
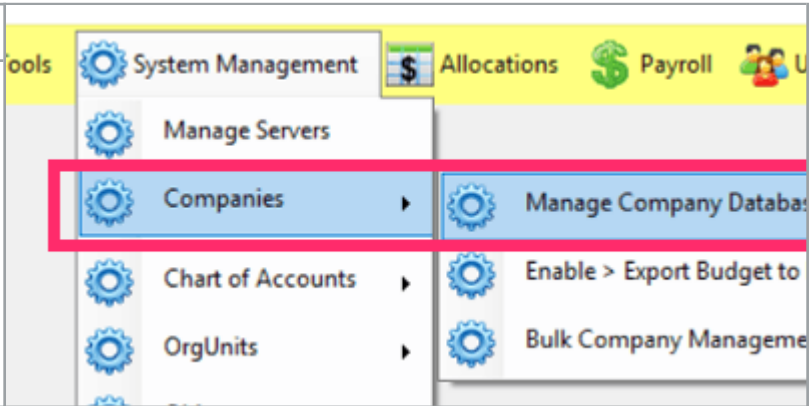



<div data-bbox="124 309 161 360"></div> <div data-bbox="202 304 603 398"><p>Dynamic Budgets User Guide for Manage Company Databases</p></div>	<div data-bbox="654 275 699 320">1</div> <div data-bbox="750 309 1516 824"></div>
<div data-bbox="119 913 165 958"></div> <div data-bbox="202 904 616 999"><p>SysMgmt-Companies, Manage Company Databases: Module Purpose</p></div> <div data-bbox="202 1034 616 1258"><p>To link to and setup company database(s) you wish to work with. An administrator selects which company databases to load into Dynamic Budgets by querying the GP Accounting (ERP) database.</p></div>	<div data-bbox="654 875 699 920">2</div> <div data-bbox="750 909 1516 1608"></div>
<div data-bbox="124 1695 161 1747"></div> <div data-bbox="202 1686 612 1720"><p>Click on System Management.</p></div>	<div data-bbox="654 1662 699 1706">3</div> <div data-bbox="718 1675 1516 2056"></div>



Click **Companies, Manage Company Databases**.

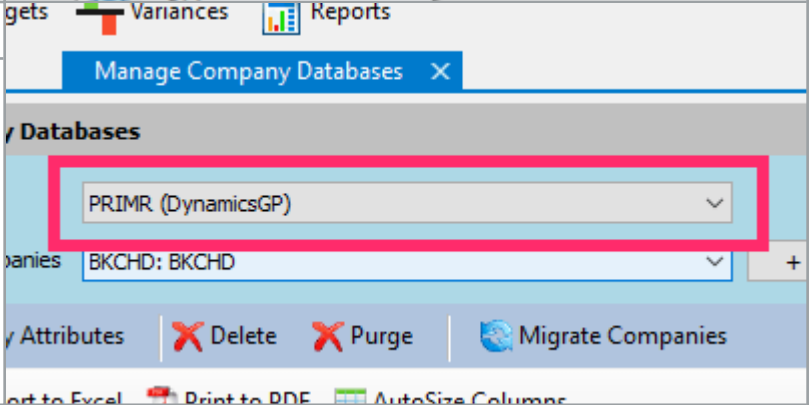
4






Click on the **Linked Servers** dropdown menu to choose a linked server.

5

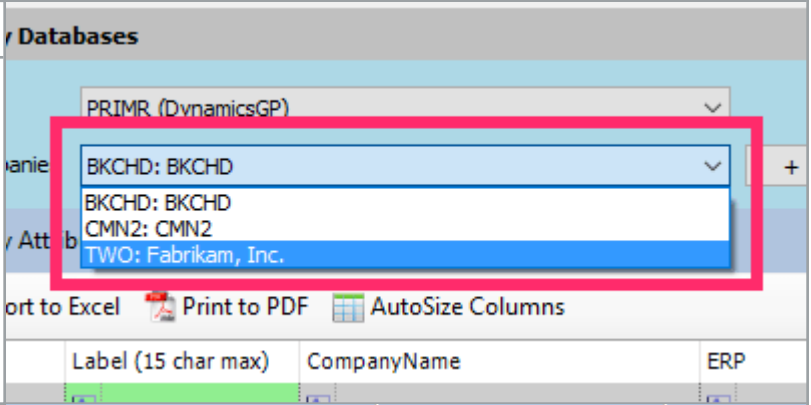





Click the **Available ERP Companies** dropdown menu to choose an available company. In **Dynamics GP**, this is reading all companies from Dynamics.SY01500.

Click **+** to add one company
OR
Click **+all** to add all companies listed in the system master.

