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Microsoft Dynamics GP 18.3



Application and System Features for Microsoft Dynamics GP

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Microsoft Dynamics GP Features



This course/module was created for Partners and Customers.



The features for Microsoft Dynamics GP are built around enhancing the core application and platform.



After this course/module you will be able to:

Understand the Microsoft Dynamics GP Feature key areas:

- Financials
- Human Resource and Payroll
- Distribution
- System Manager

Icons are used throughout this guide to direct you to types of information:



Resource lookup information.



An activity for partners.



Additional note information.



A group activity.

Bringing two
worlds
together

Enhancing the core application and platform

One
Microsoft

Financial Enhancements

- Additional User-Defined Fields in General Ledger Transaction Entry
- Import Credit Card Transactions
- Automate Financial Full Reconcile
- Match Excel copy and paste decimal places to Currency Setup
- Form 1099 NEC now supported
- 1099 MISC Form Updates
- DBA for Vendor
- Removed fully applied Multicurrency documents from PM HATB
- Copy/Paste Purchasing transactions from Excel

Distribution Enhancements

- Export/Import stock counts to Excel
- Print all Sales Documents

Human Resources/Payroll Enhancements

- Human Resource Social Security Number mask

System Enhancements

- Schedule Check Links
- Multi-Factor Authentication
- TLS 1.2
- Save per-user column layouts on Home Page
- Disable print dialog when printing to word
- Enable Self Service user type access to User Preference
- Bulk-edit SmartList Columns

Top Feature Requests

- Match Excel copy and paste decimal places to Currency Setup
- Maximum print output screen

Financials Enhancements



After this lesson you will be able to:

- Enter user defined information in the General Ledger Transaction entry.
- Import Credit Card transactions from a file.
- Ability to quickly reconcile all years in General Ledger

Additional User Defined fields in General Ledger Transaction Entry

In the General Ledger Transaction Entry window there are now two new user defined fields. When users enter transactions into the General Ledger, they like to add information/comments regarding the transactions.

User Define labels for the user defined fields are at the bottom of the General Ledger Setup Window.

Go to Financial Home Page, under Setup, click Financial and choose General Ledger.

The field length for the User defined label is the same as the other user defined label fields which is 15. The size of the user defined fields is 30 characters in the transaction entry window.

The User Defined fields are added to the following reports:

Edit list and Posting journal

The fields are available in Report Writer to be added to other reports as needed.

The size of the user defined fields is 30 characters in the transaction entry window.

Table Changes

Table Physical Names	Table Technical Name	New field
GL20000	GL_YTD_TRX_OPEN	User_Defined_Text01
GL20000	GL_YTD_TRX_OPEN	User_Defined_Text02
GL30000	GL_YTD_TRX_HIST	User_Defined_Text01
GL30000	GL_YTD_TRX_HIST	User_Defined_Text02

Go to the Financial Home Page, under Setup, click Financial and choose General Ledger.

General Ledger Setup - TWO03 (sa)

OK Clear File Print Tools Help Add Note

Actions File Help

Next Journal Entry 3,449
Next Budget Journal Entry 1
Next Reconciliation 1

Display:
☒ Net Change
☐ Period Balances

Retained Earnings
☐ Close to Divisional Account Segments
Account 000 - 3030 - 00

Maintain History:
☒ Accounts
☒ Transactions
☐ Budget Transactions

Allow:
☒ Posting to History
☒ Deletion of Saved Transactions
☐ Voiding/Correcting of Subsidiary Transactions
☐ Back Out of Intercompany Transactions
☒ Update Accelerator Information

Reporting Ledgers
☐ Allow

Ledger Name	Description
BASE	Base Ledger

Account Balance for Subsidiary Windows
BASE

User-Defined Field Labels

User-Defined 1	User-Defined 1	User-Defined 3	User-Defined 3
User-Defined 2	User-Defined 2	User-Defined 4	User-Defined 4

User-Defined Transaction Labels

User-Defined 1	Extra TRX 1	User-Defined 2	Extra TRX 2
----------------	-------------	----------------	-------------

To see the User Defined fields you setup above you can go to Transaction choose Financial and General

Transaction Entry - TWO03 (sa)

Save Delete Void Post Correct Copy Paste View File Print Tools Help Add Note

Actions View File

Journal Entry 1,543 ☐ Intercompany Batch ID CMXFR00000001

Transaction Type:
☒ Standard ☐ Reversing

Transaction Date 5/8/2027
Reversing Date 0/0/0000

Source Document CMXFR
Reference Bank Transfer Entry
Currency ID Z-US\$

Extra TRX 1 Quarterly Payment
Extra TRX 2 Car, Truck & Building Payment

Co. ID	Description	Debit	Credit
Tw003	000 - 1100 - 00	\$0.00	\$250.00
Tw003	000 - 1100 - 00	\$250.00	\$0.00
	- -	\$0.00	\$0.00
Total		\$250.00	\$250.00
Difference			\$0.00

by Batch ID Status Unposted

Example report for the General Posting Journal

System: 9/17/2020 12:49:24 PM Fabrikam, Inc.
 User Date: 4/12/2027 GENERAL POSTING JOURNAL
 General Ledger

* Voided Journal Entry
 # Intercompany Journal Entry

Batch ID: sa
 Batch Comment:

Approved: No Batch Total Actual: \$0.00 Batch Total Control:
 Approved by: Trx Total Actual: 0 Trx Total Control:
 Approval Date:

Journal Entry	Transaction Type	Transaction Date	Reversing Date	Source Document	Transaction Reference
Extra TRX 1					Extra TRX 2
1,543	Standard	5/8/2027		CMXFR	Bank Transfer Entry
Quarterly Payment				Car, Truck & Building Payment	

Account	Description
000-1100-00	Cash - Operating Account
000-1100-00	Cash - Operating Account

Total Distributions: 2 Totals:

Once a transaction has been posted with user defined information populated you will be able to see this in the inquiry windows. Located under the Financial Home page, choose Inquiry, then Financial and Journal Entry Inquiry

Journal Entry Inquiry - TWO03 (sa)

OK View File Print Tools Help Add Note

Actions View File Help

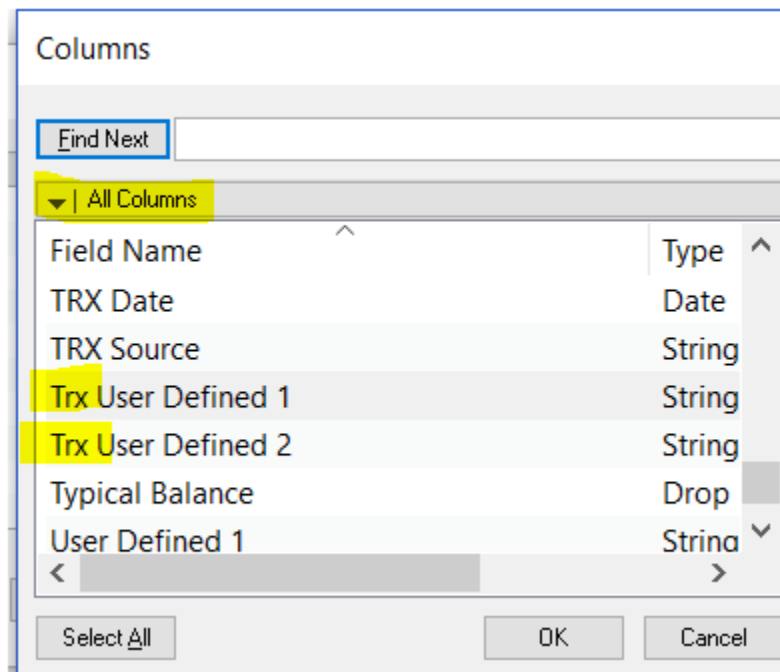
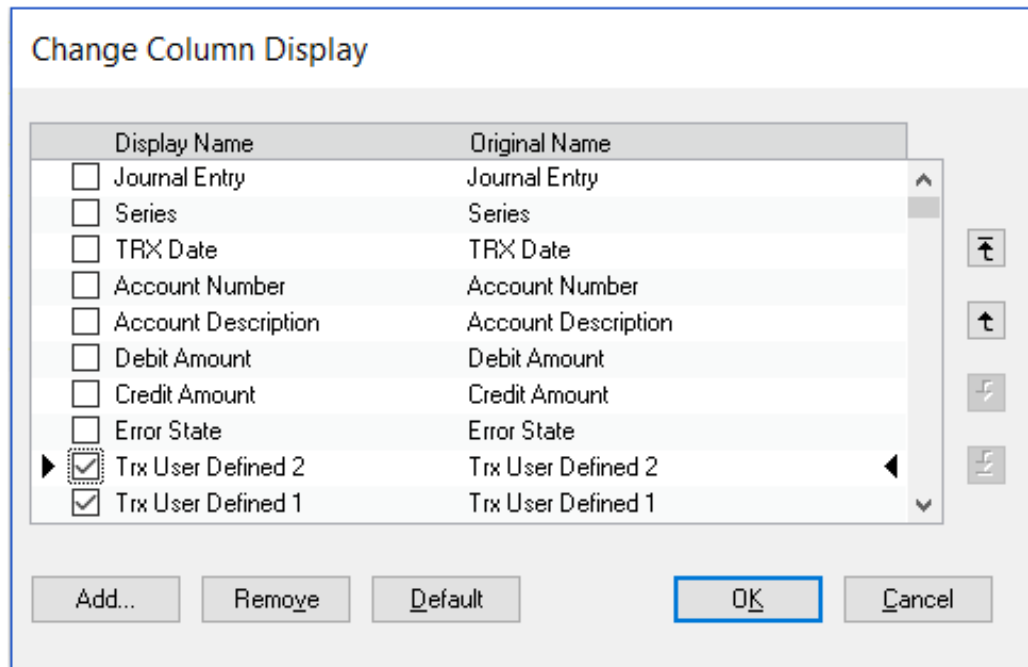
Journal Entry: 1,543
 Fiscal Year: 2027
 Transaction Date: 5/8/2027
 Source Document: CMXFR

User Who Posted: sa
 Audit Trail Code: GLTRX00000665
 Batch ID:
 Reference: Bank Transfer Entry
 Currency ID: Z-US\$

Extra TRX 1: Quarterly Payment
 Extra TRX 2: Car, Truck & Building Payment

Account	Debit	Credit
Account Description		Exchange Rate
Distribution Reference		
000 - 1100 - 00	\$0.00	\$250.00
000 - 1100 - 00	\$250.00	\$0.00
Total	\$250.00	\$250.00
Intercompany	Difference	\$0.00

You can also add the new Extra fields to a SmartList. We can also use the new feature to quickly add multiple fields at once to a SmartList!



Import Credit Card Transactions

Importing a credit card statement to a vendor account in Dynamics GP makes it fast and easy to enter invoice transactions. Users can import the credit card transactions as payable invoices or manual payments. Using the import functionality helps reduce the chances of data entry errors and brings invoices for a vendor into a batch.

The imported transactions must be saved as a batch and appropriate distributions must be created for each transaction.

Once the transactions import process is completed, a report will print with a list of transactions and status of the transactions.

An example of how this will work is a company gets their credit statement electronically or they can download the transactions to a qbo/qfo/qfx file locally. This allows the user to bring that data into Microsoft Dynamics GP and generate invoices for the credit card that is setup as a vendor within the Dynamics GP system.

Vendor Mapping and Transaction Type mapping setup needs to be completed before the functionality will work.

**Additional Notes:**

ONLY debit type transactions will be brought in with the import. Credit type transactions will still need to be manually entered.

Table Changes

There are two new tables.

PMVendorMapCreditCardSetup - PM40107 with two fields OriginText and VENDORID

PMCcreditCardAccountSetup - PM40108 – 3 fields CreditCardTrxType, ACTINDX, ACTNUMBR

In the Payable Management Setup page, under the Purchasing Home page, choose Setup, click Payables. Two buttons have been added: Vendor Map and Trx Type Map.

Payables Management Setup - TWO (sa)

Actions: OK Cancel File Print Tools Help Add Note

File: File

Help: Help

Aging Periods: ☒ Due Date ☐ Document Date

Current Period	From:	To:
1 - 30 Days	1	30
31 - 60 Days	31	60
61 and Over	61	999

Apply By: ☒ Document Date ☐ Due Date

Defaults:

Default Summary View	Amounts Since Last Close
Checkbook ID	UPTOWN TRUST
Check Format:	Stub on Top
Sort Checks By	Payment Number
List Documents on Remittance:	All Documents

☒ Print Previously Applied Documents on Remittance

Password:

Remove Vendor Hold	ACCESS
Exceed Maximum Invoice Amount	ACCESS
Exceed Maximum Writeoff Amount	ACCESS

Options:

- ☒ Override Voucher Number at Transaction Entry
- ☒ Track Discounts Available in GL
- ☒ Print Historical Aged Trial Balance
- ☐ Delete Unposted Printed Documents
- ☐ Print Tax Details on Documents
- ☐ Print Dual Currencies
- ☐ Age Unapplied Credit Amounts
- ☐ Exclude Expired Discounts from Payments
- ☐ Warn if Vendor has Existing Purchase Order
- ☐ Enable Long Description in Payables Transaction Entry

Allow Duplicate Invoices Per Vendor:

☐ Yes ☐ No ☒ Recurring Transactions Only

Buttons: Options Classes 1099 Setup Vendor Map Trx Type Map

The Vendor Mapping window is used to map the Credit Card (Org) field in the file format .qbo, .qfo, .qfx, to the corresponding Vendor ID you have setup in Microsoft Dynamics GP.

