



**National Accounts
for Microsoft Dynamics® SL**

2012 Installation and User's Guide

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National Accounts Overview

The National Accounts module offers the benefit of defining a National Account relationship for multiple customers or the “parent/child” relationship. This module allows payments, prepayments or credit memos residing with or received by the Parent Company or Child Company, to be applied across the Parent and the Parent's "children" or members by either entering the payment or by pressing the Pay Document button. Multi-company application is supported.

Reduce Data Entry Errors

Apply payments, prepayments and credit memos across the children or subsidiaries of a Parent Company with one data entry screen.

Increase Controls by Creating Two Levels of Credit Checking

Users can define credit-checking rules by individual companies or across the parent company.

Increase Customer Support and Company Efficiencies

- Easily print statements and other reports by individual company or for the parent company with members.
- Define Finance Charge Rules.
- Apply Payments to each Member of a National Account Relationship including both the Children and Parent.
- Review your application detail from the National Accounts inquiry screen.
- Assign customers to a Parent Company and define rules at each customer level.

National Account Reporting

- Easily consolidate reports at the Parent level or by the individual member level.
- Aging reports are shown at both the detailed and summary level.
- Statements are detailed by the individual member and consolidated and aged by the parent unit.

Product Specifications

Microsoft Dynamics® is a registered trademark of Microsoft Corporation in the United States and/or other countries.

These instructions should only be implemented by users or resellers who are skilled in applying Microsoft Dynamics SL updates.

Please consult your reseller if you need assistance.

Product Type

- Microsoft Dynamics SL VB Tools Developed Application
- Customization Manager Enabled

Technical Requirements

- Standard Microsoft Dynamics SL Environment

Supported Versions

- Microsoft Dynamics SL 7.0. Please note there are two different installation programs for Microsoft Dynamics SL 7.0. There is one for SL 7.0 SP1, SP2 and another for FP1 and SP3.
- Microsoft Dynamics SL 2011. Please note there are two different installation programs for Microsoft SL 2011. There is one for SL 2011 SPx and another for FP1.
 - You will need to install SL Hot Fix HSL2011_23341SY. Please refer to KB article 2546670.

Module Compatibility

- Requires Microsoft Dynamics SL Accounts Receivable Module
- Compatible with (but not required) Microsoft Dynamics SL Multi-Company Module

Supported Databases and Operating Systems

Database

Microsoft SQL Server supported by Microsoft Dynamics SL.

Note: This product will require a license key if you are installing the product to a database other than the Solomon or Dynamics SL Demo Databases (i.e. SLDemoSystem and SLDemoApp60).

Server operating systems

Compatible with the Microsoft Dynamics SL Platforms.

Client operating systems

Compatible with the Microsoft Dynamics SL Platforms.

Microsoft Dynamics SL 7.0 and above Installation Note

When the installation instructions refer to the Utility area in Microsoft Dynamics SL, this area falls under System Manager in Microsoft Dynamics SL 7.0 and above.

National Accounts for Microsoft Dynamics SL 7.0 and requires a process be run on each PC that will access National Accounts. Please see section Configuring Client PC to Run National Accounts.

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National Accounts Installation

Before You Begin

Back up your system before you install National Accounts.

Before installing National Accounts, you should make sure that you have a complete backup of your Microsoft Dynamics SL application software and corresponding databases.

Using Microsoft SQL Enterprise Manager create a backup of all Microsoft Dynamics SL Application Databases and Microsoft Dynamics SL System Databases.

Backup your Microsoft Dynamics SL application software using your external backup system or other appropriate backup utility. This includes all files and directories located in or beneath the Microsoft Dynamics SL directory.

National Accounts will add customizations to the following screens:

08010 – AR Invoice and Memo
08260 – AR Customer Maintenance
08030 – AR Payment Application

Backup any customizations you may have on these screens. If you do have customizations on the above screens, you may want to install National Accounts in a test environment first to make sure there are no customizations issues between your customizations and National Accounts customizations.

*** NOTE FOR SL7.0 and 2011 upgrades. If you are upgrading using the latest version of National Accounts the customizations for the above mentioned screens are at the Supplemental Level. Prior releases of National Accounts had the customizations at the All Users Level. The installation/upgrade will not remove the All Users Customizations. You will need to manually remove them. Please contact your VAR for assistance. If you are a VAR please contact SSYH if you require more information.

If you currently have National Accounts installed and have customized any National Accounts screens, reports, or PVs, you will need to back them up and reinstall them once you have completed the National Accounts installation process.

National Accounts installs a new version of AR Statements (08600.rpt). If you have made changes to this report you will need to make the same changes to the National Accounts version. Make sure you have a backup of this report.

Information you will need to know

Before proceeding, you will need to determine the location of your application software installation (For example....c:\Program Files\Solomon\....). The National Accounts setup wizard will attempt to search for the installation path and will allow you to modify this information if necessary.

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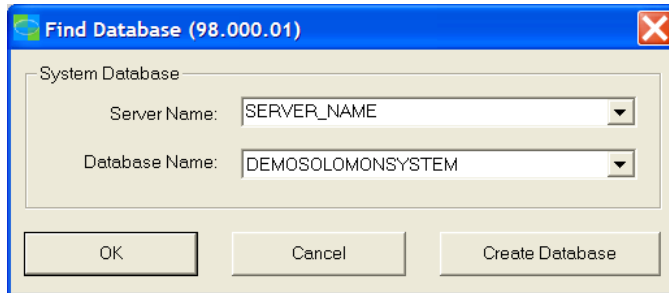
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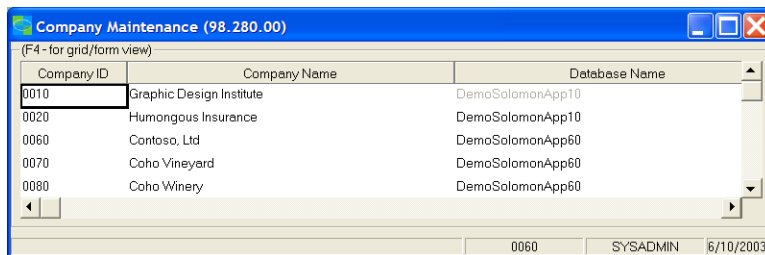
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National Accounts will need to know the Microsoft SQL Server 'sa' user password in order to update the appropriate tables in your SQL Database. Please consult your system administrator to obtain this information before proceeding with the National Accounts installation.



National Accounts will also need to know the name of your Microsoft SQL Server and Microsoft Dynamics SL System database. This information may be obtained from the Microsoft Dynamics SL login screen by clicking on the System Database button to display the name of your Microsoft SQL server and corresponding Microsoft Dynamics SL System Database

National Accounts will also need to know the name of your Microsoft Dynamics SL application database. This information may be obtained by logging into Microsoft Dynamics SL and selecting Utility/Company Maintenance from the Microsoft Dynamics SL Menu bar.



If you are upgrading your version of National Accounts, you will also need to know the location of the setup.exe file from your current installation of National Accounts. This may be located in c:\National Accounts. You will need this to uninstall the current version of National Accounts. Please note, no data will be lost during the uninstall. For SL 7.x and 2011 the uninstall may be in Control Panel, Add\Remove Programs.

Note: This product will require a license key if you are installing the product to a database other than the Solomon or Dynamics SL Demo Databases (ie. SLDemoSystem and SLDemoApp60).

Microsoft Dynamics SL 2011 information:

If you are running SL 2011 you will need to install SL Hot Fix HSL2011_23341SY. Please refer to KB article 2546670.

Once you have obtained the above information you can proceed with the install.

