Microsoft Dynamics

Microsoft Dynamics GP 2015
Upgrade Instructions
December 5, 2014

Contents

Part 2: Microsoft Dynamics GP 2015 upgrade 30

Introduction

Use this manual to upgrade your Microsoft Dynamics GP system to Microsoft Dynamics GP 2015. Review the introductory information about the resources available to you, then use the *Microsoft Dynamics GP upgrade checklist* on page 8 as your guide to the parts of this manual that apply to you.

To review new Microsoft Dynamics GP 2015 features, refer to the What's New documentation (https://mbs.microsoft.com/Files/customer/GP/Downloads/ProductReleases/WhatsNew.pdf) provided with your software.

Check for current instructions

The documentation may be updated as new information becomes available. For the most current documentation, visit http://go.microsoft.com/fwlink/?LinkId=249465, and choose to view the Upgrade Information page. Also review any Support Hot Topics relating to the upgrade.

This introduction is divided into the following sections:

- *What's in this manual*
- *Symbols and conventions*
- *Resources available from the Help menu*
- *Send us your documentation comments*

What's in this manual

This manual provides guidelines for upgrading your Microsoft Dynamics GP system to Microsoft Dynamics GP 2015. It lists the latest system requirements, contains a step-by-step guide through the upgrade process, and provides tips for troubleshooting. The manual is divided into the following parts:

- Part 1, **Preparation**, contains information about preparing to upgrade your system to Microsoft Dynamics GP 2015.

- Part 2, **Microsoft Dynamics GP 2015 upgrade**, describes the data conversion process for Microsoft Dynamics GP and contains additional procedures to upgrade specific modules and integrating products.

Symbols and conventions

For definitions of unfamiliar terms, refer to the glossary in help.

This manual uses the following symbols to make specific types of information stand out.

Symbol	Description
	The light bulb symbol indicates helpful tips, shortcuts and suggestions.
	The warning symbol indicates situations you should be especially aware of when completing tasks.

This manual uses the following conventions to refer to sections, navigation and other information.

Convention	Description
Creating a batch	Italicized type indicates the name of a section or procedure.
File >> Print or **File > Print**	The (>>) or (**>**) symbol indicates a sequence of actions, such as selecting items from a menu or toolbar, or pressing buttons in a window. This example directs you to go to the File menu and choose Print.
TAB or ENTER	Small capital letters indicate a key or a key sequence.

Resources available from the Help menu

After you have upgraded Microsoft Dynamics GP, the Help menu gives you access to user assistance resources on your computer, as well as on the Web.

Contents

Opens the Help file for the active Microsoft Dynamics GP component, and displays the main "contents" topic. To browse a more detailed table of contents, click the Contents tab above the Help navigation pane. Items in the contents topic and tab are arranged by module. If the contents for the active component includes an "Additional Help files" topic, click the links to view separate Help files that describe additional components.

To find information in Help by using the index or full-text search, click the appropriate tab above the navigation pane, and type the keyword to find.

To save the link to a topic in the Help, select a topic and then select the Favorites tab. Click Add.

Index

Opens the Help file for the active Microsoft Dynamics GP component, with the Index tab active. To find information about a window that's not currently displayed, type the name of the window, and click Display.

About this window

Displays overview information about the current window. To view related topics and descriptions of the fields, buttons, and menus for the window, choose the appropriate link in the topic. You also can press F1 to display Help about the current window.

Lookup

Opens a lookup window, if a window that you are viewing has a lookup window. For example, if the Checkbook Maintenance window is open, you can choose this item to open the Checkbooks lookup window.

Show Required Fields

Highlights fields that are required to have entries. Required fields must contain information before you can save the record and close the window. You can change the font color and style used to highlight required fields. In the navigation pane for the Microsoft Dynamics GP home page, choose User Preferences and then choose Display.

Printable Manuals

Displays a list of manuals in Adobe Acrobat .pdf format, which you can print or view.

What's New

Provides information about enhancements that were added to Microsoft Dynamics GP since the last major release.

Documentation and resources on the web

Opens a Web page that provides links to a variety of Web-based user assistance resources. Access to some items requires registration for a paid support plan.

Customer Feedback Options

Provides information about how you can join the Customer Experience Improvement Program to improve the quality, reliability, and performance of Microsoft software and services.

Send us your documentation comments

We welcome comments regarding the usefulness of the Microsoft Dynamics GP documentation. If you have specific suggestions or find any errors in this manual, send your comments by e-mail to the following address: bizdoc@microsoft.com.

To send comments about specific topics from within Help, click the Documentation Feedback link, which is located at the bottom of each Help topic.

Note: By offering any suggestions to Microsoft, you give Microsoft full permission to use them freely.

Part 1: Preparation

This part contains information about preparing to upgrade your system to Microsoft Dynamics GP 2015. It contains the following chapters:

- Chapter 1, "Upgrade checklist," provides an overview of information you'll need during the upgrade process.

- Chapter 2, "System requirements," explains changes in system requirements for Microsoft Dynamics GP 2015. It lists prerequisites for Microsoft Dynamics GP and disk space requirements for Microsoft SQL Server.

- Chapter 3, "Data preparation," contains information about the steps you should take to prepare your data before you install your new Microsoft Dynamics GP software.

- Chapter 4, "System preparation," contains information about the steps you should take to prepare your system before you install your new Microsoft Dynamics GP software.

Chapter 1: Upgrade checklist

You can upgrade to Microsoft Dynamics GP 2015 from Microsoft Dynamics GP 2010 SP4 (11.0.2248) or later or Microsoft Dynamics GP 2013 SP2 (12.0.1482) or later. For detailed information about which releases and updates you can upgrade from, refer to *Releases supported by the upgrade* on page 9. If you're using an older release, contact the Microsoft Dynamics GP Technical Support team.