This mapping will determine which Vendor ID is used when the invoices are created from the import. Without this information populated in Microsoft Dynamics GP the system will not know what Vendor ID should be used to create the invoices for the credit card statement being imported. This setup is required.

To find the Credit Card Org, open the qbo/qfo/qfx file using a text file program and search for <ORG>AMEX</ORG>. This will be the Credit Card (Org) field. Map that name to the Vendor ID being used for the Credit Card in Dynamics GP. In the example below you will see AMEX as the Credit Card Org, as an American Express Credit Card QBO file. It has been mapped to Vendor ID AMEX0001 which is the vendor that has been created to track invoices and payments for the American Express Credit Card the Fabrikam, Inc. company uses. The 'Credit Card (Org)' field is freeform and is 10 characters in length.

Credit Card (Org)	Vendor ID
AMEX	AMEX0001

**Additional Notes:**

If there isn't a vendor setup in the vendor mapping for the file when the user chooses process, they will get an error This vendor hasn't been mapped.

Transaction Type Account Mapping will give the user the ability to map the transaction type from the qbo file to the Account Number in Dynamics GP. This information isn't required but will allow a different purchases account to be posted other than the default "purchases account" on the vendor card. To pull the account number from this window, the transaction type string will need to match. If there are multiple "matches" the GP will not pull the account number into the invoice.

The "transaction type" field in the window will be a freeform field. This field will have a max length of 50.

The Account field will be a lookup field that will give the user the ability to look up the Account Numbers and select an existing Account to be used when the invoices are created during the import.

Transaction Type	Account
DELTA AIR LINES	100 -6520 -00

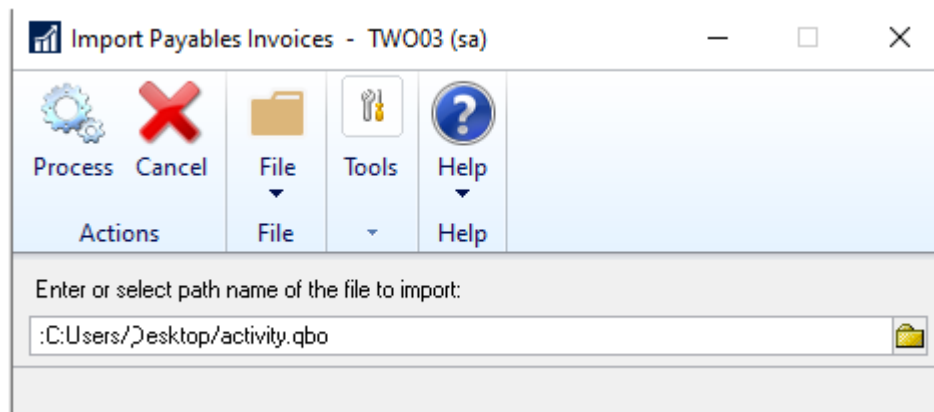


Additional Notes:

The name of transaction type can be mapped to an Account. That account will then be used for the Purchases Account type on the Invoice transaction distributions. The Transaction Type will be compared to the <NAME>DELTA AIR LINES</NAME> within the import file. The entire name in the .qbo file needs to be entered into the Transaction Type field to match and use the account setup. If this is not setup with any account mappings or there are no matches between the import file and the transaction type account mapping the Purchases account on the vendor card is used by default.

To import the credit card transactions from the Payables Home page click Transactions choose Payables and Import Payables Invoices.

Use the yellow folder icon to map to your saved import file.



The process button will give the user the ability to import from the file location.

If the user wants to modify the information on the transactions, they will need to do that after the import when the transactions are in the batch.

Once the import is completed you will get a message below:

Microsoft Dynamics GP



The selected list(s) has been imported successfully.

OK

**Additional Notes:**

Transactions will be entered into the system using the functional currency.

Once the import process has run, a batch is created and needs to be posted by the user. Creating the batch and not posting gives the user the ability to verify the batch before it posts. This would also allow the user to change the distributions if needed before they post the batch.

If you click Transactions and then choose Purchasing, click Batches. You should see your imported batch.

Batch ID	Origin	Status	Frequency
MANUAL	Manual Payment	No Transactions	Single Use
MANUAL CHECK	Manual Payment	Available	Single Use
IMPORTAMEX0001	Payables Trx Entry	Available	Single Use
COMPUTER CHECK1	Computer Check	Available	Single Use
COMPUTER CHECKS	Computer Check	Available	Single Use

Payables Transaction Entry - TWO (sa)

Save Delete Post Paste AA Options Additional File Print Print Tools Help Add Note

Voucher No. 0000000000000476 ☐ Intercompany **Batch ID** IMPORTAMEX0001 **Doc. Date** 8/29/2020 ☐ EU Transaction

Document Type: Invoice

Description

Vendor ID AMEX0001 **Currency ID** Z-US\$

Name American Express **Document Number** 003458920200829

Address ID PRIMARY **P.O. Number**

Remit-To ID PRIMARY **Shipping Method**

Payment Terms **Tax Schedule ID**

Purchases	\$234.92	1099 Amount	\$0.00
Trade Discount	\$0.00	Cash	\$0.00
Freight	\$0.00	Check	\$0.00
Miscellaneous	\$0.00	Credit Card	\$0.00
Tax	\$0.00	Terms Disc Taken	\$0.00
Total	\$234.92	On Account	\$234.92

Apply Distributions Print Check

by Batch ID Status Unposted

Payables Transaction Entry - TWO (sa)

Save Delete Post Paste AA Options Additional File Print Print Tools Help Add Note

Voucher No. 0000000000000476 ☐ Intercompany **Batch ID** IMPORTAMEX0001 **Doc. Date** 8/29/2020 ☐ EU Transaction

Document Type: Invoice

Description

Vendor ID AMEX0001 **Currency ID** Z-US\$

Name American Express **Document Number** 003458920200829

Address ID PRIMARY **P.O. Number**

Remit-To ID PRIMARY **Shipping Method**

Payment Terms **Tax Schedule ID**

Purchases	\$234.92	1099 Amount	\$0.00
Trade Discount	\$0.00	Cash	\$0.00
Freight	\$0.00	Check	\$234.92
Miscellaneous	\$0.00	Credit Card	\$0.00
Tax	\$0.00	Terms Disc Taken	\$0.00
Total	\$234.92	On Account	\$0.00

Apply Distributions Print Check

by Batch ID Status Unposted

Payables Check Entry...

Actions Options Additional File Tools

Checkbook ID UPTOWNTRUST

Check Number 20070

Date 8/29/2020

Payment Number 00000000000000523

Automate Financial Full Reconcile

In the Reconcile Financial Information window, from the Financial Home page, choose Utilities, select Financial and then Reconcile, users can now choose "ALL" for all years to be reconciled from the oldest year to newest year. Prior to this new feature, users would have to reconcile one year at a time.

The process will complete one year before it starts reconciling the next year. Just like now we don't allow the user to select another year until the first reconciliation is complete.



Additional Notes:

This is still the same dexterity process we have had in the past and may cause performance slow down if you do all years depending on data set

Reconcile Financial Information - TWO (sa)

File Tools Help Add Note

File Tools Help

Reconcile:

☐ Allocation Accounts

☒ Year: ☒ All ☐ Open ☐ History

☐ Batches

Reconcile

A warning message will appear if detailed transactions do not exist for any historical years selected.

Microsoft Dynamics GP



If detailed transactions don't exist for the historical year(s) you've selected, the summary balances will be zero after the reconcile. Do you want to continue?

Yes

No

Match Excel copy and paste decimal places to Currency Setup

Prior to Microsoft Dynamics GP 18.3, the Excel copy/paste function ignored the Decimal/Thousand separators in the Currency Setup. This is located by choosing Administration, then Setup, click System and then choose Currency.

When using the Excel Paste feature, Microsoft Dynamics GP is importing the data directly into the SQL tables. This does not interlace with the GP front end in any way. What this means is that this data is not checked against the Currency setup. This, therefore, means your settings for separators is not considered when using this feature.

Other currencies have spaces and periods for the thousand separators, and commas for the decimal separator. Prior to this fix, Excel copy/paste would use the period as the decimal separator, spaces, and periods as the thousand separators, and commas for the decimal separator; ignoring the currency setup and brought the data in incorrectly.

[This was a large REQUEST by our customers to change how this works.](#)

With this new feature, Dynamics GP now recognizes the Excel copy/paste Decimal/Thousand separators in the Currency Setup window.

Eliminates rounding issues that are, sometimes, almost impossible to find.

This update will use the decimal places defined in currency setup instead of the data in Excel.

The value will be stored in SQL based on the currency decimal places defined in Currency Setup and not Excel.

Currency Setup - TWO (sa)

Actions: Save, Clear, Delete, File, Print, Tools, Help, Add Note

File: File, Print, Tools, Help, Add Note

Currency ID: Z-US\$ **Description:** US Dollars **ISO Code:** USD

Symbol: \$ **Display Symbol:** Before Amount (selected), After Amount, Include Space

Negative Sign: () **Display Sign:** Before Amount (selected), After Amount, Before Currency Symbol, After Currency Symbol

Separators:

Decimal:	Comma	2
Thousands:	Period	

Example: (\$9,999.99)

Payables Check Terminology:

Currency Unit	Dollars
Unit-Subunit Connector	and
Currency Subunit	Cents

Accounts

Navigation: by Currency ID

Form 1099 NEC now supported

The IRS is releasing a new 1099 NEC form for the 2020 tax year. Non-Employee Compensation, which had been included in the 1099 MISC form, has been moved to its own form.

In the Vendor Card in Options, you now have the option of selecting Nonemployee Compensation as a 1099 tax type. The Utility "Update 1099 Information" also includes selecting Nonemployee Compensation.

To access the Nonemployee Compensation tax type, choose Purchasing select Cards and then choose Vendor, once you choose a vendor click Options. In the Tax Type drop down menu, select Nonemployee Compensation.

To make a Mass Update go to the Purchasing, choose Utilities and select Update 1099 Information, make the selections in this window for Tax Type From and To.



Additional Notes:

This feature will be rolled back to Microsoft Dynamics GP 2016 in the 2020 Year-end update.

Vendor Maintenance Options - TWO03 (sa)

OK Options File Tools Help Add Note

Actions Options File Help

Vendor ID: BEAUMONT0001
Name: Beaumont Construction

Currency ID: Z-US\$
Rate Type ID:
Payment Terms: Net 30
Discount Grace Period: 0
Due Date Grace Period: 0
Payment Priority: 1
Minimum Order: \$0.00
Trade Discount: 0.00%
DBA:

Tax ID: 169876654
Tax Registration:
Checkbook ID:

Type: Other Expenses
User-Defined 2
Tax Type: Nonemployee Compensation
1099 Box: 1 Nonemployee Compensat
FOB: None
Language: None

One Payment Per: ☒ Vendor ☐ Invoice
Minimum Payment: ☒ No Minimum ☐ Percent ☐ Amount \$0.00
Maximum Invoice Amt: ☒ No Maximum ☐ Amount \$0.00
Credit Limit: ☐ No Credit ☒ Unlimited ☐ Amount \$0.00
Writeoffs: ☒ Not Allowed ☐ Unlimited ☐ Maximum \$0.00
☒ Revalue Vendor Post Results To: ☒ Payables/Discount Acct ☐ Purchasing Offset Acct

Maintain History:
☒ Calendar Year ☒ Transaction
☒ Fiscal Year ☒ Distribution



Additional Notes:

If you patched an existing install of 18.2 from the February or June Hotfix build, or may notice missing 1099 and NEC Box information, [run this script for each company in SQL Management Studio](#) to populate the drop down and Box information. This will be fixed in US Year-End.

You can review the 1099 Details from the Purchasing home page under cards click 1099 Details.

1099 Details - TWO03 (sa)

Save Clear File Print Tools Help Add Note

Vendor ID: BEAUMONT0001
 Name: Beaumont Construction
 DBA:
 Tax Type: Nonemployee Compensation
 Display: ☒ Month ☐ Year
 Month: April Year: 2027
 Payer made Direct Sales of \$5,000 or more etc. ☒
 FATCA Filing Requirement ☒
 State/Payer's State No. 123456

1099 Box	Description	Amount
1	1 Nonemployee Compensation	\$9,020.00
4	4 Federal Tax Withheld	\$2,000.00
5	5 State Tax	\$1,000.00
7	7 State Income	\$800.00

To print the form, from the Purchasing home page, choose Routines and Print 1099

Print 1099 - TWO03 (sa)

Clear File Print Print Tools Help Add Note

Company: Fabrikam, Inc.
 Address ID: Primary
 Address: 4277 West Oak Parkway
 City: Chicago
 State: IL
 ZIP Code: 60601-4277
 Phone: (312) 436-2671 Ext. 0000
 Payer's Federal ID Number:
 1099 Year: 2027
 1099 Type: Nonemployee Compens. Form Type: Continuous
 Vendors: Vendor ID ☐ All ☒ From BEAUMONT0001 To BEAUMONT0001
 Print: ☒ 1099 Form ☐ Alignment Form ☐ 1096 Form
 Order: Vendor ID

Screen Output - 1099 Nonemployee Compensation

File Edit Tools Find Help

Print Send To Modify 100% Completed 1 Page

Fabrikam, Inc.
 4277 West Oak Parkway
 Chicago IL 60601-4277
 (312) 436-2671 Ext. 0000
 9020.00
 169876654
 Beaumont Construction
 1234 East Crestview Drive
 Chicago IL 60607-2321
 2000.00
 X
 1000.00 123456 800.00

1099 MISC Form Updates

Reaction to IRS changes. Non-employee compensation has been moved to its own form as stated above and other values are moving to different boxes on the 1099 MISC form.