6

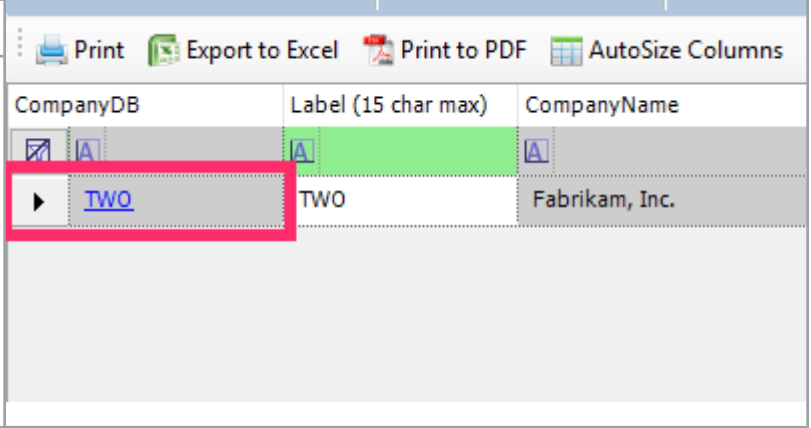




Click on **hyperlink** under the CompanyDB column.
Note: By default the newly added company will be marked for budgeting, lookups, summary, reports, variances.


