

R E L E A S E   8 . 0   E N H A N C E M E N T S



Microsoft® Business Solutions  
**Small Business  
Financials** North America  
Edition

**Microsoft®**  
Business  
Solutions

Microsoft® Business Solutions  
**Small Business**  
**Financials** North America  
Edition



# A Continuing Commitment to You—

## and New Possibilities for Your Business.

**With an improved look and feel, enhanced functionality and a new (and better) name, Microsoft® Business Solutions Small Business Financials 8.0 represents Microsoft's continuing commitment to providing highly scalable solutions to small, growing businesses like yours.**

### OUR NEW NAME

Microsoft Business Solutions Small Business Manager has been renamed Microsoft Business Solutions Small Business Financials, to more clearly indicate the primary purpose of the software. Same great product, even more functionality, even better name.

### ENHANCED FUNCTIONALITY

Microsoft Small Business Financials 8.0 offers enhancements that will help you locate information more intuitively, modify reports more extensively, process sales orders more effectively, and manage your payroll more easily. Plus, the new backup scheduler lets you pick the times you want your data backed up, and let the software do the work for you. All of these features are designed to help you keep the focus on managing your business, rather than on managing your business software.

### BUILT TO HELP YOU GROW

For companies focused on growth, Microsoft Small Business Financials offers big business functionality designed for small business needs. You can start with the functionality you need, and then add users and modules as you grow. And because Microsoft Small Business Financials is built on the exact same code base as Microsoft Great Plains Standard and Professional editions, you can continue adding the functionality and capacity you need, fueling your business for years to come. So whether you see your business growing to \$1 million, \$100 million, or \$1 billion in annual revenue, you can count on Microsoft Business Solutions to help you drive your business success.

### A COMMITMENT YOU CAN COUNT ON

When you choose Microsoft Business Solutions, you can count on a rapid implementation, a quick return on your investment, and a low cost of ownership. Just as important, you can count on a solution that can take you into the next decade and support your business growth along the way. Microsoft Business Solutions pledges to continue enhancing and supporting your solution until at least 2013, and to provide you with the support and services that help you keep the focus on what's important—your business—without worrying about the systems that make it run.

## User Experience and Reporting Enhancements

**Now everyone in your organization can navigate easily through your business system, perform routine tasks more efficiently, and improve reporting flexibility.**

### IMPROVED USER INTERFACE

**Microsoft Small Business Financials 8.0 captures the look and feel of Microsoft Office Outlook®, and offers streamlined, list-based menus that provide everyone in your organization with a clean, intuitive interface.**

**GIVE EMPLOYEES AN INTUITIVE, FAMILIAR USER EXPERIENCE.** Whether your employees are working in Microsoft Small Business Financials or Microsoft Office, they'll have a seamless user experience that boosts productivity and minimizes training costs. Tailor navigation to specific employee roles. Provide employees with navigation that's tailored to their roles, with streamlined menus that show only those modules and tasks the employee is authorized to use.