The 1099-MISC form has been revised to meet the IRS regulatory changes for the 2020 tax year. In the Vendor Card point to Options, point to 1099 Box, click the drop-down menu.

Box 9: Crop insurance proceeds are reported in.

Box 10: Gross proceeds to an attorney are reported in.

Box 12: Section 409A deferrals are reported.

Box 14: Nonqualified deferred compensation income is reported.

Boxes 15, and 17 report state taxes withheld, and amount of income earned in the state, respectively.

Box 7 was moved to the 1099 NEC form as a checkbox Payer made Direct Sales of \$5,000 or more, etc.

Box 16 the state number is not a currency field and it is available at the header level of the 1099 details window. Hence the data entered in the header will be shown in the form.

1099 Details - TWO03 (sa)

Save Clear File Print Tools Help Add Note

Vendor ID: ACETRAVE0001

Name: A Travel Company

DBA:

Tax Type: Miscellaneous

Display: ☒ Month ☐ Year

Month: April Year: 2027

Payer made Direct Sales of \$5,000 or more etc. ☐

FATCA Filing Requirement ☐

State/Payer's State No.:

1099 Box	Description	Amount
1	1 Rents	\$0.00
2	2 Royalties	\$0.00
3	3 Other Income	\$0.00
4	4 Federal Tax Withheld	\$0.00
5	5 Fishing Boat Proceeds	\$0.00
6	6 Medical Payments	\$0.00
8	8 Substitute Payments	\$0.00
9	9 Crop Insurance	\$0.00
10	10 Attorney Proceeds	\$0.00
12	12 409A Deferrals	\$0.00
13	13 Golden Parachute	\$0.00
14	14 Section 409A Income	\$0.00
15	15 State Tax Withheld	\$0.00
17	17 State Income	\$0.00



Additional Notes:

This feature will be rolled back to Microsoft Dynamics GP 2016 in the 2020 Year-end update.

DBA for Vendor

When a business is created in the United States or Canada many times, they have the option of using a DBA, or "Doing Business As" name, in addition to the legal entity name. The DBA name is the operating name of the business, or how the business is known to customers, or operating name. As opposed to the legal name of the business.

Vendors that have a DBA name, in addition to the legal company name, and want to have the DBA name appear on the 1099 that is issued to them, can now do so.

Add DBA (Doing Business As) field to the Vendor maintenance window, reporting and 1099s.

It is common for companies to have a legal name registered but do business under another name, the name customers see. The feature enables the user of both the legal name of a company and DBA.

From the Purchasing home page under Cards, choose Vendor and click Options.

Vendor ID	ACETRAVE0001		
Name	A Travel Company		
Currency ID	Z-US\$	Tax ID	
Rate Type ID		Tax Registration	
Payment Terms	Net 30	Checkbook ID	
Discount Grace Period		Type	Other Expenses
Due Date Grace Period		User-Defined 2	
Payment Priority	1	Tax Type	Nonemployee Compens.
Minimum Order		1099 Box	1 Nonemployee Comper
Trade Discount		FOB	None
DBA	Adventure Travel	Language	None
One Payment Per.	Vendor	Invoice	
Minimum Payment:	No Minimum	Percent	Amount \$0.00
Maximum Invoice Amt:	No Maximum	Amount	\$0.00
Credit Limit:	No Credit	Unlimited	Amount \$0.00
Writeoffs:	Not Allowed	Unlimited	Maximum \$0.00
Revalue Vendor	Post Results To:	Payables/Discount Acct	Purchasing Offset Acct
Maintain History:	Calendar Year	Transaction	
	Fiscal Year	Distribution	



Additional Notes:

This feature will be rolled back to Microsoft Dynamics GP 2016 in the 2020 Year-end update.

By default, this was added to the following reporting:

Screen Output - 1099 Laser Nonemployee Compensation

File Edit Tools Find Help

Print Send To Modify 100% Completed 1 Page

Fabrikam, Inc.
4277 West Oak Parkway
Chicago IL 60601-4277
(312) 436-2671 Ext. 0000 2500.00

A Travel Company
Adventure Travel
123 Riley Street
Sydney NS 2086

System: 8/6/2020 1:19:45 PM Fabrikam, Inc.
User Date: 4/12/2027 VENDOR SETUP LIST
Payables Management

Ranges: From: To:
Vendor ID ACETRAVE0001 ACETRAVE0001
Vendor Name A Travel Company A Travel Company
Vendor Class First Last
Type First Last
Contact First Last
Telephone First Last

Sorted By: Vendor ID

* Default Purchase Account

Vendor ID: ACETRAVE0001 Hold: No
Vendor Name: A Travel Company Status: Active
Short Name: A Travel FOB: No
Check Name: A Travel Company Class ID: AV
DBA: Adventure Travel

Additional Notes:



A column (Char, 65 in length) was added to the PM00200 table, VENDDBA

This new field will be in all country installs for Microsoft Dynamics GP.

No changes were made for this new field in eConnect or Integration Manager.

Removed fully applied Multicurrency documents from PM HATB

With Microsoft Dynamics GP 18.3, you will now be able to Exclude Fully Applied Multicurrency documents from the PM Historical Aged Trial Balance.



In previous releases of Microsoft Dynamics GP, if an invoice went through a revalue before it was paid, the document(s) (Invoice and payment) would print on the report even though they were fully applied. They would show with an aged total of \$0.00 which made the report longer due to unnecessary data listed.



Previously, in most cases the only workaround to removing these fully applied documents was to update in SQL the SettledGainLossCurTrxAmt field to 0.0000 in the MC020105. There were other scenarios as well with other field manipulations, but in all cases manipulation in the backend was the only solution to remove these types of documents from the report.

This new change allows you, without manipulation to data in the backend, to print the report without seeing fully paid MC documents.

In the example below, an invoice that was entered, revalued, and then paid. Now when printing the PM HATB the documents are no longer listed. In previous versions the documents would appear.

System: 9/23/2020 3:04:06 PM

Jser Date: 5/1/2027

PAYABLES DETAILED HISTORICAL AGED TRIAL BALANCE

Fabrikam, Inc.

Multicurrency Management

Page: 1 sa

User ID: sa

Ranges:

Vendor ID: AUTOFINA0001 - AUTOFINA0001

Class ID: First - Last

Payment Priority: First - Last

Vendor Name: First - Last

Type: First - Last

Posting Date: First - 5/31/2027

Document Number: First - Last

Print Option: DETAIL

Aged By: Due Date

Aging Date: 5/31/2027

Sorted By: Vendor ID Due Date

Exclude: No Activity, Fully Paid Documents, Unposted Applied Credit Documents

Print Currency in: Functional (Z-US\$)

* - Indicates an unposted credit document that has been applied.

RZ - Indicates a realized gain(RZG) or loss(RZL)

Vendor ID: AUTOFINA0001

Name: Auto Financing

Class ID: USA-US-M

Type: Other Expenses

Voucher/ Payment No.

Type

Doc Number

Currency ID

Exchange Rate

Doc Date

Due Date

Doc Amount

Disc Date

Disc Avail

Writeoff Amount

Current Period

Functional / Originating

1 - 30 Days

31 - 60 Days

61 and Over

Balance

Functional Subtotals:

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

Originating Subtotals:

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

Vouchers: 0

Functional Totals:

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

Vendors

Balance

Current Period

1 - 30 Days

31 - 60 Days

61 and Over

Functional Grand Totals:

1

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

Copy/Paste Purchasing transactions from Excel

We all know how much our users like the Copy and Paste functionality in General Ledger, why not add it in other areas? The new feature enables users to define purchase transactions, along with distributions, and import them into the Payables Transaction entry window in GP. This will improve efficiency, reduce rekeying errors, and enhancement user experience.

With this feature, you can choose to do distributions or not, similar to our General Ledger copy paste.

Use the Transaction Entry window to copy/paste PM Transactions and PM Distributions.

The Excel Spreadsheet must have the required fields in this order to copy paste correctly; not all amount fields need to have an amount. You must copy/paste all data fields only; do not include the header fields.

	A	B	C	D	E	F	G	H	
1	Vendor	Purchase	Trade Disc.	Freight	Misc.	Document Number	P.O. Number	Cash	
2	ACETRAVEL0001	\$1,000.00	\$10.00	\$100.00	\$10.00	12345	8675309	\$500.00	
3									

Vendor

Purchases

Trade Discount

Freight

Misc.

Document Number

P.O. Number

Cash - if the cash field has an amount, the Payables Cash Entry window will automatically open after clicking the "Paste" button.

In the Payables Transactions Window found under Purchasing, click Transactions, and choose Transaction Entry. Choose the Vendor ID and put your cursor in the 'Purchasing' field and then click the 'Paste' button in the tool bar.



Additional Notes:

This feature will also work in Web Client.

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Distribution Enhancements



After this lesson you will be able to:

- Describe and use the new Distribution Enhancements in Microsoft Dynamics GP October 2020 release.

Export/Import stock counts to Excel

With Stock counts, you now have the ability to export and import data with Excel within the Stock Count windows giving you more flexibility with this process.

The Stock Count Schedule window now has a new action called Export/Import. This will allow you the ability to export the data to an excel file. The Export/Import Action will not be available until the Start Count action has been selected. If the Cancel count option has been selected, the export action will be disabled again. The export can be done several times as long as the count has been started.

The export action will create a file called stockcountmmddyy.xlsx that you can save to a location of your choosing. From there, you can edit the file.



We recommend you add in the qty, serial/lot numbers as you would if you were doing it manually in the stock count entry window.



Import action will not be available from the Stock Count Schedule window. Only Export is available.

To open the Stock Count schedule window, go to Inventory, click Transactions, choose Stock Count Schedule.

Stock Count Schedule - TR2 (sa)

Actions: Save, Delete, Start Count, Cancel Count, **Export/Import**, File, Print, Tools, Help, Add Note.

Stock Count ID: DEMO
 Description: demo stock count schedule
 Status: Available

Default Site ID:
☒ Reuse Stock Count
 Last Used Date: 0/0/0000

Sort By: Site ID

Item Number	Site ID	U of M	Next Count	Count Time
Description	Bin		Last Count	Overdue
ACCS-CRD-12WH	WAREHOUSE	Each	5/30/2027	8:00:00 AM
ACCS-CRD-25BK	WAREHOUSE	Each	5/31/2027	8:00:00 AM
			0/0/0000	12:00:00 AM

On Hand Qty: 0.00 Mass Add

Navigation: < < > >

The Stock Count entry window also has the Export/Import action. Once you export the file in the stock count schedule, updated the information in the excel file you saved, you can come back to this window and choose the Export/Import button where you can import the excel file.

To open the Stock Count Entry window, go to Inventory click Transactions and choose Stock Count Entry.



The excel file format should be modeled after the IV Stock Count Forms by Site ID report. This should give you the correct format to print off and do a stock count and then be able to put the right information into the excel file. Refer to export2.csv file to see the formatting that should be used for the excel file.



If the stock count is not in the status of "started" the import action will be grayed out. If you have already run an import, and you want to run another import on the same stock count, you will need to select the stock count ID and choose 'clear count'. This will reset the status to started.

Excel file example:

	A	B	C	D	E	
1	WAREHOUSE		SERIAL/LOT	Serial/Lot #	QTY on Hand	
2	100XLG	Green Phone	Serial	Each		
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21						
22						
23	128 SDRAM	128 meg SDRAM		Each		
24	1GPROC	1 Ghz Processor		Each		
25	2-A3284A	Dual Core Server	Serial	Each		

FIELDS In the spreadsheet

A1 – Site ID; C1 - Header for Serial/Lot indicator; D1 - header for Serial/lot#; E1 – header Quantity on hand

A2 Item Number; B2 Item Description; C2 indicator if item is serial/lot/blank; D2 UofM e2 Quantity that has been counted; D3-D... Serial #s/Lot #s that have been counted.

There is error logic if the format of the excel file has been edited. If there is missing information when trying to import, you should receive an error message that not all required information has been provided. The import should still complete and the stock count should be "saved". When saving the records, the status for the stock count will change to entered.

The user will need to open the stock count entry window and finish making edits to the count before they could finish the "process". We should NOT run the process of the stock count. We should only be importing the information and saving. The rest of the stock count process would need to be manually completed.

Print all Sales Documents

You now can select how you want Microsoft Dynamics GP to Print and E-mail Sales documents in the Print Sales Documents window. There are now three options to choose from. The new option available is called 'Print ALL Documents'. You can mark both 'Send Documents in E-mail' and 'Print ALL Documents' and the system will E-mail every customer setup for E-mail and then print ALL documents whether emailed already or not. You can also select to 'Send Document in E-mail' only or 'Print Document' only. And lastly, you can 'Print Document' and 'Send Document in E-mail' at the same time and Microsoft Dynamics GP will E-mail all customers setup for E-mail and then print out the remaining documents that are not setup for email.

To open the Print Sales Documents window, go to the Transaction Menu point to Sales and click on Print Sales Documents. You will then need to select your Sales Document or range of Sales Documents to Print and E-mail. In this window you will now see a new option called 'All documents'.

