and values: No.=1324

Copy error details

Share details via Teams

Share details via email

Subtotal Excl. Tax (CAD) 0.00

Inv. Discount Amount 0.00

Invoice Discount % 0

Total Incl. Tax (CAD) 0.00

Invoice Details >

- Data Check:
 - General Ledger Setup → General → Show More

S-INV102199 · Adatum

Home Prepare Print/Send Request

Post Release

Enable Data Check

General

Customer No. 1000 Contact Robert Toomes Posting Description Invoice S-INV102199

Customer Name Adatum Corporation Your Reference OPEN

Sell-to Document Date 2023-04-05

Address 360 Main Street, Suite 1150 Posting Date 2023-04-05

City Winnipeg Due Date 2023-05-05

Postal/ZIP Code R3C 3Z3 Salesperson Code JD

Country/Region Code CA Campaign No.

Contact No. CT000001 Responsibility Centre

Phone No. Assigned User ID

Mobile Phone No. Status Open

Email robert@contoso.com

Document Check

Issues

The Dimension Code PROJECT with Dimension Value Code 2 is...

Customer Details

Customer No. 1000

Name Adatum Corporation

Phone No.

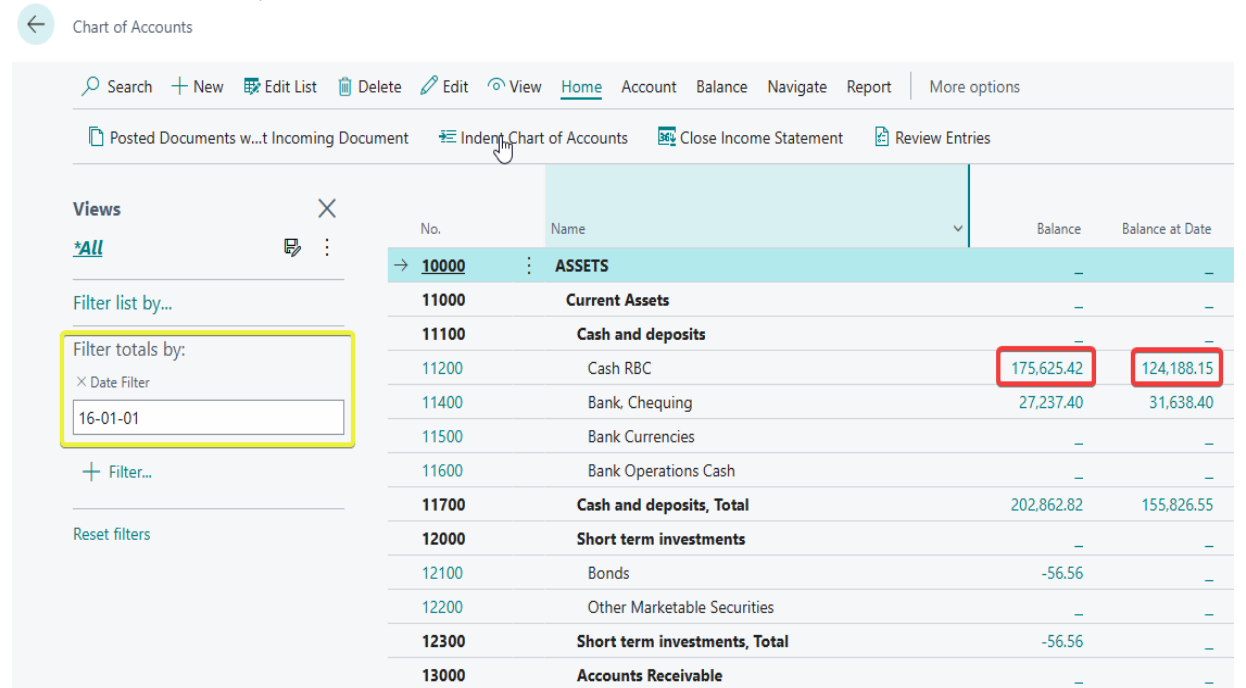
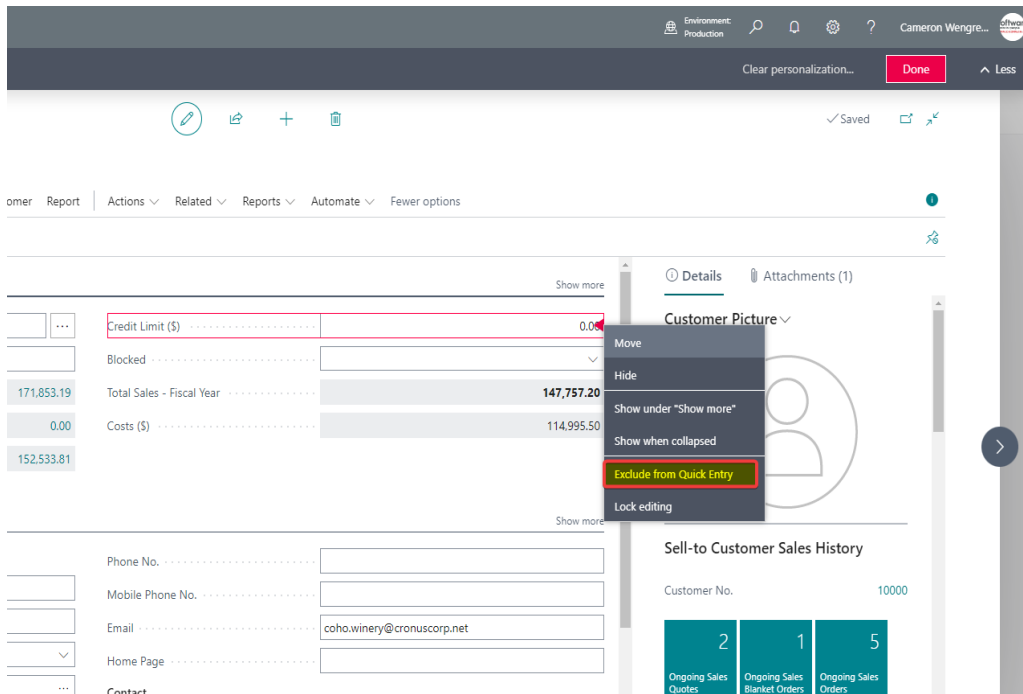
Email robert@contoso.com