Type of National Accounts Installation

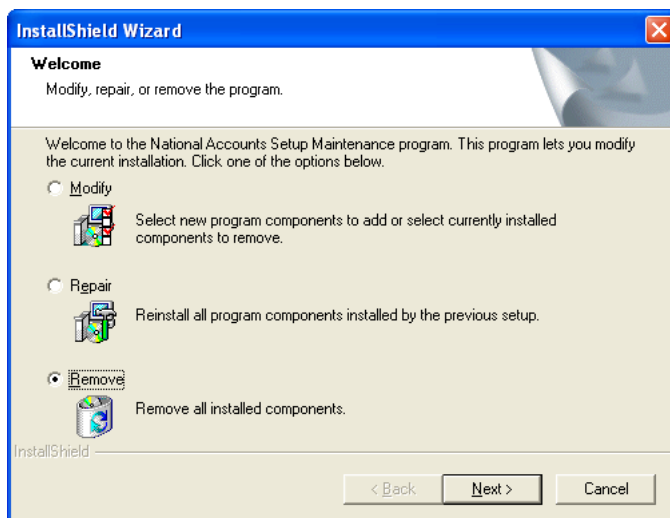
There are three different scenarios for installing National Accounts. They are:

1. Installing National Accounts for the first time or upgrading from a prior version. Refer to the section Installing National Accounts on your Server.
2. Installing National Accounts to additional databases. Refer to the section Installing National Accounts to additional databases.
3. Reinstalling National Accounts. Refer to the section Reinstalling National Accounts.

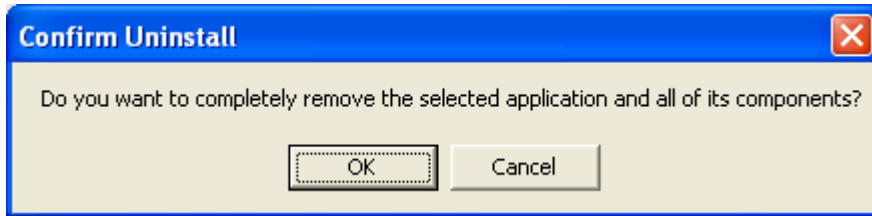
Installing National Accounts on your Server.

Remove your current version of National Accounts

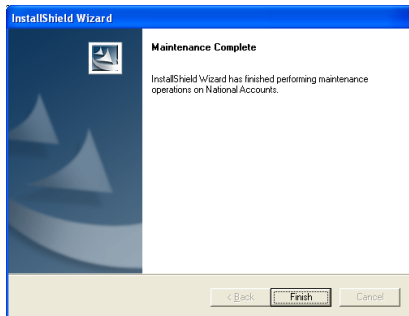
If you are uninstalling an older version of National Accounts, run the setup.exe application for your current version of AR Collections Manager. You will be prompted with the following screen. Select Remove and click Next. If you are uninstalling National Accounts for Microsoft Dynamics SL 7.0\2011 you would do this in Control Panel, Program and Features (Add Remove Programs). Look for SSYH National Accounts. Uninstall as you would any application. If you do not see National Accounts in Add Remove Programs, you will need to uninstall by running setup.exe.



You will be prompted to remove the product. Click Ok to continue or Cancel to stop the remove process. If you click cancel you will need to rerun the setup.exe again from the beginning.



Once the remove has been completed, you will be prompted with the Finish screen. Click Finish.



Installing National Accounts

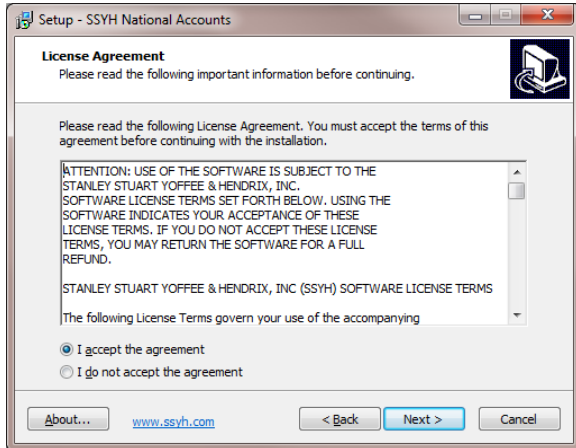
Create a Subdirectory to hold the installation files. i.e. C:\National Accounts. Copy the zip file received from SSYH into this Subdirectory.

Launch the Zip file and extract the files into the same Subdirectory. Launch Setup.exe and follow the Install Shield steps.

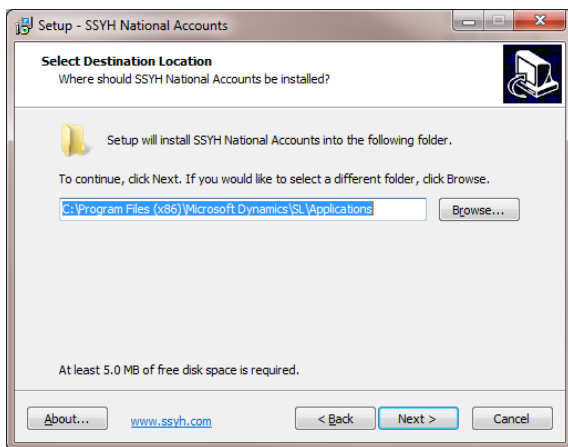
Click Next when presented with the National Accounts welcome screen.



Review the license agreement and click I accept the agreement if you wish to continue with the installation process. Click the Next button.

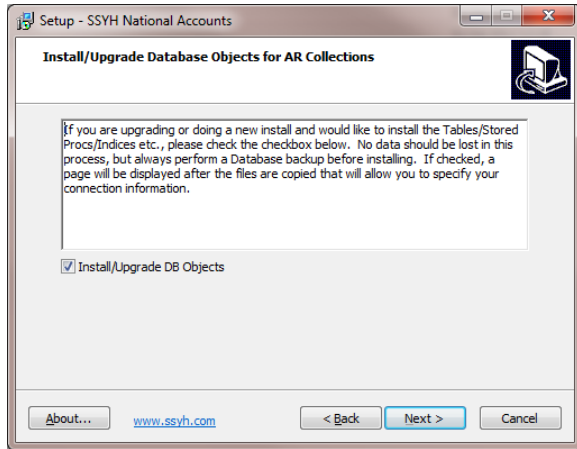


You will be prompted for the installation path where your Microsoft Dynamics SL applications presently reside. If necessary, click the Browse button to change or modify the destination directory.

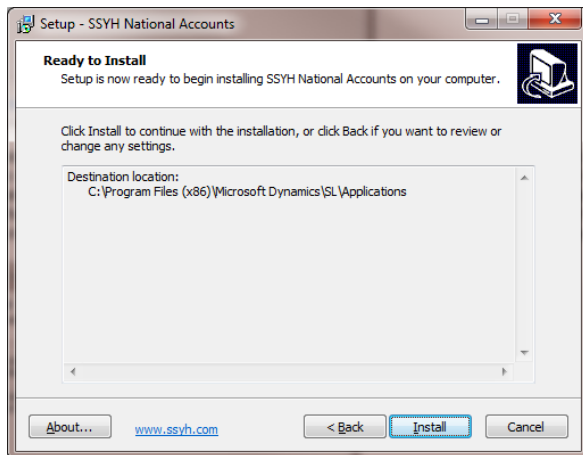


Once the default directory is correct click Next to continue with the installation process.

You will be prompted with the following screen:

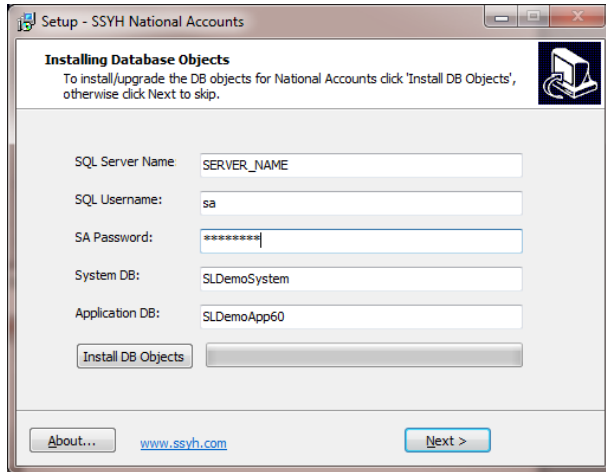


To install/upgrade the database objects make sure you have the Install/Upgrade DB Objects box checked. If this option is checked and you are doing an upgrade, no data from your existing National Accounts application will be lost. If you want to re-install the National Account application without impacting the DB, uncheck the Install/Upgrade DB Objects. Please note that the first time you perform an install or upgrade you must have the Install/Upgrade DB Objects checked.

