



MS Dynamics NAV Intro 1

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What is MS Dynamics NAV

- If your business is growing and ready to take on more opportunities, Dynamics NAV can help. An easily adaptable enterprise resource planning (ERP) solution, it helps your business automate and connect your sales, purchasing, operations, accounting, and inventory management
- Microsoft Dynamics NAV enables every individual in your company to turn hunches (intuitions, feeling) into genuine insight, and insight into decisions. With access to real-time data and a wide range of analytical and reporting tools—including graphical displays, online analytical processing (OLAP) cubes, and Web-based delivery options—people can make informed, confident decisions that help drive business success.



Navigation (NAV)

- To find the way in the sea of big data and to get important information



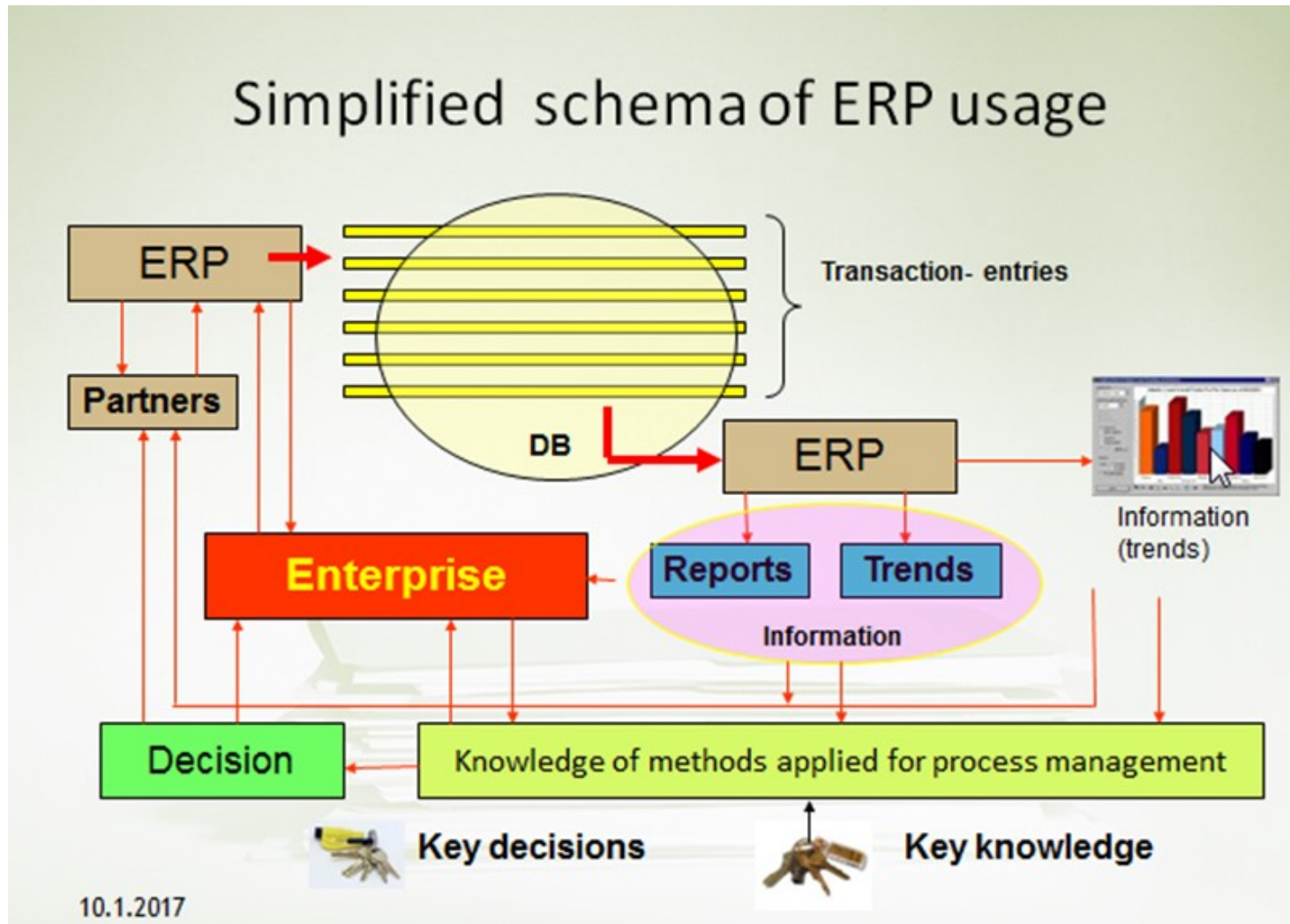
Information = data + structure



Ranked according to Sales (LCY)

| No. | Name | Sales (LCY) | Balance (LCY) |
|------------------|----------------------------|-------------------|-------------------|
| 10000 | The Cannon Group PLC | 174 802,33 | 350 162,63 |
| 43687129 | Designstudio Gmunden | 14 498,04 | 14 498,04 |
| 49858585 | Hotel Pferdesee | 14 450,00 | 14 450,00 |
| 47563218 | Klubben | 11 772,20 | 11 772,20 |
| 20000 | Selangorian Ltd. | 6 510,64 | 96 049,99 |
| 30000 | John Haddock Insurance Co. | 6 396,73 | 349 932,69 |
| 49525252 | Beef House | 6 000,00 | 12 346,16 |
| 49633663 | Autohaus Mielberg KG | 4 331,40 | 8 188,80 |
| 32656565 | Antarcticopy | 2 582,81 | 2 582,81 |
| 35963852 | Heimilisprydi | 2 024,21 | 2 024,21 |
| Total | | 243 368,36 | 862 007,53 |
| Total Sales | | 250 016,99 | 1 090 897,43 |
| % of Total Sales | | 97,30 | 79,00 |

Feedback to control all processes



Sales Order

1012 · John Haddock Insurance Co.

