MAX Drill Back for Microsoft Dynamics Great Plains

For MAX [™] (SQL Server) or Pervasive

Users Manual

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Purpose: This add-on to Dynamics provides a convenient access to MAX Vouchers and Invoices from within Dynamics.

System Requirements:

- Microsoft Business Solutions -Dynamics GP 9.x or GP v10
- EXACT Software MAX v4 or MAX v5

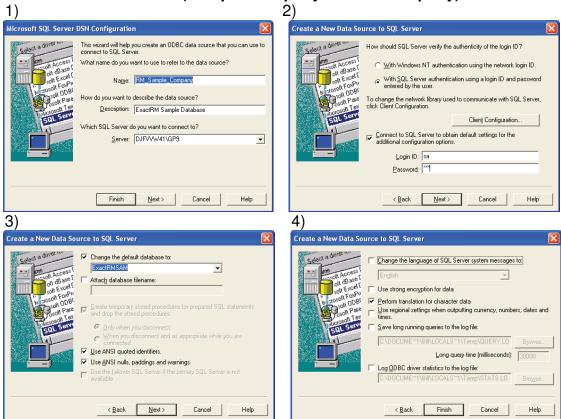
Database Setup Steps:

Pervasive DB (No special steps required as you already have a standardized MAX ODBC DSN) >> Skip to page 5 <<

Microsoft SQL 2000 or 2005

Continue here....

Create a DSN for MAX 5.0 (Sample Company or Live Company).



Be sure to select "Change the default database to:" and select the appropriate MAX Company database for your installation.

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NEXT: Create a generic user in SQL Server who can access your MAX Database.

NAME and PASSWORD could be "drillback" for example.

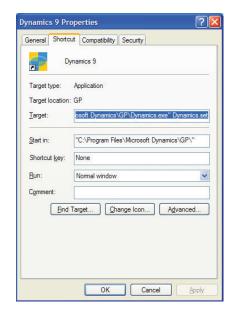




Configuring GP and MAX Drill Back Module

NOTE: Initial installation will require all Dynamics GP users to exit the system for a short time. Please verify no users are using Great Plains before continuing.

1. Run the installer and point to your local Dynamics GP folder or a shared temporary location.



The installer copies the file **EXACT.cnk** into the local GP folder.

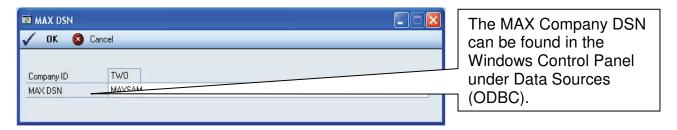
2. Log into GP as "sa" (or "DYNSA" to Create Tables -

You will be prompted to include new code...select yes and continue...

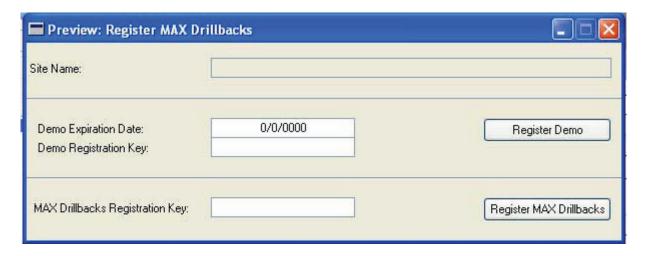
This application creates custom tables in your Dynamics Company database. The administrator must log in as the user <u>sa</u> (or <u>DYNSA</u>) one time for the application to create those tables.

Note: After the administrator has logged in once, users may use the system.

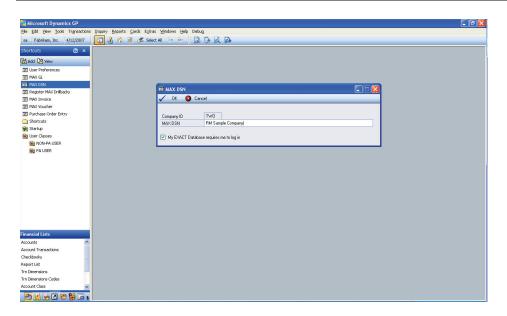
A. Link Dynamics Company to MAX Company – Add the MAX DSN window to the shortcut bar by choosing Add > Other Window. Choose Exact MAX Lookup/System/MAX DSN. Enter the Name of the DSN for the MAX Company that should be visible from this Dynamics Company.



