

A stylized logo graphic consisting of a dark grey line forming a right-angled triangle pointing upwards and to the right, with a white line forming a similar triangle pointing downwards and to the right, creating a sense of motion or a stylized 'S' shape.

STONERIDGE CONNECT

2016 Client Conference



NAV Best Practices (Confessions of a Support Engineer)



About the Speaker

Matt Batalden

Senior Support Engineer

Stoneridge: 2 years

Total Industry Experience: Nearly 15 years supporting NAV installations

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More about Matt:

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Squeeze the juice out of your support requests

- My least favorite question.....
 - “Do you have a backup?”
- Have a gate-keeper
- Keep us informed of remote access changes
- Help us help you





Would you prefer this?

Or this?



Don't worry, be happy

Appl.-to/from Item Entry



Edit - Sales Order - 101011 · Designstudio Gmunden

HOME ACTIONS NAVIGATE

View Manage Release Reopen Post... Posting Copy Document... Order Promising Order Documents Order Confirmation Request Approval

101011 · Designstudio Gmunden

General 43687129 1/13/2017 Released

Lines

Line Functions Order New Find Filter Clear Filter

Type	No.	Unit Price Excl. Tax	Line Amount Excl. Tax	Qty. to Ship	Qty. to Invoice	Appl.-to Item Entry
Item	1920-S	523.686	2,618.43	1	1	68

Don't worry, be happy

Negative Inventory



Edit - Item Card - 1000 · Bicycle

HOME ACTIONS NAVIGATE REPORT

View Manage Requisition Worksheet Process Item Transaction Detail Sales Order Status Purchase Order Status Report Send Approval Request Cancel Approval Request Request Approval MasterData History Send To Master

1000 · Bicycle

General

No.:	1000	Quantity on Hand:	30
Description:	Bicycle	Qty. on Purch. Order:	1
Base Unit of Measure:	PCS	Qty. on Prod. Order:	44
Assembly BOM:	No	Qty. on Component Lines:	0
Shelf No.:	F4	Qty. on Sales Order:	106
Automatic Ext. Text:	<input type="checkbox"/>	Qty. on Service Order:	0
Created From Nonstock Item:	<input type="checkbox"/>	Qty. on Job Order:	0
Item Category Code:		Blocked:	<input type="checkbox"/>
Product Group Code:		Last Date Modified:	4/5/2016
Service Item Group:		Stockout Warning:	Default (Yes)
Search Description:	BICYCLE	Prevent Negative Inventory:	Yes

Don't worry, be happy

Undo Receipt/Shipment



Edit - Posted Purchase Receipt - 107040 - London Postmaster

HOME ACTIONS

View Edit Delete Navigate Statistics Comments Dimensions Approvals Print... Email as Attachment Send To Show

107040 - London Postmaster

General

No.: 107040 Posting Date: 1/26/2017

Buy-from Vendor No.: 10000 Document Date: 1/26/2017

Buy-from Contact No.: CT000072 Requested Receipt Date:

Buy-from Vendor Name: London Postmaster Promised Receipt Date:

Buy-from Address: 10 North Lake Avenue Quote No.:

Buy-from Address 2: Order No.: 106027

Buy-from City: Atlanta Vendor Order No.: 544343

Buy-from State/ZIP Code: GA Vendor Shipment No.:

Buy-from ZIP Code: 31772 Order Address Code:

Buy-from Contact: Mrs. Carol Philips Purchaser Code: RL

No. Printed: 0 Responsibility Center: NEW YORK

Lines

Functions Line Find Filter Clear Filter

Order Tracking

Undo Receipt

Item	Description	Location Code	Quantity	Unit of Measur...
1000	Bicycle		1	PCS

Don't worry, be happy

Costing Method



✖ You cannot change Costing Method because there are one or more ledger entries for this item.