General

Sell-to Customer No.: 30000 Document Date: 1.4.2019

Sell-to Customer Name: John Haddock Insurance Co. Requested Delivery Date:

Sell-to City: Manchester External Document No.:

Posting Date: 1.4.2019 Salesperson Code: PS

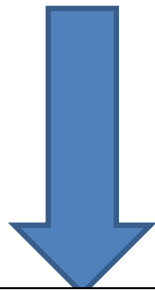
Order Date: 1.4.2019 Status: Open

HEADER

Lines

| Type | No. | Description | Location Code | Quantity | Reserved Quantity | Unit of Measur... | Unit Price Excl. VAT | Line Amount Excl. VAT | Line Discount % | Qty. to Ship | Quantity Shipped | Qty. to Invoice |
|----------|--------|----------------------------|---------------|----------|-------------------|-------------------|----------------------|-----------------------|-----------------|--------------|------------------|-----------------|
| Item | 1924-W | CHAMONIX Base Storage Unit | BLUE | 1 | | PCS | 136,40 | 115,94 | 15 | 1 | | 1 |
| Item | 1968-S | MEXICO Swivel Chair, black | RED | 2 | | PCS | 123,30 | 234,27 | 5 | 2 | | 2 |
| Item | 1700 | Brake | BLUE | 10 | | PCS | 600,00 | 5 100,00 | 15 | 10 | | 10 |
| Resource | LINDA | Linda Martin | | 10 | | HOOR | 12,50 | 125,00 | | 10 | | 10 |

Lines



Post ->

Microsoft Dynamics NAV

Ship
 Invoice
 Ship and Invoice

OK Cancel

Customer Ledger Entries

103045 Document No. Filter: 30000

| Posting Date | Document Type | Document No. | Cust... No. | Message to Recipient | Description | Curre... Code | Original Amount | Amount | Remaining Amount | Due Date |
|--------------|---------------|--------------|-------------|----------------------|-------------|---------------|-----------------|----------|------------------|-----------|
| 1.4.2019 | Invoice | 103045 | 30000 | | Order 1012 | | 6 950,26 | 6 950,26 | 6 950,26 | 30.4.2019 |

Fields

Transaction-Entry (Terminology)

Original document



Navigate



INVOICE

East Repair Inc.
455 Amsterdam Avenue
New York, NY 10223

| | | | |
|--|---|---------------------|------------|
| BILL TO | SHIP TO | INVOICE # | 00234 |
| John Smith 2 Court Square Long Island City New York, NY 11220 | John Smith 654 Lexington Avenue 6th Floor New York, NY 10222 | INVOICE DATE | 03/25/2014 |
| | | P.D.# | 1742/2014 |
| | | DUE DATE | 04/09/2014 |

| QTY | DESCRIPTION | UNIT PRICE | AMOUNT |
|-----|--|------------|-----------------|
| 1 | Front and rear brake cables & Throttle cable | 56.00 | 56.00 |
| 1 | New set of pedal arms | 182.00 | 182.00 |
| 3 | Labor 3hrs | 25.00 | 75.00 |
| | Subtotal | | 313.00 |
| | Sales Tax 5.0% | | 15.65 |
| | TOTAL | | \$328.65 |

Thank you

TERMS & CONDITIONS

Payment is due within 15 days

Citibank, N.A.
Account number: 2345678
Routing: 23412

Transactions= Entries

Transaction-Entries

Which has been created by ERP

when the Sales Order has been posted



| Posting Date | Document Type | Document No. | Cust... No. | Message to Recipient | Description | Curre... Code | Original Amount | Amount | Remaining Amount | Due Date |
|--------------|---------------|--------------|-------------|----------------------|-------------|---------------|-----------------|----------|------------------|-----------|
| 1.4.2019 | Invoice | 103045 | 30000 | | Order 1012 | | 6 950,26 | 6 950,26 | 6 950,26 | 30.4.2019 |

INTRO 1

- Explain the concept of ERP and Microsoft Dynamics NAV 2018W1
- ERP = Enterprise Resource Planning System
- **Resources** = financial resources, machines, people, items,.....
- **Data** = transactions having origin in :
 - Posted documents (invoices, credit notes, deliveries, stock movement..)
 - Hence the type of these transactions- entries
 - Customer
 - Vendor
 - Item (Inventory)
 - General Ledger (Accounts)

Linked to : [Simple scenario of the first and second ERP Microsoft Dynamics NAV session I.](#)

INTRO 2

| Customer number | Customer name | Balance | Payment condition | Currency |
|-----------------|-----------------|---------|-------------------|----------|
| 10000 | SW Kings | 20000 | 1M | USD |
| 20000 | China computers | 432444 | 21D | USD |
| 30000 | Navertica | 902 | 14D | CZK |
| 40000 | Berlin Experts | 20002 | 1W | EUR |

Data



How to
see
data
(Window)

INTRO 3 – Customer card –part of it

10000 · The Cannon Group PLC

| | | | |
|----------------------|----------------------|------------------------|----------------------|
| No.: | 10000 | Contact: | Mr. Andy Teal |
| Name: | The Cannon Group PLC | Search Name: | THE CANNON GROUP PLC |
| Address: | 192 Market Square | Balance (LCY): | 168 364,41 |
| Address 2: | | Credit Limit (LCY): | 0,00 |
| Post Code: | B27 4KT | Salesperson Code: | PS |
| City: | Birmingham | Responsibility Center: | BIRMINGHAM |
| Country/Region Code: | GB | Service Zone Code: | M |
| Phone No.: | | Blocked: | |
| Primary Contact No.: | | Last Date Modified: | 24.8.2017 |