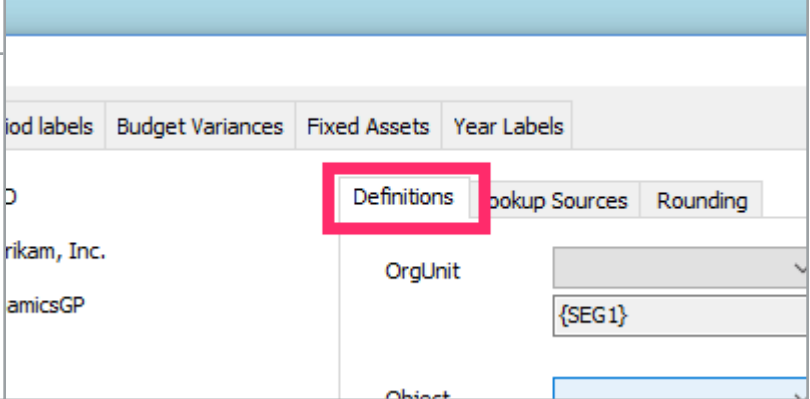

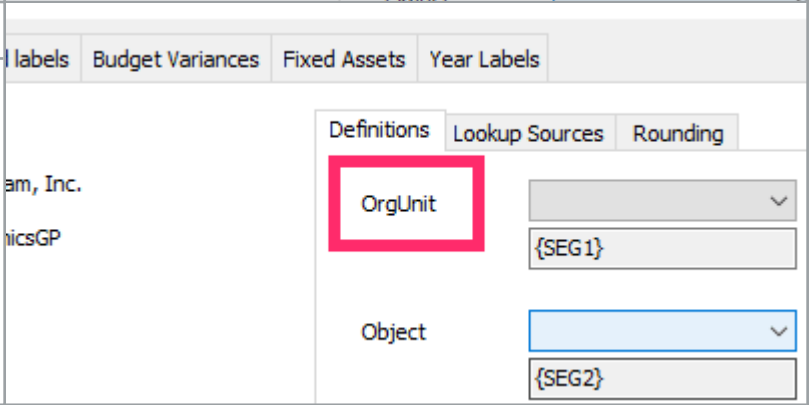

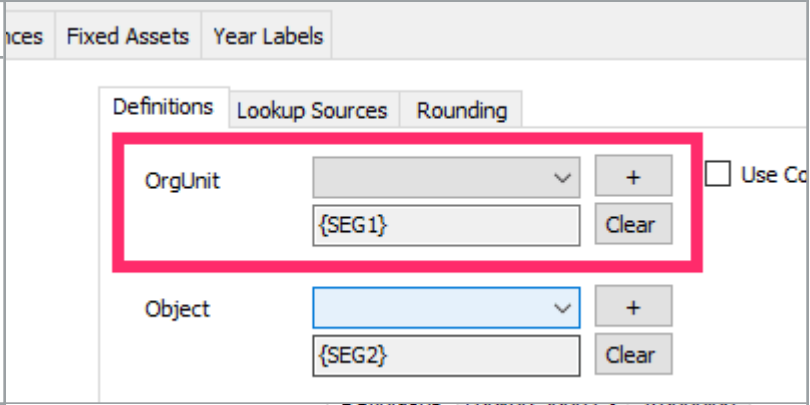

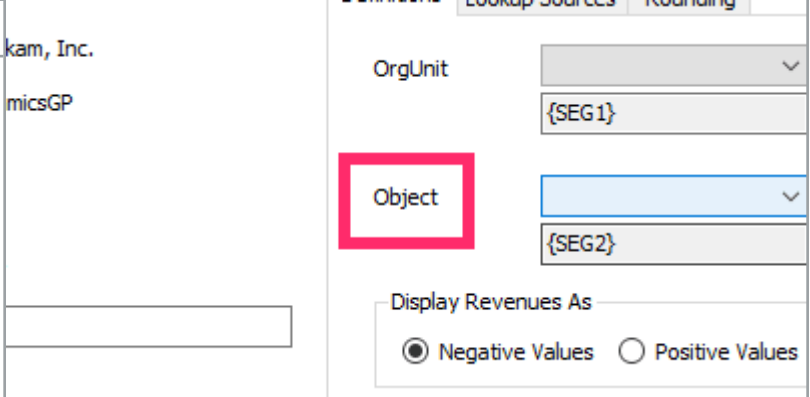
If you wish to link a legacy database for reporting purposes only, uncheck **IsBudgeted** and **save**.

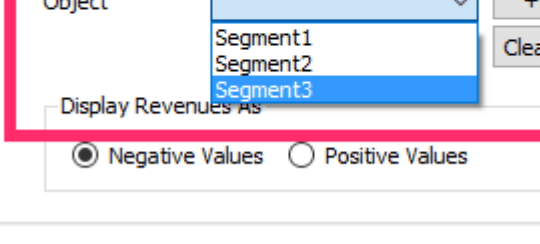
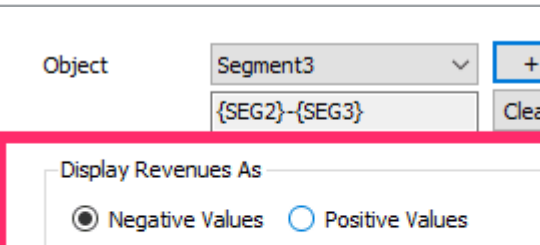
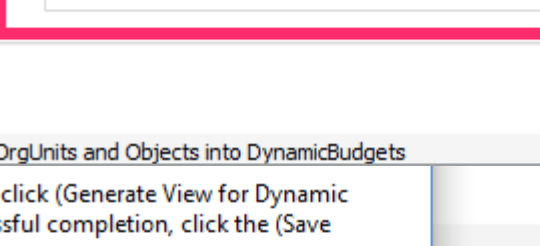
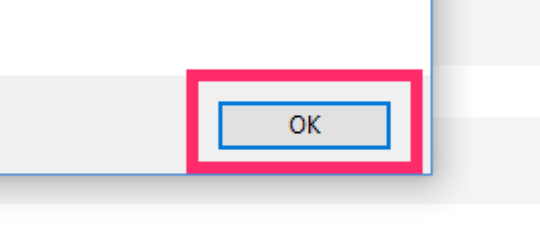
7