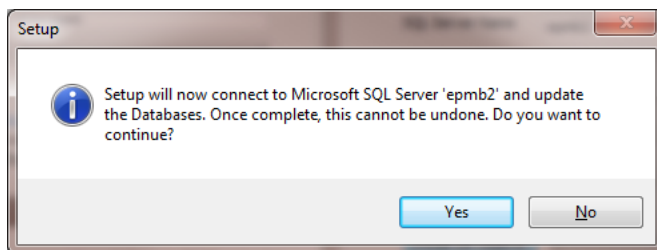


Next you will be prompted to review the installation parameters and continue with the installation. To begin the installation click Install. To go back and make a change click Back. To cancel the installation click Cancel.

If you checked the Install/Upgrade DB Objects you will be prompted for the SQL Server and Database info. Once the info is entered click the Install DB Objects Button. *Do Not click Next as this will bypass the install for the DB objects.* If the install cannot connect to the SQL Server or has a problem installing the DB objects a message will appearing indicating there was an issue and you are prompted again for the SQL Server and Database info. To bypass the DB Objects install click Next and no DB objects are installed or upgraded.

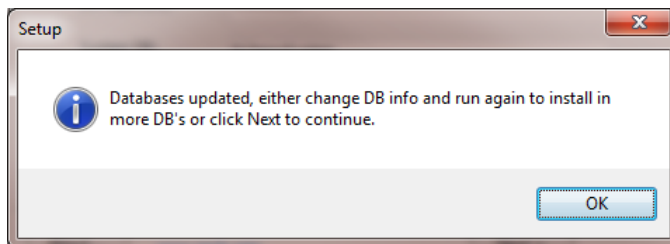


When you click the Install DB Objects button you will be prompted with the following message:

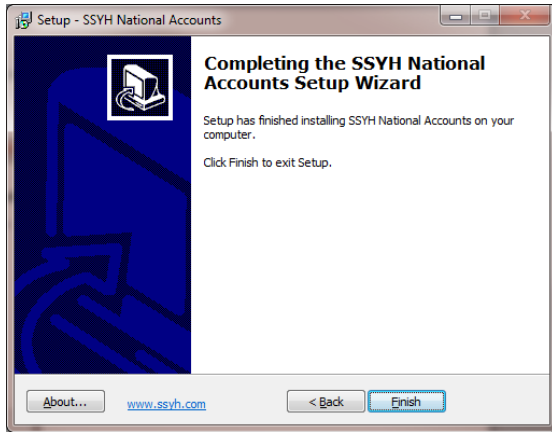


To install/upgrade the DB Objects click Yes. Click No to return to the SQL Server and Database info screen.

When you click Yes to install the DB Objects there will be a slight delay before anything else is displayed to the screen. When the objects are being installed you will see a green status bar indicating the database is being updated. When the process has completed the following message will display:



Click the OK button and you will be returned to the Installing Database Objects screen. To install National Accounts DB Objects to additional database enter the appropriate info and click the Install DB Objects button. Click Next when done installing the DB Objects to all databases.



If you are done installing the DB Objects to all databases click the Finish button and the install program will exit. To install the DB Objects to additional databases click the Back button and follow the steps above.

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Completing the Setup

Installing the National Accounts Screens using Customization Manager

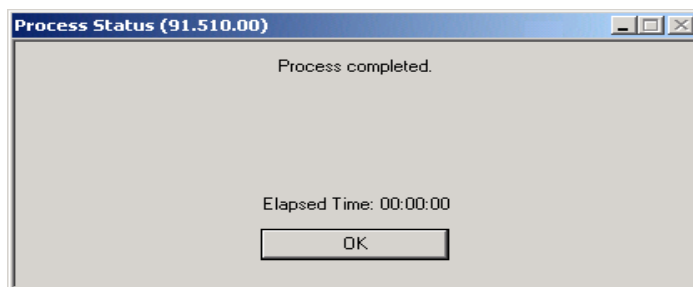
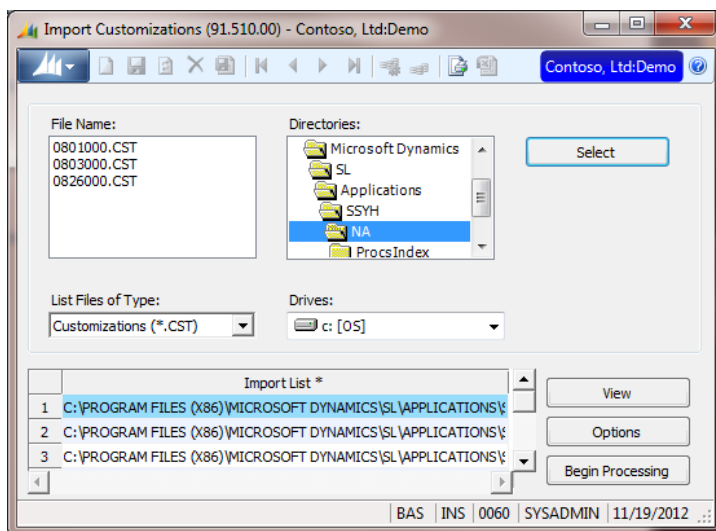
National Accounts includes modifications to several Microsoft Dynamics SL screens in the Accounts Receivable module including 0801000 Invoice and Memo, 0826000 Customer Maintenance, and 0803000 Payment Application.

Note: Prior to importing the customizations, make sure you have a backup of any customizations you may have on these screens.

To update these screens select Customize\Import Customizations from the Microsoft Dynamics SL Tool Bar and navigate to the SOLOMON\SSYH\NA directory. Highlight 0826000.cst, 0803000.cst and 0801000.cst and click Select to add these files to the import list.

Note: If you have existing customizations on these screens, select the Options button and select Merge for conflict resolution.

When you click Begin Processing the necessary National Accounts screen modifications will be added to your Microsoft Dynamics SL System.

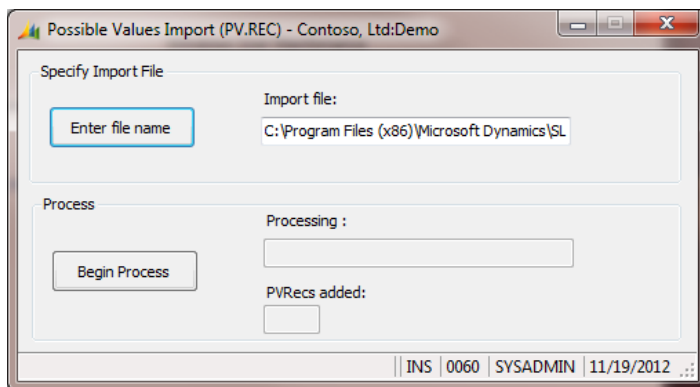


Once the screens have been added, you should receive a message indicating that the process has been completed.

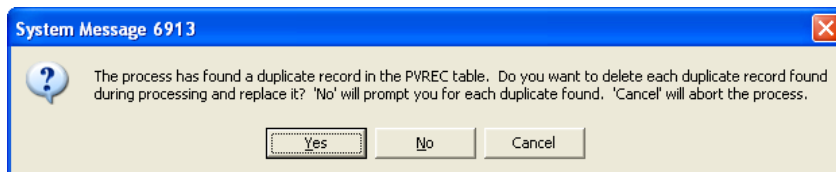
Adding National Accounts Possible Values (PV) using the Microsoft Dynamics SL PV Import Utility

Select Utility\Possible Value Import from the Microsoft Dynamics SL Tool Bar to begin the PV Import process.

Click the Enter File Name button and navigate to the Solomon\SSYH\NA directory. Double click on NAPVREC.csv file to add the file to the import file list. Click Begin Processing to update Microsoft Dynamics SL with the National Accounts PV Values.