This chapter contains the following sections:

- *When to upgrade*
- *Microsoft Dynamics GP upgrade checklist*

When to upgrade

Before upgrading, we recommend that you create a timetable of the entire upgrade process. This timetable can include the scheduling of a test upgrade, live upgrade, upgrade training, and implementation. Be sure that the scheduled time to upgrade takes place during a time that works best for all Microsoft Dynamics GP users and for your information technology (IT) staff. You may not want to upgrade before processing payroll checks or closing a year.

Microsoft Dynamics GP upgrade checklist

Use this checklist as your guide to upgrading to Microsoft Dynamics GP 2015.

Step	For more information
1. Verify the security of your system.	Media\GreatPlains\Documentation\Manuals\SecurityPlanning.pdf Planning for Security
2. Refer to these Web sites for new or updated information relating to the upgrade.	http://go.microsoft.com/fwlink/?LinkId=249465 For the most current documentation https://mbs.microsoft.com/customersource Support Hot Topics or Knowledge Base
3. Ensure that you have the latest version of the Upgrade Instructions manual.	http://go.microsoft.com/fwlink/?LinkId=249465 For the most current documentation
4. View the Readme file and make a note of the items that pertain to you.	Media\GreatPlains\Documentation\GPReadme.chm
5. Obtain your need registration keys for Microsoft Dynamics GP 2015.	Contact your Microsoft Dynamics GP partner before going to CustomerSource/My Account for registration keys for Microsoft Dynamics GP 2015. https://mbs.microsoft.com/customersource My Account
6. Verify system requirements and expand your SQL database size, if necessary.	http://go.microsoft.com/fwlink/?LinkId=521785
7. Identify all integrating products and customizations and ensure that they are compatible with Microsoft Dynamics GP 2015.	Contact the provider of the integrating products and customizations.
8. Complete pre-upgrade procedures in the release of Microsoft Dynamics GP that you are currently using and review known issues.	Chapter 3, "Data preparation" and Chapter 4, "System preparation" Be sure to download and install the most recent updates for your current release. https://mbs.microsoft.com/customersource//northamerica/GP/downloads/service-packs
9. Install Microsoft Dynamics GP 2015 on the server and upgrade your accounting data.	*Installing Microsoft Dynamics GP (first computer)* on page 31 Be sure to download the latest version of Microsoft Dynamics GP. Chapter 6, "Company data conversion"
10. Complete post-upgrade procedures for Microsoft Dynamics GP modules.	Chapter 11, "Module upgrades from Microsoft Dynamics GP 2013" Chapter 11, "Module upgrades from Microsoft Dynamics GP 2010"
11. Upgrade additional components and verify customized reports.	*Installing an additional component* on page 51
12. Install Microsoft Dynamics GP 2015 on the clients.	*Installing Microsoft Dynamics GP (additional computers)* on page 57 *Creating an installation package* on page 54
13. Identify the sources of any errors.	Knowledge Base on CustomerSource

Chapter 2:   System requirements

This chapter contains a list of prerequisites and system requirement changes for Microsoft Dynamics GP, as well as disk space requirements for SQL Server computers.

Recommended system requirements depend on the number of users and transactions. If there will be many users performing concurrent tasks, such as depreciation, posting, or heavy reporting, enhancing your hardware and system software will improve performance.

This chapter contains the following sections:

- *Releases supported by the upgrade*
- *System requirement changes*
- *Home page prerequisites*
- *Word templates prerequisites*
- *Email requirements*
- *SQL Server Reporting Services requirements*
- *Modify the Report Server web.config file*
- *Microsoft Dynamics GP CRM requirements*
- *About remote access*
- *Determine disk space for the upgrade process*

Releases supported by the upgrade

You can upgrade to Microsoft Dynamics GP 2015 from selected previous releases. To review whether or not you can upgrade your release, see https://mbs.microsoft.com/customersource/northamerica/GP/support/hot-topics/HOT_TOPIC_MDGP2015Upgrade.

If you are upgrading to Microsoft Dynamics GP 2015, you must install the latest update or hotfix for Microsoft Dynamics GP 2015 before starting Microsoft Dynamics GP Utilities. See CustomerSource (https://mbs.microsoft.com/customersource//northamerica/GP/downloads/service-packs) for the latest update information.

System requirement changes

The following changes are new with Microsoft Dynamics GP 2015. For a complete list of all system requirements, see http://go.microsoft.com/fwlink/?LinkId=521785. You may want to consider upgrading your hardware for improved performance.

Operating system requirement changes

Review the following table for supported client operating system changes.

Operating systems supported	Editions
Windows 7	Pro Ultimate
Windows Server 8 and 8.1	Pro Ultimate
Windows Server 2012	Standard Ultimate
Operating systems not supported	**Editions**
Windows XP	All editions
Windows Vista	All editions
Windows Server 2003	All editions

Database configuration changes

Microsoft SQL Server 2014 Standard and Enterprise Editions are supported. Microsoft SQL Server 2014 Express is supported.

Microsoft SQL Server 2008 and Microsoft SQL Server 2008 Express are no longer supported.

Internet Explorer change

Internet Explorer 8 and 9 are not supported.

Microsoft Office change

Microsoft Office 2007 is not supported.

Unified Communication change

Office Communicator 2007 is not supported.

Home page prerequisites

To display metrics and reports in the Business Analyzer area on your home page, install and set up Microsoft SQL Server Reporting Services to use with Microsoft Dynamics GP. The reports and metrics you want to display must be created in SQL Server Reporting Services. For more information about installing and setting up Reporting Services for use with Microsoft Dynamics GP, go to the Microsoft Dynamics GP 2015 documentation resource Web site (http://go.microsoft.com/fwlink/?LinkId=249465) for the most current documentation.

The following versions of SQL Server Reporting Services are supported.

- SQL Server 2012 Reporting Services
- SQL Server 2014 Reporting Services

Word templates prerequisites

The following components must be installed before you can use Word Templates for Microsoft Dynamics GP.

- Microsoft Word 2010 or later to make layout changes such changing the font size
- Open XML SDK 2.0 for Microsoft Office (installed as a Microsoft Dynamics GP prerequisite)

If a component isn't installed, you can download the component from http://www.microsoft.com.