Fields

Data + Structure = Information



Important information having origin in transactions-entries

INTRO 4 – Customer ledger entries

10000 · The Cannon Group PLC

General

No.: 10000 Contact: Mr. Andy Teal

Name: **The Cannon Group PLC** Search Name: THE CANNON GROUP PLC

Address: 192 Market Square Balance (LCY): **168 364,41**

Address 2: Credit Limit (LCY): 0,00

Post Code: B27 4KT Salesperson Code: PS

City: Birmingham Responsibility Center: BIRMINGHAM

Customer Ledger Entries

Show results: **Where** Customer No. is 10000

+ Add Filter

What has been posted in the past

| Posti... Date | Document Type | Document No. | Cust... No. | Message to Recipient | Description | C... C... | Original Amount | Amount | Remaining Amount | Due Date | Pmt. Discou... | Pmt Tolc |
|------------------|------------------|-----------------|----------------|-------------------------|---------------------------|--------------|--------------------|------------|---------------------|-----------|-------------------|-------------|
| 31.12.2018 | Invoice | 00-1 | 10000 | | Opening Entries, Custo... | | 25 389,25 | 25 389,25 | 0,00 | 1.1.2019 | 8.1.2019 | 8.1.2 |
| 31.12.2018 | Invoice | 00-11 | 10000 | | Opening Entries, Custo... | | 63 473,13 | 63 473,13 | 63 473,13 | 31.1.2019 | 8.1.2019 | 8.1.2 |
| 31.12.2018 | Invoice | 00-16 | 10000 | | Opening Entries, Custo... | | 33 852,35 | 33 852,35 | 33 852,35 | 31.1.2019 | 8.1.2019 | 8.1.2 |
| 31.12.2018 | Invoice | 00-3 | 10000 | | Opening Entries, Custo... | | 50 778,50 | 50 778,50 | 0,00 | 3.1.2019 | 8.1.2019 | 8.1.2 |
| 31.12.2018 | Invoice | 00-6 | 10000 | | Opening Entries, Custo... | | 67 704,67 | 67 704,67 | 0,00 | 7.1.2019 | 8.1.2019 | 8.1.2 |
| 31.12.2018 | Invoice | 00-9 | 10000 | | Opening Entries, Custo... | | 50 778,50 | 50 778,50 | 50 778,50 | 31.1.2019 | 8.1.2019 | 8.1.2 |
| 6.1.2019 | Invoice | 103015 | 10000 | | Order 101001 | | 8 269,04 | 8 269,04 | 8 269,04 | 3.2.2019 | 11.1.2019 | 11.1. |
| 13.1.2019 | Credit Me... | 104001 | 10000 | | Credit Memo 104001 | | -292,84 | -292,84 | -292,84 | 13.1.2019 | | |
| 13.1.2019 | Payment | 2596 | 10000 | | Payment 2019 | | -25 389,25 | -25 389,25 | 0,00 | 13.1.2019 | | |
| 13.1.2019 | Payment | 2596 | 10000 | | Payment 2019 | | -50 778,50 | -50 778,50 | 0,00 | 13.1.2019 | | |
| 13.1.2019 | Payment | 2596 | 10000 | | Payment 2019 | | -67 704,67 | -67 704,67 | 0,00 | 13.1.2019 | | |
| 16.1.2019 | Invoice | 103028 | 10000 | | Order 6005 | | 4 101,88 | 4 101,88 | 4 101,88 | 16.2.2019 | 24.1.2019 | 24.1. |
| 21.1.2019 | Invoice | 103001 | 10000 | | Invoice 103001 | | 8 182,35 | 8 182,35 | 8 182,35 | 21.2.2019 | 29.1.2019 | 29.1. |

The balance is the sum of all sub-amounts in customer ledger entries.

This number is a so-called floating or calculated field, and this field is not stored in the database.

Each time the window (s) is opened, it is always recalculated.

Each entry(not only the customer but also supplier entries, item ledger entries, etc.) is associated with the posted document.

INTRO 5 – Customer document- Navigation tool

Customer Ledger Entries ▾

Show results:

✗ Where Customer No. ▾ is 10000

+ Add Filter

| Posti... Date | Document Type | Document No. | Cust... No. | Message to Recipient | Des |
|------------------|------------------|-----------------|----------------|-------------------------|------|
| 31.12.2018 | Invoice | 00-1 | 10000 | | Ope |
| 31.12.2018 | Invoice | 00-11 | 10000 | | Ope |
| 31.12.2018 | Invoice | 00-16 | 10000 | | Ope |
| 31.12.2018 | Invoice | 00-3 | 10000 | | Ope |
| 31.12.2018 | Invoice | 00-6 | 10000 | | Ope |
| 31.12.2018 | Invoice | 00-9 | 10000 | | Ope |
| 6.1.2019 | Invoice | 103015 | 10000 | | Ord |
| 13.1.2019 | Credit Me... | 104001 | 10000 | | Cred |
| 13.1.2019 | Payment | 2596 | 10000 | | Pay |
| 13.1.2019 | Payment | 2596 | 10000 | | Pay |
| 13.1.2019 | Payment | 2596 | 10000 | | Pay |
| 16.1.2019 | Invoice | 103028 | 10000 | | Ord |
| 21.1.2019 | Invoice | 103001 | 10000 | | Inv |



Sales - Invoice
Page 1 of 1

The Cannon Group PLC
Mr. Andy Teal
192 Market Square
Birmingham, B27 4KT
Great Britain

CRONUS, Birmingham RC.
Aaron Nicholls
Main Street 14
Birmingham, B27 4KT
Great Britain

Bill-to Customer No. 10000
VAT Registration No. 789456278

Phone No. +44-161 818192
E-Mail
Home Page
VAT Reg. No. GB777777777
Giro No. 888-9999
Bank World Wide Bank
Account No. 99-99-888
Salesperson Peter Saddow