Fax No.

Tips & Tricks

- Exclude from Quick Entry
 - Settings → Personalize

- Filtering Totals
 - Balance – account's balance currently in the system
 - Balance at Date – The GL account on the last date included in the Date Filter field
 - Can also filter by Dimension or Date Ranges
 - [https://www.syvantis.com/blog/business-central-feature-spotlight-filter-totals-by-in-the-chart-of-](https://www.syvantis.com/blog/business-central-feature-spotlight-filter-totals-by-in-the-chart-of-accounts)



- Balance Menu Options

CRONUS Canada, Inc. | < Finance | Cash Management | Sales | Purchasing | Graphical Scr

Chart of Accounts: All | + New | Delete | Edit List | Home | Account | Balance | Navigate

Views: All

Filter list by...

11000 Current Assets

G/L Account Balance

G/L Balance

G/L Balance by Dimension

G/L Balance by Dimension

← Previous Set | Show Matrix | Next Set | Reverse Lines and Columns

General

Show as Lines: DEPARTMENT | Show as Columns: Period

Filters

Date Filter | Business Unit Filter | G/L Account Filter | Department Filter | Budget Filter | Customergroup Filter

Options >

Matrix Options >

- Copy Documents
 - Must be turned on in batches
 - Copy Posted Journal Lines

Actions | Related | Automate | Fewer options

Functions | Create Purchase Document | Plan | Send IC Sales Order | Request Approval | X Reject IC Sales Order | Posting | Other | Other | of Archived Versions

Document Date | Posting Date | Order Date | Due Date

Copy Sales Document

Options

Document Type: Posted Invoice

Document No.: PS-INV103019

Doc. No. Occurrence

Version No.

Sell-to Customer No.: 20000

Sell-to Customer Name: Trey Research

Include Header:

Recalculate Lines:

OK | Cancel

Calculate Invoice Discount

Get Recurring Sales Lines...

Copy Document...

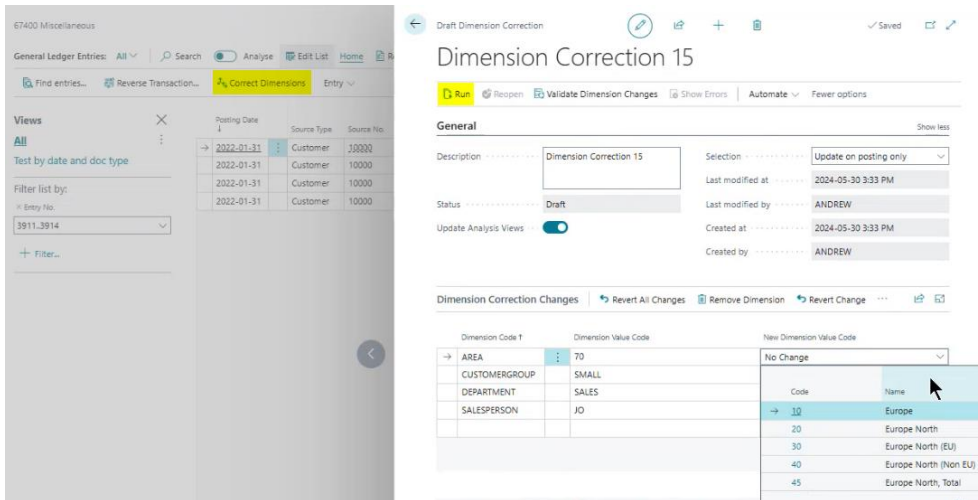
Move Negative Lines...