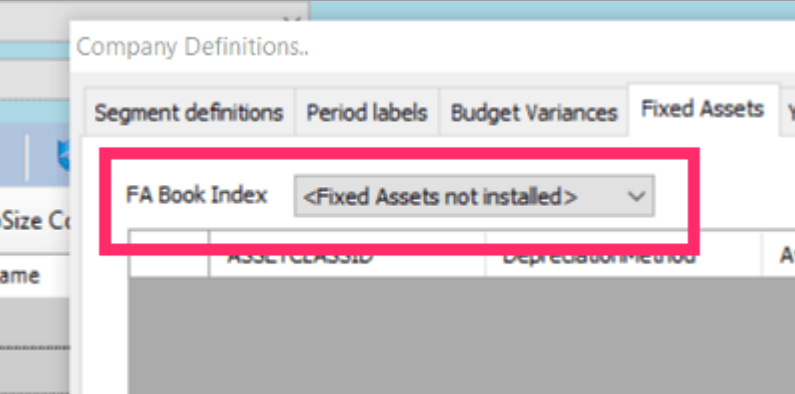

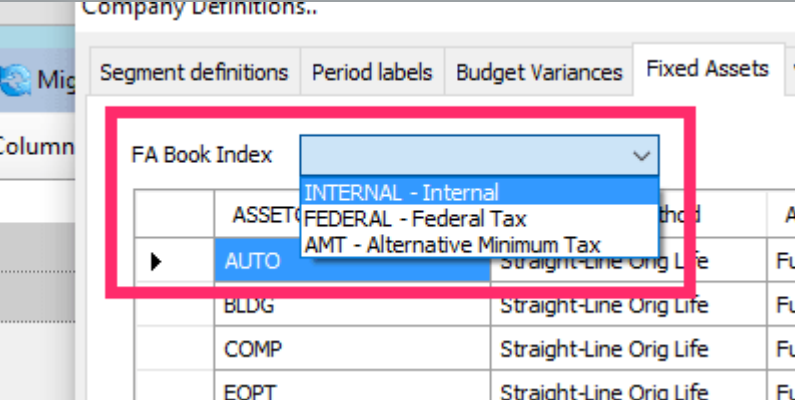

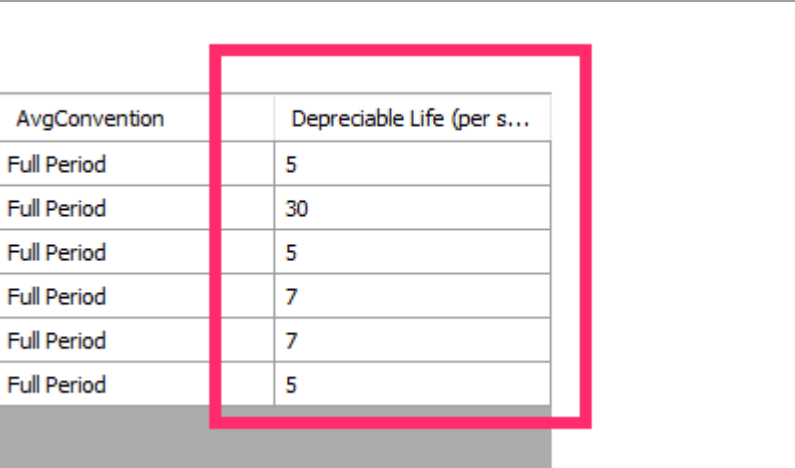

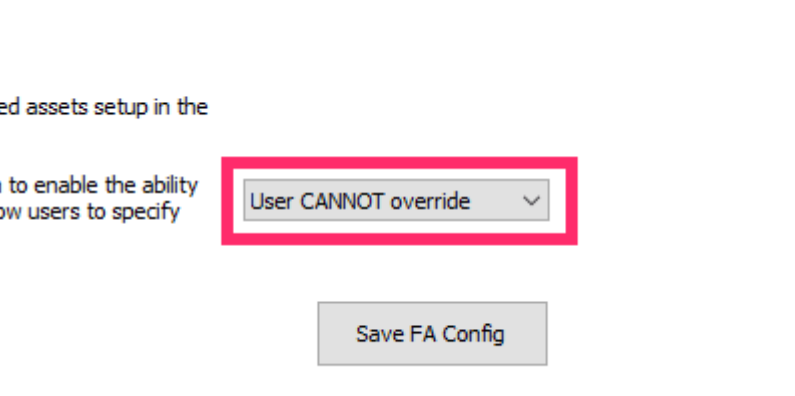






Jan 28, 2019


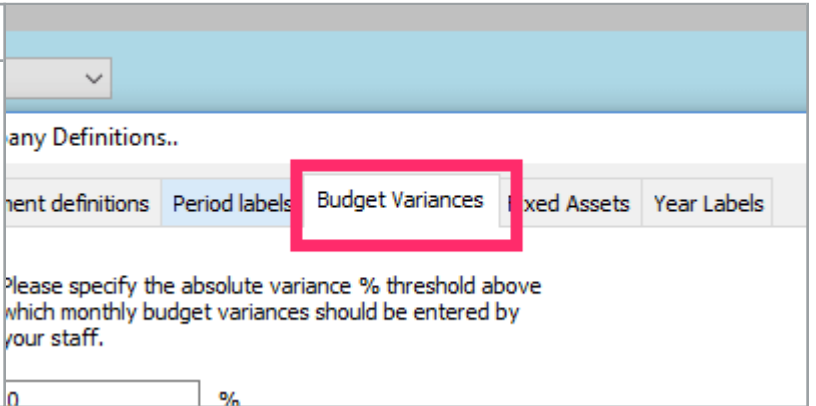

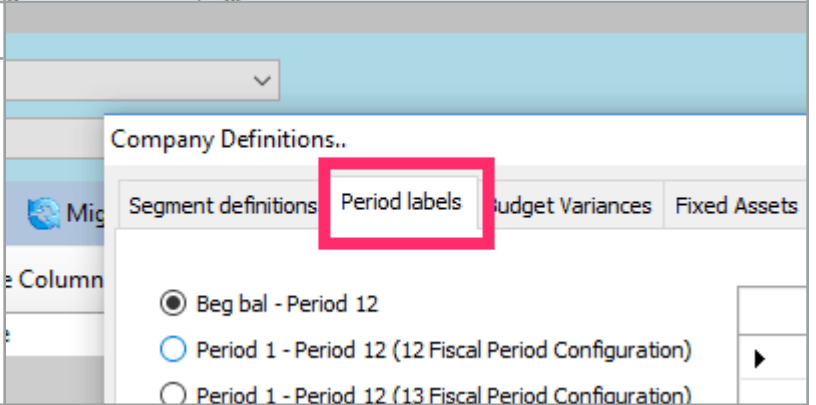

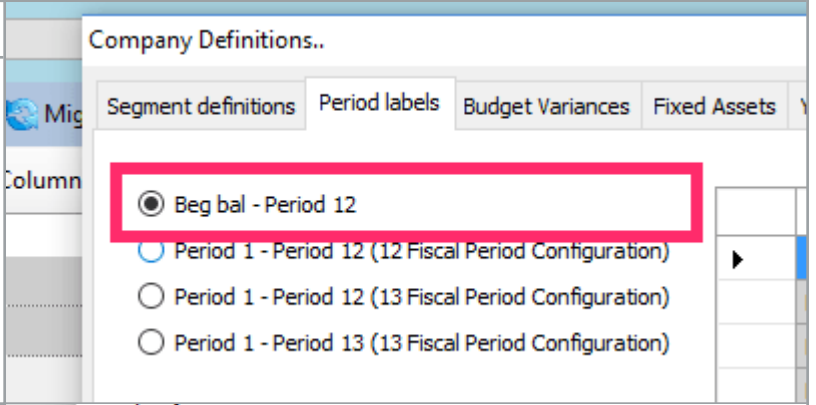

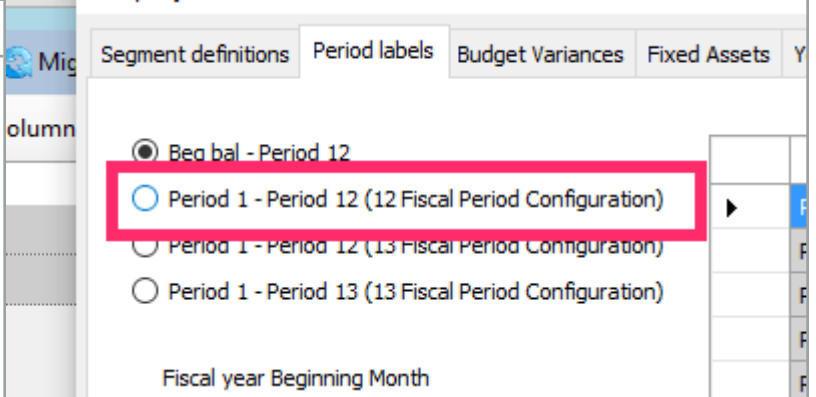
2 of 12

<p> You will automatically navigate to the Definitions tab.</p> <p>Note: Under the Definitions tab, you define the building blocks by either clearing or adding segment combinations with the + button.</p>	<p>8</p> 
<p> Note: OrgUnit is our term to refer to the base unit of budgeting. Typically in organizations these are depts, cost centers, etc.</p> <p>The OrgUnit can be a single GL segment OR the concatenation of a main acct segment AND one or more sub-acct segments.</p>	<p>9</p> 
<p> Now Choose the segment(s) for the OrgUnit.</p>	<p>10</p> 
<p> Note: The Object is our term for the Main Acct or Natural Acct segment of the GL Acct of the ERP Software (Rev, Exp, Asset or Liab).</p> <p>The Object can be a single GL segment OR the concatenation of a main acct segment AND one or more sub-acct segments.</p>	<p>11</p> 

<p>12</p> <p>Now Choose the segment(s) for the Object.</p>	
<p>13</p> <p>Now Choose to display revenues (& CR balance accounts) as positive or negative values. Typically, revenue is displayed as positive values.</p> <p>Click the button for your selection.</p>	
