



# BC TOOLBOX PRODUCT GUIDE

Dashboarding, Productivity, and Automation  
Tools for 365 Business Central.

[BCTOOLBOX.COM](https://bctoolbox.com)



## TABLE OF CONTENTS

EXTENSION NAME	IMPLEMENTATION TIME	PAGE NUMBER
<a href="#"><u>Financial Dashboard</u></a>	1 hour	3
<a href="#"><u>Sales Dashboard</u></a>	1 hour	4
<a href="#"><u>History and Statistics</u></a>	1 hour	5
<a href="#"><u>Warehouse Dashboard</u></a>	1 hour	6
<a href="#"><u>Invoice and Statement Delivery</u></a>	2 hours	7
<a href="#"><u>Advanced Notifications</u></a>	2 hours	8
<a href="#"><u>Advanced Accounting</u></a>	2 hours	9
<a href="#"><u>Advanced Prepayments</u></a>	2 hours	10
<a href="#"><u>Advanced CRM</u></a>	35 hours	11
<a href="#"><u>Project Management</u></a>	35 hours	12
<a href="#"><u>Advanced User Management</u></a>	1 hour	13
<a href="#"><u>Auto Create Dimensions</u></a>	1 hour	14
<a href="#"><u>Consolidated Shipping</u></a>	2 hours	15
<a href="#"><u>Distribution Control Center</u></a>	10 hours	16
<a href="#"><u>Advanced Purchasing</u></a>	5 hours	17
<a href="#"><u>ShipRush Integration</u></a>	2 hours	18
<a href="#"><u>Advanced Assembly BOMs</u></a>	2 hours	19
<a href="#"><u>Advanced RMA</u></a>	5 hours	20
<a href="#"><u>Advanced Document Numbering</u></a>	1 hour	21
<a href="#"><u>Advanced Data Imports</u></a>	2 hours	22
<a href="#"><u>Advanced Document Attachments</u></a>	1 hour	23
<a href="#"><u>TimeClock</u></a>	2 hours	24
<a href="#"><u>Help Desk</u></a>	5 hours	25
<a href="#"><u>Learning Management System</u></a>	10 hours	26
<a href="#"><u>Dispatch Management</u></a>	5 hours	27
<a href="#"><u>Work Order Management</u></a>	35 hours	28
<a href="#"><u>Payment Plans</u></a>	2 hours	29
<a href="#"><u>Advanced Item Tracking</u></a>	1 hour	30
<a href="#"><u>Bonus: Project Manager Checklist</u></a>		31



## FINANCIAL

## DASHBOARD

### Business Central Gaps

- No out of box dashboarding available in Business Central
- You must build everything from scratch for any sort of visualizations which can be costly
- Having external tools requires additional links for getting these to display directly in BC

### Our Solution

- 34 KPIs and Metrics out of box with minimal configuration required
- Everything is embedded directly into BC, so no need for external licensing
- One stop shop for visuals and quick data analysis in Business Central
- Full drill down capabilities on all data points in Business Central

### Quick Wins

- Download and Immediately see AR/AP metrics with no configuration
- Sales, Inventory, and Most Cash Metrics out of box
- Balance Checks ready to go that can lead to reconciliation projects

### Other Features

- KPI views for Pipeline, Revenue comparisons, Margins and more
- AP/AR Aging pie charts by aging bucket
- Inventory value by Item Category/Location
- Sales by Global Dimension #1 and #2
- Cash Balance by Bank Account

### Have You Said

- We want to start with embedded financial reporting before looking at external tools
- What dashboards does Business Central have built in already

## SALES

## DASHBOARD

### Business Central Gaps

- No out of box dashboarding available in Business Central
- You must build everything from scratch for any sort of visualizations which can be costly
- Having external tools requires additional links for getting these to display directly in BC

### Our Solution

- 25 KPIs and Metrics out of box with minimal configuration required
- Everything is embedded directly into BC, so no need for external licensing
- One stop shop for visuals and quick data analysis in Business Central
- Full drill down capabilities on all data points in Business Central

### Quick Wins

- Download and  
Immediately see sales data broken out by Geography, Date, Item, and Dimension
- Download and  
Immediately see sales data broken out by Salesperson, Customer and Backorder

### Other Features

- US and World Sales Bubble Maps
- Sales by Day, Week, Month, Year, etc.
- Sales by Global Dimension #1 and #2
- Sales by Item, Salesperson and Customer

### Have You Said

- We want to start with embedded sales reporting before looking at external tools
- What dashboards does Business Central have built in already