Don't worry, be happy

Document Links



Edit - Item Card - 1000 · Bicycle

HOME ACTIONS NAVIGATE REPORT

View Requisition Worksheet Purchase Order Status Links Show Attached Request Approval MasterData History Send To MasterData Show

1000 · Bicycle

General

No.: 1000

Description: Bicycle

Base Unit of Measure: PCS

Assembly BOM: No

Shelf No.: F4

Automatic Ext. Text: ☐

Created From Nonstock Item: ☐

Item Category Code:

Product Group Code:

Service Item Group:

Search Description: BICYCLE

Links - Edit - Item Card - 1000 · Bicycle

Link Address: C:\Users\Administrator\Desktop\Bike.bmp

Description: Bike.bmp

Save Cancel

Link Address	Description	Created
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Prevent Negative Inventory: Yes

Notes



Don't worry, be happy

Generic Items



New - Item Card - 70063 · Misc

HOME ACTIONS NAVIGATE REPORT

View Manage Requisition Worksheet Process Item Transaction Detail Sales Order Status Purchase Order Status Report Links Show Attached Request Approval MasterData History Send To

70063 · Misc

General

No.:	70063	Quantity on Hand:	0
Description:	Misc	Qty. on Purch. Order:	0
Base Unit of Measure:	???	Qty. on Prod. Order:	0
Assembly BOM:	No	Qty. on Component Lines:	0
Shelf No.:	WHO KNOWS?	Qty. on Sales Order:	0
Automatic Ext. Text:	<input type="checkbox"/>	Qty. on Service Order:	0
Created From Nonstock Item:	<input type="checkbox"/>	Qty. on Job Order:	0
Item Category Code:		Blocked:	<input type="checkbox"/>
Product Group Code:		Last Date Modified:	
Service Item Group:		Stockout Warning:	Default (Yes)
		Prevent Negative Inventory:	Default (No)

Commissions



Remind me again...What do these fields mean?

Edit - Inventory Setup CRONUS USA, Inc.

HOME

View Edit OneNote Notes Links Refresh Clear Filter Go to Previous Next

Manage Show Attached Page

Inventory Setup

General

Automatic Cost Posting:	<input checked="" type="checkbox"/>	Copy Comments Order to Shpt.:	<input checked="" type="checkbox"/>
Expected Cost Posting to G/L:	<input checked="" type="checkbox"/>	Copy Comments Order to Rcpt.:	<input checked="" type="checkbox"/>
Automatic Cost Adjustment:	Always	Outbound Whse. Handling Time:	
Average Cost Calc. Type:	Item	Inbound Whse. Handling Time:	
Average Cost Period:	Day	Prevent Negative Inventory:	<input type="checkbox"/>

Location

Location Mandatory: ☐

Dimensions

Numbering

OK

Posting Date Restrictions

Edit - General Ledger Setup

CRONUS USA, Inc.

HOME ACTIONS

View Edit OneNote Notes Links Refresh Clear Filter Go to Previous Next

Manage Show Attached Page

General Ledger Setup

General

Allow Posting From:	1/1/2017	Pmt. Disc. Excl. Tax:	<input type="checkbox"/>
Allow Posting To:	12/31/2017	Adjust for Tax Payment Disc.:	<input type="checkbox"/>
Register Time:	<input type="checkbox"/>	Unrealized Tax:	<input type="checkbox"/>
Prepayment Unrealized Tax:			<input type="checkbox"/>

User Setup

User ID	Allow Postin...	Allow Posting To	Regi... Time	Sales Resp. Ctr. Filter	Purcha Resp. C
WIN-Q7RP3F28AG8\ADMINISTRAT...	1/1/2017	12/31/2017	<input type="checkbox"/>		

Happiness is tying out to the penny

“Direct Posting Allowed”



Edit - G/L Account Card - 13100 · Customers Domestic

HOME ACTIONS NAVIGATE REPORT CRONUS USA, Inc. ?

Ledger Entries Comments Dimensions Extended Text Receivables-Payables Where-Used List G/L Account Balance G/L Balance Balance G/L Balance by Dimension General Posting Setup Tax Posting Setup G/L Register

13100 · Customers Domestic

General

No.:	13100	Search Name:	CUSTOMERS DOM...
Name:	Customers Domes...	Balance:	1,958,042.71
Income/Balance:	Balance Sheet	Reconciliation Account:	<input type="checkbox"/>
Debit/Credit:	Both	Automatic Ext. Text:	<input type="checkbox"/>
Account Type:	Posting	Direct Posting:	<input checked="" type="checkbox"/>
Totaling:		Blocked:	<input type="checkbox"/>
No. of Blank Lines:	0	Last Date Modified:	
New Page:	<input type="checkbox"/>	Omit Default Descr. in Jnl.:	<input type="checkbox"/>
		SAT Account Code:	

Posting

Consolidation	Average Rate (Manual)
Reporting	No Adjustment
Cost Accounting	

Notes

[Click here to create a new note.](#)

OK

Happiness is tying out to the penny

“System Created Entry”



View - General Ledger Entries - 13100 Customers Domestic

CRONUS USA, Inc.