Print Sales Documents - TWO (sa)

Clear File Print Tools Help Add Note

Document Type: Quote Include ☒ Document Format: Blank Paper

Print: Documents ☐ Picking Ticket Blank Paper

Sort Documents By: Doc Type/Number ☐ Packing Slip Blank Paper

Currency to Print: Originating

Destination ☐ Print Document ☒ Send Document in E-mail **☒ Print All Documents**

Documents

- ☒ Reprint Previously Printed/Sent
- ☐ Print Customer Item
- ☐ Include Kit Components
- ☐ Print Ship To Addresses with Lines
- ☐ Include Tax Details
 - ☐ Print Dual Currencies
 - ☒ Line Item and Summary
 - ☐ Summary Taxes Only

Picking Ticket

- ☐ Reprint Previously Printed
- ☐ Picking Ticket Per Site
- ☐ Include Incomplete Docs
- ☐ Print Picking Instructions
- ☐ Include Item Comments
- ☐ Include Kit Components
- ☐ Bin Sequenced
- ☐ Sort Kit Components
- ☐ Print Back Ordered Items
- ☐ Print Ship To Addresses with Lines

Packing Slip

- ☐ Reprint Previously Printed
- ☐ Packing Slip Per Site
- ☐ Include Incomplete Docs
- ☐ Include Drop-ship Items
- ☐ Include Item Comments
- ☐ Include Kit Components
- ☐ Print Customer Item

Ranges: Document Number From: STDINV2262 To: STDINV2265

Restrictions: Document Number from STDINV2262 to STDINV2265

Insert >> Remove

In this window the new option called "Print All Documents, gives you the ability to tell Microsoft Dynamics GP when you want to actually print out all documents regardless if it was emailed or not. When you select Email and Print All documents the system will E-mail every document it can, then print all documents included in the range regardless if emailed or not. You can also select both 'Print Document' and 'Send Document in E-mail', and Microsoft Dynamics GP will email every document it can, then print all other documents not setup for email. It will also be including print outs for those documents that could not be emailed during the run.



Note: Previously when you selected to both Print Document and Send Document in E-mail, the system would E-mail every document it could and then print out ALL documents regardless if emailed already. This would create an additional step of removing out those emailed documents from the printouts. This change with the functionality will not print out all documents unless you choose to specify to Print All Documents.



Note: When selecting both the Print Document and Send Document in E-mail, if the customer was setup for email, but Microsoft Dynamics GP was unable to email for whatever reason, the document will print instead.



Note: E-mail functionality is dependent on Word Templates being enabled and properly configured in your company.

Human Resource & Payroll Enhancement



After this lesson you will be able to:

- Mask the Social Security Number on Human Resource reports.

Human Resource Social Security Number mask

A few versions back, we added the Social Security Number (SSN) mask for payroll. That has prompted this request why don't we also do this on the Human Resource reports? Great question!

You can go to Tools, point to Setup, choose System, and click Human Resources Preferences.

Towards the bottom of the window you will see the button SSN Mask that was added.

By default on the install, everything will be marked as masked, if you would like to see the SSN on the report you will need to unmark it from this window.

Human Resources Preferences - TWO03 (sa)

OK Cancel File Tools Help Add Note

Actions File Help

☐ Update Seniority Date with Adjusted Hire Date
☐ Adjusted hire date for benefits
☐ Adjusted hire date for length of service
☐ Address change report
☐ Purge Applicants
 Days before purging: (1)
 Last purge date: 0/0/0000

☐ Auto Create Position/Pay Code links
☐ Edit Attendance Maintenance and Earnings History
☒ Enable Reason for Pay Adjustment
☐ Enable Cancel on Reason for Pay Adjustment
☐ Ignore Position/Salary Matrix Links
☐ Default Employee Info to Dependent Info
☐ Roll Forward System To Do List
☐ Purge To Do Lists (System/Personal)
 To Do purge (Hdays): (1)

Pay Steps/Grades
☐ Use Pay Steps/Grades
 Base Pay Step Increases on: Hire Date

Position Training Link
☒ Class ☐ Course

EEO Reporting
☒ EEO-1 ☐ EEO-4

Employee Filters
☐ Division ☐ Department

Automatically Create/Update Vacancies
☒ Never ☐ Always ☐ Ask Each Time

Automatically Create/Update Organizational Requisitions
☒ Never ☐ Always ☐ Ask Each Time

User Access Duplication
 Grant user:
 Like user:

SSN Mask

Report Masking - TWO03 (sa)

OK File Tools Help Add Note

Actions File Help

Select the reports you want to apply the SSN Mask to. The SSN on selected reports will appear as XXXXXXXX when generated.

Mark All Unmark All

☒ Ben Retirement Enrollments
☒ BEN_Payroll_MSTR
☒ Benefit Enrollment
☒ Benefit History Detail 1
☒ Employee History
☒ Employee Summary by Emp ID
☒ Employee Summary by Last
☒ Orientation Payroll Notification
☒ Train Class Employees Not Enrolled
☒ Train Class Enroll
☒ Train Employee Classes

The reports can be found under Human Resource and Reports.

There are many, many Human Resource reports that have SSN on them, we picked a few of the top report's customers use my default.

You will find them in the sections of:

Benefit reports

Training reports

Orientation reports

Employee Summary and History reports

Here is an example of a report with SSN masked.

Enrollment by Benefit Plan

*=Inactive Employee

Plan Name: 401K		Retirement Plan		Contributions	
Employee Name	Soc. Sec. No.	Benefit Amount	Cost	Employee	Employer
Ackerman, Pilar	XXX-XX-XXXX	\$0.00	\$0.00	8.00%	5.00%
Barbariol, Angela	XXX-XX-XXXX	\$0.00	\$0.00	8.00%	5.00%
Barr, Adam	XXX-XX-XXXX	\$0.00	\$0.00	9.00%	5.00%
Bonifaz, Luis	XXX-XX-XXXX	\$0.00	\$0.00	8.00%	5.00%
Buchanan, Nancy	XXX-XX-XXXX	\$0.00	\$0.00	8.00%	5.00%
Chen, John Y.	XXX-XX-XXXX	\$0.00	\$0.00	8.00%	5.00%

Same report with it not masked in setup.

Enrollment by Benefit Plan

*=Inactive Employee

Plan Name: 401K		Retirement Plan		Contributions	
Employee Name	Soc. Sec. No.	Benefit Amount	Cost	Employee	Employer
Ackerman, Pilar	917-23-9833	\$0.00	\$0.00	8.00%	5.00%
Barbariol, Angela	986-22-5953	\$0.00	\$0.00	8.00%	5.00%
Barr, Adam	944-22-9198	\$0.00	\$0.00	9.00%	5.00%
Bonifaz, Luis	982-58-1991	\$0.00	\$0.00	8.00%	5.00%

Additional Notes:



There is no structure change in the table. Only the records will be added in UPR40203.out file.
There is a row in this table for each report that we added, there is also a column in this table for MARKED. 1 means it is marked to mask SSN and 0 means it is not marked to mask SSN.

System Enhancements



After this lesson you will be able to:

- Set up Multi Factor Authentication
- Schedule your Check Links process

Schedule Check Links

With the release of Microsoft Dynamics GP 18.3, customers can now set up a schedule to run Check Links outside of normal business hours. This will let users run the processes without having to manually select the Check Links process. A customer can setup which logical file groups they want to run check links on. This process will utilize the Report Scheduler setup and functionality, so it will require that Microsoft Dynamics GP be open and logged into the correct company. Also, this feature is just scheduling the existing Check Links processes, so performance is not expected to be any different than manually running them. This is the same Dexterity code we all know and love in the Check Links process, it was not re-written to anything different in the 18.3 release.

Setup:

In order to set a default location for the Checks Links reports to save you can go to Click Tools, choose Routines, select Company and Report Setup to open Report Schedule Setup. This is not a required step for scheduling Check Links.

Report Scheduler Setup - TPLUS (sa)	
Save	Cancel
File	Tools
Help	Add Note
18.02.1112	
Default Location	
Next Report File Name	RS00000001
Export File Type	Text file

To select which check links you want to schedule you will navigate to the Report Schedule window by choosing Tools, then click Routines, select Company and click Report Schedule:

Report Schedule - TPLUS (sa)

Frequency: ☒ Every Day ☐ Weekdays ☐ Every days

Start Date:

Versions Of Report To Keep: ☒ Current Only ☐ Current & Prior

Publish To Location:

Next Scheduled	Series	Report Name	Report Option	Frequency	Last Published
<input type="checkbox"/>	Financial	Checkbook Journal	demo	Not Scheduled	0/0/0000
<input type="checkbox"/>	Financial	Bank Transfer Journal	demo	Not Scheduled	0/0/0000
<input type="checkbox"/>	Financial	Bank Transaction History	demo	Not Scheduled	0/0/0000
<input type="checkbox"/>	Financial	Bank Trx Distribution History	demo	Not Scheduled	0/0/0000
<input type="checkbox"/>	Financial	Bank Distribution History	demo	Not Scheduled	0/0/0000
<input type="checkbox"/>	Financial	Account Master	CheckLinks	Not Scheduled	0/0/0000
<input type="checkbox"/>	Financial	Budget Master	CheckLinks	Daily	8/20/2020
<input type="checkbox"/>	Financial	Transaction Work	CheckLinks	Daily	8/20/2020
<input type="checkbox"/>	Financial	Quick Journal Work	CheckLinks	Daily	0/0/0000
<input type="checkbox"/>	Financial	Account Transaction History	CheckLinks	Not Scheduled	0/0/0000
<input type="checkbox"/>	Financial	General Ledger Setup	CheckLinks	Not Scheduled	0/0/0000
<input type="checkbox"/>	Financial	Quick Journal Setup	CheckLinks	Not Scheduled	0/0/0000

Business Portal Center Pages

Business Portal Roles

by Series

This list will populate depending on what dictionaries you have loaded on the client you are logged into. The Report Option for the new records will be "Check Links". You can choose the frequency of Daily, Weekly, or Monthly and you have further options for Every Day, Weekdays or every X number of days. If you had setup a default publish location in the Report Scheduler Setup window this will default to that location, otherwise you will need to enter a location before you are able to apply your selections.

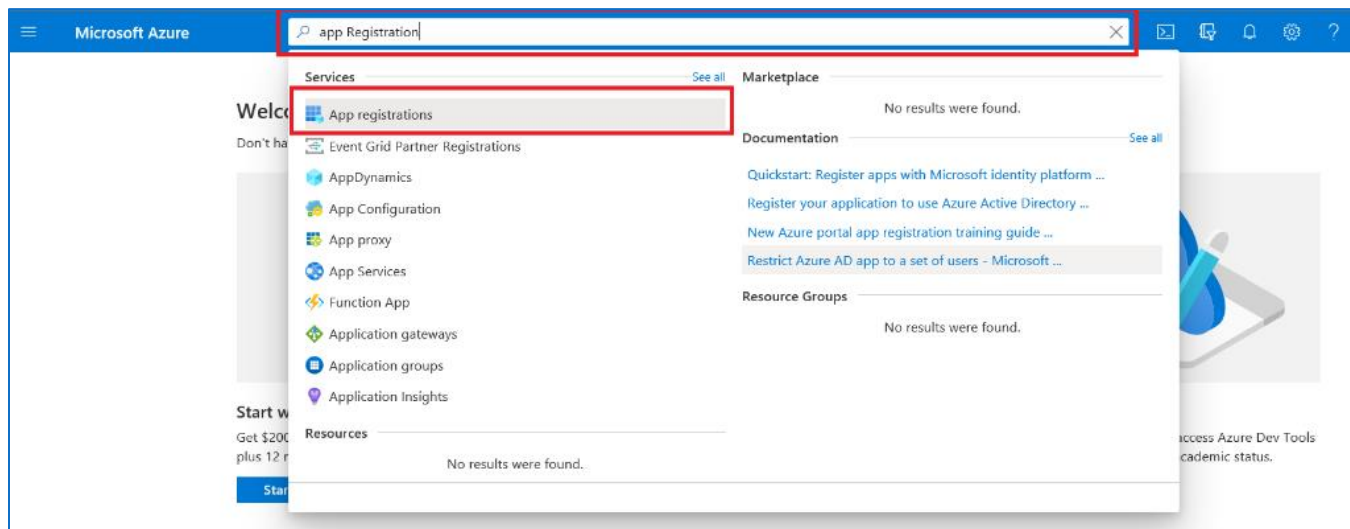
If you want to remove reports from being scheduled, you would use the Report Catalog Maintenance window by choosing Tools, then click Routines, select Company and click Report Catalog Maintenance:

[illegible]

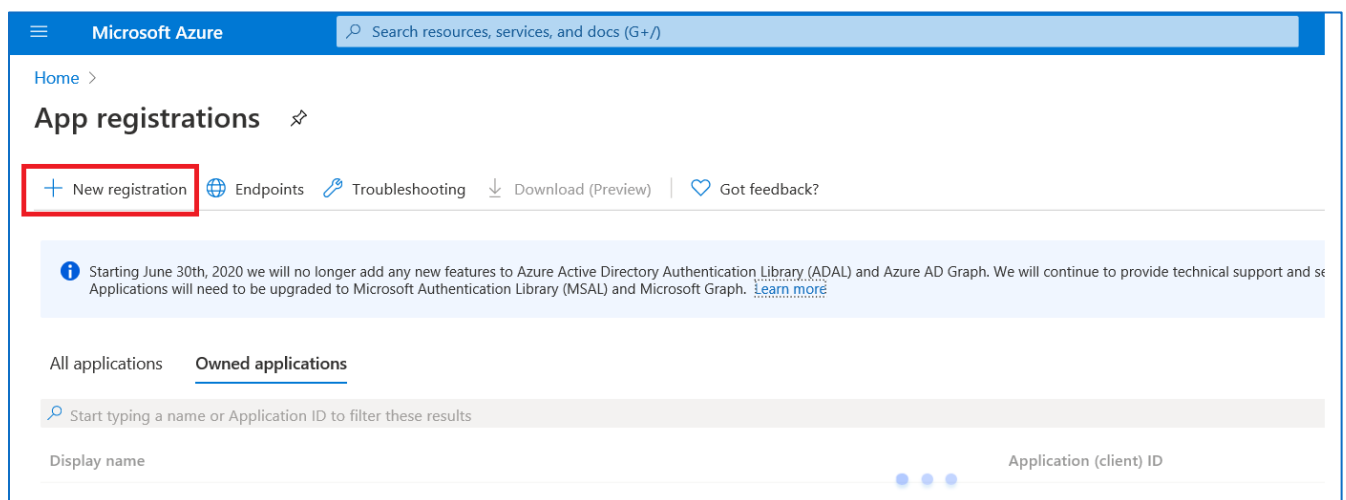
Multi-Factor Authentication

Starting in the Microsoft Dynamics GP Fall 2020 release you will have the ability to use Multi-Factor Authentication for e-mail functionality. This new feature relies on an Azure Active Director App Registration. In this first section we will go over how to perform the Azure side the of the configuration.