## HISTORY

## AND STATISTICS

### Business Central Gaps

- No out of box dashboarding available in Business Central
- You must build everything from scratch for any sort of visualizations which can be costly
- Having external tools requires additional links for getting these to display directly in BC

### Our Solution

- 30 KPIs and Metrics out of box with minimal configuration required
- Everything is embedded directly into BC, so no need for external licensing
- One stop shop for visuals and quick data analysis in Business Central
- Full drill down capabilities on all data points in Business Central

### Quick Wins

- Download and  
Immediately see Customer, Vendor, and Item Statistics with no configuration
- See Sales, Purchase and Quantity Trends across Customer, Vendors, and Items

### Other Features

- Item Statistics like Quantity on Hand, Average Lead Time and Sales Price Trends
- Vendor Statistics like Purchases By Item Category and On Time Delivery
- Customer Statistics like Average Pay Days
- Enhanced Change Logs

### Have You Said

- We want to start with embedded sales reporting before looking at external tools
- What dashboards does Business Central have built in already



**1 Hour to  
Implement**

**WAREHOUSE**

**DASHBOARD**

## Business Central Gaps

- No out of box dashboarding available in Business Central
- You must build everything from scratch for any sort of visualizations which can be costly
- Having external tools requires additional links for getting these to display directly in BC

## Our Solution

- 24 different visualizations
- Does not require anything to be built from scratch
- Everything is embedded directly into BC
- One stop shop for visuals and quick data analysis in Business Central
- Full drill down capabilities on all data points in Business Central
- Purchase Order and Sales Order dashboard with easy to digest information

## Other Features

- Analyze Shipment/Receipt Dollars, Orders, and Lines to monitor activity levels
- Quickly monitor Adjustment and Cycle/Physical Counting Activity
- Analyze Vendor performance for on time delivery and overall performance

## Quick Wins

- Download and  
Immediately see Shipping, Receiving, Inventory, Vendor, Sales and Purchase metrics with no configuration
- Purchase Order follow-ups from a centralized dashboard

## Have You Said

- We want to start with embedded operational reporting before looking at external tools
- What dashboards does Business Central have built in already

## INVOICE AND

## STATEMENT DELIVERY

### Business Central Gaps

- Emailing Documents out of Business Central is manual and time consuming
- There is no easy way to bulk send or send immediately upon posting in BC
- No way to send automated reminders, Statements, Payment Receipts, or Recurring Invoices

### Our Solution

- Automatically send Sales Documents upon posting
- This Includes Invoices, Credit Memos, and Payment Receipts
- Send Statements and Reminders automatically
- Ability to skip send on post and send later from a dashboard
- Schedule Documents to send on a daily, weekly, monthly, or on a user defined schedule
- Auto email AR Aging internally on a daily basis
- Rich text HTML email templates give more flexibility and company branding in all Customer and AR emails

### Other Features

- Update Posted Document fields such as Customer, Address, Dates, Payment Terms, External Document, Salesperson, and GL/Comment Lines
- Create Recurring Orders and Invoices for easier Recurring Billing management.

### Quick Wins

- Enable Documents to send on post
- Customize email subject and body for company branding
- Auto email AR Report to your inbox, daily
- Schedule Statements and Reminders auto send

### Have You Said

- I want an easier way to send Invoices to Customers automatically
- Is there an easier way to send Past Due reminders to my Customers
- Recurring Invoicing is such a hassle

## ADVANCED

## NOTIFICATIONS

### Business Central Gaps

- No ability to add Pop Up Notes for Customers, Vendors, and Items
- No ability to add On the Fly Notes to transactions and create a workflow to the tagged users
- No ability to tag individuals or groups directly in Business Central with automated emails

### Our Solution

- Rich Text HTML Notes for Customers, Vendors, Items, Purchase/Sales Documents, and Production Orders
- Notes that trigger based on event occurring in system (Credit Limit is exceeded, Purchase Order has been received, etc.)
- Ad Hoc Notes that give users the ability to tag other users/groups on Purchase/Sales Docs, Master Data Records and Production Orders on the fly
- Notes that are automatically emailed to a user/group with a link to the exact record in BC the note was created on

### Other Features

- Ability to view "My Notifications" on the BC Role Center
- Ability to auto-save and copy the note to the individual transaction in Pop Up Notes
- Ability to block emails/exclude users from receiving notifications where necessary