<p>14</p> <p>Click OK to confirm your revenue display selection.</p>	
<p>15</p> <p>Click on the Fixed Assets (FA) tab.</p>	

<p> If the FA Book Index dropdown menu is blank, Fixed Assets are not installed.</p>	<p>16</p> 														
<p> If the FA Book Index is available, choose the book the client uses to record depreciation from the dropdown menu.</p> <p>Examples are internal, corporate, etc.</p>	<p>17</p> 														
<p> Note: Review the depreciable life table. Based on the values present, choose the depreciable life override Yes or No (Y/N).</p>	<p>18</p>  <table border="1"> <thead> <tr> <th>AvgConvention</th><th>Depreciable Life (per s...</th></tr> </thead> <tbody> <tr><td>Full Period</td><td>5</td></tr> <tr><td>Full Period</td><td>30</td></tr> <tr><td>Full Period</td><td>5</td></tr> <tr><td>Full Period</td><td>7</td></tr> <tr><td>Full Period</td><td>7</td></tr> <tr><td>Full Period</td><td>5</td></tr> </tbody> </table>	AvgConvention	Depreciable Life (per s...	Full Period	5	Full Period	30	Full Period	5	Full Period	7	Full Period	7	Full Period	5
AvgConvention	Depreciable Life (per s...														
Full Period	5														
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Full Period	5														
Full Period	7														
Full Period	7														
Full Period	5														
<p> If the depreciable life has value(s), the client should choose "User Cannot Override" from the dropdown menu.</p>	<p>19</p> 														