1. First, you'll need to have an administrator who can log into the Azure Portal (<https://portal.azure.com/>).
2. In the search box, type App Registration and select that option:



3. Click on New Registration as shown in the below screenshot:



4. You will then choose settings for your new application.
 - a. Enter the name of Application Name (e.g. GPMFAApp)
 - b. Support account types: Based on the domain or accounts used in the organization, user can select the respective option.
 - c. Account in any organizational directory (Single tenant)
 - d. Account in any organizational directory (Any azure AD account – Multitenant)

Account in any organizational directory (Any azure AD account – Multitenant) and personal Microsoft accounts (e.g. Skype, Xbox).

Register an application

The user-facing display name for this application (this can be changed later).

GPMFAApp

Supported account types

Who can use this application or access this API?

☐ Accounts in this organizational directory only (sa:global only - Single tenant)
☒ Accounts in any organizational directory (Any Azure AD directory - Multitenant)
☐ Accounts in any organizational directory (Any Azure AD directory - Multitenant) and personal Microsoft accounts (e.g. Skype, Xbox)

[Help me choose...](#)

Redirect URI (optional)

We'll return the authentication response to this URI after successfully authenticating the user. Providing this now is optional and it can be changed later, but a value is required for most authentication scenarios.

Web e.g. https://myapp.com/auth

By proceeding, you agree to the [Microsoft Platform Policies](#)

Register

5. Click on Register button.
6. Click on API Permission on the left side panel as shown in the screenshot.

Home > App registrations > GPMFAApp

Search (Ctrl+F)

Overview Quickstart Integration assistant (preview) Manage Branding Authentication Certificates & secrets Token configuration **API permissions** Expose an API Owners Roles and administrators (Pre...) Manifest

Got a second? We would love your feedback on Microsoft identity platform (previously Azure AD for developers).

Display name : GPMFAApp Supported account types : Multiple organizations
 Application (client) ID : 5b40e06d-8dd4-4833-9e7c-fbacc0d5889a Redirect URIs : Add a Redirect URI
 Directory (tenant) ID : 85d3d2d0-e41a-4759-ac99-6bc18c0b5f4b Application ID URI : Add an Application ID URI
 Object ID : 2f63b84b-7ed4-417f-b8ab-4ff6ea3bbec3 Managed application in l... : GPMFAApp

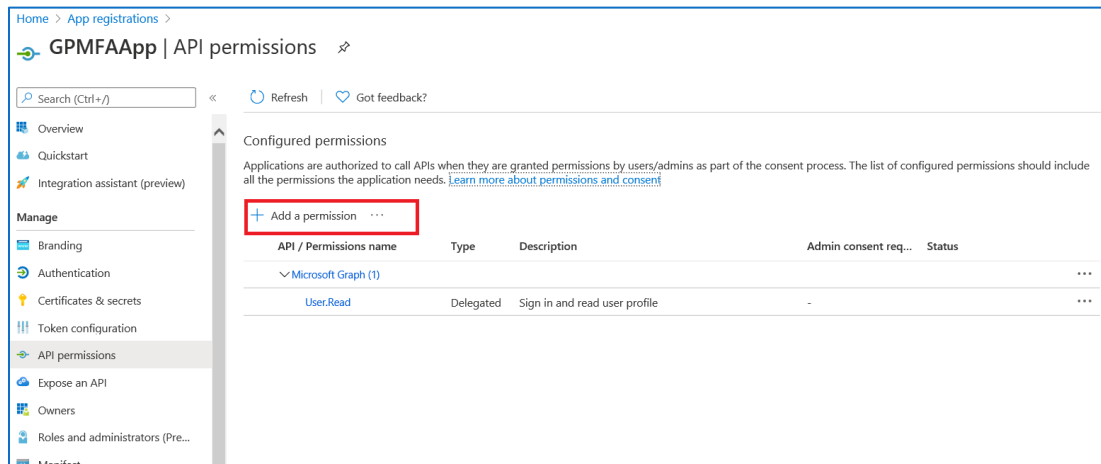
Welcome to the new and improved App registrations. Looking to learn how it's changed from App registrations (Legacy)? [Learn more](#)

Starting June 20th, 2020 we will no longer add any new features to Azure Active Directory Authentication Library (ADAL) and Azure AD Graph. We will continue to provide technical support and longer provide feature updates. Applications will need to be upgraded to Microsoft Authentication Library (MSAL) and Microsoft Graph. [Learn more](#)

Call APIs

Documentation
 Microsoft identity platform
 Authentication scenarios
 Authentication libraries

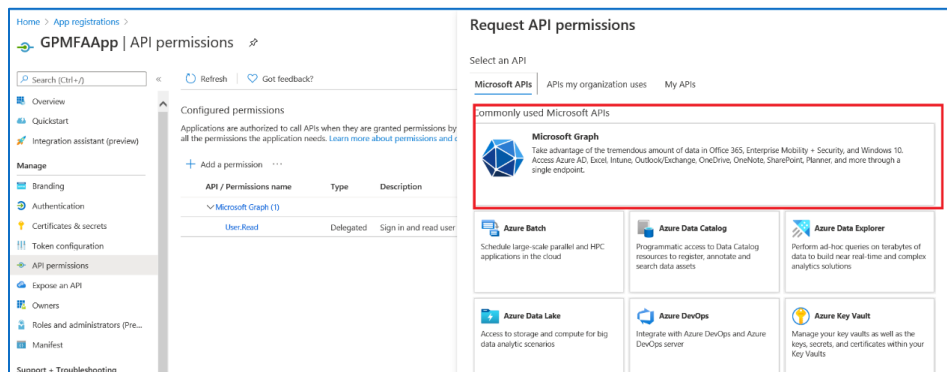
7. Click on Add permission button.



8. Microsoft Graph –

By default, Microsoft Graph application will have read permission for the user profile.

To allow graph application to send an email, we need to add "Mail.Send" permission.



9. Click on delegated permission.

10. Search for "Mail. Send" in the select permission search box.

11. Mark "Mail. Send" checkbox and click on add permission.

Request API permissions

< All APIs

Microsoft Graph
https://graph.microsoft.com/ Docs

What type of permissions does your application require?

Delegated permissions
Your application needs to access the API as the signed-in user.

Application permissions
Your application runs as a background service or daemon without a signed-in user.

Select permissions expand all

mail.send ✓

Permission	Admin consent required
Mail (1) <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Mail.Send Send mail as a user ⓘ <input type="checkbox"/> Mail.Send.Shared Send mail on behalf of others ⓘ 	-

12. Mail.Send permission will be added under Microsoft Graph.

Home > App registrations > GPMFAApp | API permissions

Search (Ctrl+F) Refresh Got feedback?

⚠ You are editing permission(s) to your application, users will have to consent even if they've already done so previously.

Configured permissions

Applications are authorized to call APIs when they are granted permissions by users/admins as part of the consent process. The list of configured permissions should include all the permissions the application needs. [Learn more about permissions and consent](#)

+ Add a permission

API / Permissions name	Type	Description	Admin consent req...	Status
Microsoft Graph (2)				...
Mail.Send	Delegated	Send mail as a user	-	...
User.Read	Delegated	Sign in and read user profile	-	...

13. Click on "Authentication" on the left panel under Manage option.

Home > App registrations > GPMFAApp | Authentication

Search (Ctrl+F) Save Discard Got feedback?

Platform configurations

Depending on the platform or device this application is targeting, additional configuration may be required such as redirect URIs, specific authentication settings, or fields specific to the platform.

+ Add a platform

Supported account types

Who can use this application or access this API?

☐ Accounts in this organizational directory only (sa.global only - Single tenant)
☒ Accounts in any organizational directory (Any Azure AD directory - Multitenant)

[Help me decide...](#)

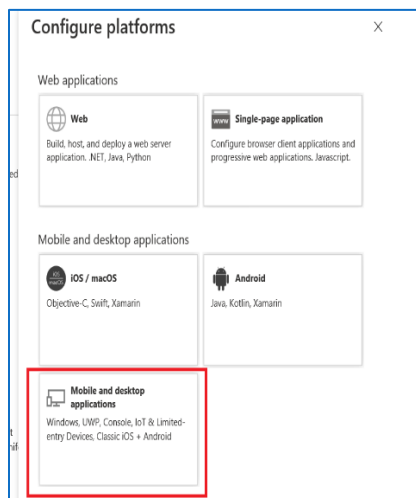
⚠ Due to temporary differences in supported functionality, we don't recommend enabling personal Microsoft accounts for an existing registration. If you need to enable personal accounts, you can do so using the manifest editor. [Learn more about these restrictions](#).

Advanced settings

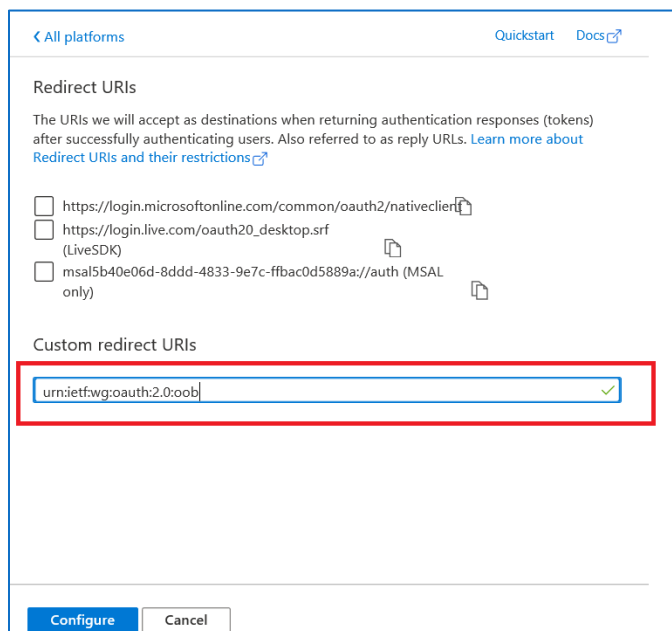
Default client type ⓘ

14. Click on Add Platform.

15. Select Mobile and desktop application.



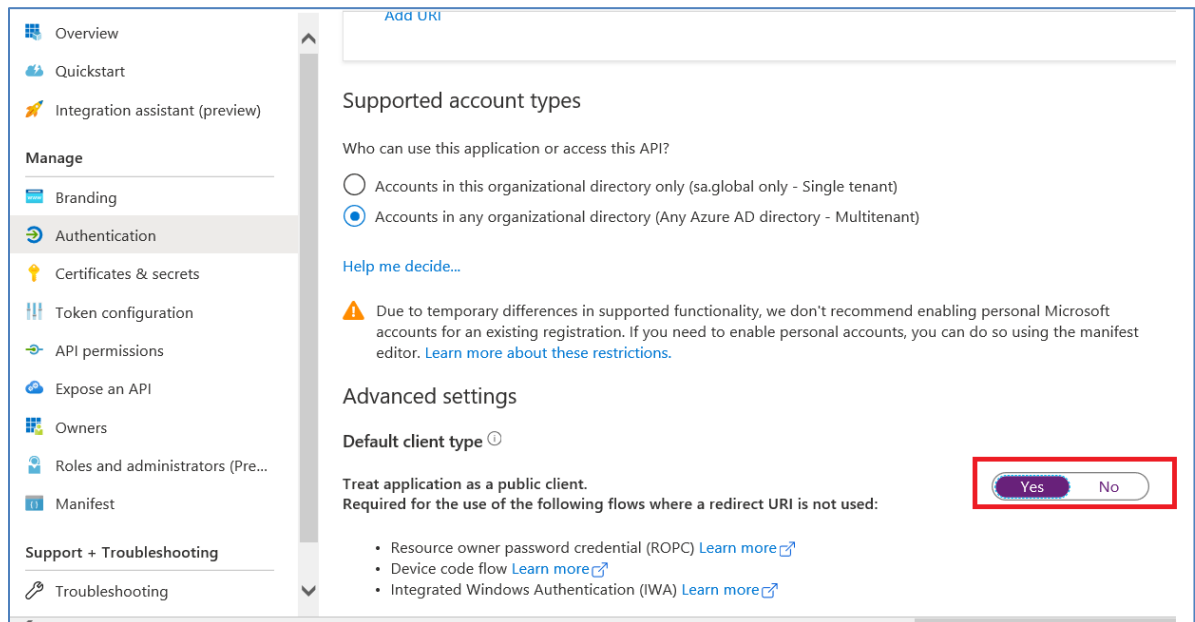
16. Enter the value "urn:ietf:wg:oauth:2.0:oob" in the Custom Redirect URIs text box as shown in the screen shot. This uri will redirect to the original application.