Invoice No. 103028
Order No. 6005
Posting Date 16. January 2019
Due Date 16. February 2019
Document Date 16. January 2019
Payment Terms 1 Month/2% 8 days
Shipment Method Ex Warehouse
Prices Including VAT No

| No. | Description | Posted Shipment Date | Quantity | Unit of Measure | Unit Price | Discount % | VAT Identifier | Amount |
|--------|----------------------------------|----------------------------|----------|--------------------|------------|------------|----------------------------|-----------------|
| 1964-W | INNSBRUCK Storage Unit/G Door | 16.01.19 | 10 | Piece | 292,00 | | VAT25 | 2 920,00 |
| 70011 | Glass Door | 16.01.19 | 5 | Piece | 72,90 | | VAT25 | 3 61,50 |
| | | | | | | | Total GBP Excl. VAT | 3 281,50 |
| | | | | | | | 25% VAT | 820,38 |
| | | | | | | | Total GBP Incl. VAT | 4 101,88 |

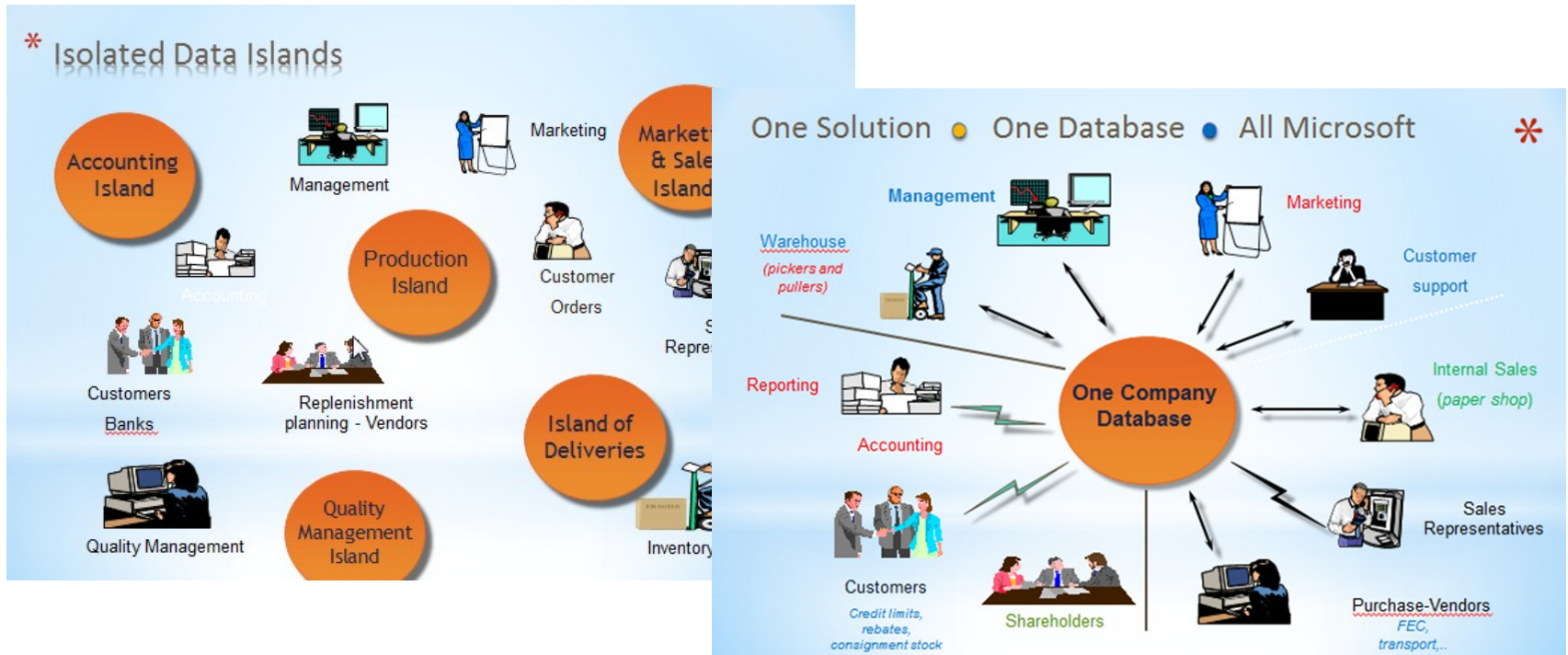
VAT Amount Specification

| VAT Identifier | VAT % | Line Amount | Invoice Discount Base Amount | Invoice Discount Amount | VAT Base | VAT Amount |
|----------------|-------|-----------------|---------------------------------|-------------------------------|-----------------|---------------|
| VAT25 | 25 | 3 281,50 | 3 281,50 | 0,00 | 3 281,50 | 820,38 |
| Total | | 3 281,50 | 3 281,50 | 0,00 | 3 281,50 | 820,38 |

INTRO 6 – What is ERP 1

So our Microsoft Dynamics NAV is an ERP system. But why is it an ERP system? What are the main features of an ERP system, and how do we recognize these in Microsoft Dynamics NAV?

Let's have a look at the overview slide. So one of the challenges that some companies might have to address is one **of the island systems**.



INTRO 7 – What is ERP 2

Island systems

Warehouse Data (examples)

- Physical location of items
- Actual stock count
- Number of items on hold

Production Data (examples)

- Number of items to be produced
- Number of items already produced
- Capacity

Sales & Customer Data (examples)

- Number of items available for sales
- Confirmed sales orders
- Customer information

INTRO 8 – What is ERP 3

Everyone working with the system, for example, the bookkeeper in financial management, the sales representative in sales and marketing, the warehouse worker in the warehouse management, the HR manager in human resources and so on, so they all work with the system in their specific application department but with a **shared database**. And that's very, very important. **That's one of the main features of an ERP system.**

INTRO 9 – Basics of working space

- Card
- List
- Role Center
- Card part
- List part
- Document
- Worksheet
- Confirmation dialog
- List plus
- Navigate page (wizard)
- Standard dialog