Additional components are required to modify templates.

- Microsoft Dynamics GP Add-in for Microsoft Word
- Visual Studio Tools for Office Runtime 2.0 or later (Visual Studio Tools for Office Runtime 3.0 is installed with Microsoft Dynamics GP Add-in for Microsoft Word.)

You can install Microsoft Dynamics GP Add-in for Microsoft Word from the Microsoft Dynamics GP installation media. Double-click the Setup.exe file and then click Microsoft Dynamics GP Add-in for Microsoft Word.

Email requirements

Review the following requirements.

- You can send documents by email if you're using a MAPI-compliant e-mail service or Exchange 2007 Service Pack 1 or greater with Exchange Web Services.

- If you are using Exchange 2007 Service Pack 1 or greater with Exchange Web Services, the Autodiscover service must be enabled to connect to the Exchange server.

- The email functionality in Microsoft Dynamics GP supports the following document types. Depending on the document type and the email service, Microsoft Word 2010 or later and Word templates for Microsoft Dynamics GP are required.

File format	Word 2010	Word templates	Web Client
XPS	Required for MAPI	Enabled	Not available
PDF	Required for MAPI	Enabled	Not available
DOCX	Not required	Enabled	Available*
HTML	Not required	Not required	Available*
*Email for Microsoft Dynamics GP Web Client will only be available if Exchange is your server type in the System Preferences window.			

- Before you can send documents as DOCX, PDF, or XPS attachments, the Word template for the document must be enabled in the Template Configuration Manager window.

- The email functionality is supported on the 32-bit edition of Microsoft Office 2010.

- The email functionality is supported on the 64-bit edition of Microsoft Office 2010 if you are using Exchange 2007 Service Pack 1 or greater with Exchange Web Services and Exchange is your server type in the System Preferences window.

Depending on the file format you choose to send your documents in e-mail, your customers and vendors must be using the following components to view their documents.

File format	Component
XPS	Microsoft XPS Viewer
PDF	Adobe Reader
DOCX	Microsoft Word Viewer
HTML*	Internet Explorer8 Internet Explorer 9
*If you are using Microsoft Dynamics GP Web Client only, your customers and vendors must be using HTML to view their documents	

SQL Server Reporting Services requirements

Before you deploy Microsoft Dynamics GP Reporting Services reports, you must install and configure SQL Server Reporting Services, and then set up security for SQL Server Reporting Services reports. Review the following table for the version of SQL Server Reporting Services and the report type available for that version.

SQL Server Reporting Services version	Report type available
Reporting Services 2012 Reporting Services 2014	SQL Server Reporting Services reports Charts and key performance indicators (KPIs) Map charts

Modify the Report Server web.config file

To deploy the SQL Server Reporting Services reports, you must modify the Report Server web.config file for the timeout execution and the maximum request length. If you don't update the Report Server web.config file for the timeout execution, you might receive an error that states that the operation has timed out. If you don't update the Report Server web.config file for the maximum request length, you will receive an error that the deployment has exceeded the maximum request length allowed by the target server.

You must be an administrator to modify the Report Server web.config file.

To modify the Report Server Web.config file:

1. Create a backup copy of the web.config file located in the ReportServer folder. (The ReportServer folder is located in C:\Program Files\Microsoft SQL Server\MSSQLSERVER\Reporting Services\ReportServer where Reporting Services is installed.)

2. Open the Report Server web.config file using a text editor, such as Notepad.

3. Search for <httpRuntime executionTimeout="9000" />.

4. In that line, change executionTimeout="9000" to executionTimeout="19000" and add the value maxRequestLength="20960".

   ```
   (<httpRuntime executionTimeout="19000" maxRequestLength="20960"/>
   ```

5. Save and close the Report Server web.config file.

Microsoft Dynamics GP CRM requirements

You must be using SQL Server 2012 Reporting Services or later and Microsoft Dynamics CRM 2011 or later to deploy SQL Server Reporting Services reports and metrics that includes CRM data. Microsoft Dynamics CRM supports only the native mode of deployment of SQL Server Reporting Services.

If Microsoft Dynamics CRM and Microsoft Dynamics GP are using different report servers, you must install the Microsoft Dynamics CRM Reporting Extensions on the Microsoft Dynamics GP report server to render reports.

About remote access

You can use Windows Server 2008 Terminal Services, Windows Server 2008 R2 Remote Desktop Services, and Windows Server 2012 Remote Desktop Services. Citrix Xenapps can also be used with most database configurations to provide remote access to Microsoft Dynamics GP in a Wide Area Network (WAN) environment.

A Windows Server 2008 Terminal Server is supported only as a client. You also can use Remote Desktop Services.

For more information about system requirements see http://go.microsoft.com/fwlink/?LinkId=521785. You also should refer to the documentation provided by Citrix for more information.

Determine disk space for the upgrade process

For the upgrade process, be sure that you have enough disk space before you begin. To determine the disk space required for the upgrade, you need to find the size of the largest table for all Microsoft Dynamics GP databases. To determine disk space, use Microsoft SQL Server Management Studio for Microsoft SQL Server.

To access attached scripts, you must view this document in Adobe Reader 6.0 or later or in the full version of Acrobat. You also can download the scripts from http://go.microsoft.com/fwlink/?LinkId=391056.

To determine disk space for the upgrade process using Microsoft SQL Server Management Studio:

1. Right-click the paperclip icon to the left to open the Table_Size.txt script or save the script to your hard disk. You'll use this script to identify the largest table by size in kilobytes in a Microsoft Dynamics GP database.

2. Copy all of the contents of the script.

3. In Microsoft SQL Server Management Studio, select a Microsoft Dynamics GP database, click New Query and paste the contents. Then, execute the query.

4. Run the script for each Microsoft Dynamics GP database.

5. The largest table will be the first record in the result set. You will need to convert the table size from kilobytes to megabytes by using the following calculation. This will determine the amount of space that will be allocated to the data file (MDF) and the transaction log file (LDF) for each database.