Posti... Date	Document Type	Document No.	G/L Acco... No.	Amount	Bal. Account Type	Bal. Account No.	Entry No.	Source Code	System-Created Entry
C12/31/2015	START	13100		1,228,039.38	G/L Account		13	START	<input checked="" type="checkbox"/>
1/1/2016	2016-1	13100		582,767.48	G/L Account		43	START	<input checked="" type="checkbox"/>
1/1/2016	2016-1	13100		128,747.99	G/L Account		47	START	<input checked="" type="checkbox"/>
1/1/2016	2016-1	13100		-1,405,918.25	G/L Account		143	START	<input checked="" type="checkbox"/>
2/1/2016	2016-2	13100		837,802.73	G/L Account		169	START	<input checked="" type="checkbox"/>
2/1/2016	2016-2	13100		133,442.71	G/L Account		175	START	<input checked="" type="checkbox"/>
2/1/2016	2016-2	13100		-776,447.96	G/L Account		270	START	<input checked="" type="checkbox"/>
3/1/2016	2016-3	13100		502,307.60	G/L Account		307	START	<input checked="" type="checkbox"/>
3/1/2016	2016-3	13100		142,566.39	G/L Account		311	START	<input checked="" type="checkbox"/>
3/1/2016	2016-3	13100		-889,652.58	G/L Account		415	START	<input checked="" type="checkbox"/>
4/1/2016	2016-4	13100		614,610.01	G/L Account		437	START	<input checked="" type="checkbox"/>
4/1/2016	2016-4	13100		141,757.48	G/L Account		441	START	<input checked="" type="checkbox"/>
4/1/2016	2016-4	13100		673,747.37	G/L Account		522	START	<input checked="" type="checkbox"/>

Close



Happiness is tying out to the penny

“Where Used” – Don’t mix the apples with the oranges



Chart of Accounts - Microsoft Dynamics NAV

CRONUS USA, Inc. > Departments > Financial Management > General Ledger > Chart of Accounts

HOME ACTIONS NAVIGATE REPORT

Ledger Entries Comments Dimensions Extended Text Receivables-Payables Where-Used List G/L Account Balance G/L Balance G/L Balance by Dimension G/L Account Balance/Budget G/L Balance/Budget Chart of Accounts Overview G/L Register General

Departments

- Financial Management
 - General Ledger
 - Cash Management
 - Cost Accounting
 - Cash Flow
 - Receivables
 - Payables
 - Fixed Assets
 - Inventory
 - Periodic Activities
 - Setup
 - Sales & Marketing
 - Purchase
 - Warehouse
 - Manufacturing
 - Jobs
 - Resource Planning
 - Service
 - Human Resources
- Home
- Posted Documents
- Departments

Chart of Accounts

No.	Name	Balance	Net Change
10000	ASSETS		
11000	Current Assets		
11100	Liquid Assets		
11200	Cash	306.64	306.64
11400	Bank, Checking	4,386.79	4,386.79
11500	Bank Currencies	10,886.31	10,886.31
11600	Bank Operations Cash	405,032.77	405,032.77
11700	Liquid Assets, Total	420,612.51	420,612.51
12000	Securities		
12100	Bonds	18,278.46	18,278.46
12200	Other Marketable Securities		
12300	Securities, Total	18,278.46	18,278.46
13000	Accounts Receivable		
13100	Customers Domestic	1,958,042.71	1,958,042.71
13200	Customers, Foreign	464,359.14	464,359.14
13300	Accrued Interest	57,325.20	57,325.20
13350	Other Receivables	-996,870.70	-996,870.70
13400	Accounts Receivable, Total	1,482,856.35	1,482,856.35

View - G/L Account Where-Used List - 13100 Customers Domestic

HOME ACTIONS

CRONUS USA, Inc.

Show Details Show as List Show as Chart OneNote Notes Links Refresh Clear Filter Find

Process View Show Attached Page

G/L Account Where-Used List

Type to filter (F3) Table Name Table Name Field Name

No filters applied

Table Name	Line	Field Name
Customer Posting Group	Code=DOMESTIC	Receivables Account

Close

Happiness is tying out to the penny (Reconciliation Tips)

- Don't forget about the account schedules
- Code changes to reports can make them un-reconcilable
- Closing “by dimension”
- Changes to posting group mapping



Fiscal Year Close

Double Closing



Edit - General

HOME ACTIONS NAVIGATE

Delete Reconcile Apply Entries... Preview Posting Insert Conv. & Rndg. Lines Card Dimensions Post Post and Print Test Report...

