

APRIL 2017 NEWSLETTER

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GPUG 2017 SUMMIT

October 10-13

Gaylord Opryland Resort
Nashville, TN

Join the Microsoft Dynamics® GP community in Nashville, TN this October for GPUG Summit 2017! The largest annual gathering of Dynamics GP users, GPUG Summit is designed, led, and attended by Dynamics GP users, partners and other experts from around the globe. You'll meet and learn from others who walk in your shoes, discover new ways to use Dynamics GP and its supporting solutions, and go home with fresh ideas that you can implement right away.

[Click here](#) for full event details!

You'll leave GPUG Summit with a wealth of knowledge to bring home and immediately apply in your role.

HOW TO EXCLUDE INACTIVE CUSTOMERS



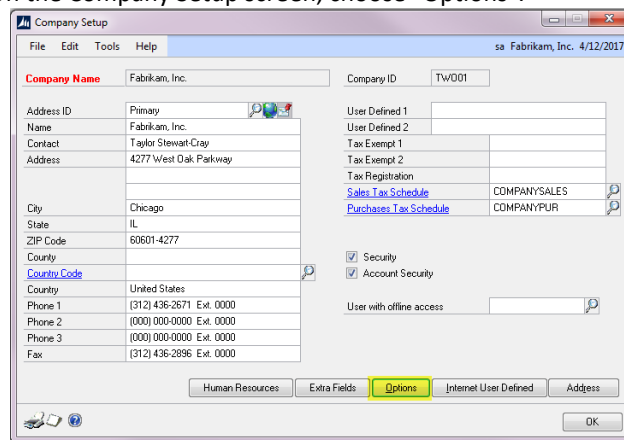
April 12, 2017 - Celebrating Fabrikam Day in the French Quarter

HOW TO OPEN MANAGEMENT REPORTER IN GP

A new feature in Management Reporter (MR) allows any user who has access to company setup to enable MR instead of going through MR's configuration console.

To add a company to Management Reporter, you'll need to enable reporting.

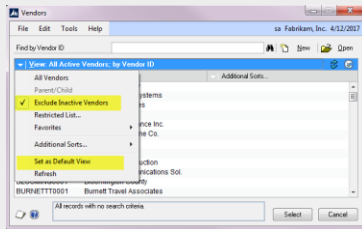
Select Tools -> Setup -> Company ->Company.
On the Company Setup screen, choose "Options".



AND VENDORS FROM LOOKUP

If you have inactivated customers or vendors, GP allow you to hide them from the Default lookup screen.

- Make sure the Vendor/Customer is marked as Inactive.
- Click the Drop-Down by the word View.



[Zoom....](#)

- Choose Exclude Inactive Customers.
- Click the Drop-Down again.
- Choose Set as Default View.



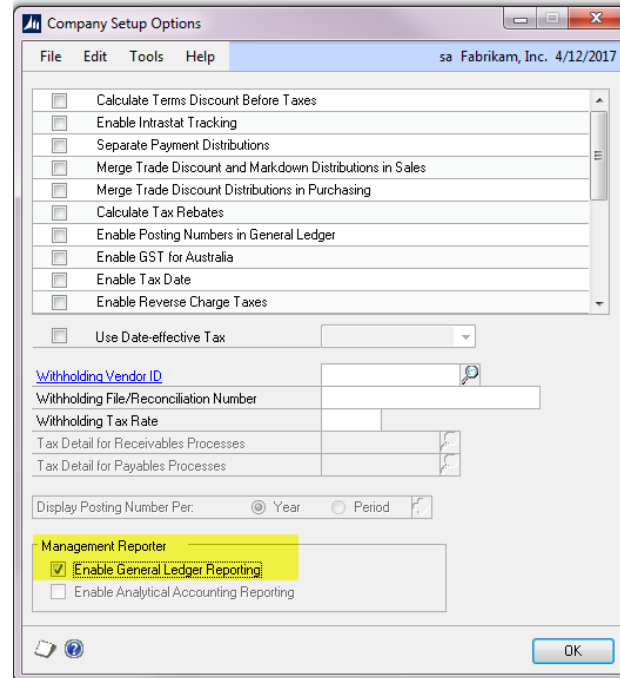
myStaffingPro Express

Streamline your recruiting process with myStaffingPro Express. It's easy to set up, easy to manage, and the "self-guided" implementation allows you to get up and running at your own pace.