(table size in KB/1024) = table size in MB

The table size in megabytes of the largest table from all the databases is the amount of disk space you will need to allocate to the data file of the TEMPDB.

In the following example, the largest table is the SOP30300 in the company database. The TEMPDB will need 176 MB allocated for the data file.

Database	Total size KB	Rows	Name	MB
DYNAMICS	33913.171873	180872	98075	33
TEST	180608.280270	98075	SOP30300	176

6. Calculate the total amount of hard disk space that is needed by adding the space needed for the data file and transaction log file of all databases.

    For the company databases and the DYNAMICS database, both the data file and transaction log file will be increased to the size of the largest table. For the TEMPDB, only the data file will be increased to the size of the largest table out of all databases.

    In following example, TEST, DYNAMICS and TEMPDB are the databases and both the data file (MDF) and transaction log (LDF) file are located on the same hard disk.

File	MB
TEST data file	176
TEST log file	176
DYNAMICS data file	33
DYNAMICS log file	33
TEMPDB data file	176
Total hard disk space needed	594

    If the data files (MDF) are located on a different hard disk than the transaction log (LDF) files, the total space needed would be calculated for each hard disk. For example, assume that the data files are on the E drive and the transaction log files are on the D drive. The following hard disk space would be needed for each drive.

File	Drive E MB	File	Drive D MB
TEST data file	176	TEST log file	176
DYNAMICS data file	33	DYNAMICS log file	33
TEMPDB data file	176		
Total hard disk space needed	385		209

7. Verify that the space is available for each drive by using Windows Explorer. In Windows Explorer, right-click each drive and select Properties to view free space available. By using the information in the previous table, drive E would need at least 385 MB available and drive D would need at least 209 MB available.

8. Use Microsoft SQL Server Management Studio to manually increase the space allocated for the data file and the transaction log file for the DYNAMICS database and each company database.

    •   Right-click each database in Microsoft SQL Server Management Studio and select Properties.

    •   In the properties window for each database, choose Files and add the additional space needed for the size of the largest table for that database to the Initial Size column. When adding additional space, you are increasing the space for the data file (MDF) and the transaction log file (LDF) as well.

    •   Repeat for the remaining Microsoft Dynamics GP databases.

    •   Right-click the TEMPDB database and select Properties. Choose Files and add the additional space needed for the size of the largest table of all Microsoft Dynamics GP databases to the Space Allocated (MB) column. When adding additional space, you are increasing the space for the data file (MDF) and the transaction log file (LDF) as well.

If the database size is not manually configured, the time it takes to upgrade the databases will increase because the database data, transaction log, and TEMPDB files all will have to increase.

Chapter 3: Data preparation

We recommend that you complete the steps in this chapter to prepare your data before you upgrade your system. After you've completed these steps, see Chapter 4, "System preparation," for instructions to prepare your system before upgrading to Microsoft Dynamics GP 2015. Be sure to review the *Known issues* on page 23 before upgrading to Microsoft Dynamics GP 2015.

This chapter contains the following sections:

- *Payroll*
- *1099 amounts in Payables Management*
- *Direct Debits and Refunds*
- *Field Service Series*
- *Workflow for SharePoint*
- *Posting open transactions*
- *Reconciling*
- *Backups*
- *Reports you should print*

Payroll

If you're upgrading to Microsoft Dynamics GP 2015, you need to determine whether the payroll tax update tables are current. To do so, check the Last Tax Update field in the Payroll Tax Setup window (Tools >> Setup >> System >> Payroll Tax). If your tax tables are not current, update them after you upgrade to Microsoft Dynamics GP 2015. Review the latest tax update documentation for the date of the last tax update.

Tax tables are not included on the Microsoft Dynamics GP media; to update tax tables, you must download them from CustomerSource (http://go.microsoft.com/fwlink/?LinkId=399385). Choose Tax and Regulatory Updates. Follow instructions for installing the tax update to ensure that clients and servers are updated properly.

1099 amounts in Payables Management

After you upgrade, the 1099 amounts might be transferred to a different month if you have transactions that are posted in one month and applied in another month after you upgrade. You might have to make adjustments to your 1099 amounts so that the 1099 amounts aren't overstated or understated.

For example, you enter and post the following transaction in December.

- An invoice for $100.00 that has a 1099 amount of $100.00.
- A credit memo for $75.00 that has a 1099 amount of $75.00.
- A payment for $25.00.

You apply all three documents together in January. The 1099 amount is $25.00 for December.

You upgrade to Microsoft Dynamics GP 2015 in February and reconcile your data. The 1099 amount of $25.00 is moved from December because the later of the apply date or posting date is used to update the 1099 amount.

Direct Debits and Refunds

You must process or delete existing Direct Debits and Refunds batches before upgrading from an earlier release of Direct Debits and Refunds (DDR).

Field Service Series

You must ship and post all inventory transfers that have a partially shipped, shipped, or partially received status before you upgrade.

Workflow for SharePoint

Workflow for SharePoint is no longer available for GP 2015. There is no upgrade from Workflow for SharePoint to the new Workflow feature in Microsoft Dynamics GP. Workflow types that were created in SharePoint-based workflow feature do not upgrade. Any workflows that you created in the SharePoint-based workflow feature will need to be re-created in the new workflow feature after the upgrade is complete. Note that some workflow types that were available in the SharePoint workflow feature are not yet available in the new workflow feature.

Posting open transactions

Before you upgrade, you should post all single-use batches. We recommend that you post all transactions that can affect your purchase receipts and sales transactions. For some integrating products, the upgrade process removes and re-creates work tables, which will cause open transactions to become corrupted. In addition, if errors are encountered during the upgrade, troubleshooting is easier if there are no unposted transactions.

If you are using Analytical Accounting, be sure to post all saved batches that you created using the Collection and Payment Methods – Withholds, Perceptions, Tax Administration Purchasing, or Tax Administration Sales modules. You can then use the Analytical Adjustment Entry window to enter analysis information for the posted transactions.

