

Diamond Software

DYNAMICS GP NEWSLETTER

SEPTEMBER 2016

In This Issue

[Automated Commissions Management from EthoTech](#)

[2016 W-2's to SSA Now Due January 31](#)

[Correct Entries that Don't Start in GL](#)

[How to Edit Payables Transactions](#)



AUTOMATED COMMISSION MANAGEMENT SYSTEMS FROM EthoTech

Commission Plan from EthoTech is widely recognized as the 'Gold Standard' in automated commission management systems.

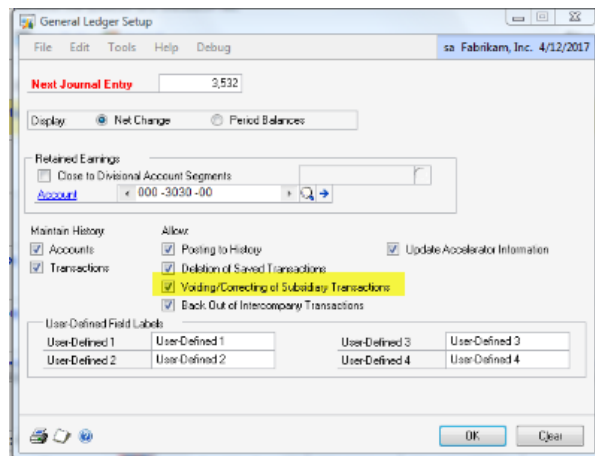
Why waste countless hours every month with multiple Excel spreadsheets, meaningless reports and outdated systems in order to manage your company's unique commission and royalty needs? With seamless integration built right inside of Microsoft Dynamics GP, the EthoTech [Commission Plan Family of Products](#) will completely automate your entire commission process. You'll instantly have the speed and visibility your company needs to improve sales performance and stay ahead of the competition.

HOW TO CORRECT ENTRIES THAT DIDN'T START IN THE GL

Dynamics GP provides a great option for backing out and correcting entries in the GL. But what if the transaction didn't originate in the GL? What if it came from a subledger? Generally, you want to correct the entry back in the module where it was created. However, it is possible to use GP's Correct Journal Entry functionality to reverse and fix a JE that started in the subledger. You just have to turn the functionality on.

To activate the ability to correct GL entries that didn't originate in the GL:

- Select Tools | Setup | Financial | General Ledger
- Check the box next to Voiding/Correcting of Subsidiary Transactions



If this box is not checked, GP will display an error message when you try to correct an entry that originated in a subledger.

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

Please contact [Dwight Boudreaux](#) for more information.

DUE DATE FOR 2016 W2'S HAS BEEN MOVED UP TO JANUARY 31, 2017

The due date for filing 2016 Forms W-2 and W-3 with the SSA is now **1/31/17**, whether you file using paper forms or electronically.

Extension of time to file Form W-2 with the SSA are no longer automatic. You may request one 30-day extension by submitting a complete application on Form 8809. The IRS will only grant the extension in extraordinary circumstances or catastrophe.

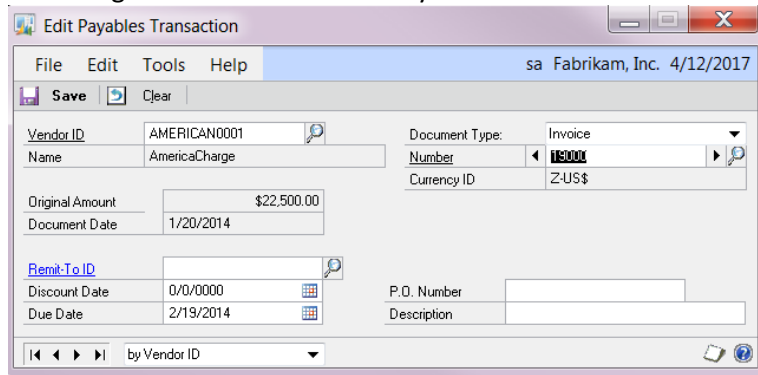
MISSED ANY NEWSLETTERS?

[Click here to access archived newsletters.](#)

EDIT PAYABLES TRANSACTIONS TO CHANGE DUE DATE AND OTHER INFO

When entering an AP transaction, the due date is calculated based on the Payment Terms. Use the **Edit Payables Transaction** window to change discount and due date information for companies that get extended terms based on partial payments. You can also edit the Transaction Description on an Open Transaction.

Purchasing>>Transactions>>Edit Payables Transaction



You can edit the following fields:

- Discount Date
- Due Date
- P.O. Number (this does not link to Purchase Order Processing. It only lists the PO as a reference number)
- Description (You can add to or completely overwrite the original description.)

Note: You cannot change the Invoice Amount, Vendor ID, Document Date or Distributions. If these are wrong, you will need to Void and re-enter the transaction.

After you save the changes, all inquiries and reports will reflect the new information.