<div></div> <div>If the depreciable life is zero, the client should choose "User Can Override" from the dropdown menu.</div>	20	<div>ed assets setup in the</div> <div>h to enable the ability ow users to specify</div> <div><div><div>User CANNOT override</div><div>User CANNOT override</div><div>User CAN override</div></div><div>Save FA Config</div></div>																								
<div></div> <div>Now Click Year Labels tab.</div>	21	<div><div>Budget VariancesFixed AssetYear Labels</div><div>Print to PDFAutoSize Columns</div><div>YearString</div></div>																								
<div></div> <div><div>Select the year labels you would like to display.</div><div>Click in the cell of the current year plus 2 of your selection in the Year column, then hit Shift, down arrow until you have all of the years you want, (Control + C) to copy</div></div>	22	<table><tr><td></td><td>2015</td><td>2015</td></tr><tr><td></td><td>2016</td><td>2016</td></tr><tr><td></td><td>2017</td><td>2017</td></tr><tr><td></td><td>2018</td><td>2018</td></tr><tr><td></td><td>2019</td><td>2019</td></tr><tr><td></td><td>2020</td><td>2020</td></tr><tr><td></td><td>2021</td><td>2021</td></tr><tr><td></td><td>2022</td><td>2022</td></tr></table>		2015	2015		2016	2016		2017	2017		2018	2018		2019	2019		2020	2020		2021	2021		2022	2022
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<div></div> <div>Click in the cell of the current year plus 2 of your selection in the YearLabel column, then (Control + V) to paste</div>	23	<table><tr><td></td><td>2015</td><td>2015</td></tr><tr><td></td><td>2016</td><td>2016</td></tr><tr><td></td><td>2017</td><td>2017</td></tr><tr><td></td><td>2018</td><td>2018</td></tr><tr><td></td><td>2019</td><td>2019</td></tr><tr><td></td><td>2020</td><td>2020</td></tr><tr><td></td><td>2021</td><td>2021</td></tr><tr><td></td><td>2022</td><td>2022</td></tr></table>		2015	2015		2016	2016		2017	2017		2018	2018		2019	2019		2020	2020		2021	2021		2022	2022
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	2020	2020																								
	2021	2021																								
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<p>24</p> <p> This Budget Variances tab is currently not in use. It will be removed soon.</p>	
<p>25</p> <p> Now Click on the Period Labels tab</p>	
<p>26</p> <p> Dynamic Budgets (DB) supports 4 styles of Fiscal Period Configurations:</p> <p>1) Beg Bal-Period 12 is for customers who intend to budget Balance Sheet accounts and Cash Flow transactions.</p>	
<p>27</p> <p> DB supports 4 styles of Fiscal Period Configurations:</p> <p>2) Period 1-Period 12 is a typical 12 month configuration.</p>	

<p>28</p> <p>DB supports 4 styles of Fiscal Period Configurations:</p> <p>3) Period 1-Period 12 (13 period configuration) typically used by non-profits which use the last day of the year for non-budgeted fund rollovers. The 13th period is not reported.</p>	<p>Segment definitions</p> <p>Period labels</p> <p>Budget Variances</p> <p>Fixed Assets</p> <p>Y</p> <p>column</p> <p>28</p> <p> <input checked="" type="radio"/> Beg bal - Period 12 <input type="radio"/> Period 1 - Period 12 (12 Fiscal Period Configuration) <input type="radio"/> Period 1 - Period 12 (13 Fiscal Period Configuration) <input type="radio"/> Period 1 - Period 13 (13 Fiscal Period Configuration) </p> <p>Fiscal year Beginning Month</p> <p><select></p>
<p>29</p> <p>DB supports 4 styles of Fiscal Period Configurations:</p> <p>4) Period 1 - Period 13 is for organizations which budget to a full 13 fiscal periods (13 periods of 4 weeks each).</p>	<p>Column</p> <p>29</p> <p> <input checked="" type="radio"/> Beg bal - Period 12 <input type="radio"/> Period 1 - Period 12 (12 Fiscal Period Configuration) <input type="radio"/> Period 1 - Period 12 (13 Fiscal Period Configuration) <input type="radio"/> Period 1 - Period 13 (13 Fiscal Period Configuration) </p> <p>Fiscal year Beginning Month</p> <p><select></p>
<p>30</p> <p>Now Select the first month of your fiscal year for the payroll module to properly accrue FICA type of capped taxes.</p>	<p>am, inc.</p> <p>30</p> <p> <input type="radio"/> Period 1 - Period 13 (13 Fiscal Period Configuration) </p> <p>Fiscal year Beginning Month</p> <p> <input type="text" value="<select>"/> <input type="text" value="<select>"/> Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec Oct Nov Dec </p>