Reconciling

You may want to reconcile your accounting records before upgrading to Microsoft Dynamics GP 2015 to verify that your accounting records are accurate. Refer to the documentation of the modules you are using for specific information.

⚠️ *Before reconciling, back up your company's accounting data. For more information about making backups, refer to your System Administrator's Guide (Help >> Contents >> select System administration).*

Backups

You should make at least one complete backup of all your databases before upgrading. It's a good idea to make a backup before completing table maintenance procedures, in case you encounter any problems in that process. You also should make a backup of your modified forms and reports, eConnect pre and post procedures and your existing Integration Manager database.

If you are upgrading a company that has previously deployed SQL Server Reporting Services reports and Microsoft Excel reports, the deployed reports are

automatically upgraded. If you have modified reports, those reports will be overwritten during the upgrade. Be sure to make a backup of your reports.

Reports you should print

Before you upgrade, it's a good idea to print the following reports to a printer or to a file. You can use them to verify that your system was upgraded properly or to re-create modifications.

Module	Reports
System	Process Server Setup List
General Ledger	Detailed Trial Balance
Receivables Management	Aged Trial Balance with Options
Payables Management	Aged Trial Balance with Options
Inventory Control	Pricing Reports Extended Pricing Error Reports Purchase Receipts
Purchase Order Processing	Purchase orders Purchase Order Status Report
Payroll	Manual Check Edit List Benefit Summary Deduction Summary Department Wage Summary FUTA Summary Local Tax Summary Payroll Summary Pay Code Summary Position Summary State Tax Summary SUTA Summary Workers' Compensation Summary Form 941 Form 941 Schedule B Employee Pay History * Transaction History Report * Check History *
Manufacturing	WIP Report Manufacturing Order Summary Standard Cost Pending
* Print this report only if you're keeping history.1	

Chapter 4:   System preparation

We recommend that you complete the steps in this chapter before you upgrade your system. Be sure to follow the instructions on how to prepare your data in <u>Chapter 3, "Data preparation"</u> before preparing your system. After you've completed the steps in this chapter, see _<u>Installing Microsoft Dynamics GP (first computer)</u>_ on page 31 for instructions to upgrade Microsoft Dynamics GP.

This chapter contains the following sections:

- _<u>Updates</u>_
- _<u>Reviewing the Readme file</u>_
- _<u>Installing components on all client computers</u>_
- _<u>Upgrading Integration Manager</u>_
- _<u>Upgrading in a test environment</u>_
- _<u>Backups</u>_
- _<u>Database maintenance</u>_
- _<u>Known issues</u>_

Updates

We recommend that you check for and install the most current Microsoft Dynamics GP update for the release you are upgrading to. For the latest update information, see CustomerSource (<u>https://mbs.microsoft.com/customersource// northamerica/GP/downloads/service-packs</u>).

Be sure that you have installed the most current updates for your Microsoft Dynamics GP system before using Microsoft Dynamics GP Utilities to upgrade your databases. If you don't install the update before using Microsoft Dynamics GP Utilities, the fixes will not take effect. After upgrading your database, install the update on your client computers.

You can't log in to Microsoft Dynamics GP on a client computer if a Microsoft Dynamics GP feature or additional component installed on the client has different version information than the server. For more information about upgrading Microsoft Dynamics GP features and additional components, see <u>Chapter 7, "Additional features and components upgrade."</u>

Reviewing the Readme file

To view additional information, use the Readme file on the Microsoft Dynamics GP media. Be sure to review the Readme file (GPReadme.chm) before installing Microsoft Dynamics GP.

Installing components on all client computers

We recommend that you install each registered Microsoft Dynamics GP feature and additional component on all client computers. If you're using Project Accounting, you should install Project Accounting on every computer that you have installed Microsoft Dynamics GP. You must install Bank Management on all clients for Direct Debits and Refunds to work properly.

Upgrading Integration Manager

Before you install Integration Manager 2015, we recommend that you make a backup copy your existing Integration Manager database (usually called IM.mdb) and then remove any previous versions of Integration Manager. You can remove earlier versions of Integration Manager, but it's not required.

To remove Integration Manager, use your system's Add/Remove Programs utility, and select Integration Manager.

After you install Integration Manager 2015, you must convert the database you backed up. After you convert your SQL Optimized data to Integration Manager 2015 for the eConnect adapter, review your destination settings and verify that they are correct. For more information about installing Integration Manager and converting a database, refer to the Integration Manager User's Guide.

Upgrading in a test environment

It is recommended that you use a test environment to practice the process of upgrading Microsoft Dynamics GP, additional components, modified forms and reports, and customizations. By using a test environment, you can resolve any potential issues that may occur before you upgrade your current release of Microsoft Dynamics GP. You also can estimate the time it will take to upgrade your current release to Microsoft Dynamics GP 2015. A test environment also allows users to test their day-to-day tasks to ensure that processes are working properly, and to learn the new features and modules in Microsoft Dynamics GP 2015.

A test environment can be a single server or a server with one or more client computers where an upgrade takes place. The client computers can be used for testing and training purposes. There isn't a required number of computers that need to be involved in a test environment.

Backups

You should make at least one complete backup of all your databases before upgrading. You also should make a backup of all your modified dictionaries as well. It's a good idea to make a backup before completing table maintenance procedures, in case you encounter any problems in that process. You also should make a backup of eConnect pre and post procedures and your existing Integration Manager database.

If you are upgrading a company that has previously deployed SQL Server Reporting Services reports and Microsoft Excel reports, the deployed reports are automatically upgraded. If you have modified reports, those reports will be overwritten during the upgrade. Be sure to make a backup of your reports.

Database maintenance

For your SQL database, you should run the following database maintenance routine against the DYNAMICS database and all company databases in or Microsoft SQL Server Management Studio. The database maintenance routine will help to ensure that your table structure is ready to be upgraded if there are no errors indicated. Be sure that there are no allocation or consistency errors in the results.