### Quick Wins

- Add to Rich Text HTML Pop up Notes to Customers, Vendors, and Items
- Automatically add Pop up Notes to Purchase/Sales Documents and Production Orders

### Have You Said

- We are looking for easier ways to be notified about activities that are occurring in our system
- We want our Pop Up Notes to also be saved on the transaction





**2 Hours to  
Implement**

**ADVANCED**

**ACCOUNTING**

## \\\\\\ Business Central Gaps

- No ability to easily deliver reports via email in out of box Business Central
- No easy way to see remittance information after Vendor Payment Journals have been posted
- Printing checks in BC doesn't have enhanced features around signature and threshold printing

## \\\\\\ Our Solution

- Advanced Accounting gives the ability to deliver excel based reports directly to your inbox on a daily basis
- Ability to view posted Payment Journal Remittance information on an easy to view dashboard
- Enhanced check printing with custom signatures and signature threshold capabilities when printing based on amount
- Vendor Default Purchase Lines available directly on the Vendor Card

## \\\\\\ Other Features

- Dashboard that allows you to expand into multi-dimensional trial balance
- Ability to see on both Documents and Posted Documents LCY at a line level

## Quick Wins

- Immediately schedule reports to start being delivered into your inbox
- Immediately start viewing data on the ACH Payment Dashboard
- Start utilizing Vendor default purchasing lines right on the Vendor Card

## Have You Said

- We want excel reports delivered to our inbox on a daily basis
- We want the ability to see ACH information after the Vendor Payment Journal has been processed



**2 Hours to  
Implement**

**ADVANCED**

**PREPAYMENTS**

## Business Central Gaps

- No out of box Prepayments functionality in the Customer or Vendor Cards in BC
- No easy way to manage when Prepayments need updates at an SO or Sales Invoice level
- No ability to manage Prepayments on Jobs with out of box Business Central

## Our Solution

- Customer Prepayments, Deposits, and Retainers built natively into BC at a Customer and Vendor Card level
- More flexibility when managing Sales Order/Invoice Prepayments
- Sales Order Prepayments at a Job level
- Ability to view AR dashboard for Customer Prepayments and AP dashboard for Vendor Prepayments
- Customer and Vendor Prepayment dashboard to show full activity for selected record

## Other Features

- Ability to skip using Prepayment funds on Orders/Invoices if you want on a transaction by transaction basis
- Does not lock down lines after the Prepayment is Invoiced or Received

## Quick Wins

- Create Customer and Vendor Deposits and Retainers immediately after GL Accounts are configured
- Start utilizing Advanced Prepayments on Sales Orders/Invoices, Purchase Orders/Invoices, and Jobs

## Have You Said

- We find the process very manual when Prepayments change
- Our Customer Deposit/Retainer process is very manual today



**35 Hours to  
Implement**

**ADVANCED**

**CRM**

## Business Central Gaps

- Only one Contact Card type that can't be broken up into different stages of the sales process
- No easy way to track Tasks, Calls, Emails, Meetings and Notes directly in the Contact Card
- No sales rep and manager-focused dashboards and reporting

## Our Solution

- Lead, Opportunity and Customer Contact cards that allow sales reps/managers to track their pipeline
- Enhanced Task Tracking and Activity Logging directly in enhanced Contact Cards and visible on Contact timeline
- Sales rep and manager dashboards to track pipeline, revenue (any date range), win/loss reasons, and activities
- Estimates that allow unique Item creation and don't require contacts to be a Customer

## Quick Wins

- Immediately start creating Leads, Opportunities and converting them to Customers directly in BC
- Create Tasks, Log Emails, Log Calls and Log Meetings directly in the Contact Card

## Other Features

- Ability to send emails directly from the Contact Card and create plug-and-play templates
- Simple checklists to assist with workflow and tracking

## Have You Said

- We want more than just one type of Contact Card to track our prospects
- We want to see how many of our reps are meeting quota and conduct pipeline meetings



**35 Hours to  
Implement**

## PROJECT

## MANAGEMENT

### Business Central Gaps

- Jobs can be over complicated for clients that don't need complex WIP reporting
- An admin creates all timesheets each week for users, instead of the user creating their own
- No easy way to follow up with Vendor on a Purchase Order you are waiting on for a Job

### Our Solution

- Easily manage Project phases and Tasks for a Project with Time Frames, Estimates, and Actuals
- Track Project time and billing in time sheets/billing modules
- Enable Project calendars, gantt charts, and additional Project reporting for managers and team members
- Users can create their own timesheets and also record time directly from a Project Task itself
- The Project card includes visibility directly on the card for phases and tasks