myStaffingPro Express replaces your manual process with the ability to:

- Post jobs to a career site
- Collect resumes and EEO data (if applicable)

On the Company Setup Options window, select "Enable General Ledger Reporting" under Management Reporter for standard reporting. If Analytical Accounting is configured in the company, you can also select "Enable Analytical Accounting Reporting" to include Analytical Accounting data in Management Reporter.



HOW TO PRINT PAYROLL PRE-POSTING REPORTS

With the release of Microsoft Dynamics GP 2016 R2, the Payroll Distribution Pre-Posting reports will include taxable wages and tax amounts (including breakdowns for tips).

Important to Remember: To print these reports, the user **must mark the Print checkbox** next to the Distribution Report Detail - PPR and Distribution Report Summary - PPR reports in the **Posting Setup** window (Microsoft Dynamics GP >> Tools >> Setup >> Posting >> Posting >> Series = Payroll) prior to processing a pay run.

The Distribution Report Summary - PPR and the Distribution Report Detail- PPR reports print after payroll checks have been calculated:

- Email resumes to hiring managers
- Track applicant activity

myStaffingPro Express is an intuitive online tool to manage recruitment.

- Collect up to 200 applicants and/or assignments per month
- Post up to 50 requisitions and/or job postings per month

[myStaffingPro Express Brochure](#)

If you are interested, please contact your Diamond Software sales representative Dwight Boudreaux at 337-296-4837 or email him at dwrightb@diamond-soft.com

Screen Output - APR PPM Distribution Report Summary by Dept

11/21/2016 3:25:00 PM Fabrikam, Inc. Page: 1
Distribution Report - Summary by Department User ID: sa
Pay Period End Date: 4/12/2017

Department Totals:
Department ACCT Totals

Pay Code	Description	Hours/Units	Gross Pay Amount		
HOURLY	HOURLY	40.00	\$320.00		
TIPS	TIPS	0.00	\$100.00		
Total Gross Pay		40.00	\$420.00		

Tax/Extra Tax Code	Description	Taxable Wages	Employee Paid	Employer Paid
FICA - MED	Medicare	\$420.00	\$6.09	\$6.09
FICA - SS	Social Security	\$420.00	\$26.04	\$26.04
Federal	Federal Withholding	\$420.00	\$25.56	\$0.00
ND	North Dakota	\$420.00	\$3.00	\$0.00
Total Tax/Extra			\$60.69	\$32.13

Net Pay \$259.31

[Zoom....](#)

Screen Output - APR PPM Distribution Report Detail

11/21/2016 3:35:44 PM Fabrikam, Inc. Page: 1
Distribution Report - Detail User ID: sa
Pay Period End Date: 4/12/2017

Dept. No ACCT Accounting
Employee: JOE SMITH, JOE

Pay Code	Description	Hours/Units	Gross Pay Amount		
HOURLY	HOURLY	40.00	\$320.00		
TIPS	TIPS	0.00	\$100.00		
Total Gross Pay		40.00	\$420.00		

Tax/Extra Tax Code	Description	Taxable Wages	Employee Paid	Employer Paid
FICA - MED	Medicare	\$420.00	\$6.09	\$6.09
FICA - SS	Social Security	\$420.00	\$26.04	\$26.04
Federal	Federal Withholding	\$420.00	\$25.56	\$0.00
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Total Tax/Extra			\$60.69	\$32.13

Net Pay \$259.31

[Zoom....](#)

The following taxes have been updated to reflect taxable wages and tax amounts on the Distribution Summary - PPR and Distributions Report Detail - PPR reports:

- Federal
- FICA Medicare
- FICA Social Security
- State
- Local