Archive Document

Use short menu

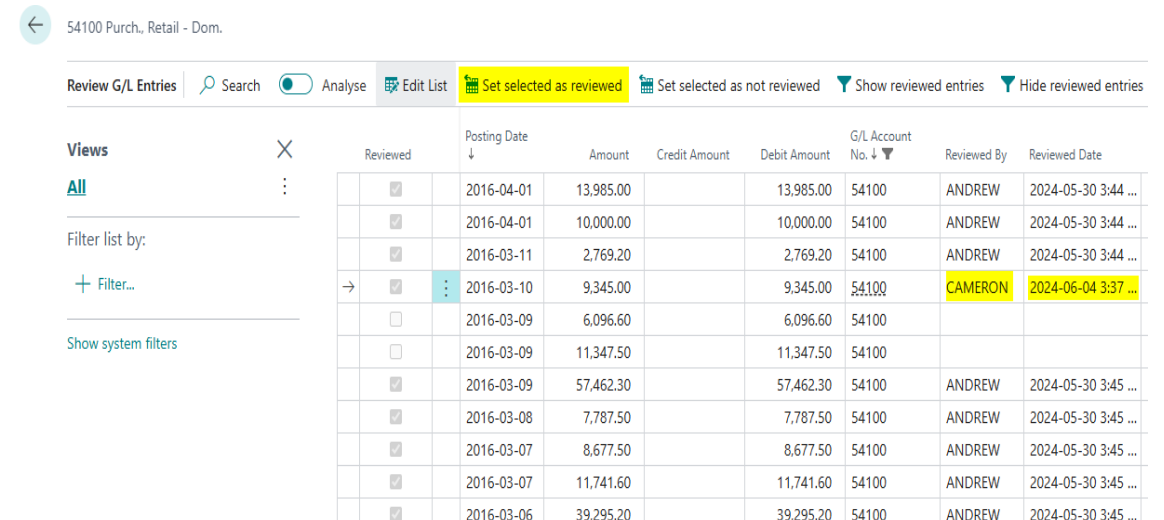
- Correct Dimensions

- General Ledger Entry
- Correct 1 at a time
- Select Run
 - Can either run immediately or set a time



- GL Account Review Entries

- G/L Account Card
 - None
 - Allow Review
 - Allow Review and Match Balance (used on accounts where there are Ins and Outs like Accruals)



Tips & Tricks

- Standard Journals
- Company specific so any user can use them
 - Setup predefined templates
 - Payroll, Bank Trx, Allocations, Month-end Adjustments

General Journals

Batch Name: PAYROLL

Posting Date	Document No.	Account Type	Account No.	Account Name	Amount
12/31/2023	G00678	G/L Account	60002	Salaries & Wages	
12/31/2023	G00678	G/L Account	60035	Telephone Expense	
12/31/2023	G00678	G/L Account	60027	Internet Expense	
12/31/2023	G00678	G/L Account	60010	Insurance Reimbursement - E...	
12/31/2023	G00678	G/L Account	60008	Colorado Unemployment Tax	0.00
12/31/2023	G00678	G/L Account	60005	Federal Taxes (941/944)	0.00
12/31/2023	G00678	G/L Account	60006	Federal Unemployment (940)	0.00
12/31/2023	G00678	Bank Acco...	CHECKING	1st Bank Checking	0.00
12/31/2023	G00678	Bank Acco...	CHECKING	1st Bank Checking	0.00
12/31/2023	G00678	Bank Acco...	CHECKING	1st Bank Checking	0.00
12/31/2023	G00678	G/L Account	20105	Colorado Income Tax	0.00
12/31/2023	G00678	G/L Account	20106	Colorado Unemployment Tax	0.00
12/31/2023	G00678	G/L Account	20103	Federal Taxes (941/944)	0.00
12/31/2023	G00678	G/L Account	20104	Federal Unemployment (940)	0.00
12/31/2023	G00678	G/L Account	20107	CO Paid Family and Medical Le...	0.00
12/31/2023	G00678	G/L Account	60007	CO Paid Family and Medical Le...	0.00

Number of Lines: 16, Balance: 0.00

- Recurring Purchase and Sales Lines
 - Automates creation of purchase document w/ predefined lines
 - Used for frequently ordered goods, where the invoice always contains the same information

Vendor Card: V00070 · Epcor

Home | Request Approval | New Document | Vendor | Prices & Discounts | Report | Actions | Related | Automate | Fewer options

Vendor: V00070
Name: Epcor

Address & Contact:
Address: []
Address 2: []
Phone No.: []
Mobile Phone No.: []
Email: []

Recurring Purchase Lines

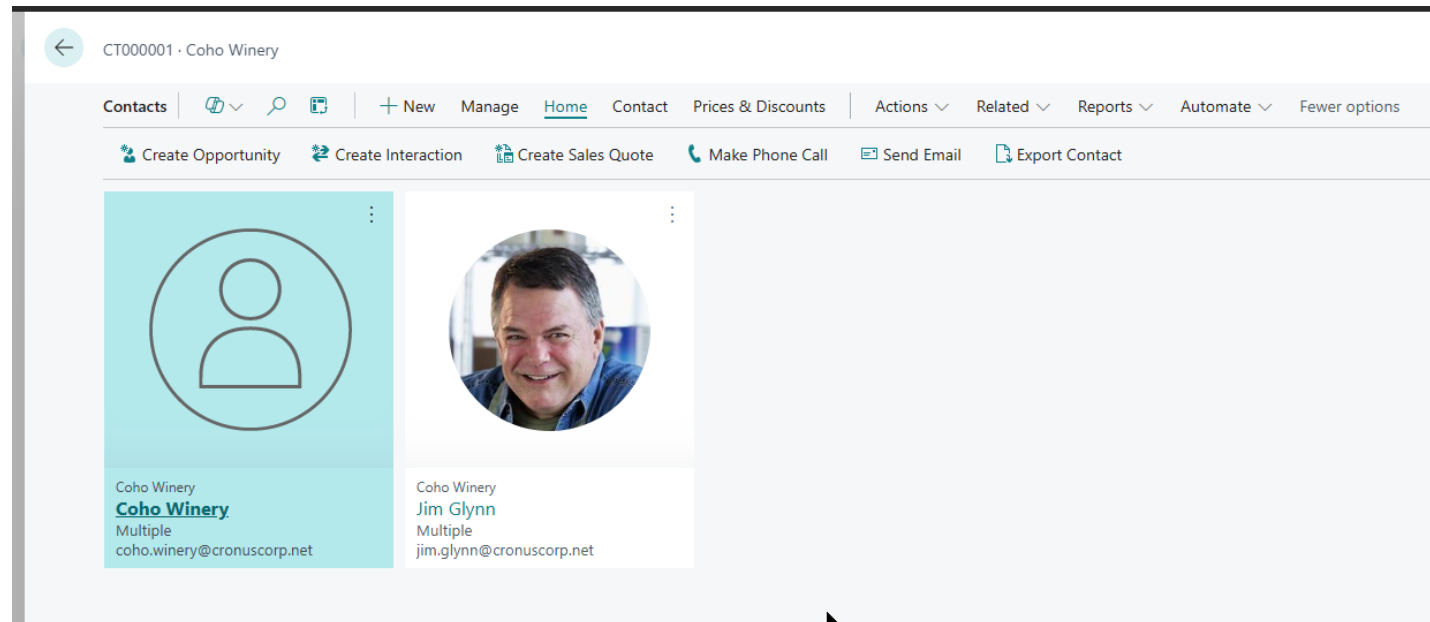
Code 1	Description	Insert Rec. Lines On Quotes	Insert Rec. Lines On Orders	Insert Rec. Lines On Invoices	Insert Rec. Lines On Cr. Memos
UTILITIES	Utilities	Manual	Manual	Automatic	Manual