B. Obtain Registration Key – Add the Registration window to the shortcut bar by following the instructions above. Go to www.maxtoolkit.com to obtain a free 30-day evaluation key or to purchase a registration key.



NOTE: If using MAX v5 or Pervasive with security enabled, select "My EXACT Database requires me to log in"



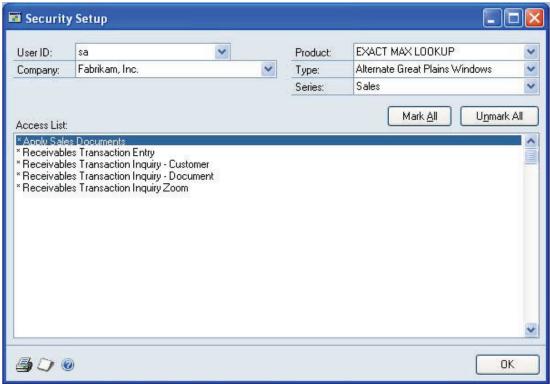
- **3. Set Security -** Users are granted permission to access the DRILLBACK windows by using the Dynamics menu option.
 - **GP v9:** <u>Tools->Setup->System->Security</u>.
 - **GP v10:** Tools->Setup->System->Alternate/Modified Forms and Reports.

The Product <u>EXACT MAX LOOKUP</u> allows access to the MAX Invoice from the <u>Sales</u> series and the MAX Voucher from the <u>Purchasing</u> series. Windows that allow the administrator to configure the MAX Company and enter registration keys are available under the <u>System</u> series.

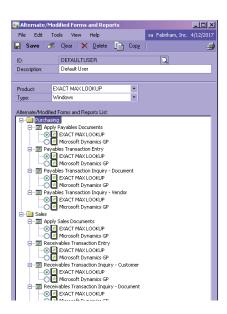


4. Set Security (Alternate Dynamics Windows) - Users can be granted access to alternate Dynamics windows in the <u>Sales</u> series for MAX Invoices and the <u>Purchasing</u> series for MAX Vouchers. These windows provide convenient push button access to MAX data.

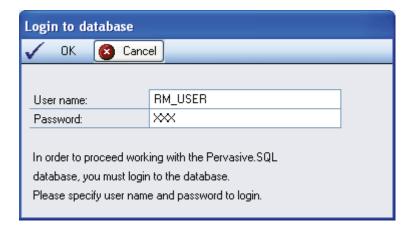
GP v9



GP v10



- 5. Select the "Log in to SQL" button on one of the Drillback windows. (THIS MUST BE DONE ONCE PER GREAT PLAINS SESSION).
- 6. Use a user name that has access to the Exact RM Database or Pervasive DB. (The user created in Microsoft SQL Database section above).

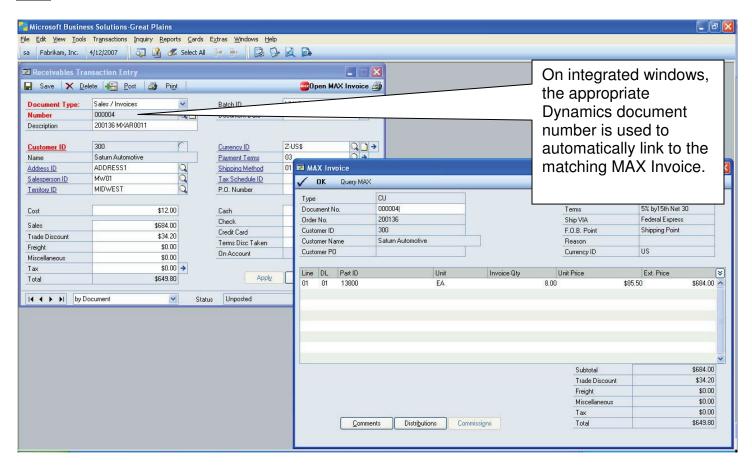


7. If Login fails, you may have to close the Dynamics client and re-open it before login can succeed.

Using Drillback to MAX Invoices:

The MAX Drillback application opens the MAX Invoice when you press the <u>Open MAX Invoice</u> button from an available window or if you select <u>Extras->Additional->Open EXACT MAX Invoice</u> from the Dynamics menu when an integrated Dynamics window is open.