### GREATER REPORTING FLEXIBILITY

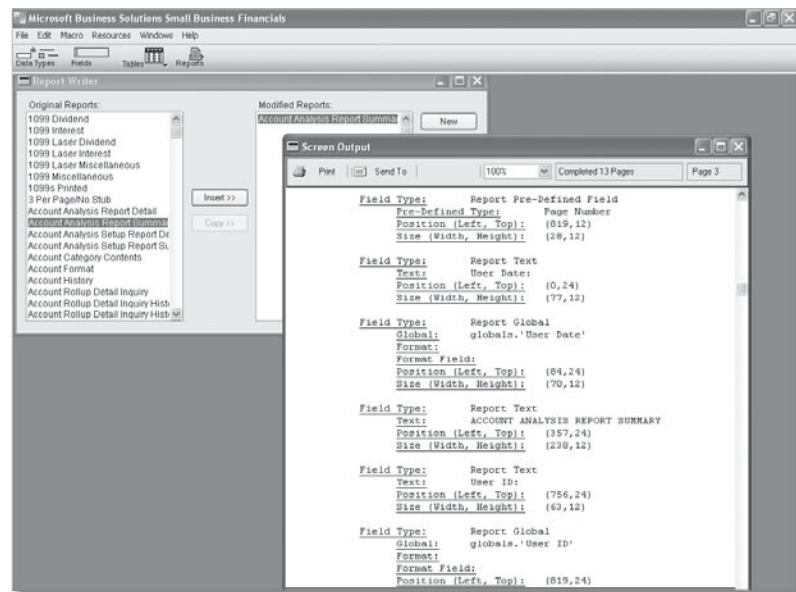
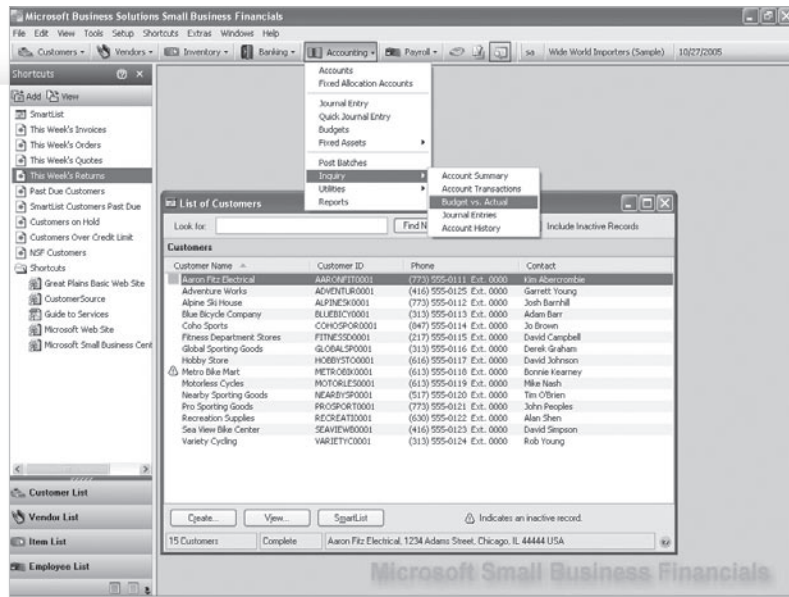
**In addition to the Report Editor, customers who want greater flexibility to modify their Small Business Financials reports can now use the full Report Writer application.**

**STAY ON TOP OF YOUR BUSINESS.** Pinpoint the information you need to make your business more successful, with complete freedom to manipulate your existing reports or create new ones that reflect your specific business issues.

**CREATE THE RIGHT REPORT.** Analyze information using powerful tools that allow you to draw data from virtually any area in your system and work with a wide variety of layouts, fields, report logic, formatting, and data selection.

**BUILD COMPELLING DATA VIEWS.** Make your reports consistent over your entire organization, or create customized versions of reports for specific individuals or groups that present targeted information designed to meet specific needs.

Streamlined menus make it easy  
for employees to learn and use  
Microsoft Small Business Financials.



System Administrator users can modify  
existing reports and create new ones  
with full Report Writer capabilities.

## Sales Order Processing and Inventory Enhancements

**Manage sales transactions more efficiently with enhancements designed to improve accuracy and speed fulfillment processes.**

**TRANSFER QUOTES TO ORDERS.** When a quote has been accepted by your customer, all it takes is one simple step to transfer that quote document to an order document, allocating inventory and updating the customer and sales records.

**BULK PROCESSING OF QUOTES, ORDERS, RETURNS AND INVOICES.** In addition to the ability to post or transfer each document individually, you also will have the ability to process multiple documents at the same time. This allows you to select a group of orders to transfer to invoices, process all returns at the same time, transfer a selected group of quotes to orders, and post all invoices together at the end of the day.

**REPRINTING PICKING TICKETS AND PACKING SLIPS.** If picking tickets or packing slips have been printed before, you can choose to reprint either or both of those documents.

**SET THE DEFAULT UNIT OF MEASURE PER ITEM.** Whether you usually sell an item by the case, box, pair or pallet, you now will have the ability to set whichever Unit of Measure (U of M) you most frequently use as your default.

**VIEW TAX TRANSACTION DETAILS AT A GLANCE.** In addition to the Tax Reports, we have added the Tax Transactions Report, listing all the transactions and the amounts of the tax that were withheld, delivering greater detail.