Tips & Tricks

- **Contacts**

- Maintain multiple contacts for vendors, customers or banks
- Maintain contacts for prospects – then create as a customer

- Attachments and notes
- Send emails and make phone calls
- Record comments
- Record interactions against opportunities or campaigns
- Set pricing and discounts



Tips & Tricks

- Cash Flow Forecast
 - Setup forecasting for

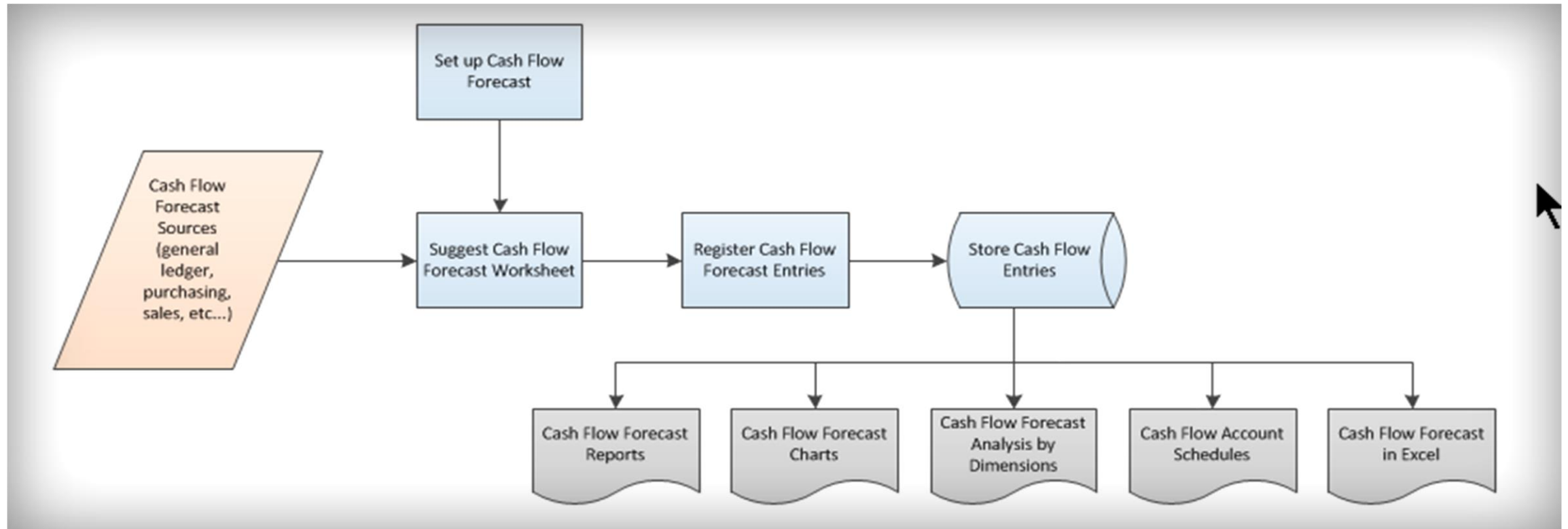


- Receivables
- Payables
- Liquid funds
- Manual expenses/revenues
- Sales/Purchase orders
- Fixed assets budgets/disposals
- Service orders
- G/L budgets
- Jobs
- Taxes