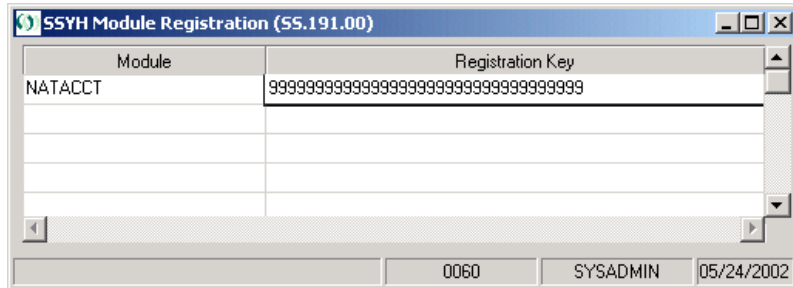
If you are upgrading from a prior version you will receive the following message. Click Yes.



Unlocking the National Accounts Module

(This step is not required for Demonstration Purposes.)

Click the All Modules button on the Navigation Pane. Open the National Accounts Group and select SSYH Module Registration. Using all upper case letters, enter 'NATACCT' as the module identifier, followed by the registration key provided with your software.



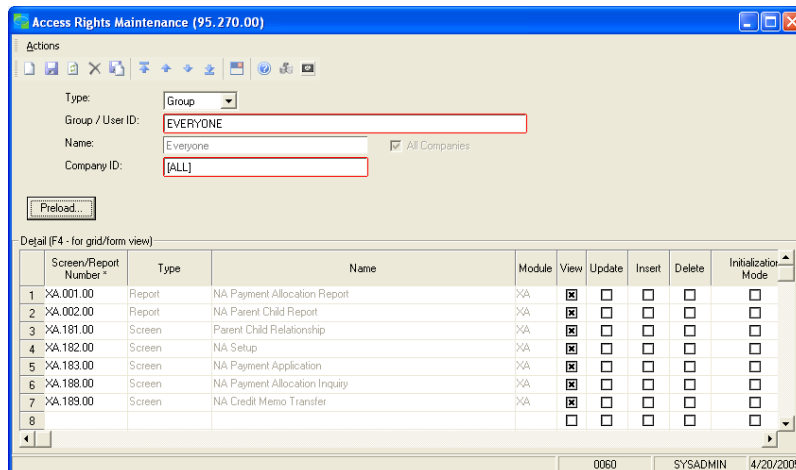
When you save your settings and close the SSYH Module Registration screen you should receive a message that the module has been successfully registered.



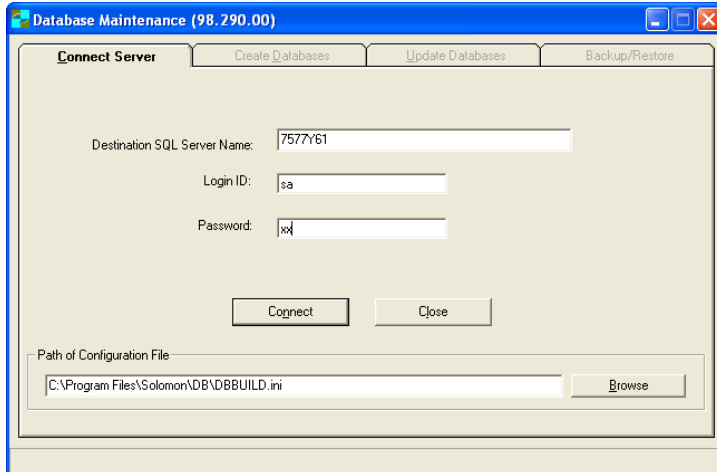
Adding Access Rights for National Account Screens and Report

A group called NATIONAL ACCOUNTS is created during the installation process. You can use this group to control access rights and for menu display.

Select Administration Access Rights and select the appropriate User, Group and/or Company that should receive access to the National Accounts screens and reports. Press (F3) in the Screen/Report Number field and assign rights to the following National Accounts screens and reports.

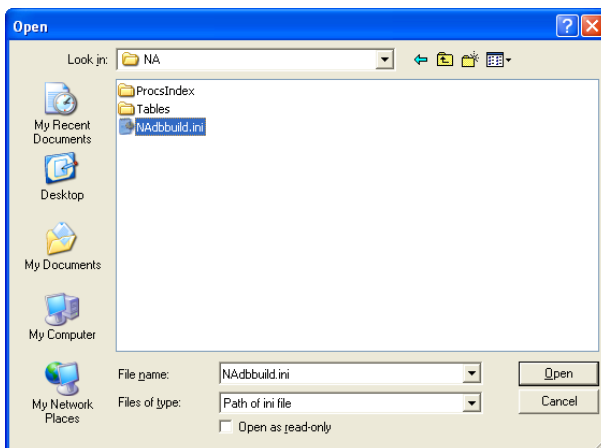


Installing National Accounts to Additional Databases

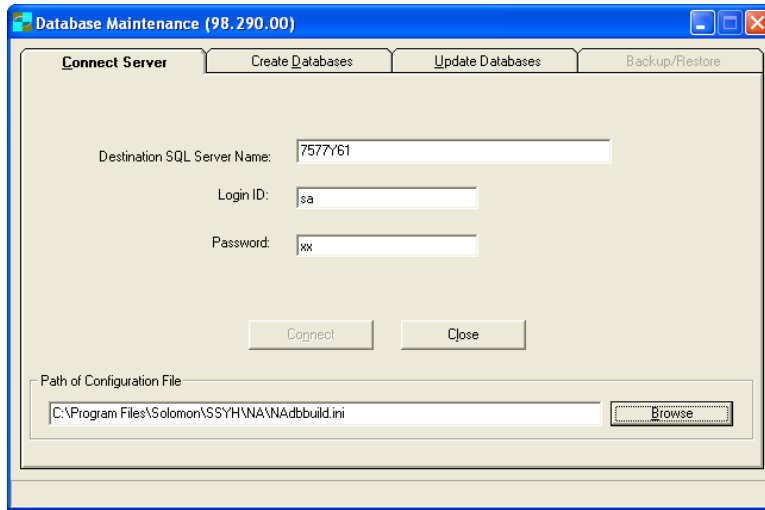


Once you have installed National Accounts to at least one database, you can add the product to additional databases.

Run the Microsoft Dynamics SL Database Maintenance application. Enter the SQL Server Name, Use the 'sa' Login Id, and enter the 'sa' password.

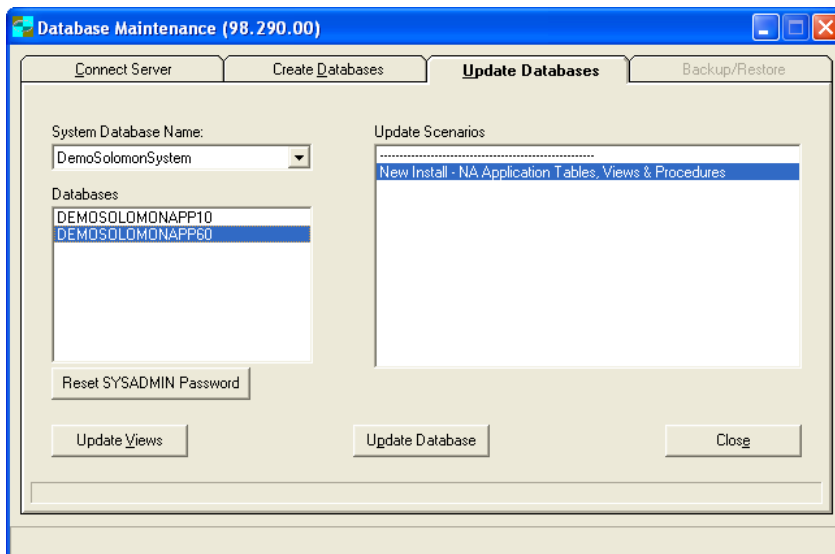


Click on the Browse button to change the Path of Configuration File. Browse to the SOLOMON\SSYHNA folder and Open NAdbbuild.ini.



Click on the Connect button. Once you are connected to the server, the Update Databases tab will be active. Click on the Update Databases Tab.