Will be shown by tutor and examined on demo student databases by them

List Page Windows Client

The screenshot shows the Microsoft Dynamics NAV interface for the 'Customers' list page. The window title is 'Customers - Microsoft Dynamics NAV'. The ribbon at the top includes tabs for HOME, ACTIONS, NAVIGATE, and REPORT. The ribbon contains various icons for actions like 'New Sales Invoice', 'Edit', 'View', 'Delete', 'Sales Journal', 'Statement', 'Contact', 'Dimensions', 'Credit Cards', 'Statistics', 'Microsoft Excel', 'Show as List', 'Show as Chart', 'Notes', 'Refresh', 'Find', and 'Clear Filter'. A search bar is located at the top right. The main area displays a table of customer records with columns for No., Name, Responsi..., Location..., Phone No., and Contact. A filter pane is visible on the right side of the table. The bottom left corner shows the 'Home' button and 'Posted Documents' and 'Departments' sections. The status bar at the bottom indicates the company name 'CRONUS International Ltd.', the date 'Thursday, January 22, 2015', and the user 'CONTOSO\ADMINISTRATOR'. Four red boxes with numbers 1, 2, 3, and 4 are overlaid on the image to highlight specific features: 1 points to the ribbon, 2 points to the filter pane, 3 points to the left-hand navigation pane, and 4 points to the FactBox pane on the right.

| No. | Name | Responsi... | Location... | Phone No. | Contact |
|----------|--------------------------------|-------------|-------------|-----------|-------------------------|
| 01121212 | Spotmeyer's Furnishings | | YELLOW | | Mr. Mike Nash |
| 01445544 | Progressive Home Furnishi... | | YELLOW | | Mr. Scott Mitchell |
| 01454545 | New Concepts Furniture | | YELLOW | | Ms. Tammy L. McDonald |
| 01905893 | Candoxy Canada Inc. | | YELLOW | | Mr. Rob Young |
| 01905899 | Elkhorn Airport | | YELLOW | | Mr. Ryan Danner |
| 01905902 | London Candoxy Storage C... | | YELLOW | | Mr. John Kane |
| 10000 | The Cannon Group PLC | BIRMINGH... | BLUE | | Mr. Andy Teal |
| 20000 | Selangorian Ltd. | | | | Mr. Mark McArthur |
| 20309920 | Metatorad Malaysia Sdn Bhd | | YELLOW | | Mrs. Azleen Samat |
| 20312912 | Highlights Electronics Sdn ... | | GREEN | | Mr. Mark Darrell Boland |
| 20339921 | TraxTonic Sdn Bhd | | YELLOW | | Mrs. Rubina Usman |
| 21233572 | Somadis | | YELLOW | | M. Syed ABBAS |
| 21245278 | Maronegoce | | BLUE | | Mme. Fadous AIT MOUSSA |
| 21252947 | ElectroMAROC | | YELLOW | | |
| 27090917 | Zanlan Corp. | | YELLOW | | Mr. Derik Stenerson |
| 27321782 | Karoo Supermarkets | | YELLOW | | Mr. Pieter Wycoff |
| 27489991 | Durbandit Fruit Exporters | | YELLOW | | Mr. Eric Lang |
| 30000 | John Haddock Insurance Co. | | | | Miss Patricia Doyle |

1. Ribbon
2. Filter pane
3. List
4. FactBox pane

Card page – first tab only – use searching window to open the customer card

10000 · The Cannon Group PLC

General

| | | | |
|----------------------|----------------------|------------------------|----------------------|
| No.: | 10000 | Contact: | Mr. Andy Teal |
| Name: | The Cannon Group PLC | Search Name: | THE CANNON GROUP PLC |
| Address: | 192 Market Square | Balance (LCY): | 168 364,41 |
| Address 2: | | Credit Limit (LCY): | 0,00 |
| Post Code: | B27 4KT | Salesperson Code: | PS |
| City: | Birmingham | Responsibility Center: | BIRMINGHAM |
| Country/Region Code: | GB | Service Zone Code: | M |
| Phone No.: | | Blocked: | |
| Primary Contact No.: | | Last Date Modified: | 24.8.2017 |

Sell-to Customer Sal...

| | |
|-----------------------|-------|
| Customer No.: | 10000 |
| Quotes: | 0 |
| Blanket Orders: | 0 |
| Orders: | 4 |
| Invoices: | 0 |
| Return Orders: | 0 |
| Credit Memos: | 0 |
| Pstd. Shipments: | 6 |
| Pstd. Invoices: | 3 |
| Pstd. Return Rece...: | 1 |
| Pstd. Credit Mem...: | 1 |

Customer Statistics

Document page

Edit - Sales Order - 109005 · MEMA Ljubljana d.o.o.

HOME ACTIONS NAVIGATE

View Edit New Delete Manage Release Posting Prepare Order Documents Order Confirmation Request Approval

109005 · MEMA Ljubljana d.o.o. **Header**

General

Sell-to Customer No.: 38128456 Document Date: 25.9.2019

Sell-to Customer Name: MEMA Ljubljana d.o.o. Requested Delivery Date:

Sell-to City: Ljubljana External Document No.:

Posting Date: 25.9.2019 Salesperson Code: JR

Order Date: 25.9.2019 Status: Open

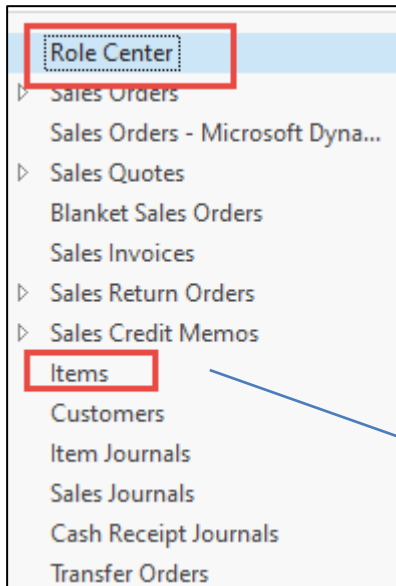
Show more fields

Lines

| Line | Type | No. | Description | Location Code | Quantity | Qty. to A... | Reserved Quantity | Unit of Measu... | Unit Price Excl. VAT | Line Amount Excl. VAT | Line Discou... | Qty. to Ship | Quantity Shipped |
|------|------|------|-----------------|---------------|----------|--------------|-------------------|------------------|----------------------|-----------------------|----------------|--------------|------------------|
| | Item | 1000 | Bicycle | | 16 | | | PCS | 5 798,782 | 69 585,38 | 25 | 16 | |
| | Item | 1001 | Touring Bicycle | | 3 | | 3 | PCS | 5 798,782 | 17 396,35 | | 3 | |
| | Item | 1100 | Front Wheel | | 5 | | | PCS | 1 449,696 | 7 248,48 | | 5 | |
| | Item | 1200 | Back Wheel | | 5 | | | PCS | 1 739,635 | 8 698,18 | | 5 | |

Lines

Matrix window- example



Double click

Items - Microsoft Dynamics NAV

CRONUS International Ltd. Home Items

HOME ACTIONS NAVIGATE REPORT

Items by Location Structure Production Prices Orders Vendors Prepayment Percentages Nonstock Items Set Special Prices

Item Availability by Cost Shares Statistics Line Discounts Returns Orders Prices Orders Set Special Discounts

Assembly Comments Prepayment Percentages Line Discounts Return Orders Special Prices & Discounts Overview

Availability Assembly/Production Sales Purchases Special Purchase Prices & Discounts

Role Center

- Sales Orders
- Sales Orders - Microsoft Dyna...
- Sales Quotes
- Blanket Sales Orders
- Sales Invoices
- Sales Return Orders
- Sales Credit Memos
- Items**
- Customers
- Item Journals
- Sales Journals
- Cash Receipt Journals
- Transfer Orders

Items

Show results:

Where No. is Enter a value.

Add Filter

| No. | Description | Inventory | Su... Exist | Assembly BOM | Production BOM No. | Routing No. | Base Unit of Measure | Cost is Adjusted | Unit Cost | Unit Price |
|--------|------------------------------|-----------|----------------|--------------|-----------------------|----------------|-------------------------|-------------------------------------|-----------|------------|
| 1920-S | ANTWERP Conference Table | 96 | No | No | | | PCS | <input type="checkbox"/> | 328,00 | 420,40 |
| 1924-W | CHAMONIX Base Storage U... | 26 | No | Yes | | | PCS | <input type="checkbox"/> | 81,70 | 136,40 |
| 1925-W | Conference Bundle 1-6 | 0 | No | No | | | PCS | <input checked="" type="checkbox"/> | 0,00 | 122,50 |
| 1928-S | AMSTERDAM Lamp | 272 | No | No | | | PCS | <input type="checkbox"/> | 27,80 | 35,60 |
| 1928-W | ST.MORITZ Storage Unit/Dr... | 67 | No | Yes | | | PCS | <input type="checkbox"/> | 191,90 | 342,10 |

Matrix window (form)

Stock locations

Items by Location Matrix ▾

| No. | Description | BLUE | GREEN | RED |
|--------|-----------------------------|------|-------|-----------|
| 1960-S | ROME Guest Chair, green | 153 | | 24 |
| 1964-S | TOKYO Guest Chair, blue | 59 | 60 | 29 |
| 1964-W | INNSBRUCK Storage Unit/G... | 21 | 27 | -2 |
| 1968-S | MEXICO Swivel Chair, black | 236 | 14 | 15 |
| 1968-W | GRENOBLE Whiteboard, red | | 4 | 4 |
| 1972-S | MUNICH Swivel Chair, yellow | 37 | -1 | -4 |
| 1972-W | SAPPORO Whiteboard, black | 4 | 2 | 5 |
| 1976-W | INNSBRUCK Storage Unit/W... | 3 | -2 | -106,4752 |
| 1980-S | MOSCOW Swivel Chair, red | 65 | 14 | 21 |
| 1984-W | SARAJEVO Whiteboard, blue | 3 | 3 | 4 |

INTRO 10 – Searching window

The screenshot shows the Microsoft Dynamics NAV search window for 'Items'. The search criteria are: 'Where No. is Enter a value.' The search results are displayed in a table with columns: No., Description, As... BO..., Base Unit of Measure, Cost is..., and Unit. The results include items like Bicycle, Touring Bicycle, Front Wheel, Rim, Spokes, Front Hub, Axle Front Wheel, and Socket Front. A search dropdown menu is open, showing a list of search options such as 'Item Journals', 'Item Ledger Entries', 'Item Budget Entries', etc. The search dropdown menu is open, showing a list of search options such as 'Item Journals', 'Item Ledger Entries', 'Item Budget Entries', 'Customer/Item Sales', 'Vendor/Item Purchases', 'Vendor Item Catalog', 'Adjust Item Costs/Prices...', 'Adjust Cost - Item Entries...', 'Item Dimensions - Detail', 'Item Dimensions - Total', 'Item Age Composition - Value', and 'Item Register - Value'. The search results table is as follows:

| No. | Description | As... BO... | Base Unit of Measure | Cost is... | Unit |
|------|------------------|-------------|----------------------|-------------------------------------|--------------------------------|
| 1000 | Bicycle | No | PCS | | 350,594 4 000,00 BICYCLE |
| 1001 | Touring Bicycle | No | PCS | <input checked="" type="checkbox"/> | 350,594 4 000,00 TOURING |
| 1100 | Front Wheel | No | PCS | <input type="checkbox"/> | 129,671 1 000,00 20000 FRONT W |
| 1110 | Rim | No | PCS | <input checked="" type="checkbox"/> | 1,05 0,00 01587796 RIM |
| 1120 | Spokes | No | PCS | <input checked="" type="checkbox"/> | 2,00 0,00 01587796 SPOKES |
| 1150 | Front Hub | No | PCS | <input checked="" type="checkbox"/> | 12,441 500,00 FRONT H |
| 1151 | Axle Front Wheel | No | PCS | <input checked="" type="checkbox"/> | 0,45 0,00 32456123 AXLE FRC |
| 1155 | Socket Front | No | PCS | <input checked="" type="checkbox"/> | 0,77 0,00 32456123 SOCKET I |

Will be shown by tutor and examined on demo student databases by them (Find Vendor, Item, Customer, General Ledger Account, Profile and so on)

Simple filter

Items ▾

13* | No. ▾ | ✕

Show results:

✕ Where No. ▾ is Enter a value.