### Other Features

- 5 different billing options on how you would like the Sales Invoice to appear to your Customer for the Project
- 2 financial reports that are automatically filtered to the Project Dimension

### Quick Wins

- Setup a new Project that automatically creates a Project Dimension for you
- Start using dimensions on Purchasing and Sales documents to track project activity

### Have You Said

- We want a simpler way to track and manage our Projects in BC
- We want better reporting on our new and in-progress Projects



## ADVANCED

## USER MANAGEMENT

### Business Central Gaps

- No ability to restrict a user's visibility by Master Data filtering
- No easy way to block AR, AP, or GL balances on users who have access to Sales and Purchasing but should not see financials

### Our Solution

- Ability to restrict user access to just certain Customers, Vendors, Posting Groups, Dimensions, and GL Accounts
- Ability to block user's visibility to AR, AP, and GL Balances
- More control around Item cost visibility and posting Inventory Journals and Adjustments
- More granular control over which Dimension values a user can select and post to on new and existing transactions
- More granularity when users are viewing Sales, Purchasing, and GL Data

### Other Features

- Can define by Customer individually or their Customer posting group
- Can define by Vendor individually or their Vendor posting group

### Quick Wins

- Add users and immediately start restricting the data they can see within their available data sets
- Have users test their filtering views
- Immediately see the global filters applied (that the user cannot undo) in data lists

### Have You Said

- Do you have a way in BC to restrict access to table records for certain users
- We want to limit access for our users to just certain Customers, Vendors, Posting Groups, Dimensions, etc.



## AUTO CREATE

## DIMENSIONS

### Business Central Gaps

- No ability to take Master Data and report on it from the GL or keep in sync with Dimension values
- No ability to report on Sub-ledger data like Customer, Vendor, and Item directly from the GL
- No easy way to export/aggregate data based on these Sub-ledger components from GL postings

### Our Solution

- Link Master Data records so that Dimension values are created/updated to maintain data sync and integrity
- Report on Customer/Vendor/Item/etc. data from the GL by creating a link to the Dimension value records
- Ability to set the Dimension as required if needed with out of box Dimension options (Same Code, Code Mandatory, No Code)
- Ability to lock default Dimensions and document Dimensions so that users cannot break the automated links

### Other Features

- For clients that implement ACD after go live there is the ability to "recalculate Dimensions" this will back fill all Dimension values from existing Master Data lists

### Quick Wins

- Link one of the ACD options to a Dimension of your choice and see how creating and updating will sync to Dimensions
- Recalculate Dimensions after setup to do a 1 time Master Data sync

### Have You Said

- I wish I could see my Customer, Vendor, or Item data directly in my General Ledger
- Business Central has too many clicks to see which Master Data record this GL entry came from



**2 Hours to  
Implement**

**CONSOLIDATED**

**SHIPPING**

## Business Central Gaps

- Processing and visibility of Consolidated Shipments from multiple orders is difficult in BC
- No easy way to print standard Documents for Shipments (Commercial Invoices, BOL, etc.)
- Notifications when Shipments go out do not exist in out of box Business Central

## Our Solution

- Ability to consolidate multiple Orders into one Shipment
- View the Consolidated Shipment in one click from any Sales Order that is included
- Option to consolidate Invoices or invoice Orders separately
- Ability to attach pictures to Shipments
- Central location to print Shipping Checklists, Master Packing Lists, Package Labels, Pallet Labels, Bill of Lading, Commercial Invoice, HTS Commercial Invoice, Certificate of Origin and Certificate of Compliance

## Other Features

- Flexibility on Freight Charges and Freight Markup
- Track results of Shipments (date of arrival, delivery result, late delivery reasons, claims)

## Quick Wins

- Access to 9 standard Shipping documents, easy to include or exclude them on an Order by Order basis
- Automatic notifications when Shipments go out
- MSO dashboard to handle all Shipments from one central location

## Have You Said

- We need the ability to combine multiple SOs into one or more Shipments
- We need to print Commercial Invoices or Bills of Lading



**10 Hours to  
Implement**

## DISTRIBUTION

## CONTROL CENTER

### Business Central Gaps

- Tough to manage Pick, Pack and Ship from an SO in BC without using Warehouse Documents
- No ability to automatically release to Warehouse when a Sales Order is released
- No easy way for Sales, Customer Service, and the Warehouse to all stay in sync and communicate