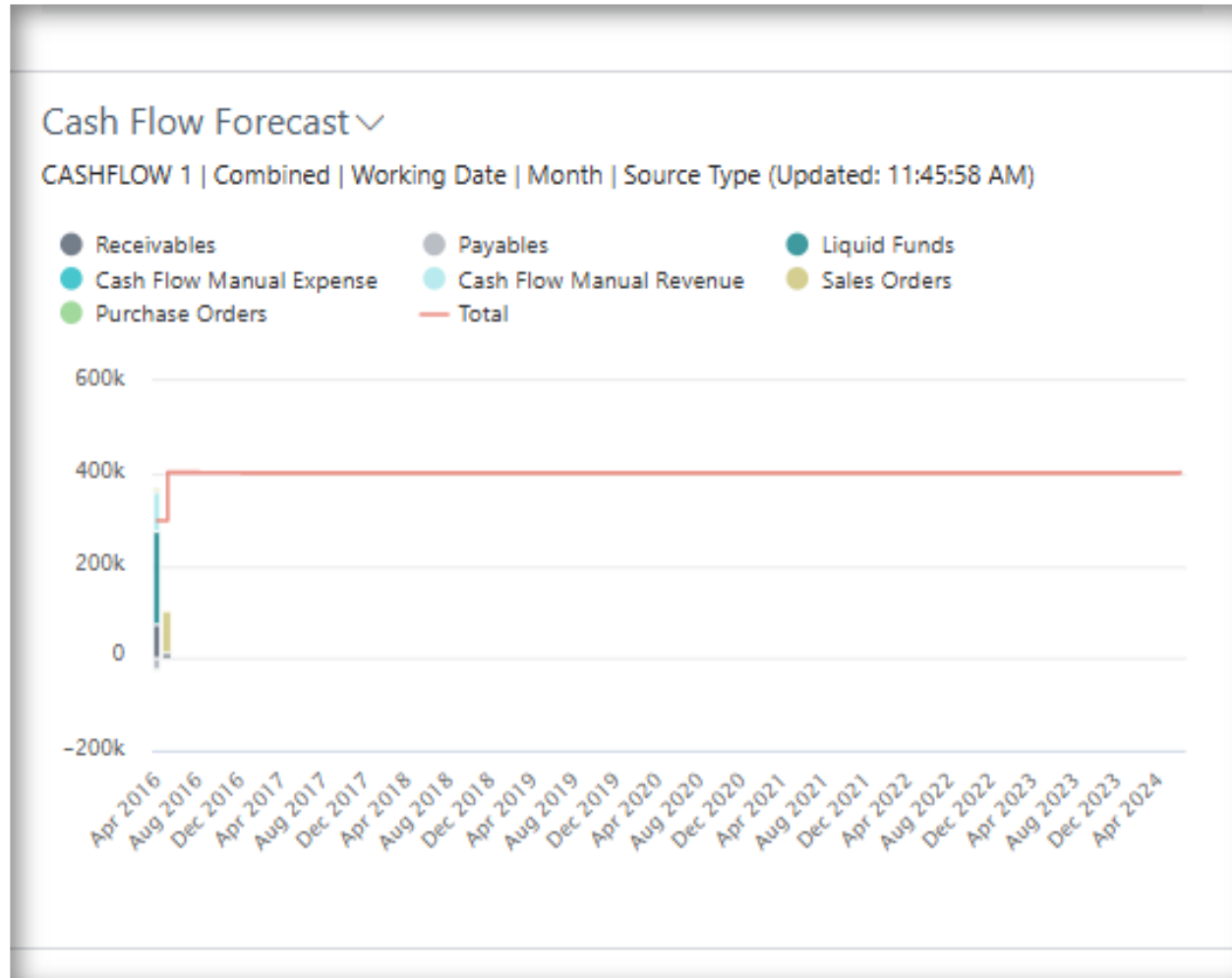
Tips & Tricks

- Cash Flow Forecast

- CF Statistics
- CF by period

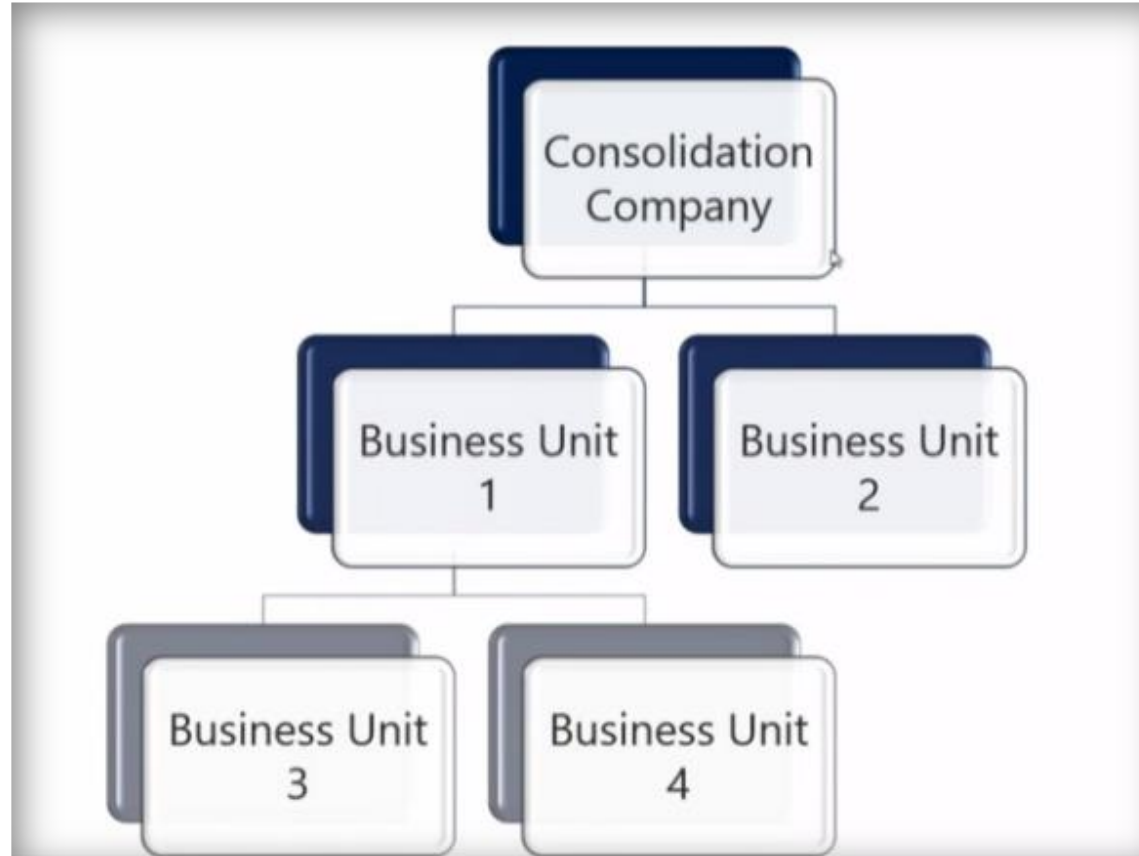


Tips & Tricks



Tips & Tricks

- Consolidations



- Consolidations

- Create consolidation company
- Consolidate by date range
- Include dimensions
- Map GL accounts between companies
- Set Closing and Average rates for companies in different currency
- Provides a consolidated GL which you can report from
- Entry of elimination entries in consolidated company

Tips & Tricks

- Intercompany

