Dynamics GP Tips and Tricks
Educational and Informative Advice

Diamond Software

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GREENSHADES
LET US HANDLE THAT

EMPLOYEE SERVICES

Greenshades Employee Self Service provides online access to employee paystubs, profile changes, HR documents, Timesheets and more. Direct integration with Microsoft Dynamics GP allows for automatic publication of pay information. **Payroll Protection Plan** reporting is now part of the base Employee Portal Access Package at no additional charge.

PAY RECORDS

Pay Records is the base for the Greenshades hosted portal and allows employers to place paystubs and earning statements online for your employees to view at their convenience.

BENEFITS SELF-SERVICE

GET REAL-TIME REPORTING WITH EXCEL REFRESHABLE REPORTS

When trying to analyze Dynamics GP data, you may be exporting data from a Smartlist and then modifying the data to get it in the format you need. This can be a tedious process month after month.

There's an easier and faster way to pull and organize you data using **Refreshable Excel Reports**. This tool creates Excel files that will automatically update when refreshed or opened with new data from Dynamics GP.

The main advantages when using these Excel reports include:

- You can create pivot tables, charts, graphs, slicers, and add conditional formatting based on the data sheet in the workbook.
- Reports are automatically updated when opening or refreshing the report.
- An Excel Refreshable Report will open and update much faster than a Smartlist.
- Excel Reports do not use a Dynamics GP user license to view the reports, so you can send reports to anyone in your company who has the required SQL credentials to view the report.

Click here for Microsoft's instructions on how to create Excel Refreshable Reports.

GREAT NEW GP FEATURES COMING SOON

Microsoft will be releasing a new version of Dynamics GP in October with great new features that will increase user productivity. The new features will include:

Benefits Self Service allows your employees the ability to easily select health insurance, retirement and other benefits. After approval, their choices update your payroll system for the next pay run.

https://www.greenshades.com/

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- Masking of social security numbers on HR reports
- The ability to reconcile all years in GL at once
- User Defined field added to GL transaction entry
- Disable system print dialog box when printing a Word Template
- Limit Excel Copy/Paste Decimals Places to Currency Setup
- Copy and paste for purchasing transactions
- Added DBA Name field on Vendor Maintenance window for 1099 Vendors (will be available for GP 2016 as part of the year-end update)
- Form 1099-NEC update (will be available for GP 2016 as part of the year-end update)
- Form 1099-MISC updates (will be available for GP 2016 as part of the year-end update).