If you prefer to perform table maintenance only on the tables that have changed, lists of tables that have changed from previous releases are available on the Microsoft Dynamics GP 2015 media as part of the Software Developers' Kit (SDK).

It's a good idea to make a second backup after performing table maintenance, but before upgrading to Microsoft Dynamics GP 2015. That way, if you encounter unexpected problems while upgrading, you won't have to repeat the table maintenance step.

Known issues

Review the following known issues before upgrading to Microsoft Dynamics GP 2015. To be sure that you review the most current known issues, download the latest version of this manual from http://go.microsoft.com/fwlink/?LinkId=249465.

Records that aren't valid in purchase order tables

If records that aren't valid exist in the Purchase Order Line table (POP10110), or in the Purchase Order Line History table (POP30110), or in both tables, the upgrade can fail.

To access attached scripts, you must view this document in Adobe Reader 6.0 or later or in the full version of Acrobat. You also can download the scripts from http://go.microsoft.com/fwlink/?LinkId=391056.

To verify purchase order tables:

1. Right-click the paperclip icon to the left to open the Invalid_Records_POTables.txt script or save the script to your hard disk.

2. Copy all of the contents of the script and paste the contents of the script into Microsoft SQL Server Management Studio.

3. Run the script against all company databases.

4. If results aren't returned after running the script, invalid records don't exist. You can upgrade to Microsoft Dynamics GP 2015.

    If results are returned after running the script, invalid records exist and you can use Microsoft SQL Server Management Studio to remove these records. You also can check links in the Purchasing series before upgrading to Microsoft Dynamics GP 2015 to remove invalid records.

Microsoft SQL Server 2008 or SQL Server 2008 R2 database compatibility level

If you have upgraded to Microsoft SQL Server 2008 or SQL Server 2008 R2 before upgrading to Microsoft Dynamics GP 2015, be sure to change your database compatibility level to SQL Server 2008 (100) for all your databases.

To change the database compatibility level:

1. Open the SQL Server Management Studio.
    Log in to the server.

2. In the Object Explorer, expand the databases.

3.   Right-click on a database and click Properties to open the database properties window.

4.   Select Options in the Select a Page pane.

5.   In the Compatibility level field, select SQL Server 2008 (100) as the level.

6.   Repeat steps 4 through 6 until all the databases have been changed.

Microsoft SQL Server 2014 database compatibility level

If you have upgraded to Microsoft SQL Server 2014 before upgrading to Microsoft Dynamics GP 2015, be sure to change your database compatibility level to SQL Server 2014 (120) for all your databases.

To change the database compatibility level:

1.   Open the SQL Server Management Studio.
     Log in to the server.

2.   In the Object Explorer, expand the databases.

3.   Right-click on a database and click Properties to open the database properties window.

4.   Select Options in the Select a Page pane.

5.   In the Compatibility level field, select SQL Server 2012 (110) as the level.

6.   Repeat steps 4 through 6 until all the databases have been changed.

The Server drop-down list is blank in Welcome to Microsoft Dynamics GP window

If the Server drop-down list is blank in the Welcome to Microsoft Dynamics GP window after you upgrade, you must set up an Open Database Connectivity (ODBC) data source using SQL Native Client 10 or SQL Native Client 11 on your computer.

If you are using a 64-bit operating system, you must set up a 32-bit ODBC data source. For instructions on how to set up a data source for a 64-bit operating system, see Microsoft Knowledge Base article, "How to set up an ODBC Data Source on SQL Server for Microsoft Dynamics GP," (https://mbs.microsoft.com/knowledgebase/KBDisplay.aspx?scid=kb;en-us;870416).

To set up an ODBC data source using the SQL Native Client 10 driver:

1.   Open the ODBC Data Source Administrator window.

2.   Select the System DSN tab and choose Add.

3.   In the Create New Data Source window, select SQL Native Client 10 from the list and choose Finish.

4.   In the first Create a New Data Source to SQL Server window, enter the following information.

Field	Value
Name	Enter the name to use for the data source. This name will be stored in the Odbc.ini file.
Description	Enter a description of the data source.
Server	Enter the name you assigned to the SQL Server when you installed Microsoft SQL Server.

Choose Next.

5.   In the second Create a New Data Source to SQL Server window, select With SQL Server authentication using a login ID and password entered by the user option as how to verify the login ID.

6.   Enter sa as the login ID and enter a password. Choose Next.

7.   In the third Create a New Data Source to SQL Server window, be sure that all the options are unmarked and choose Next.

8.   In the fourth Create a New Data Source to SQL Server window, be sure that all the options are unmarked. Choose Finish.

9.   In the ODBC Microsoft SQL Server Setup window, verify your settings and choose OK. You can also choose the Test Data Source button to test it before choosing OK.

To set up an ODBC data source using the SQL Native Client 11 driver:

1.   Open the ODBC Data Source Administrator window.

2.   Select the System DSN tab and choose Add.

3.   In the Create New Data Source window, select SQL Native Client 11 from the list and choose Finish.

4.   In the first Create a New Data Source to SQL Server window, enter the following information.

Field	Value
Name	Enter the name to use for the data source. This name will be stored in the Odbc.ini file.
Description	Enter a description of the data source.
Server	Enter the name you assigned to the SQL Server when you installed Microsoft SQL Server.

Choose Next.

5.   In the second Create a New Data Source to SQL Server window, select With SQL Server authentication using a login ID and password entered by the user option as how to verify the login ID.

6.   Enter sa as the login ID and enter a password. Choose Next.

7. In the third Create a New Data Source to SQL Server window, be sure that all the options are unmarked and choose Next.

8. In the fourth Create a New Data Source to SQL Server window, be sure that all the options are unmarked. Choose Finish.

9. In the ODBC Microsoft SQL Server Setup window, verify your settings and choose OK. You can also choose the Test Data Source button to test it before choosing OK.

Tables contain incorrect account framework information

If the following tables contain incorrect account framework information, the upgrade will fail. You must run the following script in each company to correct the issue.