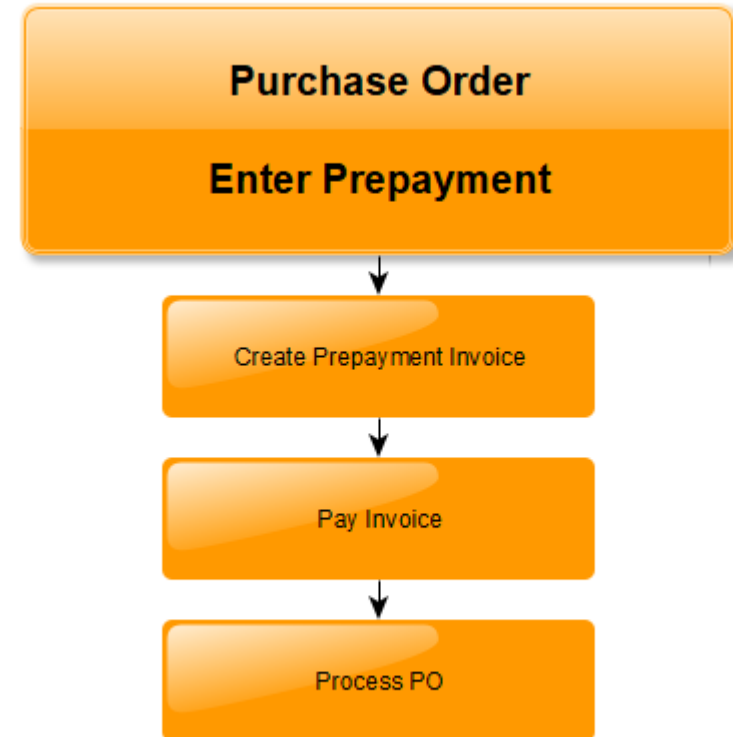
- Create relationship between companies using an intercompany customer and vendor
- Use Purchase Orders and Sales Orders (great for inventory transactions)
- Use Journal Entry
- Enter transaction in source company and posting creates entries in destination company



Tips & Tricks

- PO Pre Payments

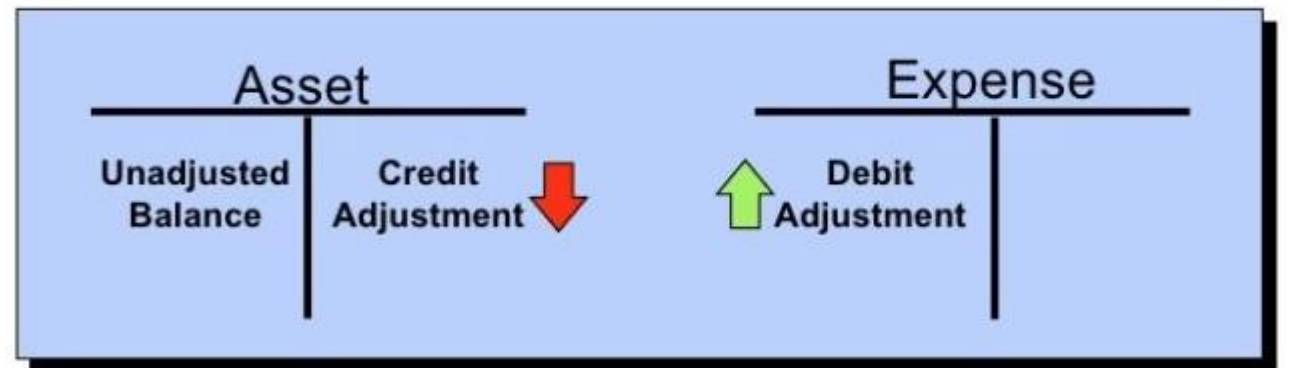
- Set % for entire PO or by line
- Create a prepayment invoice that you can pay
- System tracks prepayment against the PO
- Prepayment deducted from invoice match entry