The <u>MAX Invoice</u> window can also be added directly to the Dynamics <u>Shortcuts Navigation Pane</u>. MAX Documents can be looked up directly by entering the <u>Document No.</u> and pressing the <u>Query MAX button</u>.



Invoice Drillbacks are available from these Dynamics windows:

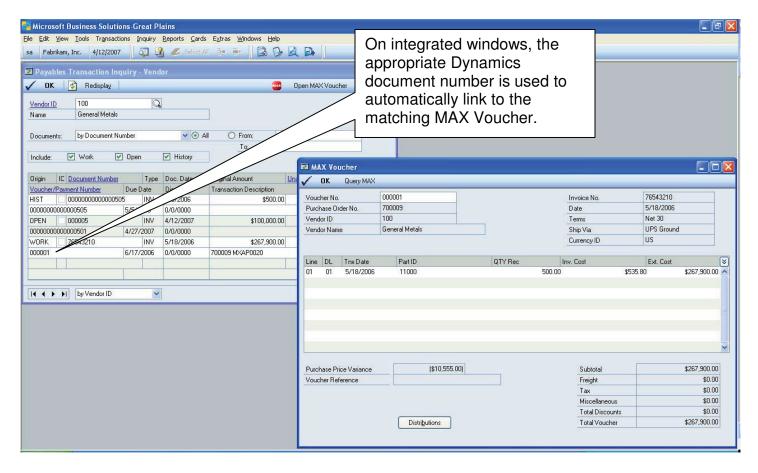
- Receivables Transaction Entry (Transactions->Sales->Transaction Entry)
- Apply Sales Documents (Transactions->Sales->Apply Sales Documents)
- Receivables Transaction Inquiry Customer (Inquiry->Sales->Transaction by Customer)
- Receivables Transaction Inquiry Document (Inquiry->Sales->Transaction by Document)
- Receivables Transaction Inquiry Zoom (Select a line item and click the <u>Document Number hyperlink</u> from one of the Receivables Transaction Inquiry windows)

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Drillback to MAX Vouchers:

The MAX Drillback application opens the MAX Voucher when you press the <u>Open MAX Voucher</u> button from an available window or if you select <u>Extras->Additional->Open EXACT MAX Voucher</u> from the Dynamics menu when an integrated Dynamics window is open.

The <u>MAX Voucher</u> window can also be added directly to the Dynamics <u>Shortcuts Navigation Pane</u>. MAX Documents can be looked up directly by entering the <u>Voucher No.</u> and pressing the <u>Query MAX</u> button.



Voucher Drillbacks are available from these Dynamics windows:

- Apply Payables Documents (Transactions->Purchasing->Apply Payables Documents)
- Payables Transaction Entry (Transactions->Purchasing->Transaction Entry)
- Payables Transaction Inquiry Document (Inquiry->Purchasing->Transaction by Document)
- Payables Transaction Inquiry Vendor (Inquiry->Purchasing->Transaction by Vendor)

Drillback to MAX General Ledger:

The MAX General Ledger window is used to search General Ledger transactions directly in MAX.

The MAX GL window should be added directly to the Great Plains Shortcuts Navigation Pane.

The default search criteria is to display transactions with a <u>Transaction Date</u> within the last month. The MAX General Ledger can be searched by <u>Account Number</u>, <u>Date</u>, <u>Transaction Code</u>, <u>User Name</u>, <u>Batch Number</u>, <u>Source Document</u>, <u>Reference</u>, or by any combination of those values.