### Our Solution

- Ability to streamline the Pick, Pack, and Ship process directly from Sales/Customer Service to the Warehouse
- Ability to automatically release Sales Orders to the Warehouse when the Sales Order is released
- Streamlined Purchase Receiving functionality that allows you to add attachments, pictures, and receiver notifications
- Ability to do on the fly Cycle Counts and Inventory Adjustments from handheld devices

### Other Features

- Ability to do ad hoc Item inquiries directly from a handheld device
- Print Product Labels
- Ability to work with Business Central and Distribution Control Center from your tablet, phone, or other handheld device

### Quick Wins

- Auto release to Warehouse workflow
- Item Inquiry and Item Transfer Workflows
- Purchase Order Receiving
- Cycle Counts

### Have You Said

- I need an easier way to work end to end with my Shipping and Receiving departments
- I need a better way to do Item Lookups out on the Warehouse floor





**5 Hours to  
Implement**

**ADVANCED**

**PURCHASING**

## Business Central Gaps

- No out of box email templates for Vendor communications in Business Central
- You have to manually add Vendors to the Vendor Item Table on the Item Card
- No way to automatically calculate Vendor Lead Time or Item Reorder Points

## Our Solution

- Setup email templates for Quotes, Orders, Invoices, Return Orders, and Credit Memos
- Auto populate data in the Vendor Item Table each time a new combination is used, this data flows through to fact boxes on POs, PQs, and the Item Cards
- Automatically calculate Vendor Lead Time, Vendor Item Lead Time, minimum/maximum Inventory Levels, and Item Reorder Points
- Automatically create Item Stock Keeping Units

## Other Features

- Automated follow ups for past due Purchase Orders
- Enhanced ability to generate and email Purchase Quotes directly from a Job, Production Order, Sales Quote, or Sales Order

## Quick Wins

- Only configuration required is for email templates and parameters for the auto calculations
- Tag attached Documents to Purchase Documents to automatically include them in Vendor Communications

## Have You Said

- We want to generate Quotes directly from a Job, Production Order, Sales Quote or Sales Order
- How can I follow up with Vendors for past due Purchase Orders



**2 Hours to  
Implement**

## SHIPRUSH

## INTEGRATION

### Business Central Gaps

- No out of box way to integrate Shipping via Sales Order inside of Business Central
- Tough to push SO information over to Shipping Carriers (UPS, FedEx, etc.) automatically
- No way to automatically integrate Freight Cost and Tracking Number data back into BC

### Our Solution

- Easily integrate Sales Order information to ShipRush (Utilizes popular providers like USPS, UPS, FedEx, and DHL)
- Easily pull back Freight Costs from ShipRush with the ability to mark up Freight
- Easily pull back the tracking number from ShipRush to the BC Sales Order
- Easily fulfill Orders in Business Central that are ready to ship
- Print Packing Labels and Packing Slips for your Shipments as part of the ShipRush integration process

### Other Features

- Bi-Directionally integrate data between systems
- Allows Freight Collect on Customer Accounts

### Quick Wins

- Add Freight Line on Post, Posting Option and Freight GL Account Number
- Set Freight Markup Percent
- Pull tracking numbers back in to Business Central with bi-directional integration capabilities

### Have You Said

- We need a way to rate shop and integrate rates, markups, and tracking numbers in Business Central
- Our Sales Order shipping process is very manual and involves multiple applications



**2 Hours to  
Implement**

**ADVANCED**

**ASSEMBLY BOMS**

## Business Central Gaps

- No ability with an Essentials license to utilize Variants in BOMs
- No ability with an Essentials license to do multiple Locations and Location defaults on BOMs
- No ability with an Essentials license to do phantom BOMs that won't be stocked in Warehouse

## Our Solution

- Advanced Assembly BOMs gives you the ability to do all of the above with just an Essentials license
- Have the ability to have different Assembly BOMs based on variants of the parent and Sub-assembly Items
- Ability to default the location that the component is going to be pulled from on an Order that can be different than the header
- Ability to disassemble components on the BOM and put them back into Inventory at time of creating the Assembly

## Other Features

- Ability to utilize phantom BOMs for Sub-assemblies that need to be created but will never be stocked

## Quick Wins

- Start creating BOM Build-outs with Variants, Locations, and start and end dates in your Item's BOM
- Mark Sub-assemblies as Phantom BOMs to avoid needing stock before utilize on an Assembly

## Have You Said

- We need to define BOM Locations, Variants, and/or start and end dates, but don't need the Premium license
- We have Sub-assemblies that aren't stocked and find it hard to use Assembly Orders