Verify the System Database Name. If it is not correct use the drop down arrow to select the correct database. Click on the appropriate database (only select one). If you need to add National Accounts to multiple databases, please run this process for each database. Click on the New Install – NA Application Tables, Views & Procedures. Click on the Update Database button. You will receive a message when the process is completed.



If you have installed National Accounts to a new System and Application database please follow the section labeled “Completing the setup.” If you have only added National Accounts to a new application database you do not need to follow the “Completing the setup” section.

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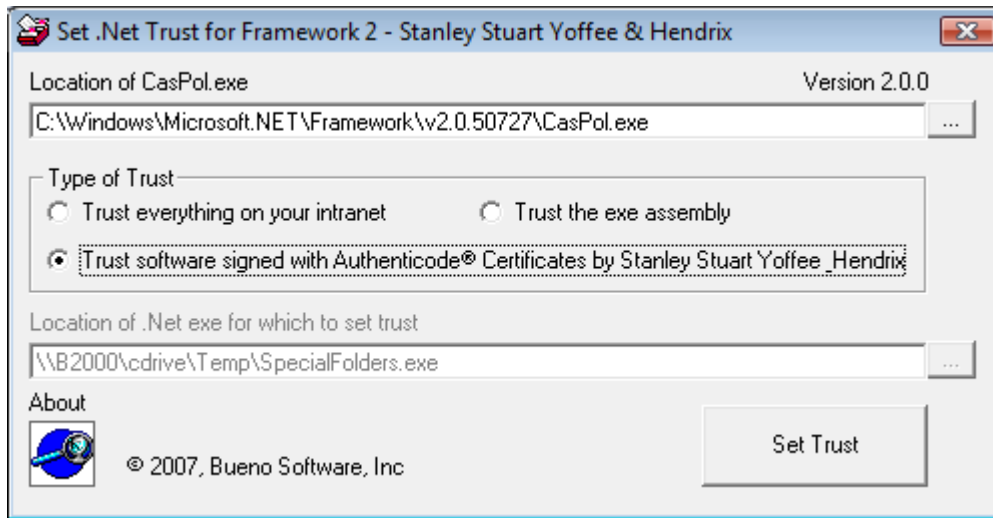
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Configuring Client PC To Run National Accounts

This section only applies when installing National Accounts on Microsoft Dynamics SL 7.0. From the client PC that needs to run National Accounts login to the PC with full admin rights. Go to the Solomon\SSYH\DOTNETTRUST folder. Double click on MakeTrust.exe application. The following screen will appear:

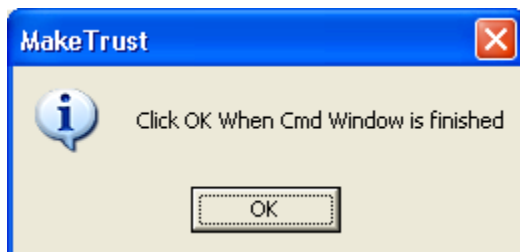


Check the “Trust software signed with Authenticode Certificates by Stanley Stuart Yoffee_Hendrix. Note: The default location of the windows caspol.exe application is displayed in the Location of CasPol.exe. If the caspol.exe application is located in a different location on the PC you will need to change the Location of CasPol.exe to reflect the correct location. The CasPol.exe is a windows application; not a National Accounts application.

Click the Set Trust button. A command window will open and display various information. You should see the following message:

“Added union code group with “-pub” membership condition to the Machine level. Success. Press any key to continue.” After the message is displayed, press the enter key.

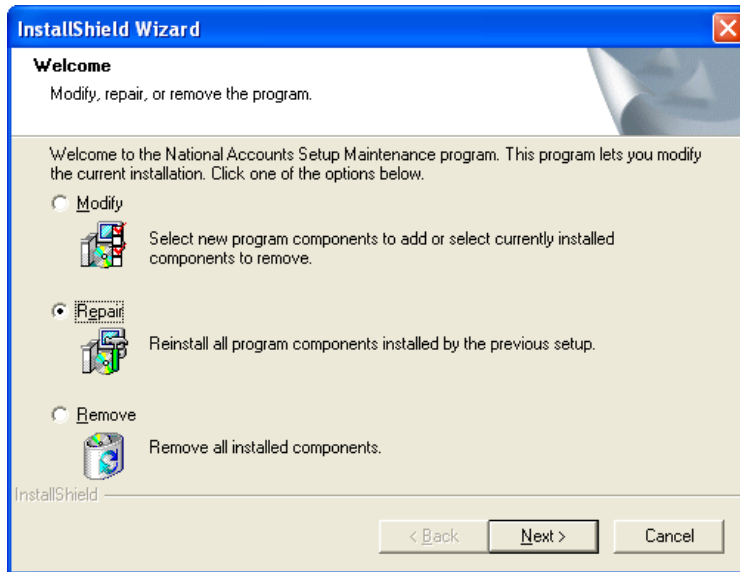
The following screen will appear. Press OK.



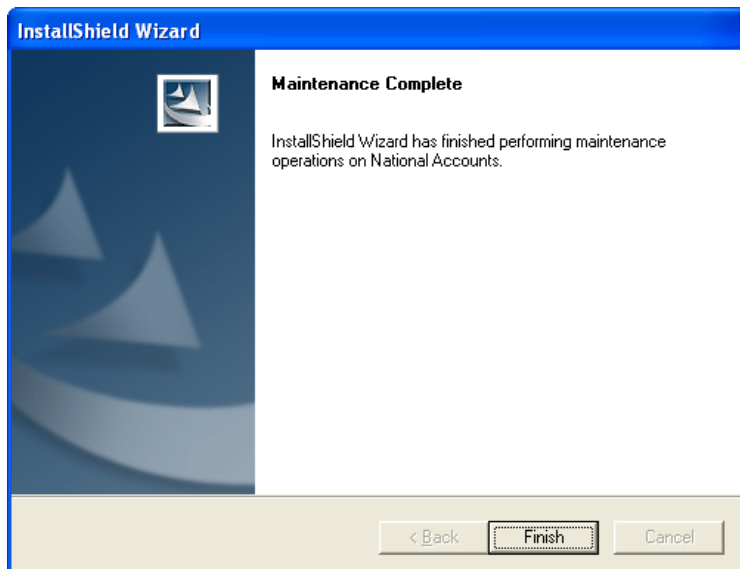
You will need to run the above steps on any PC that will need to run National Accounts.

Reinstalling National Accounts.

Create a Subdirectory to extract temporary files. i.e. C:\NA. Copy the zip file received from SSYH into this Subdirectory. Launch the Zip file and extract the files into the same Subdirectory. Launch Setup.exe and select Repair from the InstallShield Wizard screen. Click Next.



The National Accounts InstallShield Wizard will reinstall the applications. No database updates are performed. Click Finish to exit the InstallShield Wizard. You are done with reinstalling National Accounts.



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National Accounts Application Instructions

National Accounts Setup Screen

National Account Setup Screen (XA.182.00)

Actions

Last NA Batch Number: 000000000

Last NA Reference Number: 00000000

Wash Account: 1080

Wash Sub: 00-000-00-00-00-0

The Wash Account and SubAccount must be setup in Cash Manager as a Bank Account if you are using the Cash Manager Module.

0060 SYSADMIN 4/17/2006

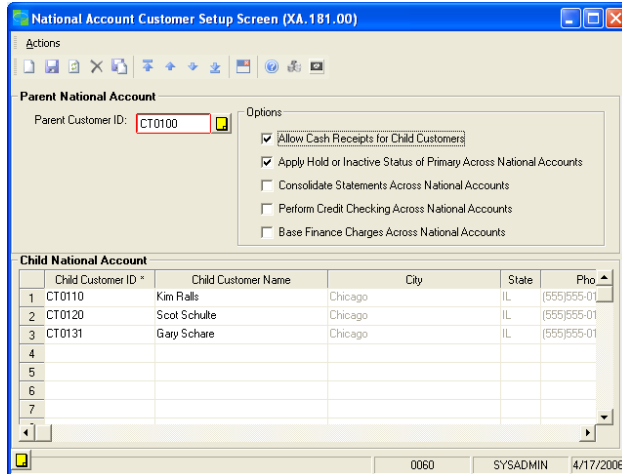
Purpose The Setup Information screen is used to maintain default information used by several other screens. It maintains a single record (XNASSETUP) that is updateable and is necessary for other processes to work correctly.