31

Now you see the grey text box labeled Month Labels for Copy-Paste. This is provided as a copy and paste listing to assist with populating the values.

Simply highlight portions of the list needed, hit (Control + C) to Copy

32

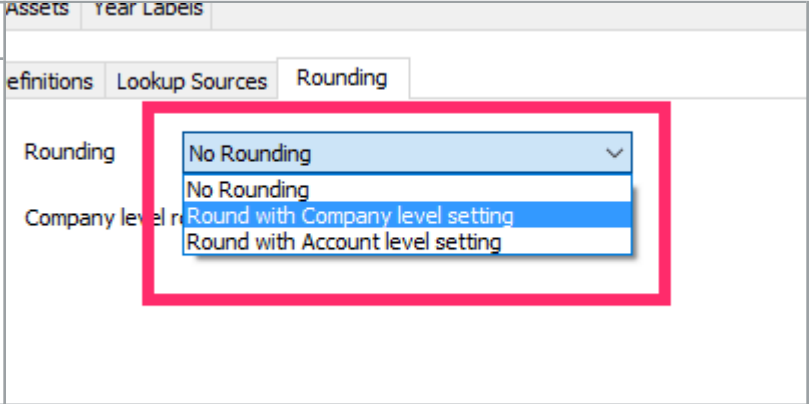
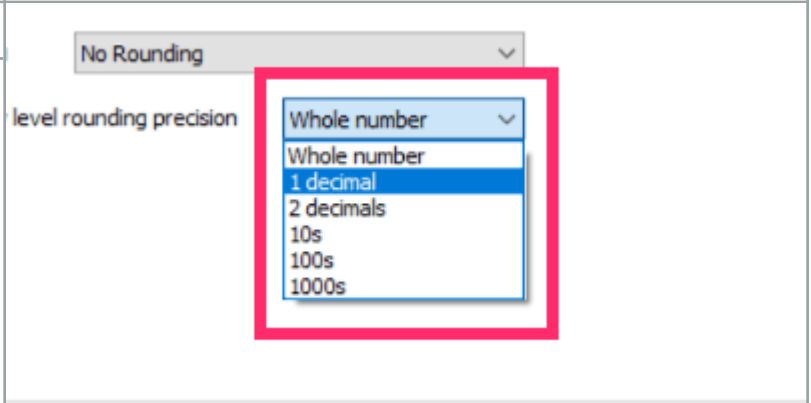
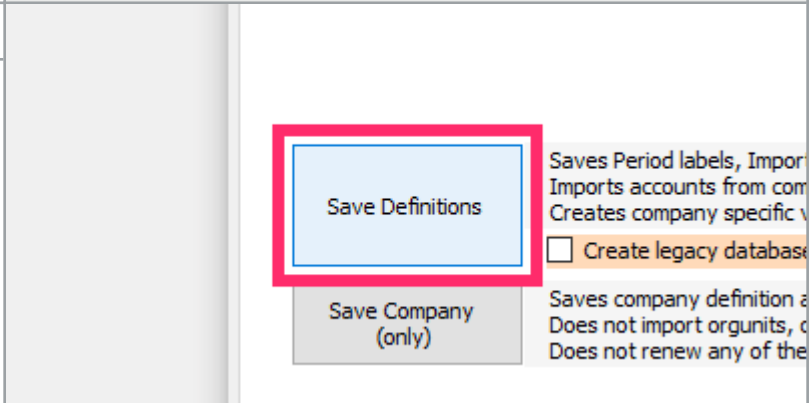
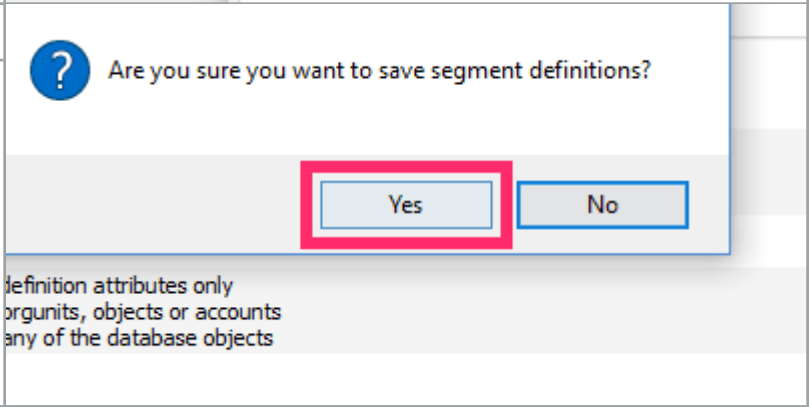
In the label column, type Beg Bal into P00 field. Now Paste the copied month labels into cells P01-P12.