**5 Hours to  
Implement**

**ADVANCED**

**RMA**

## Business Central Gaps

- No easy process to track Customer and Vendor Returns in out of box Business Central
- No way to track any internal or external communications related to Customer and Vendor Returns in BC

## Our Solution

- Generate Return Material Authorization (RMA) cases from Posted Sales and Purchase Invoices to track Customer and Vendor Returns
- RMA will populate with all required information from the Posted Document (Customer/Vendor, Cost/Price, Dates, etc.)
- Communicate with Customers and Vendors using email templates and send automatic notices for Return Receipts, Vendor Credits not received, and RMA Close
- Email RMA forms to Customers and request to Vendors

## Other Features

- Provide timeline of communication that automatically updates as case is processed
- Process the disposal of Damaged Goods from Customers and issue replacements
- Create Sales & Purchase Return Orders from the RMA to facilitate Receiving/Shipping

## Quick Wins

- Leverages out of box Return Order functionality in Business Central
- Tag attached documents to Purchase Documents to automatically include them in Vendor Communications

## Have You Said

- We want a better way to track our Vendor and Customer Returns
- How can I communicate critical information during the Sales and Purchase Return process



## ADVANCED

# DOCUMENT NUMBERING

## Business Central Gaps

- No easy ability to sync unposted and posted Document Numbers
- Tough to have the Quote, Order, and Invoice all sync the base number with an appended value
- No ability to prepend the year of the Document as the starting point for the Document Number

## Our Solution

- Sync unposted and posted Document numbers (huge win when it comes to bi-directional integrations)
- Ability to have Sales and Purchase Documents sync the base number plus a sequence at the end (-01, -02, etc)
- Ability to prepend the year as the starting number for the document with a 4 to 7 digit Document number to follow
- Ability to also use Order number plus sequence on Transfer Order Receipts and Shipments

## Other Features

- Year can be affixed to Sales or Purchasing Transactions for easy searchability

## Quick Wins

- Activate Sales and Purchase Posting Options for number syncing activation
- Select how you want to prepend year or append series to Sales and Purchasing Documents

## Have You Said

- We need our unposted and posted Document number to be in sync for bi-directional integrations
- We want our posted Invoice Number to match our Quote and Order number



**2 Hours to  
Implement**

**ADVANCED**

**DATA IMPORTS**

## \\\\ Business Central Gaps

- Large data loads are slow when loading with edit in excel and configuration packages
- Go Live data migrations for open AR, AP, and GL do not have a standardized import template
- Clients typically do not budget enough time for data migration efforts

## \\\\ Our Solution

- Our imports simplify the edit in excel or configuration package process
- We can process data in 10% of the time it takes via the alternatives
- We provide canned templates for open AR, AP, and GL transactions
- This creates a better experience for clients and consultants when migrating data

## \\\\ Other Features

### Quick Wins

- Quickly Import Open AP, AR, and GL into the General Journal
- Utilize our standard import template to get started with converting your data

### Have You Said

- It takes too long to load data in via configuration packages and edit in excel
- We have over 5000 rows of data we are importing and it is taking too long to load



## ADVANCED

# DOCUMENT ATTACHMENTS

## Business Central Gaps

- No convenient drag-and-drop to attach Documents in Business Central out of box
- Attached Documents are stored in the internal database (limit of 80 gigabytes)
- Additional storage comes at a price

## Our Solution

- Drag and Drop Documents anywhere there is a Document Attachment function
- Enhanced Document listing and direct download from fact box (rather than going to the drill down page)
- Ability to save and retrieve Documents from Azure Blob Storage (ABS) instead inside the Business Central Database

## Quick Wins

- Immediate drag-and-drop feature on all Document attachment pages

## Other Features

## Have You Said

- We want an easy way to drag and drop Documents
- We want a more cost effective way to store our Documents in BC



**2 Hours to  
Implement**

## TIMECLOCK

### \\\\\\ Business Central Gaps

- No way in Business Central out of box to record Payroll time
- No way to export feed to external Payroll in BC

### \\\\\\ Our Solution

- Allow users to clock in and clock out for Start/End of Day and Start/End of Breaks
- Allow users to book time to Projects, Work Orders, Service Orders, Production Orders, and Jobs
- Option to do auto-break recording for Lunch and Breaks
- Option to “Snap” times to 15 min increments
- Record other Time Entries for Vacation, Sick Day, etc
- Ability to approve Time Journals for Payroll submission