Field Detail **The Last NA Batch Number** This field is used by the NA Payment Application Screen (XA.183.00) to generate the NA Batch Number. It is recommended that the initial value be all zeros. The field is automatically incremented by the NA Payment Application Screen.

Last NA Reference Number This field is used by the NA Payment Application Screen (XA.183.00) to generate the Reference Number. It is recommended that the initial value be all zeros. This field is automatically incremented by the NA Payment Application Screen.

Wash Account and Wash Sub The Wash Account is used by the NA Payment Application Screen (XA.183.00) to reclassify prepayments and credit balance documents between parent and children customer accounts. If Microsoft Dynamics SL Cash Manager is being used the NA Wash Account must be setup as a cash account in Cash Manager. Note: The Wash Account cannot have a Project Controller Account Category assigned.

National Accounts Parent/Child Relationship



National Account Customer Setup Screen (XA.181.00)

Actions

Parent National Account

Parent Customer ID:

Options

- Allow Cash Receipts for Child Customers
- Apply Hold or Inactive Status of Primary Across National Accounts
- Consolidate Statements Across National Accounts
- Perform Credit Checking Across National Accounts
- Base Finance Charges Across National Accounts

Child National Account

	Child Customer ID *	Child Customer Name	City	State	Pho
1	CT0110	Kim Ralls	Chicago	IL	(555)555-01
2	CT0120	Scott Schulte	Chicago	IL	(555)555-01
3	CT0131	Gay Schare	Chicago	IL	(555)555-01
4					
5					
6					
7					

0060 SYSADMIN 4/17/2006

- Purpose** This screen allows the user to define the National Account relationships between customers as well as the options for each relationship.
- Field Detail**
- Parent Customer ID** – This field indicates which Solomon Customer (previously defined in Accounts Receivable) will be the “parent” in the relationship.
- Allow Cash Receipts For Child Customers** – This field indicates whether or not the children of this relationship can receive new cash payments using the National Accounts Payment Application Screen.
- Apply Hold or Inactive Status of Primary Across National Accounts** – This setting will propagate the status of the Parent Customer to the Child Customers for hold and inactive statuses.
- Consolidate Statements Across National Accounts** – This setting determines how the statements will display and total for the parent and children. If checked, all of the children will display under the parent on the statements along with their activity and balances.
- Perform Credit Checking Across National Accounts** – This setting will determine if an additional credit check will be added to the Invoice and Memo screen for the Parent and Children of this National Account. If checked, the Invoice and Memo screen will total all of the Child balances and compare them to the Credit Limit of the Parent. The screen will issue a warning to the user, but it will allow processing to continue.
- Base Finance Charges Across National Accounts** – This setting will determine whether to charge finance charges for each of the Children of this National Account. If checked, the Children will be updated to also charge finance charges.
- Child National Account** – Select the Solomon Customer IDs for the members or children to be associated to the parent. The Child Customer Name, City, State and Phone number are then automatically filled in.

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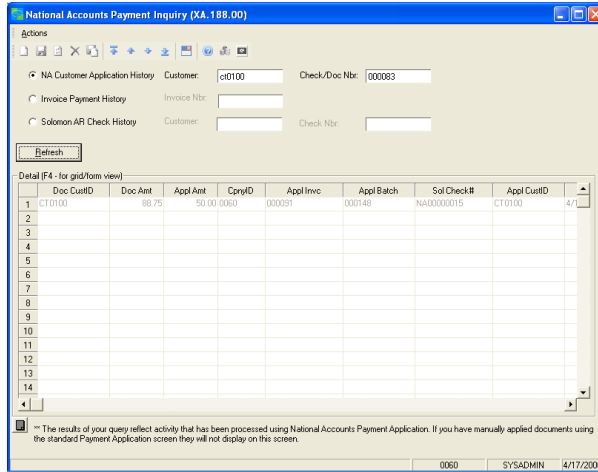
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National Accounts Payment Inquiry



Detail (F4 - for grid/form view)	Doc CustID	Doc Amt	Appl Amt	CpnnyID	Appl Invc	Appl Batch	Sol Check#	Appl CustID
1	CT0100	88.75	50.00	0060	000091	000148	NA.00000015	CT0100
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								

Purpose

The National Account Inquiry screen allows the user to determine which documents are related when using National Accounts. When a check is split across several customers, this screen will allow the user to track down which Solomon documents are related to the original check. The screen works by selecting the type of criteria you will use for your search, filling in the search parameters and clicking the “Refresh” button. The results of the inquiry will be displayed in the grid.

Field Detail

Check CustID indicates the customer that the check was originally from.

Check Amount is the total check amount of the original check.

Appl Amount is the amount of the original check that was applied.

CpnnyID is the Company ID for the cash application.

Appl Invoice is the invoice that had the check applied to it.

Appl Batch is the Solomon Cash Application batch that was generated to process the receipt.

Sol Check # is the Solomon Check number that was generated

Appl CustID is the customer whose invoice had the check applied to it.

Appl Date is the date of the payment application.

NA Status is the National Accounts batch status.

NA Check# is the Original Check number.

NA Batch# is the National Accounts batch number.

NA Batch Type is the type of National Accounts document created. The options are New Payment, Payment, Prepayment or Credit Memo.

National Accounts Payment Application

National Account Payment Application (XA.183.00) - Contoso, Ltd:Demo

Batch
 NA Batch Number:
 Type: New Payment
 Customer ID: CT0100
 Name: Denise Smith
 Phone: 555550190
 Ref Nbr to Apply:

Batch Handling: Hold
 Status: Open
 Check/Ref Nbr:
 Payment Amt: 0.00
 Total Applied: 0.00
 Unapplied Amt: 0.00
 Total Discount: 0.00
 Doc Date: 12/11/2012
 Cash Acct/Sub: 1030 01-100-AA-00-00-1

Customer Sort Order
 By Cust/Due Date By Due Date
 By Cust/Refnbr By Refnbr
 By Cust/Doc Type By Doc Type
 By Doc Desc

Period: 12-1999
 Company ID: 0060

AutoApply
 Doc Descr Filter: Due Date: //

Auto-Apply Clear Apply Amts

All Open Documents for Parent and its Child Customers

Ref Nbr	Pay Document	Apply Amount	Cash Disc	Apply Total	Balance	Current Balance	Discount Balance	Customer ID
000080		0.00	0.00	0.00	2991.54	2991.54	1178.72	CT0100
000027		0.00	0.00	0.00	754.25	754.25	0.00	CT0110
000028		0.00	0.00	0.00	59.53	59.53	0.00	CT0110
000030		0.00	0.00	0.00	30312.27	30312.27	0.00	CT0110
000070		0.00	0.00	0.00	975.32	975.32	0.00	CT0110
000071		0.00	0.00	0.00	30312.27	30312.27	0.00	CT0110
000017		0.00	0.00	0.00	15178.19	15178.19	3855.75	CT0120
000019		0.00	0.00	0.00	750.50	750.50	15.05	CT0120
000020		0.00	0.00	0.00	59.39	59.39	1.19	CT0120

BAS | INS | 0060 | SYSADMIN | 12/11/2012

National Account Payment Application (XA.183.00) - Contoso, Ltd:Demo

Batch
 NA Batch Number:
 Type: New Payment
 Customer ID: New Payment
 Name:
 Phone:
 Ref Nbr to Apply:

Batch Handling: Hold
 Status: Open
 Check/Ref Nbr:
 Payment Amt: 0.00
 Total Applied: 0.00
 Unapplied Amt: 0.00
 Total Discount: 0.00
 Doc Date: 12/11/2012
 Cash Acct/Sub: 1030 01-100-AA-00-00-1

Customer Sort Order
 By Cust/Due Date By Due Date
 By Cust/Refnbr By Refnbr
 By Cust/Doc Type By Doc Type
 By Doc Desc

Period: 12-1999
 Company ID: 0060

AutoApply
 Doc Descr Filter: Due Date: //

Auto-Apply Clear Apply Amts

All Open Documents for Parent and its Child Customers

Ref Nbr	Pay Document	Apply Amount	Cash Disc	Apply Total	Balance	Current Balance	Discount Balance	Customer ID
---------	--------------	--------------	-----------	-------------	---------	-----------------	------------------	-------------

BAS | INS | 0060 | SYSADMIN | 12/11/2012

Purpose

The National Account Payment Application screen is used to apply New Payments, Credit Memos, Payments, and Prepayments from the Parent to the Children or from the Children to the Parent and other Children.