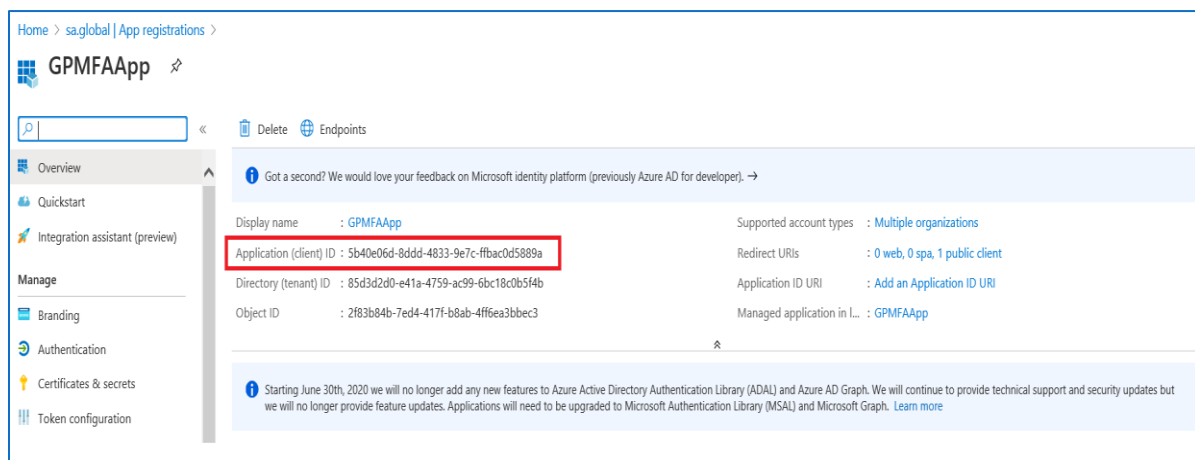
17. Click on Configure button

18. Save the changes for the application.

19. As of now, Multi-Factor Authentication is not supported in Web Client. Once the Web Client changes are implemented, Default client type must be set to "Yes" as shown in the screen shot.



20. Click on Overview on the left side pane. The Application (client) ID can be used in the Microsoft Dynamics GP.



How to configure Multi Factor Authentication in Microsoft Dynamics GP

First, go to the Company E-Mail Settings window at Microsoft Dynamics. Click Tools, Select Setup, choose Company and then click E-mail Settings.

Enter the Application (Client)ID from your Azure Application to the new field of the same name that has been added in this window.

Company E-mail S...

OK Cancel File Tools Help Add Note Debug

Select E-mail Document Options

☒ Embed Documents in Message Body

☒ Send Documents as Attachments

File Formats Allowed

☒ DOCX ☒ HTML ☒ PDF ☒ XPS

Enable E-mail

[Sales Series](#)

[Purchasing Series](#)

Application (Client) ID 5b40e06d-8ddd-4833-9e7c-ffbac0d5889a

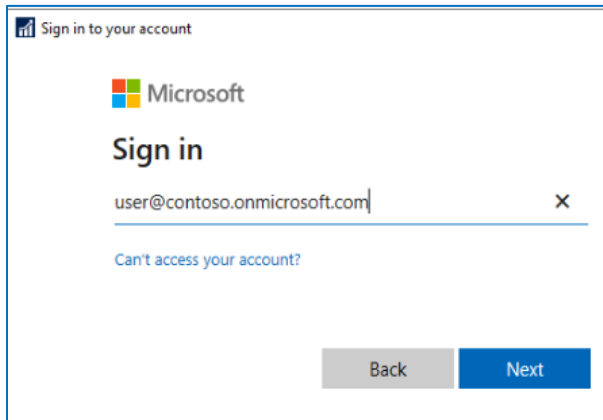


Additional Notes:

There is a new column (MSGraphClientID) added to the company table SY04900, syEmailSetupOptions that stores the Application Client ID value from Azure.

When you tab off from that field you will get the pop-up window for the Multi Factor Authentication.

Users must enter the login credentials to authenticate. Below is the sequence of events you will encounter:



Sign in to your account

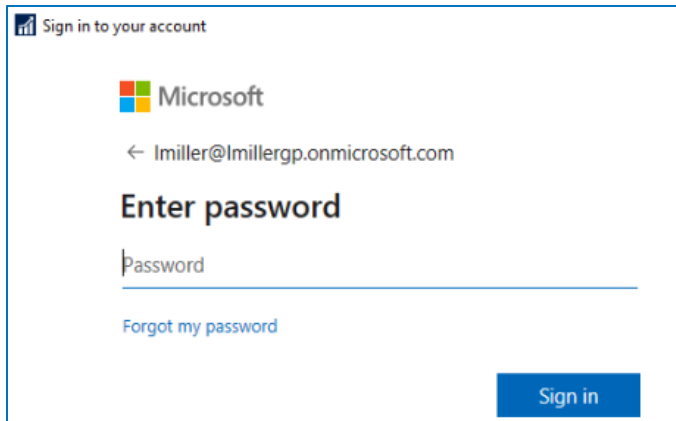
Microsoft

Sign in

user@contoso.onmicrosoft.com X

[Can't access your account?](#)

Back Next



Sign in to your account

Microsoft

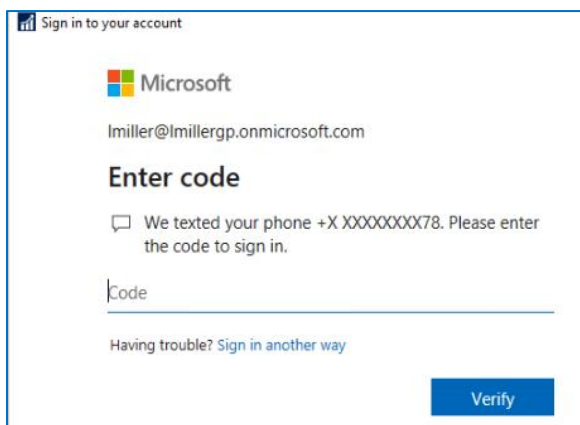
← Imiller@lmillergp.onmicrosoft.com

Enter password

Password

[Forgot my password](#)

Sign in



Sign in to your account

Microsoft

Imiller@lmillergp.onmicrosoft.com

Enter code

☐ We texted your phone +X XXXXXXXX78. Please enter the code to sign in.

Code

Having trouble? [Sign in another way](#)

Verify

The user that you authenticate as in this window needs to [have Multi Factor Authentication enabled](#) in Office 365/Exchange Online

Click on Ok to save the changes in the Company E-mail Settings window.

Examples of Multi Factor Authentication in Microsoft Dynamics GP

First, when performing e-mail functionality in Dynamics GP that would normally fall under the Exchange or MAPI features, your experience would look like:

Go to a window where you can e-mail a report, example click Reports, choose Financial and click Trail Balance Report

Open an existing report option or create a new one.

Click on Email Options

The screenshot shows the 'Trial Balance Report Options - TW19 (sa)' window. The 'Email' button in the menu bar is highlighted. The 'Email Options' button in the bottom right corner is also highlighted with a red box.

Similar to the current Exchange functionality in Microsoft Dynamics GP, once you have successfully responded to the Multi Factor Authentication window you should not need to enter a text code again within your GP session. You may see the MFA window open, but if you click on your account again it should let you proceed without the second authentication. Once authenticated you should be taken to the Email Options window where you can set a recipient for the e-mail.

Once you've set who will receive the email you can click on the Email button in the Action Pane to send the message, which should then send out of Dynamics GP.

Trial Balance Report Options - TW19 (sa)

Save Clear Delete Copy My Reports **Email** File Print Tools Help Add Note Debug

Actions File Tools Help Debug

Option: **TEST** Report: Detailed

Include:
 ☒ Posting Accounts
 ☒ Unit Accounts
 ☒ Inactive Accounts
 ☒ Zero Balance/No Trx
 ☒ Multicurrency Info

Sort By:
 Segment ID
 Division
 Subtotal By:
 No Subtotals

Year:
 ☒ Open
 ☐ History
 ☐ Current
 2027

Print Currency In:
 ☒ Functional
 ☐ Reporting
 Exchange Rate: 0.00000000
 Rate Calculation Method: Multiply

Ranges:
 Date
 Segment ID

From: 00-00-0000
 To: 00-00-0000

Restrictions:
 Insert >>
 Remove
 E-mail Options
 Destination

Next, the other main e-mail functionality in Dynamics GP, workflow notifications, uses SMTP and the MFA experience there looks like:

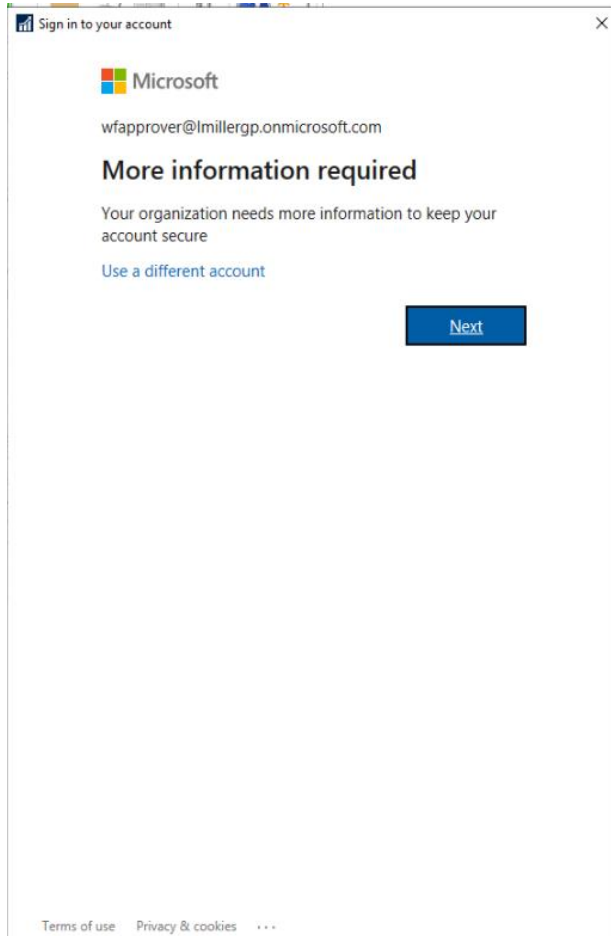
1. The Workflow process will remain the same until you click Submit on the Workflow Action window

[illegible]

At that point you'll receive the MFA prompt, where you'll need to provide Username and Password for your account.

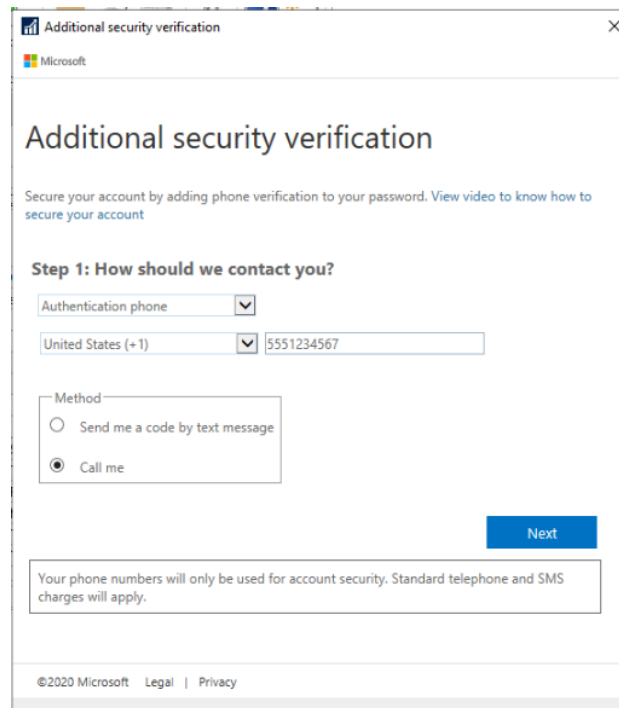
First time user experience

After entering your username and password in the MFA window you'll see:



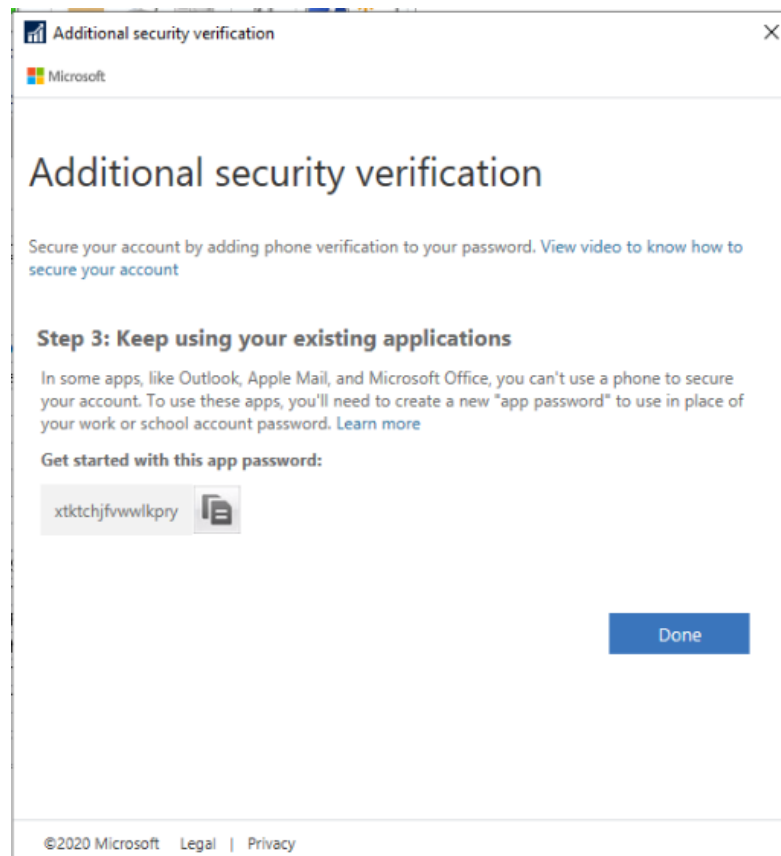
Click Next

You'll then be able to select which second method of authentication you would like for your account.