### \\\\\\ Other Features

- Ability to see who clocked in for the day and who showed up late/early
- Submit Payroll for ADP and Gusto Payroll via Excel Export
- Book time from your computer, tablet, or phone where Business Central is available

### Quick Wins

- Immediately start being able to use Clock In and Clock Out
- Immediate access to who's here/who's not Dashboard

### Have You Said

- We want to track clock time without having to use a 3rd party tool
- We want an easy way to track our hourly and salaried employees





## HELP DESK

### Business Central Gaps

- No way to track IT support in out of box Business Central
- Third party Ticket systems don't integrate with BC

### Our Solution

- Ability for IT Department to have Ticket system inside of BC
- Track Support, Maintenance, and Project Tickets
- Users can create Tickets directly from pages in BC, and the Tickets are linked to that page/record
- Support Agents can go directly to the page/record that the support was for
- Track Tickets to the User and Devices to see historical trends
- Tickets have Rich Text descriptions including adding screen shots of errors

### Other Features

- User has option to confirm completion of Ticket along with survey about performance of IT staff
- Manager Dashboard to analyze Ticket performance and activity levels to see trends

### Quick Wins

- Users can start submitting Tickets immediately
- Begin to track analytics for your support

### Have You Said

- We want an easy way to track systemic vs single case user issues with workstations or devices
- We want to see what issues are the most common in our business



**10 Hours to  
Implement**

## LEARNING

## MANAGEMENT SYSTEM

### \\\\\\ Business Central Gaps

- No easy way to build training Courses for your team/community natively in BC
- No way to track who has taken what Courses or gotten training in Business Central
- No way to track testing and pass/fail on Courses

### \\\\\\ Our Solution

- Create Courses directly inside of Business Central
- Link Courses to strategic pages in BC to give easy access to training materials
- Course can be self-paced, classroom, or Teams directed
- Courses can have a multi-answer test administered after completion of the Course
- Track user participation and allow for tracking Course certification by user

### \\\\\\ Other Features

- Auto schedule refresher class on anniversary of completion of the Course
- Track International Organization for Standardization (ISO) certifications

### Quick Wins

- Ability to start creating Courses directly in Business Central

### Have You Said

- We want an easy way to provide and track training for our users
- We want easy access to see what users are certified in certain Courses



## DISPATCH

## MANAGEMENT

### Business Central Gaps

- No way to manage Deliveries in Business Central out of box
- No way to assign routes and drivers to Sales Orders
- No way to do paperless sign-off from Customers on a Delivery

### Our Solution

- Schedule/Track/Administer the delivery of SOs, Purchase Returns, Transfer Orders along with the Pick up of POs, Sales Returns, and Transfer Orders
- Build Routes into your Dispatch Schedule to manage Deliveries on multi-truck Departments
- Assign Drivers to routes or dispatches and track their activity
- “Best Route” option for Dispatch with Google Maps integration
- Option to print Delivery Tickets or provide tablets to drivers to go paperless/capture signatures electronically

### Other Features

- Auto communication when Customers are pending Deliveries while driver is on route
- Ability to post Shipment/Invoice and email Customer delivery results from driver tablet
- Deliver multiple packages/SOs at the same time with one Delivery Ticket/Signature

### Quick Wins

- Do ad-hoc Deliveries to Customers directly in Business Central

### Have You Said

- We want to be able to do Delivery and Pickup tracking
- We want to electronically capture signatures from the client



## WORK ORDER

## MANAGEMENT

### Business Central Gaps

- No ability to do Work/Service Orders in base Business Central (Premium license needed)
- No ability to do in-house as well as in-the-field Service Orders
- No easy way to facilitate paperless Work Orders via technician

### Our Solution

- Similar to Service Orders without the Premium license requirement
- Allows you to do traditional Work Orders for services provided
- Ability to do in-house Work Orders/in-the-field Work Orders
- Work Orders can be repair/maintenance of Service Items or ad hoc work with Labor and Items
- Work Orders w/Item Planning to generate Special Order POs
- Create Estimate Work Orders that easily convert to Actual Work Orders

### Other Features

- Create Repetitive Work Orders for follow up Service, Maintenance, or Recurring Services
- Generates Standard Sales Invoices with all the details on posting
- Track Technicians to Work Orders and Schedule activities with Graphic Scheduler

### Quick Wins

- Start building Work Orders directly in Business Central

### Have You Said

- We want to do Work Orders without Premium licenses
- We want to do paperless signature capture from clients



