



# Diamond Software

## DYNAMICS GP NEWSLETTER

AUGUST 2016

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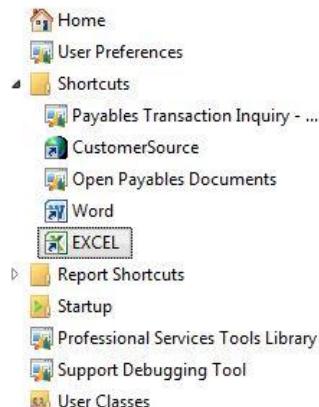
### FIND INFORMATION FAST WITH SMARTFILL

How much time do you waste in a day looking up information in Microsoft Dynamics GP or even your third-party products? Oh, you know it's in there, but coming up with the magic combination of words, numbers, or phrases to find it is another story.

SmartFill is really smart...just like you. With **SmartFill for GP**, you just type in whatever you know into the search bar. Maybe you only have a few letters of a name or part of an item ID. Simply type it in and within a few seconds you've got all your matches listed right in front of you. You'll even see similar items that might have typos so you don't enter anything twice.

### SAVE TIME WITH GP EXTERNAL SHORTCUTS

Home



Instead of moving back and forth from Microsoft Dynamics GP to another Microsoft application, you can install a shortcut to external applications on your Shortcut Bar. Here's how:

- Open Microsoft Dynamics GP.
- Right-click on the Shortcuts folder on your Home page.
- Select Add. Select Add External Shortcut.
- Enter a name for your shortcut.
- From this window, you can browse your computer for the application (e.g., Excel). Just click on the Browse button to see your computer's folders, files and drives.
- Highlight the application at its location.
- Click Add. Click Done.
- Click on the new shortcut to open the application.

### LEAVE SPECIFIC TRANSACTION WINDOWS OPEN FOR POSTING

[Find out more about this great tool here.](#)

Please contact [Tommy Tastet](#) for more information.

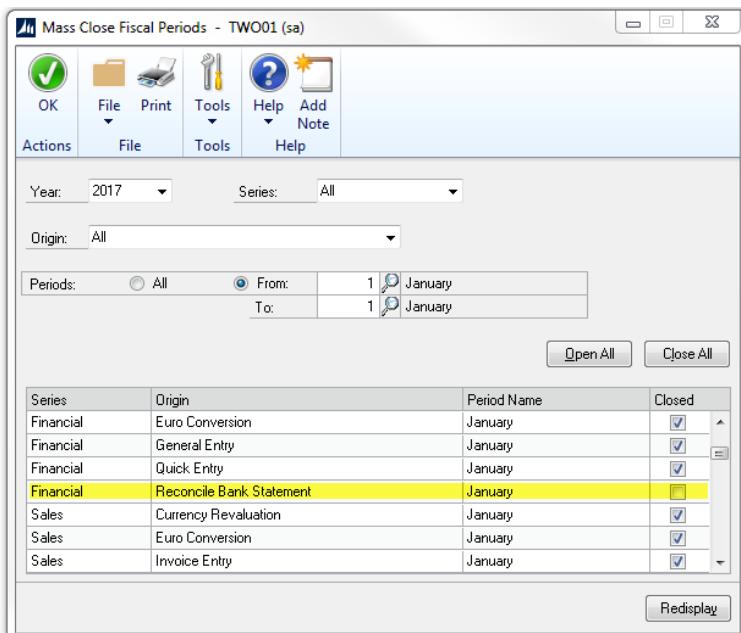
## MORE GREAT NEW FEATURES IN DYNAMICS GP 2016

Microsoft Dynamics GP 2016 is available now, and there are so many great new features that it's hard to pick our favorites.

Here are just a few of the new enhancements:

- Support for additional browsers and mobile devices** - Web Client now includes support for multiple devices, including iPad and Android tablets, as well as using multiple web browsers. The supported browsers include Internet Explorer, Microsoft Edge, Safari, and Chrome.
- Word templates for batch approval workflow** - Workflow batch approvals now have a default Word edit list template for general ledger, payables, and receivables. The edit lists can be emailed to an approver to provide complete information about the transactions in the batches before approving the workflow step.

Read [What's New in Microsoft Dynamics GP 2016](#) for a complete list of the great new features. Please contact us for Dynamics GP 2016 hardware requirements and to schedule your upgrade.



Have you ever wanted to close a period for posting but leave open specific transaction types for posting? You can do this by opening and closing specific Windows (Origin) in the Mass Close window under the Fiscal Period window.

Administration>>Setup>>Company>>Fiscal Periods>>Mass Close

1. Change to the period that you are working with (last month)
2. Open the specific window (example: only open Bank Deposit Entry)
3. Click OK

Be sure to go back and re-close the Origin(s) that you opened.

## HOW TO MERGE CUSTOMER ACCOUNTS IN DYNAMICS GP

What happens when you realize that two accounts were set up for the same customer in Microsoft Dynamics GP? You need to merge customer accounts in Dynamics GP. To do this you will use the Customer Combiner and Modifier utility, formerly part of the Professional Services Tools Library (PSTL). It can now be accessed from the main Sales/Utilities in Dynamics GP.

[Watch Amber Bell's video to learn how.](#)

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