Table physical name	Table display name
GL10110	Account Current Summary Master
GL10111	Account Summary History
GL70500	General Ledger Report Options
GL70501	General Ledger Report Options Temporary
GL00200	Budget Master
GL00201	Budget Summary Master

To access attached scripts, you must view this document in Adobe Reader 6.0 or later or in the full version of Acrobat. You also can download the scripts from http://go.microsoft.com/ fwlink/?LinkId=391056.

To verify account framework information in tables:

1. Right-click the paperclip icon to the left to open the Account_Framework_Validation.txt script or save the script to your hard disk.

2. Copy all of the contents of the script and paste the contents of the script into Microsoft SQL Server Management Studio.

3. Run the script against any database.

4. If results aren't returned after running the script, the tables are in the correct format.

If results are returned after running the script, the tables do not match the account framework information. Contact the Microsoft Dynamics GP Update Technical Support Team for instructions before upgrading. You can contact Microsoft Dynamics GP Technical Support using one of the following methods.

- Create a Support request (https://mbs.microsoft.com/support/newstart.aspx).

- Contact by telephone at 1-888-477-7877.

Microsoft Dynamics GP Utilities not responding

During the upgrade process, the Microsoft Dynamics GP Utilities might appear as not responding and a Microsoft Dynamics GP Utilities window might appear as white. Do not cancel Microsoft Dynamics GP Utilities. Microsoft Dynamics GP Utilities is still processing.

Budget date records in Analytical Accounting

The AA Budget Tree Balance (AAG00904) table contains the records for each budget in Analytical Accounting. If there are budget date records in the AAG00904 table that do not exist in the aaDateSetup (AAG00500) table, the upgrade will fail and the following error occurs.

```
AAG00904 135 [Microsoft][SQL Server Native Client 10.0][SQL Server]Cannot
insert the value NULL into column'YEAR1', table 'XXXX.dbo.AAG00904'; column
does not allow nulls.UPDATE fails.
```

To validate budget date records in the Analytical Accounting:

1. Copy the following script and paste it into Microsoft SQL Server Management Studio.

```
select distinct(a.PERIODDT) from AAG00904 a, AAG00500 b where a.PERIODDT not in (select b.date1 from AAG00500 b)
```

2. Run the script against the company database.

3. If results aren't returned after running the script, you can upgrade to Microsoft Dynamics GP 2015.

    If results show that there are budget date records that do not exist in the AAG00500 table, continue with the next step.

4. Run the following script to see if there is a fiscal or calendar year set up in the SY40101 (Period Header) table for the budget dates.

```
select * from SY40101
```

5. If there is not a fiscal or calendar year set up for the date, you must set up the fiscal or calendar year for those budget record dates before you can upgrade Microsoft Dynamics GP 2010.

    If there is a fiscal or calendar year set up for the date, the records are missing from the AAG00500 table. Complete the following steps.

6. Run the following script to back up the AAG00500 table.

PART 2: MICROSOFT DYNAMICS GP 2015 UPGRADE

Part 2: Microsoft Dynamics GP 2015 upgrade

This part contains information about upgrading your system to Microsoft Dynamics GP 2015. It contains the following chapters:

- Chapter 5, "Install Microsoft Dynamics GP on the first computer," provides instructions for upgrading Microsoft Dynamics GP 2015 on the server.

- Chapter 6, "Company data conversion," contains information about upgrading tables, upgrading modified forms and reports, and adding sample company data to prepare Microsoft Dynamics GP for use.

- Chapter 7, "Additional features and components upgrade," contains information about additional features and components available for Microsoft Dynamics GP. Use the procedures to install an additional feature or component after you've installed Microsoft Dynamics GP.

- Chapter 8, "Installation package," contains instructions to create an installation package on a network share.

- Chapter 9, "Microsoft Dynamics GP on subsequent computers," provides instructions for upgrading clients to Microsoft Dynamics GP 2015.

- Chapter 10, "After you upgrade," contains information about the steps you should take to after you install your new Microsoft Dynamics GP software.

- Chapter 11, "Module upgrades from Microsoft Dynamics GP 2010," explains additional procedures you must complete if you're upgrading from Microsoft Dynamics GP 2010 to Microsoft Dynamics GP 2015.

Chapter 5: Install Microsoft Dynamics GP on the first computer

Use the information in this chapter to install Microsoft Dynamics GP 2015. This chapter contains the following sections:

- *Installation overview*
- *Installing Microsoft Dynamics GP (first computer)*

Installation overview

In a multiuser local area network environment, Microsoft Dynamics GP applications are typically installed on a server, and then on each client. However, Microsoft Dynamics GP is not required to be installed on the server. You must install the Microsoft Dynamics GP databases on one computer first. After the Microsoft Dynamics GP databases are installed on that computer, you'll be using the Microsoft Dynamics GP installation media or using an installation package to install on all remaining clients. For more about creating an installation package for your clients, see Chapter 8, "Installation package."

The program files of the previous release aren't removed by the Microsoft Dynamics GP 2015 upgrade process.

Installing Microsoft Dynamics GP (first computer)

Before you begin, be sure you've completed the preparation steps listed in Chapter 3, "Data preparation," and Chapter 4, "System preparation." You must be logged in to Windows as a user with system administrator privileges.

To install Microsoft Dynamics GP (first computer):

1. From the Microsoft Dynamics GP installation media, double-click the Setup.exe file to open the Microsoft Dynamics GP installation window.

2. If one or more of the following components isn't installed on your computer, the Microsoft Dynamics GP 2013 Bootstrapper Setup window opens and you can choose to install the missing component or components.

    - Dexterity Shared Components 14.0
    - Microsoft Application Error Reporting 11.0
    - Microsoft Lync 2010 SDK Runtime
    - Microsoft SQL Server Native Client 10.0
    - Microsoft Windows Installer 4.5
    - Microsoft .NET Framework 3.5
    - Microsoft .NET Framework 4.5
    - Open XML SDK 2.0 for Microsoft Office
    - Visual C++ 2013 Runtime Libraries
    - Visual Basic for Applications Core

    After all the components are installed, you may need to restart your computer before continuing the installation of Microsoft Dynamics GP.