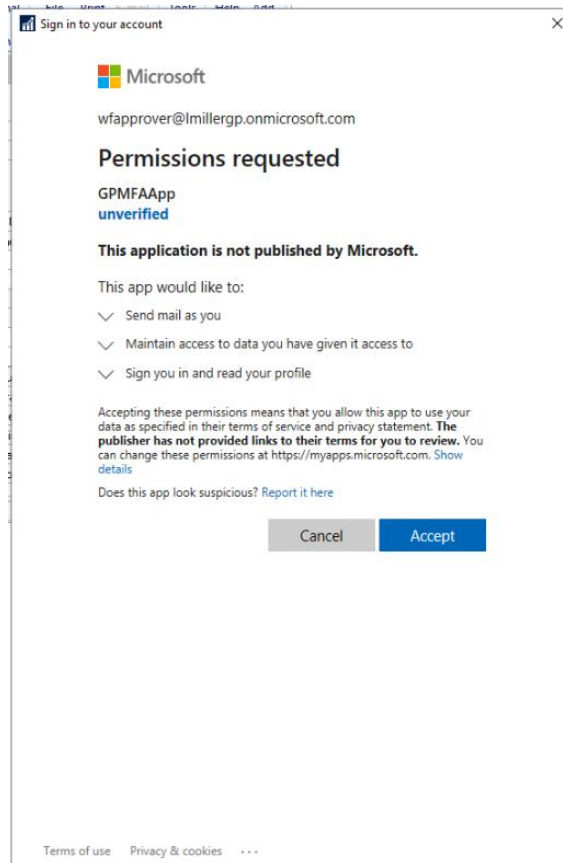
The screenshot shows the 'Additional security verification' window with the Microsoft logo. The title is 'Additional security verification'. Below the title, it says 'Secure your account by adding phone verification to your password. [View video to know how to secure your account](#)'. The main heading is 'Step 1: How should we contact you?'. There are two dropdown menus: 'Authentication phone' and 'United States (+1)'. The 'United States (+1)' dropdown is open, showing a list of countries. The 'Call me' radio button is selected. A 'Next' button is at the bottom right. A disclaimer box at the bottom says 'Your phone numbers will only be used for account security. Standard telephone and SMS charges will apply.' The footer contains '©2020 Microsoft Legal | Privacy'.

You'll get the initial verification for your account and be presented with an App Password, which can be used by some applications that use MFA.

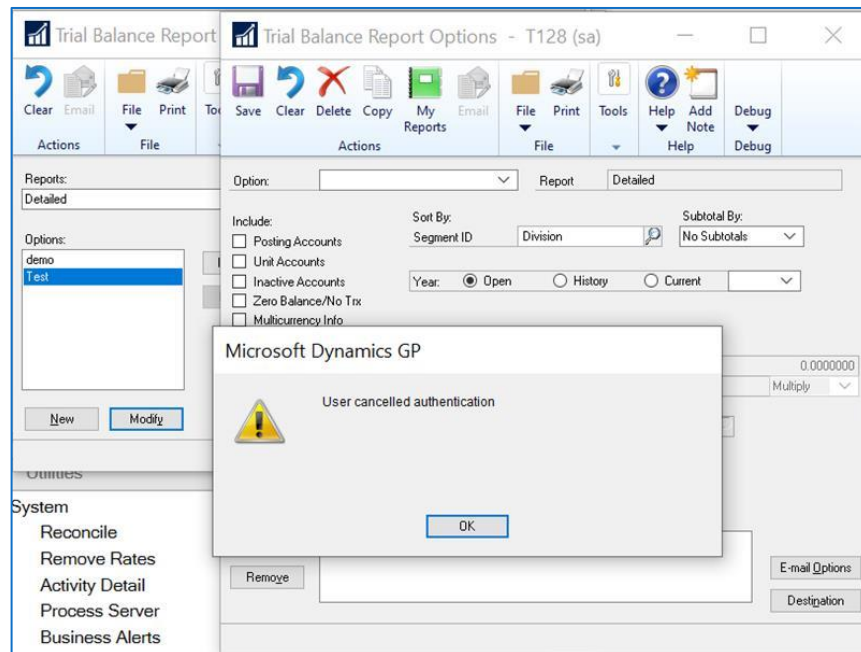


The screenshot shows the 'Additional security verification' window with the Microsoft logo. The title is 'Additional security verification'. Below the title, it says 'Secure your account by adding phone verification to your password. [View video to know how to secure your account](#)'. The main heading is 'Step 3: Keep using your existing applications'. Below this, it says 'In some apps, like Outlook, Apple Mail, and Microsoft Office, you can't use a phone to secure your account. To use these apps, you'll need to create a new "app password" to use in place of your work or school account password. [Learn more](#)'. A section titled 'Get started with this app password:' shows a text box with the password 'xtktchjfvwwlkpry' and a copy icon. A 'Done' button is at the bottom right. The footer contains '©2020 Microsoft Legal | Privacy'.

You will then see a prompt like the one below asking if you want to trust the Azure App Registration you've previously setup. Click Accept to proceed.



If Multi Factor Authentication fails at any point, then there will be a warning message displayed.



TLS 1.2

Another reason why we are excited for the Microsoft Dynamics GP Fall 2020 release is the fact that it is going to address functionality that will be affected by the upcoming retirement of the TLS 1.0 and 1.1 protocols. To refresh your memory on this, we published the following blog on some limitations with various Dynamics GP functionality:

<https://community.dynamics.com/gp/b/dynamicsgp/posts/dynamics-gp-and-tls-1-0>

With the Fall 2020 release the following features will now be able to function with TLS 1.0 and 1.1 disabled:

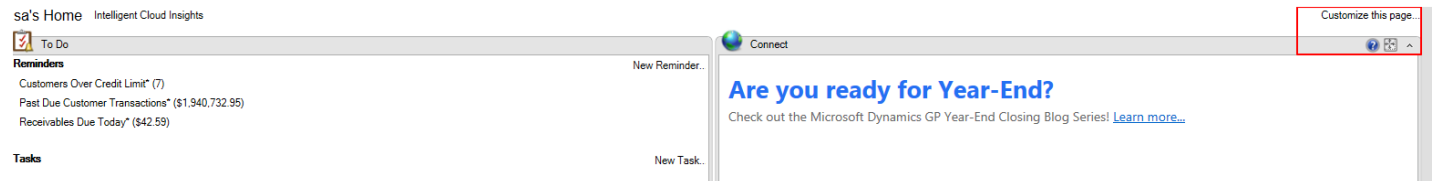
1. E-mailing from within Dynamics GP when using both the Exchange Server Type as well as the SMTP e-mail that is used for the Workflow feature in Dynamics GP.
2. The Microsoft Dynamics GP Web Client
3. Web Services for Microsoft Dynamics GP

NOTE: Web Services for Microsoft Dynamics GP still requires TLS 1.0 when using a SQL Server database for the Authorization Store. If you reinstall Web Services for Microsoft Dynamics GP to an Active Directory partition per [this blog article](#) you can operate with TLS 1.0 and 1.1 disabled.

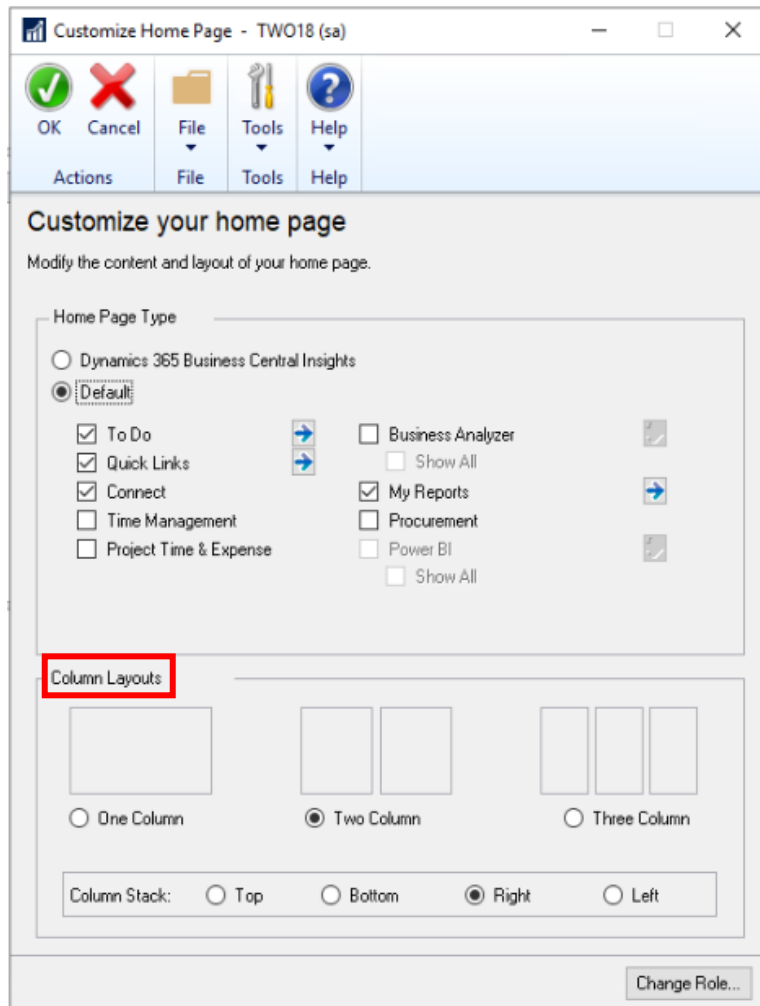
In terms of functionality that still requires TLS 1.0, the refreshable Excel reports that can be deployed from Dynamics GP are still using the SQLOLEDB provider, which requires TLS 1.0. You can manually update the connection string in your Excel files to use the SQLNCLI11 provider as a workaround.

Save per user column layouts on Home Page

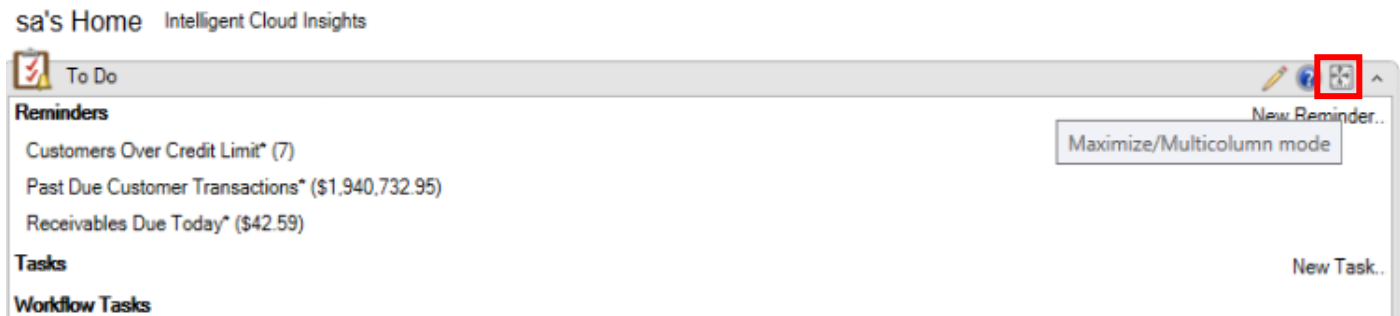
In the Microsoft Dynamic GP Fall 2020 release users will be able to customize and save the layout of their Home Page. To use this functionality you start by clicking on Customize this page... in the upper-right corner of the Home Page:



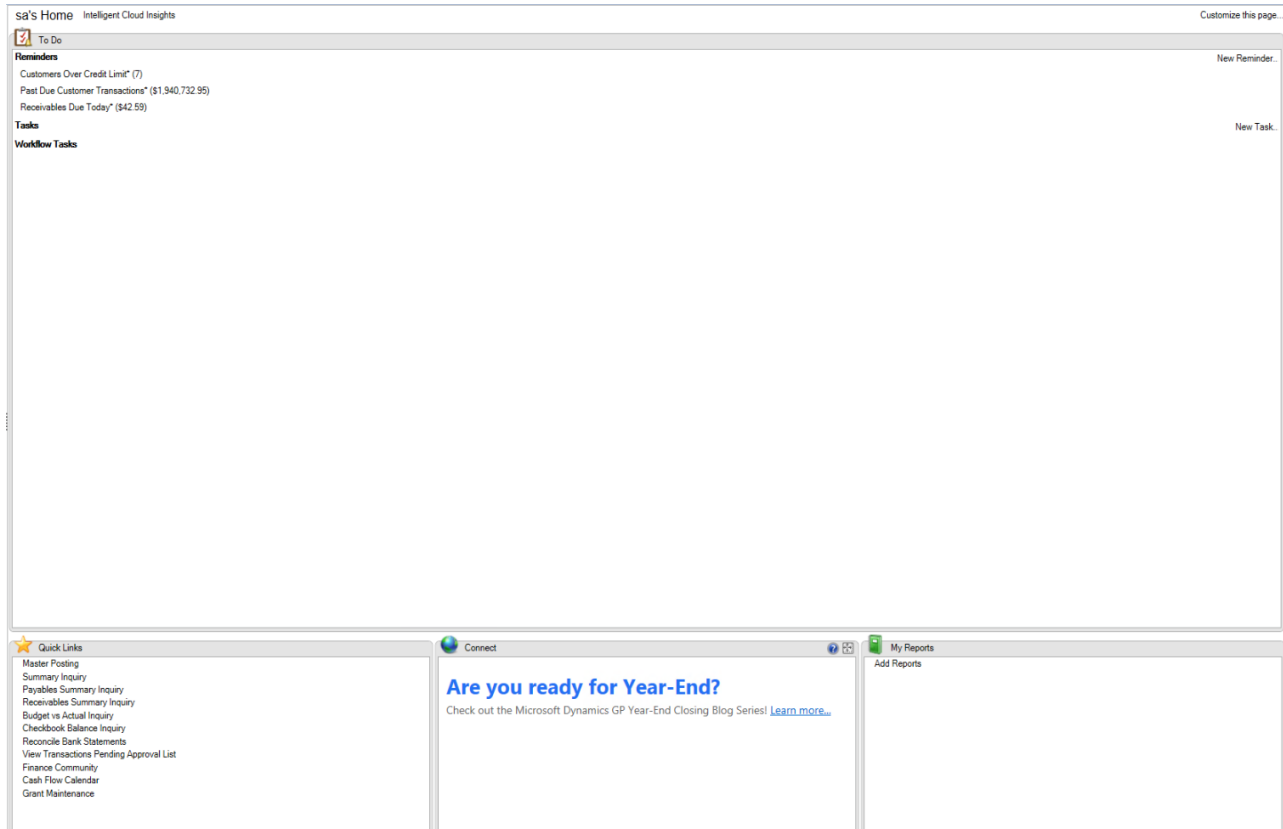
You can then use bottom section of the Customize Home Page window to select the Column Layouts:



Also in this window you can select how you want the columns to stack when you maximize a specific section of the Home Page. For example, if you have it set to Bottom and in the Home Page you select the Maximize button:



The window will look like this with the columns stacked at the bottom of the page:



While the number of columns you want to display does not carry over to the module area pages (e.g. Financial, Sales, Purchasing, etc.) the column stacking option does. This will help maintain a similar experience as users navigate around Microsoft Dynamics GP.