Field Detail

Summary Level:

*** Note: The Auto-Apply, Clear Apply Amts, and Cash Acct/Sub selections are only available on Microsoft Dynamics SL 7.0 FP1, SP3 and above.

The *NA Batch Number* field is created automatically and incremented from the National Accounts Setup screen.

The *Type* field allows the user to select the type of payment to apply. For new payments, select New Payment and enter the check number in the Ref Nbr field; for previously created Credit Memos, select Credit Memo and select the credit memo number from the Ref Nbr to Apply field; for previously created payments or prepayments, select Payment or Prepayment and enter the previously created payment in the Ref Nbr to Apply field. Depending on the Type selected, the fields will be modified for selection and entry.

Select the Parent *Customer ID* that will be applied to the Children or Parent invoices.

The *Name* field is the Customer name of the Customer ID selected.

The *Phone* field is the phone number of the Customer ID selected.

The *Ref Nbr to Apply* field is used when the Payment, Prepayment or Credit Memo type is selected. This is a lookup field.

The *Batch Handling* field uses the standard Solomon batch handling processing functionality.

The *Status field* is the system generated status based on the batch handling function.

The *Check/Ref Nbr* is the document being applied.

The *Payment Amt* field is entered for New Payments and is defaulted for Payments, Prepayments and Credit Memos.

The *Total Applied* field is a system calculated field based on the invoices and debit memos applied.

The *Unapplied* field is a system calculated difference based on the payment amount and applied amounts.

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The *Doc Date* field defaults to the current system date and can be modified.

The *Period Post* field defaults to the current system period and can be modified.

The *Cash Acct/Sub:* fields default to the Cash Account in AR Setup.

The *Customer Sort Order* options are used to sort the Open Documents in the detail level.

The *Company ID* defaults to the database the user is currently logged into. The *Auto-Apply* button will apply the payment based on the current order of the records in the Detail Grid, or based on the information in the Doc Desc Filter or Due Date. Use the Doc Desc Filter to Auto-Apply the amount to documents matching the Doc Desc. For example if you enter Company 0060 in the Doc Descr Filter, documents with a Doc Desc of 'Company 0060' will get applied based on the Auto-Apply amount. The Due Date filter will apply documents with a date less than or equal to the date entered. For example if you enter a Due Date of 10/31/1999, any document with a Due Date prior to 10/31/1999 will get applied. The oldest dates are applied first. If you have documents with Due Dates of 08/01/1999, 09/01/1999, and 10/31/1999, the document with the 08/01/1999 Due Date will get applied first.

The *Clear Apply Amt*s button will zero out the Apply Amount column.

Detail Level:

Select the *Pay Document* field to have the system automatically fill in the Apply Amount based on the invoice current balance. If the Unapplied Amt is less than the invoice current balance, the unapplied amount will be entered instead.

The *Ref Nbr* is the invoice or debit memo number.

The *Apply Amount* is the amount to apply to the invoice or debit memo. This amount can either be defaulted by the Pay Document field or manually entered.

Current Balance shows the current balance of the invoice or debit memo.

The *CustomerID* is the customer number of the invoice or debit memo.

Doc Type defines whether the document is an invoice or debit memo.

Doc Date is the original date of the invoice or debit memo.

Due Date is the date the invoice or debit memo is due.

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Company ID is the company where the invoice or debit memo was originally entered. Intercompany entries will be automatically generated if the user has the Multicompany module and the invoice company ID is different than the Parent company ID.

National Accounts Reports

National Accounts Aging Report

National Accounts provides two Aging Reports similar to the standard SL Aging Reports. These can be found in the National Accounts Report section. There is a detail report and summary report.

National Accounts Payment Allocation Report

				Page:	1	of	1
Date:	Tuesday, April 15, 2003			Report:	NA001.rpt		
Time:	02:53PM			Company:	0060		
User:	SYSADMIN						
0060 - National Accounts							
National Account Payment Rpt - NA Payment Application							
Period: - As of: 4/15/2003							
		Documents Paid	Amount Applied	Customer Id			
<i>National Account: C300</i>							
Check #:	PA45458401	\$5,000.00	From CustID: C300				
				000027	\$746.79	CT0110	
				000028	\$59.53	CT0110	
				000030	\$4,193.68	CT0110	
Check #:	67890	\$20,000.00	From CustID: C300				
				000027	\$746.79	CT0110	
				000030	\$18,424.06	CT0110	
				000070	\$829.15	CT0110	
Check #:	45678	\$1,000.00	From CustID: C300				
				000027	\$746.79	CT0110	
				000019	\$253.21	CT0120	

National Accounts Parent Child Report

		<u>National Account Customer Rpt - NA Customer List</u>	
Date: Tuesday, April 15, 2003		Page: 1 of 1	
Time: 03:01PM		Report: NA002.rpt	
User: SYSADMIN		Company: 0000	
		Period: - As of: 4/15/2003	
		Secondary Customer Id	Secondary Customer Name
Primary Customer: C300	School of Fine Art		
		CT0100	Denise Smith
		CT0110	Kim Ralls
		CT0120	Scot Schulte
Primary Customer: C315	The Phone Company		
		CT0130	Jeff Price
		CT0131	Gary Schare
		CT0132	Eric Rothenberg

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National Accounts Schema Exhibits

Exhibit A

Base System (Before National Account Transactions)

AR Module			
Customer	Doc Type	Data Entry	Amount
Company			
1	CT110	INV123	60 \$400
2	CT120	INV456	70 \$1,000
3	CT120	DM789	60 \$3,500
4	C300	PP100	60 (\$2,000)
5	C300	PA101	70 (\$1,000)
6	CT110	CM890	60 (\$1,500)

\$400

Cash Manager Module		
Type	Company	Amount
4	PP	60 \$2,000
5	PA	70 \$1,000

National Accounts Module
No Activity

General Ledger Module									
	1030 - CO 60	1110 - CO 60	3030 - CO 60	1111 - CO 60	1111 - CO 60	2072 - CO 60			
	Cash Account	Accounts Receivable	Revenue	Wash Acct	I/C Due From 70	Prepayment			
1		\$400		\$400					
2									
3		\$3,500		\$3,500					
4	\$2,000							\$2,000	
5									
6		\$1,500	\$1,500						
Balance	\$2,000	\$2,400	\$2,400	\$0	\$0	\$2,000	Balance		

	1030 - CO 70	1110 - CO 70	3030 - CO 70	1111 - CO 70	1111 - CO 70	2072 - CO 70			
	Cash Account	Accounts Receivable	Revenue	Wash Acct	I/C Due to 60	Prepayment			
1									
2		\$1,000		\$1,000					
3									
4									
5	\$1,000	\$1,000							
6									
Balance	\$1,000	\$0	\$1,000	\$0	\$0	\$0	Balance		

Accounts Receivable & Prepayment Net to \$400 to Balance to AR Subsidiary

Exhibit B

Base System with Example 1 (Apply New Payment)

AR Module			
Customer	Doc Type	Data Entry Company	Amount
CT110	INV123		60 \$400
7a CT110	PANA909		60 (\$400)
CT120	INV456		70 \$1,000
7b CT120	PANA909		60 (\$1,000)
CT120	DM789		60 \$3,500
C300	PP100		60 (\$2,000)
C300	PA101		60 (\$1,000)
7c C300	PA909		60 (\$3,600)
CT110	CM890		60 (\$1,500)
			(\$4,600)