## Payroll Enhancements

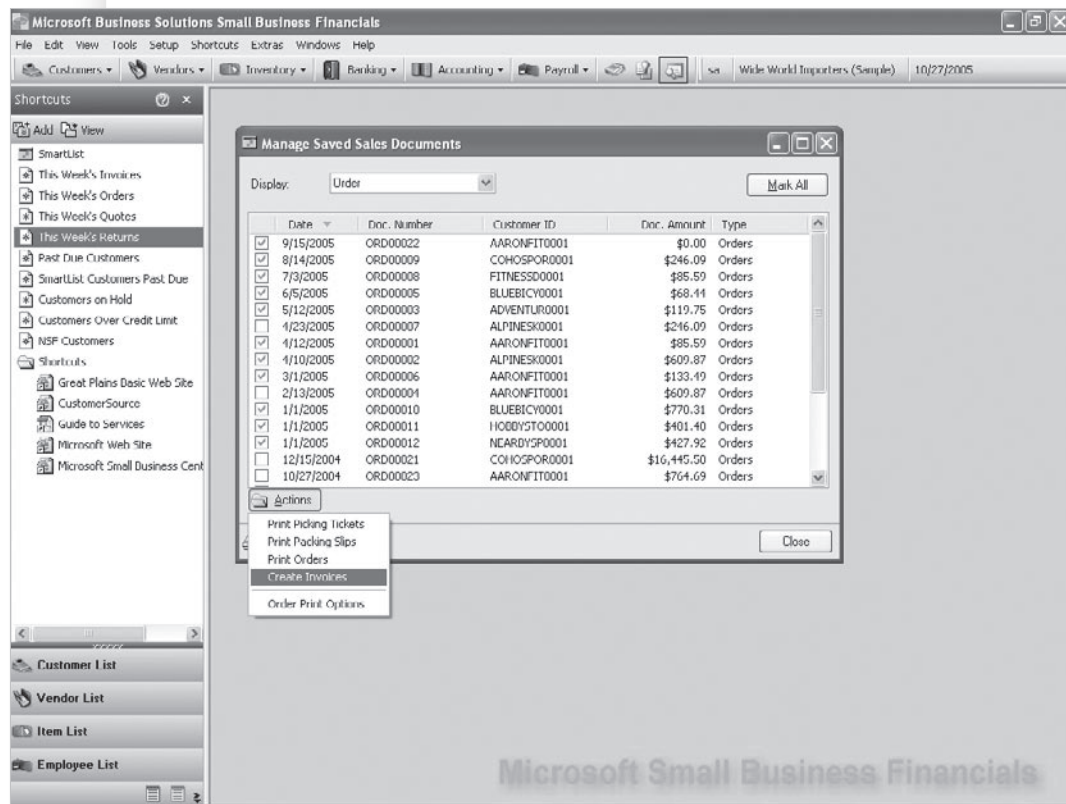
**Turn manual tasks into processes that can be executed on the fly with Payroll enhancements.**

**USE THE PAY RUN WIZARD TO QUICKLY PROCESS CHANGES TO DEDUCTIONS AND BENEFITS.** When you want to remove or add a deduction or benefit from all paychecks being processed in a pay run, the new Mark All and Unmark All buttons will make quick work of this task.

**TAXABLE WAGES FIELD ADDED TO MANUAL CHECKS.** You can enter information into the new Taxable Wages field in the Manual Payroll Checks window and the Employee Beginning Balances window when you're entering a transaction for state taxes or local taxes.

**EARNINGS REGISTER RENAMED EARNINGS SUMMARY.** This report has been renamed to make it clear that this report can be run any time you wish to see a summary of employee earnings.

Mark all the documents you want to process at the same time, saving steps and increasing consistency in your business practices.





## System-level Enhancements

**Microsoft Small Business Financials 8.0 improves data integrity and security across your system, makes it easy to import data from other applications, and ensures that update and installation information is readily available to you.**

**AUTOMATE SCHEDULED BACKUPS.** Consistently safeguard your data by allowing your software to perform backups at times and intervals that you define.

**IMPROVE PASSWORD SECURITY.** Users will no longer be able to use a “blank” password to access the system, and instead must enter a specific user password.

