

# Foundation

-Solomon

**Microsoft**  
Business  
Solutions

*Meet your specialized business requirements with a solution that adapts to the way your business works. Microsoft® Business Solutions–Solomon System Manager and Shared Information offer flexible control and capabilities to help you import and integrate information and optimize system performance across your organization.*

B E N E F I T S

### **Streamline information management**

Set up the information that is shared across your Microsoft Solomon system, along with structures for unique identifications—such as customer, vendors, inventory items, and projects. Uniform data entry and seamless integration across modules help ensure that information management is efficient and accurate and that data integrity is protected.

### **Increase data entry efficiency**

Reduce project set-up time and give your employees the freedom to focus on strategic business initiatives. Automated job processing enables users to complete tasks in just a few keystrokes and virtually eliminates redundant data entry.

### **Connect your business information**

Get the exact information you need when you need it. Integrated modules and an open architecture make it easy to share data across Microsoft Solomon and import transactions from external data sources and across platforms.

### **Harness financial insight**

Maintain a complete view of your organization's finances with customizable reports that consolidate financial information the way you want to see it and let you drill back to critical details.

### **Maintain data integrity**

Help ensure data integrity with capabilities that protect your databases against software, hardware, and power failures, or procedures that violate internal controls.

## SYSTEM MANAGER AND SHARED INFORMATION



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### INFORMATION MANAGEMENT

Manage your business information with streamlined processes that give you the flexible control you need to gain insight into your business and make strategic decisions. With efficient data management, you can:

- **Share information across your organization** with seamlessly integrated modules and flexible architecture that help you extend functionality to meet industry-specific needs.
- **Help meet the specific reporting needs of your business** using Flexkey Assignments to distinguish account properties in your account and sub-account structure—such as project and location information, and customer, vendor, and employee IDs.
- **Boost employee productivity** with improved data entry capabilities such as Keyboard Shortcut Keys, which enable continuous typing without having to use a mouse. Create and update master records without leaving data entry screens and create templates to easily define your documents.
- **Leverage the most out of the applications you use everyday** with Smart Tags. Tight integration with the Microsoft Office System lets you drill down instantly on detailed system information while working within Microsoft Office Outlook®, Microsoft Office Word, and Microsoft Office Excel.
- **Connect your business information** and import transactions from external data sources into your system with the Transaction Import Utility—using the same business rules that are applied to regular data entry.



## SYSTEM MANAGER AND SHARED INFORMATION

### REPORTING

Microsoft Solomon uses customizable, industry-standard reporting tools that provide you with a clear picture of your financial position and help you analyze critical information.

#### Crystal Reports Professional 8.5

- **Customize reports to suit your needs** with powerful capabilities that let you modify any existing report or create limitless custom reports to be delivered in multiple formats—including print, e-mail, Word or Excel, and posting to a Web page.
- **Increase your reporting impact** using a variety of fonts, graphics files, boxes, lines, and even embedded objects from other applications, along with integrated graphing and customizable styles.

#### Microsoft Business Solutions for Analytics—FRx® Report Writer

- **Create the right report** with flexible options that allow you to pinpoint and analyze data from multiple locations for a single report. Create new sorting methods to view information the way you want.
- **Put the right reports in the right hands** with role-based access that defines who can publish and view reports throughout your organization.

### SECURITY FEATURES

Protect the integrity of your databases against software, hardware, or power failures and maintain internal controls with access-level security.

- **Protect your data from unauthorized access** with multi-level password security that gives users access to only certain companies, screens, or functions within screens.
- **Control the ability to make changes to your system** with powerful security features that allow you to specify who can maintain, upgrade, or make customizations.



AVAILABLE WITH:

- ✓ SOLOMON
- ✓ SOLOMON STANDARD

## SYSTEM MANAGER AND SHARED INFORMATION

### FEATURES AND FUNCTIONALITY

<b>Single-Point Data Entry</b>	Define commonly used information throughout your organization only once—such as buyers, departments, countries, states, taxes, and terms—and eliminate repetitive data entry and reduce errors.
<b>Flex Keys</b>	Segment subaccount numbers and vendor, employee, customer, inventory item, and task IDs into meaningful financial reporting codes.
<b>Smart Tags</b>	Drill down on detailed information from the text within Outlook, Excel, and Word with Microsoft Office System integration.
<b>Accelerator Keys</b>	Type continuously during data entry, without having to use the mouse.
<b>Transaction Import Utility</b>	Import transactions from other applications through data entry screens using the same business rules that would apply to manually entered data.
<b>Quick Notes</b>	Use special data fields to store electronic notes at the line-item level for transaction entry screens. Store Quick Notes in the Microsoft SQL Server™ database, enabling you to include them on standard reports.
<b>Automatic Tax Calculation and Reporting</b>	Save time with automatic calculation of sales and use tax, and reporting of sales and value-added taxes.
<b>Automation Technologies</b>	Interface with other software products via Open Database Connectivity (ODBC) and Microsoft ActiveX® automation technologies.