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## MICROSOFT DYNAMICS GP NEWSLETTER

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## Making Sense of Collaboration Technology

One of the newest buzzwords in technology is "collaboration." If you're not quite clear about how collaboration and technology mix, read on as we explain this somewhat elusive concept, evaluate its benefits, and introduce the combination of Microsoft Dynamics GP 10.0 with Microsoft Office SharePoint Server 2007 that work together to deliver a powerful collaboration solution.

### Combining Human Interactions with Technology

We "collaborate" by working with one another in a cooperative fashion toward common goals. Business collaboration is non-stop amongst co-workers, managers, customers, and vendors. Collaboration technology helps to streamline these interactions.

There are three main types of collaboration technologies. **Electronic communication tools**, already used extensively, facilitate information sharing by enabling people to send messages, files, or documents. Examples include e-mail, instant messaging, and fax. **Electronic conferencing tools** provide a more interactive collaboration experience, with the most common forms being teleconference and video conference. The third type, **collaboration management tools**, make it possible to collect, organize, manage and share information in a variety of formats to simplify management of group activities, tasks and projects. Collaboration management tools, such as Document Knowledge and Content Management systems, are a bit less understood so let's spend some additional time exploring this area.

### More about Collaboration Management Tools

Document knowledge and content management systems provide a centralized area for storing and accessing information. Documents, spreadsheets and the like can be organized logically (i.e., by project, type of activity, or audience) and security features determine who can view, modify or create new documents. Access to information is provided through an intranet or extranet and automatic email notification can alert team members in specific work groups about documents that have been added or modified. Collaboration sites can also contain management reports and provide portals with forms and information for customers and vendors. Tired of losing control over your budgeting process? Collaboration applications can be used to centrally administer and store budget spreadsheets, manage different budget scenarios and "lock down" budgets once finalized.

These applications can also model and automate just about any business processes. Areas for workflow automation might include approval processes for purchase orders and expense claims, customer credit limit overrides and sales quotes, or human resource activities for new hires and performance reviews.

### Financial Benefits

Because information and reports are available online in a central location, paper and printing costs are reduced, as is the need for additional disk space, servers and IT staff to maintain hardware. Indirect revenue generation and/or savings are realized through faster decision making and reduced administrative activities, allowing more time for meaningful tasks.

### Microsoft Dynamics GP and Microsoft Office SharePoint Server 2007

Collaboration technology offered by Microsoft Office SharePoint Server 2007, when combined with Microsoft Dynamics GP 10.0, makes your company's information, documents, and business processes readily available to customers, employees, business partners, and work groups via your organization's intranet or extranet. These groups will have an easier and better way to work and communicate with one another online, across geographies, time zones and organizations.



[Click Here to learn more about how your company can benefit from productive collaboration.](#)

**Microsoft**  
**GOLD CERTIFIED**  
Partner

# MICR - An Acronym You Should "Check" Out

"MICR" stands for **M**agnetic **I**nk **C**haracter **R**ecognition. MICR encoding is a process by which checks are printed using special magnetic ink and font characters to create machine readable information for check processing. As a check travels through the banking system, a reader-sorter machine sends a magnetic charge to the check which allows it to read MICR information very quickly and accurately. Because of this required magnetic charge, the Federal Reserve and all banks require that checks be printed with a special MICR toner (for the curious-minded, the special ingredient for MICR toner is iron oxide - an excellent trivia question next time you're hanging around the coffee machine). Laser printers with a special cartridge are typically used to print MICR-encoded checks. Using a MICR solution can transform a blank piece of security paper into a complete check with date, payee information, logos, bank identification and the MICR line, along with automated signatures, if desired.

## The Benefits...

Organizations that use a MICR check printing application save money and reap the rewards of improved security and flexibility. Since MICR software can print the entire check, there is no need to purchase and securely store more expensive, pre-printed check stock. And, without the need for preprinted stock, the risk of blank check theft and related fraud is eliminated. Through password protection, new bank accounts can

be easily added or old accounts deleted. Signatures can automatically print on checks, based on dollar limits you establish.

## A Great MICR Solution is Ready for You

Mekorma MICR is the only MICR check printing solution created specifically for Microsoft Dynamics GP. The standard Microsoft Dynamics check printing process is seamlessly replaced by Mekorma MICR so there is almost nothing new to learn. If other databases are also used to print checks, Mekorma MICR can be customized to meet these needs.

Visit <http://mekorma.com/products/mekormamicr/index.html> to view a product demonstration or contact us for more details. There is also an ROI calculator on the website that allows you to enter information specific to your organization and evaluate the type and amount of savings you can experience. Lastly, you can review case studies to learn about challenges other companies faced and their MICR implementation results.

## Special NexTec Customer Promotion!

Add Mekorma MICR to Your Dynamics GP system by May 30, 2008 and receive a 15% product discount.

## Microsoft Dynamics GP Promotions

Buy one (1) Dynamics GP module at full price from the list of selected modules and receive a 30% discount\*\* on additional modules from the same list.

### List of Selected Modules:

**Microsoft Dynamics GP:** Cash Flow Management, Collections Management, Bank Reconciliation, Fixed Asset Management, Electronic Bank Reconciliation, Electronic Funds transfer for Payables Management, Electronic Funds Transfer for Receivables Management, Lockbox Processing and Safe Pay.

\*\*Offer valid for Microsoft Dynamics GP, Microsoft Dynamics

SL, Microsoft Dynamics NAV & Microsoft Dynamics AX existing customers only from **January 1, 2008 – June 20, 2008**. Offer valid only in the U.S. and Canada. Cannot be combined with any other offer. Modules with the lowest suggested list price will be recognized as the promotional modules and will be discounted.

For additional information on the modules listed in this promotion, [Click Here](#) or visit:

<http://www.microsoft.com/dynamics/gp/product/editionsandfeatures.mspx>



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