**2 Hours to  
Implement**

## PAYMENT

## PLANS

### Business Central Gaps

- No way to do Payment Schedule for a Customer
- No visibility into AR Aging and Cash Forecast for Customer Payment Plans in BC
- No way to change Payment Schedule on posted Sales Invoice

### Our Solution

- Allows you to create a Payment Schedule for Clients in Business Central
- Create Installment Payments off Sales Orders and Invoices
- Splits your AR into appropriate Schedule so that AR Aging is properly reported
- Allows you to change Payment Schedule after posting so that you can arrange past due Payments

### Other Features

### Quick Wins

- Immediately create Payment Plans on posted Invoices

### Have You Said

- We want to be able to do Scheduled Payments for our clients
- We want to be able to change Payment Schedules on Sales Invoices already posted



**1 Hour to  
Implement**

**ADVANCED**

**ITEM TRACKING**

## Business Central Gaps

- No ability to enter Lot Number directly on Purchase Orders and Sales Orders in out of box BC
- No easy way to generate Lot Number or Serial Number on Purchase Orders

## Our Solution

- Auto Generate Lot Number and Expiration Date on Warehouse Receipts
- Auto Generate Lot Number and Expiration Date on Purchase Receipts
- Sync Serial Number from Purchase Order to Sales Order for Special Orders
- Auto Generate Serial Number Series on Sales Shipments
- Auto Generate Serial Number Series on Purchase Receipt

## Other Features

### Quick Wins

- Enter Lot Numbers on Purchase Orders and Sales Orders

### Have You Said

- We want an easy way to enter Lot Number on Purchase Order Receipt
- We want an easy way to enter Lot Number on Sales Order Shipment

## PROJECT

# MANAGER CHECKLIST

### ACTIVITIES

### OWNER

Partner fills out [Client Intake Form](#) for ERP Connect

**PARTNER**

ERP Connect sends extension info to Partner (unless Partner has info)

**ERP CONNECT**

Partner does demo and discovery with Client to determine fit

**PARTNER**

Partner does testing in Client sandbox with an extension free trial

**PARTNER**

Partner notifies ERP Connect if Client would like to purchase extension

**PARTNER**

Partner purchases extension or bundle on [ERP Connect's Website](#)

**PARTNER**

Partner fills out [Customer Onboarding Form](#) with Client information

**PARTNER**

Partner watches [Activation Video](#) and sends Tenant ID to ERP Connect

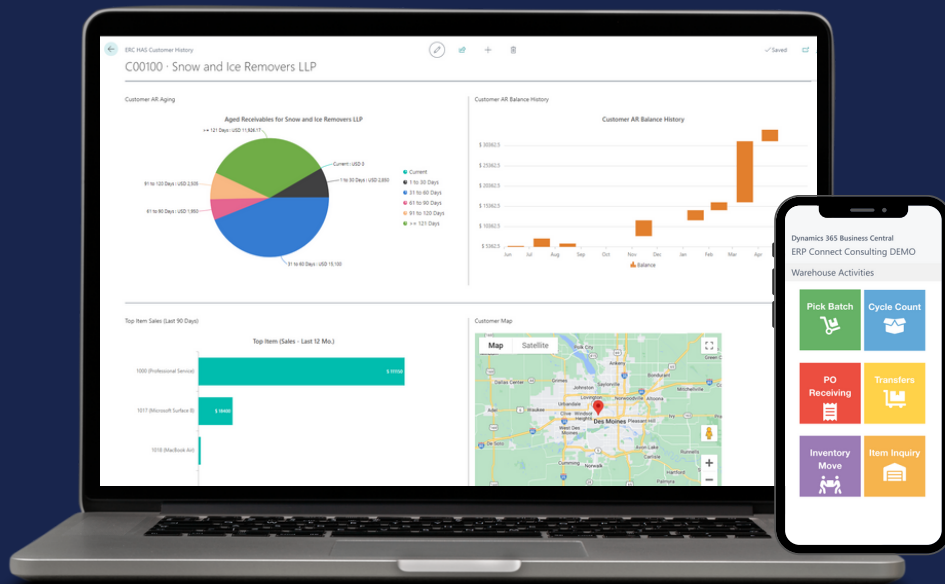
**PARTNER**

ERP Connect sends Partner over Activation Keys for Sandbox and Prod

**ERP CONNECT**



# THE BC TOOLBOX



Thank you for your commitment to streamlining Business Central for your users.

F O R P R I C I N G

WWW.BCTOOLBOX.COM