**IMPORT BEGINNING BALANCES FOR CUSTOMERS AND VENDORS.** Microsoft Small Business Financials offers Wizard-driven importing of beginning data from QuickBooks, Peachtree and other accounting applications. Now, in addition to the customer and vendor master record information you’ve always been able to import, you also can import beginning balances, by aging period, for customers and vendors. If you have amounts owed by customers, or amounts you owe to vendors, this data can be imported with just a few clicks into Microsoft Small Business Financials as part of your initial data migration.

**KEEP INFORMED AND CONNECTED ABOUT INFORMATION AND UPDATES.** Important documentation for Microsoft Small Business Financials—especially information for updates and installation — will be updated on an ongoing basis and made available for download from the following site: <https://mbs.microsoft.com/customersource/greatplainsdocumentation>.



## Compatibility with Microsoft Small Business Server 2003

**Work smarter using fewer resources. By combining the power of Microsoft Windows® Small Business Server 2003 with Microsoft Small Business Financials, smaller, growing organizations can gain comprehensive business management capabilities at an affordable price.**

### CHOOSE THE SERVER SOLUTION THAT FITS YOUR NEEDS

- INCREASE CAPABILITIES AT YOUR OWN PACE – For businesses that want full networking capabilities but that prefer to use Microsoft SQL Server™ 2000 Desktop Engine (MSDE) for data management, Windows Small Business Server 2003 Standard is the solution of choice.
- STEP UP EASILY TO MICROSOFT SQL SERVER 2000 STANDARD – This industry-leading database management system is included with Windows Small Business Server 2003 Premium, offering simplified, integrated data management tools, optimal levels of server performance and reliability, and the ability to make full use of existing software and hardware investments.

### COMMUNICATE AND COLLABORATE

- KEEP EMPLOYEES CURRENT AND CONNECTED – Microsoft Windows SharePoint™ Services is included with Windows Small Business Server 2003, making it easy to share key business data across your organization.
- ENHANCE YOUR SOLUTION WITH A FULL BUSINESS NETWORK DEPLOYMENT – Connect more effectively with employees, customer, and suppliers by tapping into the networking and e-mail management capabilities of Microsoft Exchange Server 2003 and Microsoft Windows Server™ 2003.

### ACCESS DATA AND APPLICATIONS FROM ANY SITE

- WORK REMOTELY – Accommodate an increasingly mobile workforce with the new Remote Web Workplace, a consolidated entry point that enables authorized users to access e-mail and remote desktop applications from an Internet-enabled computer.
- ADMINISTER REMOTELY – Enable your administrators to manage the server from any location. Administrators can remotely access server and client desktops on the company network, administer internal Web sites, view a list of Help Desk requests from network users, and view performance and usage reports for the company network.

### GET STARTED FAST

- SAVE TIME WITH INTEGRATED WIZARDS – Quickly and easily set up client computers, add users to a network, and configure for Internet connectivity with a number of integrated wizards.
- CONFIGURE EASILY – Connect a local computer to the Windows Small Business Server 2003 network by browsing to a Web site, where users can access all of the tools needed to configure network settings.



“The software was cost-effective for a business our size. We were able to start with the modules we needed – general ledger, accounts payable and banking – without paying for things we didn’t want or need.

And the support is exceptional. We get fast turnaround on service calls, and the expertise of a trained Microsoft partner to consult on our IT program. We have the data we need, its integrity is secure, and our support is everything we could ask for.

*I love Microsoft Small Business Financials.”*

Michelle Lawrence  
Accounting Manager

Avila Retail Development and Management, LLC

Realize your business vision now.

Microsoft Business Solutions offers a wide range of business applications designed to help small and midsize businesses become more connected with customers, employees, partners, and suppliers. Microsoft Business Solutions applications automate end-to-end processes for enterprise resource planning, customer relationship management, and business analytics.

US and Canada 1-800-456-0025

International +1-701-281-6500

More information about Microsoft Business Solutions can be found at  
<http://www.microsoft.com/BusinessSolutions>

The logo for Microsoft Business Solutions, featuring the word "Microsoft" in a bold, sans-serif font, with "Business" and "Solutions" stacked below it in a similar font. The text is white and set against a dark blue background.

**Microsoft**  
**Business**  
**Solutions**