The column number setting is held in the syHomePageLayout (SY08100) table in the system database. The SectionIDs in this table have the following values:

- 1 = To Do
- 3 = Business Analyzer
- 4 = My Reports
- 5 = Quick Links
- 6 = Connect
- 7 = Time Management
- 8 = Procurement
- 9 = Project Time and Expense
- 10 = PowerBI

The Column Stack setting is held in the syHomePage (SY08000) table, specifically the ColumnStackPosition field.

- 0 = Top
- 1 = Bottom
- 2 = Right
- 3 = Left

Disable print dialog when printing to word

With the Microsoft Dynamics GP Fall 2020 update, you can now use Named Printers with Word Templates. This lets users access full one-click printing when using Word Templates. No more print dialog when using Templates!

To enable this feature you must first have Named Printers setup, you can find instructions for a new setup here: <https://docs.microsoft.com/en-us/dynamics-gp/installation/systemadminguide#setting-up-named-printers>

Once you have the basic Named Printers setup, you can mark each printer to use Named Printers for Templates. Just open the Assign Named Printers window. Go to Tool, click setup, choose system, and click Named Printers.

Once you open this window, all you need to do is click the Setup button and select the Printer ID the users usually use, then mark the 'Use Named Printer when printing word Templates' checkbox. Click Save on the Setup Named Printers window, and now when users click print the document will be sent directly to the printer after generation.

Assign Named Printers - TWO03 (sa)

User ID:
 Company Name:
 Machine ID:

Task Series:

Task Description	Printer Class	Printer ID
Printer Name	Extra Description	
Default System Printer	System	DEFAULT
HPF337DF (HP OfficeJet Pro 8720)		
Reports - Check Links	None	
Reports - User Class Report	None	
Advanced Security - Field Security ID Report	None	
Advanced Security - Field Security Report by User	None	

Setup Named Printers - TWO03 (sa)

Save Delete File Print Tools Help Add Note

Actions File Help

Machine ID H0116

Printer ID DEFAULT

Printer Class System

User ID

Company Name

Printer Name HPF337DF (HP OfficeJet Pro 8720)

Extra Description

☒ Use Named Printer when printing Word Templates

Assign Advanced

Additional Notes:

There is a new column (UseNamedPrnForWordTemplate) added to the System (Dynamics DB) table STN41100, ST_Printer_Options_MSTR.

Enable Self Service user type access to User Preference

Enable Self Service user type the ability to manage User Preference and Workflow Delegation settings.

This feature is pretty self-explanatory and was a long-time request by our customers. You need to access this window to set delegation and if you are a manager setup as a user type of self-service prior to Microsoft Dynamics GP 18.3, you could not access this window to set up delegation.

In the user setup, I have a user setup as a self-service user type. You can access this by choosing Tools, then Setup, click System and then choose User.

User Setup - TWO03 (sa)

Save Clear Delete Copy Settings Summary File Print Tools Help Add Note Help

User ID SELFSERVICE **User Name** SELFSERVICE **Class ID** 1

☐ Web Client user only (no SQL Server Account)

Status Active **User Type** Self Service **Home Page Role** Accounting Manager

☐ Payroll View for Human Resources

SQL Server Account | **Directory Account**

SQL Server Account SELFSERVICE **Password** **Confirm Password**

Advanced SQL Server options

☒ Enforce Password Policy ☒ Enforce Password Expiration ☐ Change Password Next Login

A SQL Server login account is not required for a user that will only access Microsoft Dynamics GP Web Client. To create or modify a SQL Server login account, you must have elevated SQL Server permissions, such as a system administrator.

The access to this window is under Microsoft Dynamics GP, click User Preferences then choose the Workflow Delegation option.

The screenshot shows the 'User Preferences - TWO03 (SELFERVICE)' window. The 'Workflow Delegation' button is highlighted with a red rectangle. The window includes a toolbar with icons for OK, Cancel, Additional, File, Print, Tools, Help, and Add Note. The main area contains various settings for the user, including options for horizontal scroll arrows, default report destination (Printer or Screen), entry key (Tab or Return), window command display (Action Pane), default sales doc. type (Quote), and distributed processes (Local or Remote). The 'Workflow Delegation' button is located on the right side of the window.

The screenshot shows the 'Workflow User Delegation - TWO03 (SELFERVICE)' window. The 'Automatically delegate my workflow tasks' checkbox is checked. The 'Select a delegate' dropdown is set to 'For all workflow types'. A table below shows workflow types and their delegation details.

Workflow Type	Delegate to:	Start Date	End Date
All Workflow Types		4/12/2027	4/12/2027

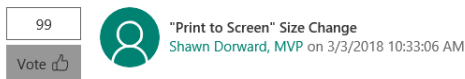
Maximum print output screen

With the release of Microsoft Dynamics GP, you are getting the largest requested feature of all time, Maximum print to output screen. This was a huge request by our customers over the last few years and we have finally put this into the core product.

As we all are uses of Microsoft Dynamics GP, how many times in a day do you print a report to screen and now by habit you are always going to the top right to expand the report to FULL SCREEN. With 18.3, no longer, with a blink of your eye, the report will automatically pop out to full screen mode for you, WOW!!

Improve customer print experience. User no longer must manually maximum the print output screen each time they print to screen.

I think Shawn who entered the request summed it up the best.



Why oh WHY do I have to resize the print preview window every time I run a report to the screen? This seems like a simple fix and would save 1000's of click and drags... maybe even every day! :)

Category: [System](#)

Screen Output - RM Customer Report

File Edit Tools Find Help

Print Send To Modify 100% Completed 2 Pages Page 1

System: 8/6/2020 3:42:50 PM Fabrikam, Inc.
 User Date: 4/12/2027 CUSTOMER SETUP LIST - DETAIL
 Receivables Management

Ranges:

Customer ID:	AARONFIT0001 - AARONFIT0001	Short Name:	Aaron Fitz Elec - Aaro
Salesperson ID:	PAUL W. - PAUL W.	ZIP Code:	98052-6399 - 98052-639
Customer Class:	USA-ILMO-T1 - USA-ILMO-T1	State:	WA - WA
Type:	Retail - Retail	Telephone:	42555501010000 - 42555
Sales Territory:	TERRITORY 1 - TERRITORY 1	Contact:	Bob Fitz - Bob Fitz
Customer Name:	Aaron Fitz Electrical - Aaron Fitz Electrical		

Customer ID:	AARONFIT0001	Hold:	No
Customer Name:	Aaron Fitz Electrical	Inactive:	No
Short Name:	Aaron Fitz Elec	Parent Customer ID:	
Statement Name:	Aaron Fitz Electrical	Class ID:	USA-ILMO-T1
Address ID:	PRIMARY	Phone 1:	(425) 555-0101 Ext. 00
Contact Person:	Bob Fitz	Phone 2:	(000) 000-0000 Ext. 00
Address:	One Microsoft Way	Phone 3:	(000) 000-0000 Ext. 00
		Fax:	(312) 555-0101 Ext. 00

City:	Redmond	UPS Zone:	
State:	WA	Shipping Method:	LOCAL DELIVERY
ZIP Code:	98052-6399	Tax Schedule:	USASTCITY-6*
Country:	USA	Comments:	

Ship To:	WAREHOUSE	Trade Discount:	0.00%
Bill To:	PRIMARY	Payment Terms:	Net 30
Statement To:	PRIMARY	Discount Grace Period:	0
Salesperson:	PAUL W.	Due Date Grace Period:	0
Territory:	TERRITORY 1		



Additional Notes:

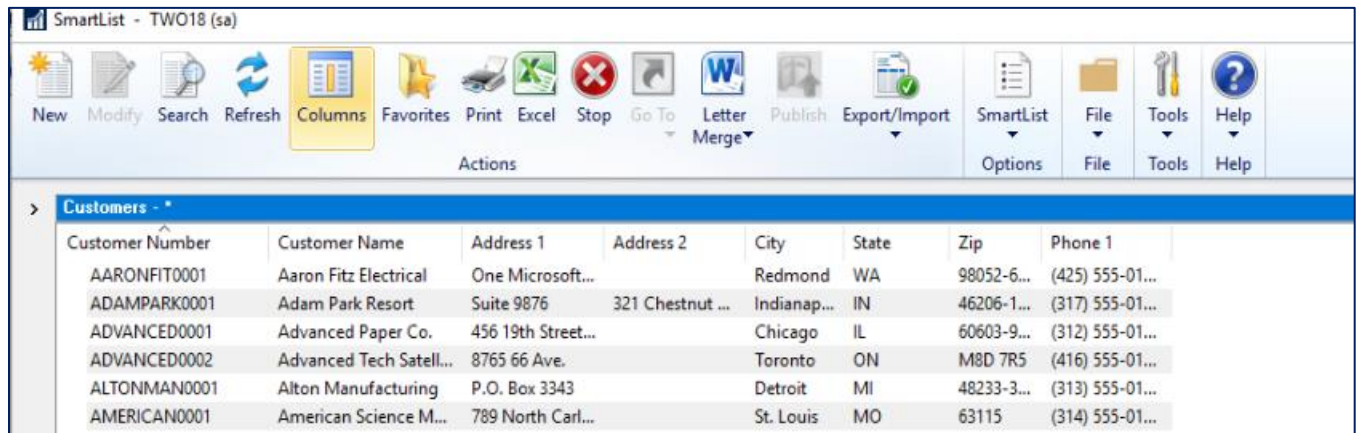
This is not available in Web Client, due to different user experience.

Bulk edit SmartList Columns

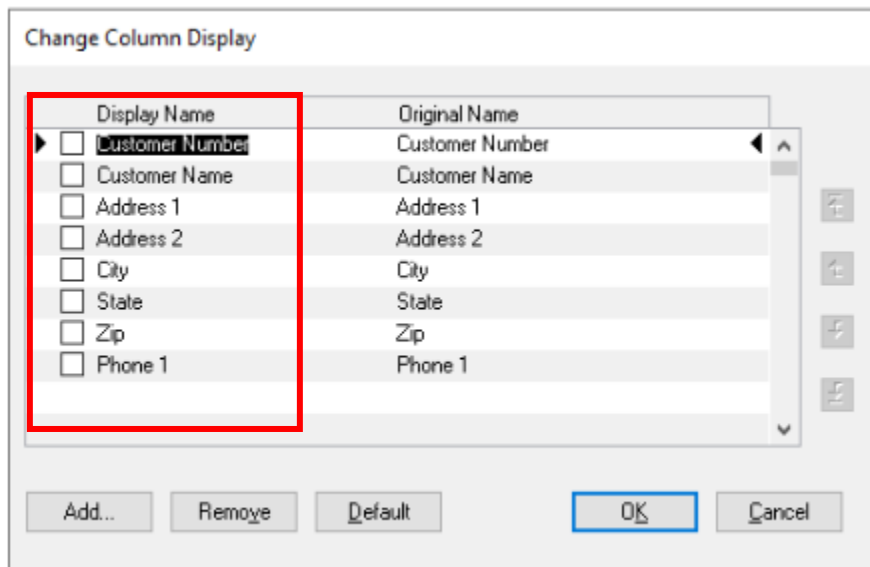
With the release of the Microsoft Dynamics GP Fall 2020 you now have the ability to mass edit the columns on a SmartList.

In order to see this new functionality you will need to start by opening SmartList (Microsoft Dynamics GP and click SmartList). You'll then navigate to the specific SmartList you want to edit, for example we will look at the default Sales, then choose Customers and * for example.

Then click on the Columns button:



When the Change Column Display window opens, you'll notice that there is a new column with checkboxes.



If you want to remove more than one column you can mark them, then click Remove.

Similarly, if you mark multiple columns and use the arrow buttons on the right you can reorder more than one column at a time.