Tips & Tricks

- Deferral Codes
 - Automatically defer expense or revenue across periods
 - Define deferral account, % and calculation method
 - User defined calculation allows for a custom deferral schedule to be created

Prepaid Expenses

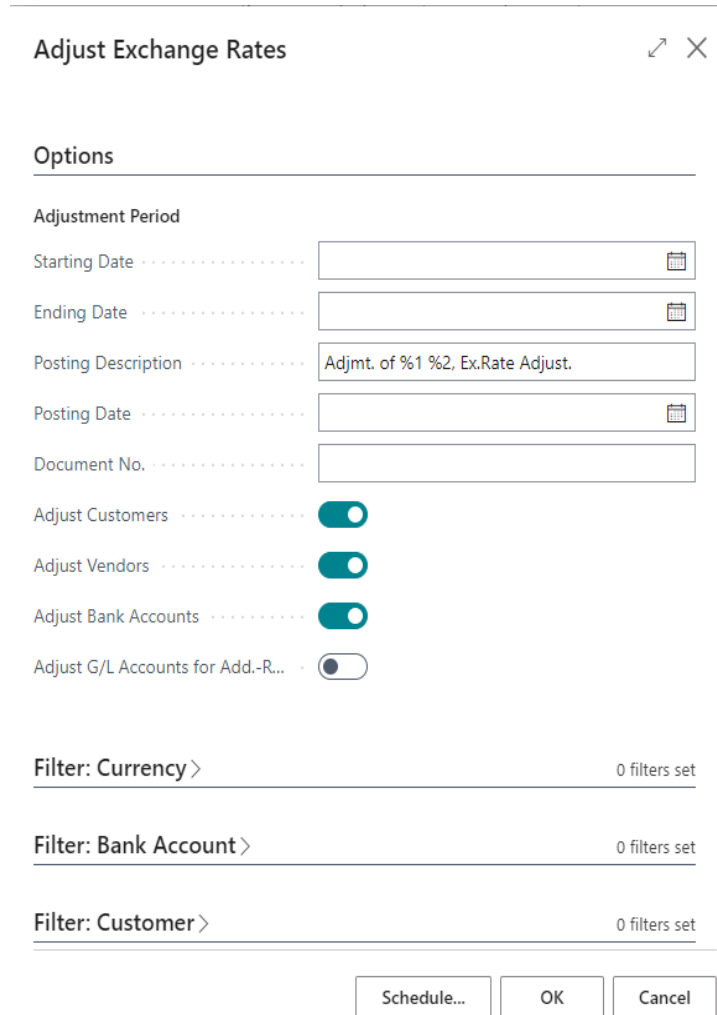


What's New?

- What's New?
 - Adjust exchange rates easily, replace the built-in batch job
 - Assign salesperson to customer ship-to address
 - Navigate easier between order, receipt, and invoice documents
 - Sync documents and posting dates for sales and purchases
 - Use different general ledger accounts for payables, receivables
 - Use standard terminology for project management

Adjusting Exchange Rates

- "Adjust per entry" option allows for a detailed posting vs summarized by currency
- You can now Preview before posting an Exchange Rate adjustment
- Dimension Posting
 - Source Entry Dimensions
 - No Dimensions
 - G/L Account Dimensions



Adjust Exchange Rates

Options

Adjustment Period

Starting Date [calendar icon]

Ending Date [calendar icon]

Posting Description Adjmt. of %1 %2, Ex.Rate Adjust.

Posting Date [calendar icon]

Document No.

Adjust Customers

Adjust Vendors

Adjust Bank Accounts

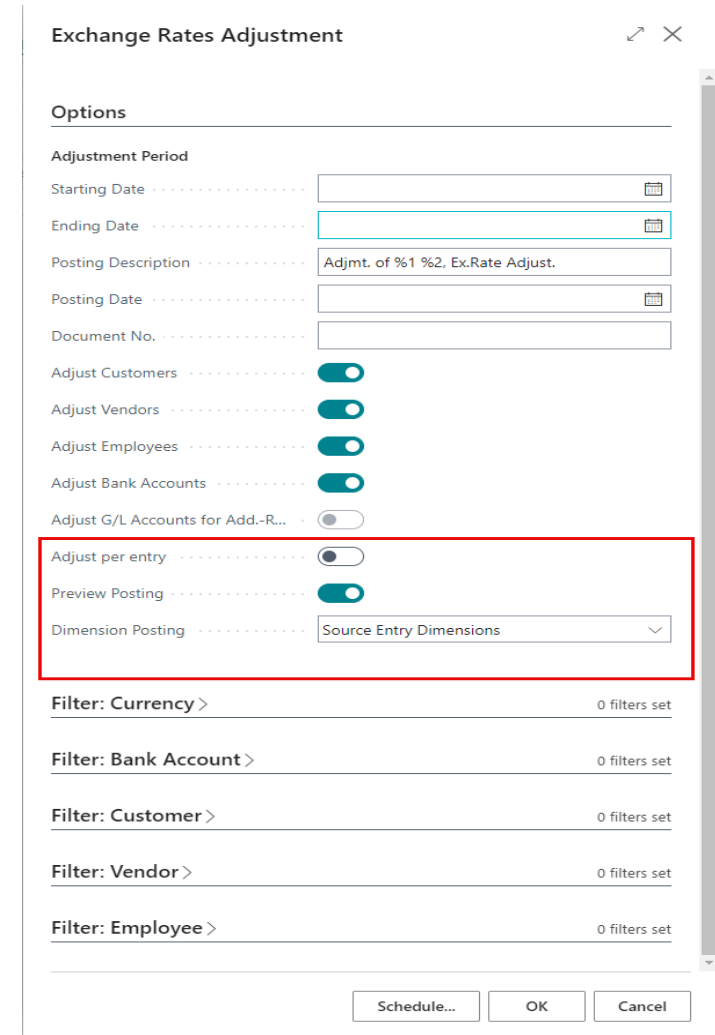
Adjust G/L Accounts for Add.-R...