Net AR Module			
Customer	Doc Type	Data Entry Company	Amount
CT120	DM789		60 \$3,500
C300	PP100		60 (\$2,000)
C300	PA101		60 (\$1,000)
C300	PA909		60 (\$3,600)
CT110	CM890		60 (\$1,500)
			(\$4,600)

Example 1

National Accounts Module

7 C300 Parent Receives a \$5000 Check #909 & is applied in Co 60 to Inv123 Co60 & Inv456 C070

Cash Manager Module

Type	Company	Amount
4 PP	60	\$2,000
5 PA	70	\$1,000
7 PA	60	\$5,000

General Ledger Module

	1030 - CO 60	1110 - CO 60	3030 - CO 60	1111 - CO 60	1111 - CO 60	2072 - CO 60	
	Cash Account	Accounts Receivable	Revenue	Wash Acct	I/C Due From 70	Prepayment	
1		\$400					1
2			\$400				2
3		\$3,500	\$3,500				3
4	\$2,000					\$2,000	4
5							5
6		\$1,500	\$1,500				6
7a&c	\$5,000	\$4,000			\$1,000		7
Balance	\$7,000	\$1,600	\$2,400		\$1,000	\$2,000	Balance

	1030 - CO 70	1110 - CO 70	3030 - CO 70	1111 - CO 70	1111 - CO 70	2072 - CO 70	
	Cash Account	Accounts Receivable	Revenue	Wash Acct	I/C Due to 60	Prepayment	
1							1
2		\$1,000	\$1,000				2
3							3
4							4
5	\$1,000	\$1,000					5
6							6
7b		\$1,000			\$1,000		7
Balance	\$1,000	\$1,000	\$1,000		\$1,000		Balance

7a. A Payment is created for \$400 CustID CT110 and applied to Inv123 CustID CT110
 7b. A Payment is created for \$1000 CustID CT120 and applied to Inv456 CustID CT120
 7c. A payment is created for the unapplied amount \$3,600 CustID C300 for a total Payment of \$5000.
 Accounts Receivable & Prepayment Net to \$4,600 to Balance to AR Subsidiary

Exhibit C

Base System with Example 1 & 2 (Apply Prepayment)

AR Module			
Customer	Doc Type	Data Entry Company	Amount
CT120	DM789	60	\$3,500
8b CT120	PA100	60	(\$2,000)
C300	PP100	60	(\$2,000)
8a C300	DM100	60	\$2,000
C300	PA101	60	(\$1,000)
C300	PA909	60	(\$3,600)
CT110	CM890	60	(\$1,500)
			(\$4,600)

Net AR Module			
Customer	Doc Type	Data Entry Company	Amount
CT120	DM789	60	\$1,500
C300	PA101	60	(\$1,000)
C300	PA909	60	(\$3,600)
CT110	CM890	60	(\$1,500)
			(\$4,600)

Example 2
National Accounts Module

8 C300 Parent Applies PP100 to DM789 Company 60.

Cash Manager Module			
Type	Company	Amount	Bank Acct
4 PP	60	\$2,000	Live
5 PA	70	\$1,000	Live
7a&b PA	60	\$5,000	Live
8b PA	60	\$2,000	Wash

General Ledger Module

	1030 - CO 60	1110 - CO 60	3030 - CO 60	1111 - CO 60	1111 - CO 60	2072 - CO 60	
	Cash Account	Accounts Receivable	Revenue	Wash Acct	I/C Due From 70	Prepayment	
1		\$400	\$400				1
2							2
3		\$3,500	\$3,500				3
4	\$2,000					\$2,000	4
5							5
6		\$1,500	\$1,500				6
7	\$5,000	\$4,000			\$1,000		7
8a		\$2,000				\$2,000	8
8b				\$2,000	\$2,000		
8a		\$2,000	\$2,000				
Balance	\$7,000	\$3,600	\$2,400		\$1,000	\$0	Balance

	1030 - CO 70	1110 - CO 70	3030 - CO 70	1111 - CO 70	1111 - CO 70	2072 - CO 70	
	Cash Account	Accounts Receivable	Revenue	Wash Acct	I/C Due From 70	Prepayment	
1		\$1,000	\$1,000				1
2							2
3							3
4							4
5	\$1,000	\$1,000					5
6							6
7		\$1,000			\$1,000		7
Balance	\$1,000	\$1,000	\$1,000		\$1,000	\$0	Balance


8a. A debit memo is created and applied to the Prepayment PP100

8b. A Payment is created and applied to the Debit Memo DM789. A decision was made to create a payment instead of a Credit Memo in order to reduce the number of Batches that need to be released during the posting process. For all entries applied in the Grid, a payment is created to offset the Credit Memo, Debit Memo or Invoice. The payment makes the same DR & CR entry to GL Wash Account.


A Cash Account is required at this step if Cash Manager is running. A Wash Bank/Cash Account is setup in both GL and Cash Manager. A posting is made to the Cash Manager Bank Account in the Cash Manager Module. This is a "Dummy Bank Account". For Cash Manager purposes, this Bank Account does not need to be reconciled and a review of this bank account is not necessary.

Accounts Receivable & Prepayment Net to \$4,600 to Balance to AR Subsidiary

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Exhibit D

Base System with Example 1 & 2 & 3 (Apply Credit Memo)

AR Module				
Customer	Doc Type	Data Entry	Amount	Company
CT120	DM789	60	\$1,500	
9b CT120	PA890	60	(\$1,500)	
C300	PA101	60	(\$1,000)	
C300	PA909	60	(\$3,600)	
CT110	CM890	60	(\$1,500)	
9a CT110	DM789	60	\$1,500	
			(\$4,600)	

Net AR Module				
Customer	Doc Type	Data Entry	Amount	Company
C300	PA101	60	(\$1,000)	
C300	PA909	60	(\$3,600)	
			(\$4,600)	

Example 3
National Accounts Module

9 The CM890 for Customer CT110 is applied to DM789 for Customer CT120.

Cash Manager Module				
Type	Company	Amount	Bank Acct	
PA	60	\$1,000	Live	
PP	60	\$2,000	Live	
PA	60	\$5,000	Live	
8 PA	60	\$2,000	Wash	
9b PA	60	\$1,500	Wash	

General Ledger Module

1030 - CO 60	1110 - CO 60	3030 - CO 60	1111 - CO 60	1111 - CO 60	2072 - CO 60
Cash Account	Accounts Receivable	Revenue	Wash Acct	I/C Due From 70	Prepayment
	\$400	\$400			
	\$3,500	\$3,500			
\$2,000					\$2,000
	\$1,500	\$1,500			
\$5,000	\$4,000			\$1,000	
	\$2,000	(Automatically Generated by System for Prepaid)			\$2,000
			\$2,000	\$2,000	
	\$1,500	\$1,500			
			\$1,500	\$1,500	
Balance	\$7,000	\$3,600	\$2,400	\$1,000	\$0

1030 - CO 70	1110 - CO 70	3030 - CO 70	1111 - CO 70	1111 - CO 70	2072 - CO 70
Cash Account	Accounts Receivable	Revenue	Wash Acct	I/C Due From 70	Prepayment
	\$1,000	\$1,000			
\$1,000	\$1,000				
	\$1,000			\$1,000	
Balance	\$1,000	\$1,000	\$1,000	\$1,000	\$0

9a. A debit memo is created and applied to the Credit Memo CM890

9b. A Payment is created and applied to the Debit Memo DM789. A decision was made to create a payment instead of a Credit Memo in order to reduce the number of Batches that need to be released during the posting process. For all entries applied in the Grid, a payment is created to offset the Credit Memo, Debit Memo or Invoice. The payment makes the same DR & CR entry to GL Wash Account.

A Cash Account is required at this step if Cash Manager is running. A Wash Bank/Cash Account is setup in both GL and Cash Manager. A posting is made to the Cash Manager Bank Account in the Cash Manager Module. This is a "Dummy Bank Account". For Cash Manager purposes, this Bank Account does not need to be reconciled and a review of this bank account is not necessary.

Accounts Receivable & Prepayment Net to \$4,600 to Balance to AR Subsidiary