+ Add Filter

| No. | Description | As... BO... | Base Unit of Measure | Cost is ... | Unit Cost | Unit Price | Vendor No. | Search Description |
|------|-------------------|----------------|-------------------------|-------------------------------------|-----------|------------|------------|-----------------------|
| 1300 | Chain Assy | No | PCS | <input type="checkbox"/> | 13,1565 | 800,00 | | CHAIN ASSY |
| 1310 | Chain | No | PCS | <input checked="" type="checkbox"/> | 1,99 | 0,00 | 32456123 | CHAIN |
| 1320 | Chain Wheel Front | No | PCS | <input checked="" type="checkbox"/> | 4,66 | 0,00 | 32456123 | CHAIN W... |
| 1330 | Chain Wheel Back | No | PCS | <input checked="" type="checkbox"/> | 5,88 | 0,00 | 32456123 | CHAIN W... |

Multiple filter

Items ▾

Type to filter (F3) | No. ▾ | → ^


Show results:

✕ Where No. ▾ is 1*

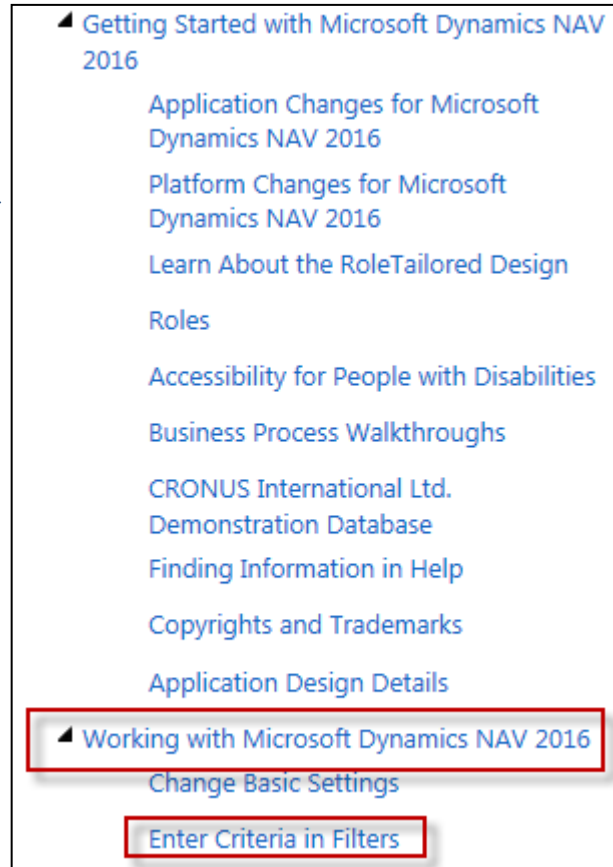
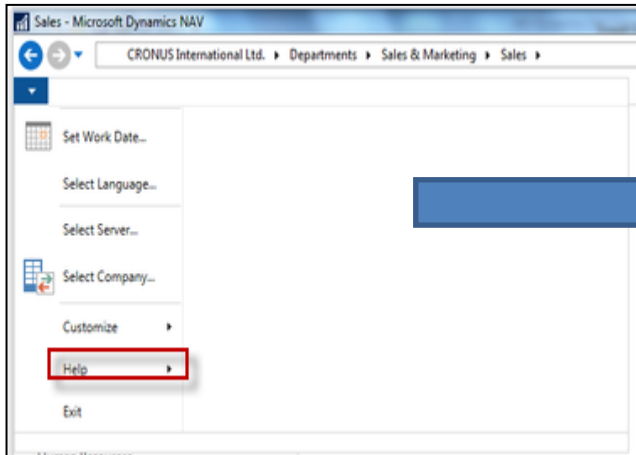
✕ And Description ▾ is

+ Add Filter

| No. | Description | As... BO... | Base Unit of Measure | Cost is ... | Unit Cost | Unit Price | Vendor No. | Search Description |
|--------|----------------------------|----------------|-------------------------|-------------------------------------|-----------|------------|------------|-----------------------|
| 1000 | Bicycle | No | PCS | <input type="checkbox"/> | 350,594 | 4 000,00 | | BICYCLE |
| 1200 | Back Wheel | No | PCS | <input type="checkbox"/> | 129,6815 | 1 200,00 | | BACK WH... |
| 1250 | Back Hub | No | PCS | <input checked="" type="checkbox"/> | 12,4515 | 1 100,00 | | BACK HUB |
| 1600 | Bell | No | PCS | <input type="checkbox"/> | 2,70 | 0,00 | 32456123 | BELL |
| 1700 | Brake | No | PCS | <input type="checkbox"/> | 9,765 | 600,00 | | BRAKE |
| 1936-S | BERLIN Guest Chair, yellow | No | PCS | <input type="checkbox"/> | 97,50 | 125,10 | 20000 | BERLIN GU... |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |



Example of using help_filter criteria



Example of using help _filter criteria)

| Sample Expression | Records Displayed |
|-------------------|---|
| 1100..2100 | Numbers 1100 through 2100 |
| ..2500 | Up to and including 2500 |
| ..12 31 00 | Dates up to and including 12 31 00 |
| P8.. | Information for accounting period 8 and thereafter |
| ..23 | From the beginning date until 23-current month-current year 23:59:59 |
| 23.. | From 23-current month-current year 0:00:00 until the end of time |
| 22..23 | From 22-current month-current year 0:00:00 until 23-current month-current year 23:59:59 |