Filter: Currency > 0 filters set

Filter: Bank Account > 0 filters set

Filter: Customer > 0 filters set

Schedule... OK Cancel



Exchange Rates Adjustment

Options

Adjustment Period

Starting Date [calendar icon]

Ending Date [calendar icon]

Posting Description Adjmt. of %1 %2, Ex.Rate Adjust.

Posting Date [calendar icon]

Document No.

Adjust Customers

Adjust Vendors

Adjust Employees

Adjust Bank Accounts

Adjust G/L Accounts for Add.-R...

Adjust per entry

Preview Posting

Dimension Posting Source Entry Dimensions

Filter: Currency > 0 filters set

Filter: Bank Account > 0 filters set

Filter: Customer > 0 filters set

Filter: Vendor > 0 filters set

Filter: Employee > 0 filters set

Schedule... OK Cancel

Assign salesperson to customer ship-to addresses

Ship-to Address

10000 Adatum Corporation LEWES ROAD
Adatum Corporation

General Show more

Code	LEWES ROAD	Contact	
Name	Adatum Corporation	Salesperson Code	HR
GLN		Location Code	
Address	2 Lewes Road	Tax Liabile	
Address 2		Tax Area Code	
City	Atlanta		
State	GA		
ZIP Code	31772		
Country/Region Code	US		

[Show on Map](#)

Code ↑	Name
→ HR	Helena Ray
JO	Jim Olive
LT	Lina Townsend
OF	Otis Falls
RB	Robin Bettencourt
+ New	

[Show details](#) [Select from full list](#)

Navigate easier between documents

In this release, regardless of how you handle shipments and invoices, it's easy to switch between those documents.

- From sales order lines, you can drill down in the **Qty. Shipped** and **Qty. Invoice** fields.
- From purchase order lines, you can drill down in the **Qty. Received** and **Qty. Invoiced** fields.
- From sales return lines, you can drill in the **Return Qty. Received** and **Qty. Invoiced** fields.
- From purchase return lines, you can drill in the **Return Qty. Shipped** and **Qty. Invoiced** fields.

In addition to this, even Invoices and Credit Memos that were created indirectly are linked to the original order or return document.

Also, the Order No. field on posted sales and purchase invoices and the Pre-Assigned No. field on posted sales and purchase credit memos are populated if all lines are from the same order. This is true even if they're related to several shipments.

Sync document and posting dates for Sales and Purchases

Purchases & Payables Setup

General

[Show less](#)

Discount Posting ····· All Discounts ▾

Check Prepmt. when ...

Receipt on Invoice ·····

Prepmt. Auto Update ... · Never ▾

Return Shipment on C...

Default Posting Date ····· Work Date ▾

Invoice Rounding ·····

Default Qty. to Receive ····· Remainder ▾

Create Item from Item...

Combine Special Ord... · Always Combine ▾

Copy Cmts Ret.Ord. t...

Link Doc. Date To Pos...

Exact Cost Reversing ...

Link Doc. Date To Posting Date

Specifies whether the document date changes when the posting date is modified.

[Learn more](#)

Number Series

Use different general ledger accounts for payables, receivables

← Sales & Receivables Setup ✎ 🏠 + 🗑️ ✓ Saved 📄 🔗

Sales & Receivables Setup

Customer Groups | Payments | More options

Shipment on Invoice	<input checked="" type="checkbox"/>	Calc. Inv. Discount	<input type="checkbox"/>
Return Receipt on Cr...	<input type="checkbox"/>	Tax Bus. Posting Gr. (...)	<input type="text"/>
Invoice Rounding	<input checked="" type="checkbox"/>	Exact Cost Reversing ...	<input type="checkbox"/>
Default Item Quantity	<input type="checkbox"/>	Check Prepmt. when ...	<input type="checkbox"/>
Create Item from It...	<input type="checkbox"/>	Prepmt. Auto Update...	<input type="text" value="Never"/>
Create Item from Des...	<input type="checkbox"/>	Allow Document Del...	<input type="text"/>
Copy Customer Nam...	<input checked="" type="checkbox"/>	Allow Multiple Postin...	<input checked="" type="checkbox"/>
Ext. Doc. No. Mandat...	<input type="checkbox"/>	Check Multiple Postin...	<input type="text" value="Alternative Groups"/>

- 1) Sales and Recievables Setup
- 2) Customer Posting Group
- 3) Alternative CPG
- 4) Customer Card

← DOMESTIC ✓ Saved 📄 🔗

Alternative Customer Posting Groups 🔍 Search Analyze ➕ New 📄 Edit List 🗑️ Delete 🏠 🔍 ☰

Alternative Customer Posting Group ↑

→	<input type="text" value="EU"/>	⋮

3rd Party Products

- 3rd Party Products
 - ERP Connect
 - Shopify

Q & A

- Questions?