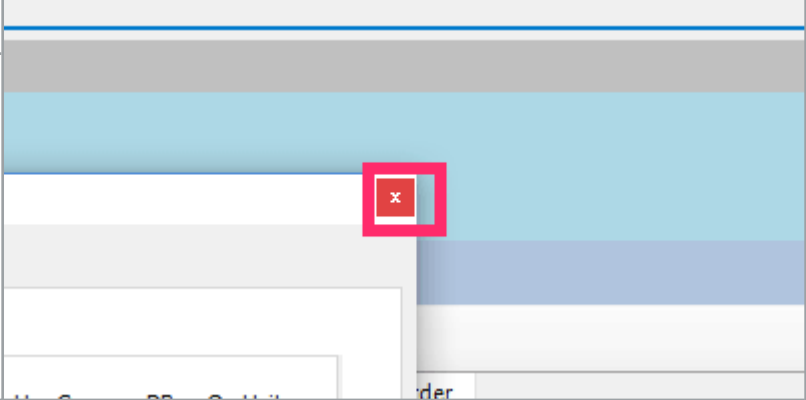
Label	Value
P00	Beg Bal
P01	Jan
P02	Feb
P03	Mar
P04	Apr
P05	May
P06	Jun
P07	Jul
P08	Aug
P09	Sep
P10	Oct
P11	Nov
P12	Dec

33

Click on the Segment definitions tab.

<div data-bbox="124 309 161 360" data-label="Image"></div> <div data-bbox="204 302 539 365" data-label="Text"> <p>Now Click on the Lookup Sources tab.</p> </div>	<div data-bbox="651 280 687 309" data-label="Text"> <p>34</p> </div> <div data-bbox="703 266 1519 667" data-label="Image"></div>
<div data-bbox="124 710 161 761" data-label="Image"></div> <div data-bbox="204 703 596 831" data-label="Text"> <p>Click checkbox(s) for the sub-ledgers in the system to make available as Lookup Sources.</p> </div> <div data-bbox="204 864 596 1059" data-label="Text"> <p>If Fixed Assets were installed, dropdown choices appeared in the Fixed Assets tab. Then you would check the Fixed Assets box here. If not, leave the box blank.</p> </div>	<div data-bbox="651 680 687 710" data-label="Text"> <p>35</p> </div> <div data-bbox="703 667 1519 1106" data-label="Image"></div>
<div data-bbox="124 1149 161 1200" data-label="Image"></div> <div data-bbox="204 1142 596 1272" data-label="Text"> <p>Note: CRM and Grants are external and custom sources. Typically, these boxes are left unchecked.</p> </div>	<div data-bbox="651 1120 687 1149" data-label="Text"> <p>36</p> </div> <div data-bbox="703 1106 1519 1507" data-label="Image"></div>
<div data-bbox="124 1550 161 1601" data-label="Image"></div> <div data-bbox="204 1543 571 1608" data-label="Text"> <p>Now Click on the Rounding tab.</p> </div>	<div data-bbox="651 1520 687 1550" data-label="Text"> <p>37</p> </div> <div data-bbox="703 1507 1519 1912" data-label="Image"></div>

<p>38</p> <p>Select the rounding to display from the dropdown menu.</p> <p>Note: Preferred choices are "No Rounding" OR "Round with Company level setting". Round with Account level setting will slow the system down.</p>	
<p>39</p> <p>Now Select the rounding precision to display from the dropdown menu.</p>	
<p>40</p> <p>Click on Save Definitions.</p> <p>Note: Save definitions will save the settings, import the chart of accounts, and refresh all reporting stored procedures.</p>	
<p>41</p> <p>Now Click Yes to confirm you want to save segment definitions.</p>	

<div data-bbox="124 309 161 360"></div> <div data-bbox="202 304 558 367"><p>Click on the Red X to close this window.</p></div>	42	
<div data-bbox="124 707 161 759"></div> <div data-bbox="202 703 489 736"><p>That's It. You're Done.</p></div>	43	