(|) Either/or

| Sample Expression | Records Displayed |
|-------------------|---------------------------|
| 1200 1300 | Numbers with 1200 or 1300 |

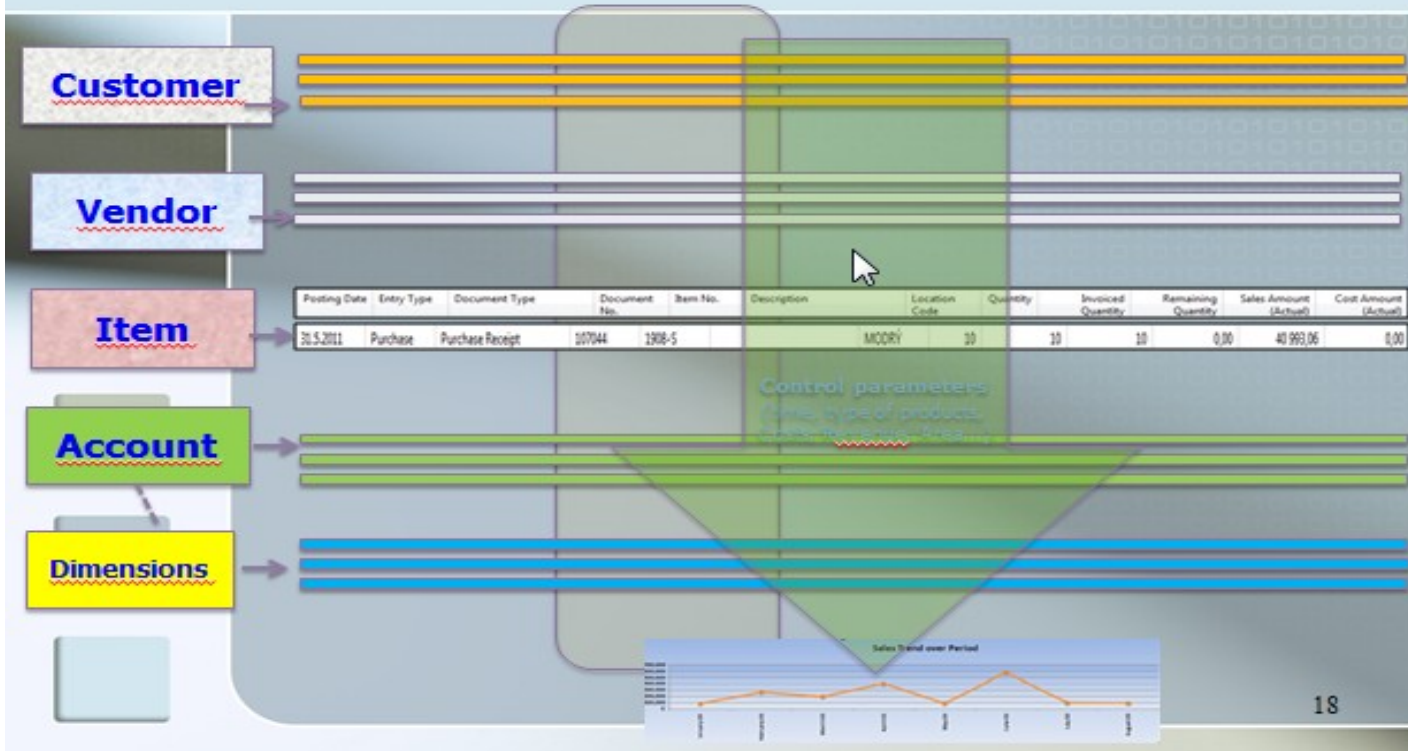
(<>) Not equal to

| Sample Expression | Records Displayed |
|-------------------|--|
| <>0 | All numbers except 0 The SQL Server Option allows you to combine this symbol with a wild card expression. For example, <>A* meaning not equal to any text that starts with A. |

Only part of it !
Will be presented
by tutor and
experienced by
students

Entries and their use

Main principles (source tables and their entries)



Report – example (data resource - Customer Ledger Entries)

Customer - Balance to Date

1 of 1 100% Find | Next

Customer - Balance to Date 19. September 2017
 CRONUS International Ltd. Page 1
 ESF\MIKI

All amounts are in LCY.
 Balance on 31.12.18
 Customer: No.: 10000

| Posting Date | Document Type | Document No. | Description | Amount | Entry No. |
|-----------------------------------|---------------|--------------|----------------------------|-------------------|-----------|
| 10000 The Cannon Group PLC | | | | | |
| Phone No. | | | | | |
| 31.12.18 | Invoice | 00-1 | Opening Entries, Customers | 25 389,25 | 2444 |
| 13.01.19 | Payment | 2596 | Application | -25 389,25 | |
| | | | | 0,00 | |
| 31.12.18 | Invoice | 00-11 | Opening Entries, Customers | 63 473,13 | 2448 |
| 31.12.18 | Invoice | 00-16 | Opening Entries, Customers | 33 852,35 | 2458 |
| 31.12.18 | Invoice | 00-3 | Opening Entries, Customers | 50 778,50 | 2464 |
| 13.01.19 | Payment | 2596 | Application | -50 778,50 | |
| | | | | 0,00 | |
| 31.12.18 | Invoice | 00-6 | Opening Entries, Customers | 67 704,67 | 2470 |
| 13.01.19 | Payment | 2596 | Application | -67 704,67 | |
| | | | | 0,00 | |
| 31.12.18 | Invoice | 00-9 | Opening Entries, Customers | 50 778,50 | 2476 |
| The Cannon Group PLC | | | | 291 976,40 | |
| Total | | | | 291 976,40 | |

Thanks for your attention