Manage Bank Prepare Posting

General Journal ▾

Batch Name: FY CLOSE ▾

Posting Date	Document No.	Account Type	Account No.	Amount	Bal. Account Type
C12/31/2016	G00002	G/L Account	30200	-770,627.61	G/L Account
C12/31/2016	G00002	G/L Account	30200	-770,627.61	G/L Account

Fiscal Year Close

Back posting



View - General Ledger Entries - 13300 Accrued Interest

Navigate

Process

Reverse Transaction...

Functions

Incoming Document

Functions

Dimensions

Entry

G/L Dimension Overview

Entry

Value Entries

Entry

Microsoft Excel

Send To

Show as List

View

Show as Chart

View

OneNote

Show

Posting Date	Document No.	G/L Accou...	Amount	Bal. Accou...	Bal. Accou...	Syst... Entry	Prior-Year Entry	
1/26/2015	G00002	13300	-100.00	G/L Account	11200	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1/26/2015	G00002	11200	100.00	G/L Account	13300	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
1/26/2017	103036	13100	4,000.00	G/L Account		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1/26/2017	103036	44100	-4,000.00	G/L Account		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1/26/2017	108038	22300	0.00	G/L Account		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1/26/2017	103035	13100	4,000.00	G/L Account		<input checked="" type="checkbox"/>	<input type="checkbox"/>	
1/26/2017	103035	44100	-4,000.00	G/L Account		<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Fiscal Year Close

Close By Dimension



Edit - Close Income Statement

CRONUS USA, Inc. ?

ACTIONS

Clear Filter Page

Options

Fiscal Year Ending Date: 12/31/2016

Gen. Journal Template: GENERAL

Gen. Journal Batch: FY CLOSE

Document No.: G00003

Retained Earnings Acc.: 30200

Posting Description: Close Income Statement

Close by

Business Unit Code: ☐

Dimensions: DEPARTMENT;PROJECT

Inventory Period Closed: ☐

Schedule... OK Cancel

Fiscal Year Close

“C” Date



View - General Ledger Entries - 18100

Posting Date	G/L Accou...	Amount	Bal. Accou...	Bal. Accou...	Syst... Entry	Prior-Year Entry
C12/31/2015	18100	2,041,938.71	G/L Account		<input checked="" type="checkbox"/>	<input type="checkbox"/>
C12/31/2015	18200	-524,829.79	G/L Account		<input checked="" type="checkbox"/>	<input type="checkbox"/>
C12/31/2015	17100	898,261.92	G/L Account		<input checked="" type="checkbox"/>	<input type="checkbox"/>
C12/31/2015	17200	-558,283.32	G/L Account		<input checked="" type="checkbox"/>	<input type="checkbox"/>

Edit - Detail Trial Balance

CRONUS USA, Inc. ?

ACTIONS

Clear Filter

Page

Options

New Page per G/L Acc.: ☐

Exclude G/L Accs. That Have a Balance Only: ☐

Include Closing Entries Within the Period: ☐

Include Reversed Entries: ☐

Print Corrections Only: ☐

G/L Account

Sorting: No. ▼ A Z ▼

Show results:

Where No. ▼ is Enter a value.

Fiscal Year Close

Income/Balance Sheet Accounts



Edit - G/L Account Card - 11200 · Cash

HOME ACTIONS NAVIGATE REPORT

View Edit New Delete Manage General Posting Setup Tax Posting Setup G/L Register OneNote Notes Links Refresh Clear Filter Page

11200 · Cash

General

No.:	11200	Search Name:	CASH
Name:	Cash	Balance:	406.64
Income/Balance:	Balance Sheet	Reconciliation Account:	<input checked="" type="checkbox"/>
Debit/Credit:	Both	Automatic Ext. Text:	<input type="checkbox"/>
Account Type:	Posting	Direct Posting:	<input checked="" type="checkbox"/>
Total:		Blocked:	<input type="checkbox"/>

Fiscal Year Close

Miscellaneous Tips



- Accounting periods don't enforce posting date restriction
- NAV closes once per fiscal year
- Account schedules need accounting periods
- If closing by dimension, always close by dimension



Thanks for your time!