3. Click Microsoft Dynamics GP.

The installation program verifies that your system has the minimum operating system required to run Microsoft Dynamics GP. If your system does not meet requirements, the installation will not continue.

4. Select the primary country or region where you do business in the Country/ Region Selection window. Click Next.

5. Follow the instructions in the screen to accept the software license agreement. To install Microsoft Dynamics GP, you must accept this agreement and click Next.

6. In the Select Features window, select the features to install.

When you click a button for a feature, a pop-up menu of options appears. Refer to the table for more information about each option.

Option		What happens
	Run from My Computer	The selected feature will be installed on the local hard disk. (This option installs the feature, but not sub–features.)
	Run all from My Computer	Will install the feature and all of its sub–features.
	Not Available	Will not install the selected feature or sub–features.

If you've installed a feature in a previous release, be sure that you've selected to install that feature in the Select Features window. See Microsoft Dynamics GP features on page 47 for a list of Microsoft Dynamics GP features. You also can install additional features. You can review the DYNAMICS.SET file from the previous release for a list of features you have installed.

7. Specify a new folder where the Microsoft Dynamics GP files should be installed. To select a different folder, click Browse.

After you have specified the installation location, click Next.

8. In the SQL Server window, you can set up an ODBC data source in the SQL Server window by entering the name you assigned to the SQL Server when you installed Microsoft SQL Server.

    If you don't want to set up an ODBC data source, mark the Do not create a data source option.

9. Select the system database name that you are upgrading.

    Click Next.

10. If you have selected to install the Service Based Architecture feature, provide the Windows account that will be used as the service account for the Service Based Architecture service.

    The Service Based Architecture feature will create a Windows service on the computer. The Windows account provided will be the identity used for this service.

11. In the Install Program window, click Install.

12. The Installation Progress window appears, where you can view the status of the installation.

13. In the Installation Complete window, click Exit.

14. Before you start Microsoft Dynamics GP Utilities, check for and install the most current Microsoft Dynamics GP update for Microsoft Dynamics GP 2015. See CustomerSource (https://mbs.microsoft.com/customersource//northamerica/GP/downloads/service-packs) for the latest update information.

To start Microsoft Dynamics GP Utilities, you must have appropriate user privileges. Typically, this means being part of the Administrators group or the Power Users group. If you are using an operating system that has User Account Control (UAC) enabled, you will be prompted to run the program as a user with administrative privileges. Refer to your operating system's documentation for more information.

15. After installing Microsoft Dynamics GP and the most recent update, you can perform the following steps.

    • Start Microsoft Dynamics GP Utilities.

    • Follow the instructions in the Microsoft Dynamics GP Utilities windows to upgrade tables on your server, upgrade your companies, and upgrade modified forms and reports. See Chapter 6, "Company data conversion," for more information.

    • After using Microsoft Dynamics GP Utilities, you can install additional component applications on the server computer. See Chapter 8, "Installation package," or *Installing an additional component* on page 51 for more information.

Chapter 6: Company data conversion

After you've upgraded your software, you need to complete a number of additional procedures to upgrade your tables before you can use Microsoft Dynamics GP. To do this, you'll use an application called Microsoft Dynamics GP Utilities. Follow the instructions in this chapter to use Microsoft Dynamics GP Utilities to upgrade tables on your server and client computers.

Before using Microsoft Dynamics GP Utilities, be sure that you have installed the most current update for your Microsoft Dynamics GP system. You also should make a backup of your databases.

To start Microsoft Dynamics GP Utilities, you must have appropriate user privileges. Typically, this means being part of the Administrators group or the Power Users group. If you are using an operating system that has User Account Control (UAC) enabled, you will be prompted to run the program as a user with administrative privileges. Refer to your operating system's documentation for more information.

This chapter contains the following sections:

- *Enabling a DexSQL.log*
- *Upgrading Microsoft Dynamics GP tables*
- *Additional upgrade tasks*
- *Re-adding sample company data*
- *Adding sample company data*
- *Upgrading modified forms and reports*
- *Understanding upgrade warnings*

Enabling a DexSQL.log

If an error occurs during the upgrade process, you should change several settings in the Dex.ini file so that a DexSQL.log file will record some SQL operations for one user from one client computer. The DexSQL.log file is a helpful tool that can capture SQL operations and provide information if there are issues during the upgrade.

You'll have to restart Microsoft Dynamics GP Utilities after you made the changes.

To enable a DexSQL.log:

1. Open the Dex.ini file in the Data folder of the current Microsoft Dynamics GP folder.

2. Change the following statements to TRUE.

   SQLLogSQLStmt=FALSE
   SQLLogODBCMessages=FALSE
   SQLLogAllODBCMessages=FALSE

3. Save your changes.

Upgrading Microsoft Dynamics GP tables

Use this procedure to upgrade Microsoft Dynamics GP tables on your server computer using Microsoft Dynamics GP Utilities. You will not need to complete all of these procedures on subsequent computers. When you start Microsoft Dynamics GP Utilities for subsequent computers, the Additional Tasks window will immediately open, where you can complete additional tasks, such as upgrading your modified forms and reports. The process of upgrading tables may take some time.

Detailed lists of the changes to all tables are available on the Microsoft Dynamics GP media. To access the table changes lists, install the Software Developers' Kit from the Microsoft Dynamics GP 2015 media.

If you are using Connector for Microsoft Dynamics, you must stop the Microsoft Dynamics Adapter Service on the server before starting Microsoft Dynamics GP Utilities. The company database upgrade will fail if the Microsoft Dynamics Adapter Service is not stopped. After the upgrade is completed, you can start Microsoft Dynamics Adapter Service again.

To upgrade Microsoft Dynamics GP tables:

1. Back up your system database and all company databases.

2. Start Microsoft Dynamics GP Utilities.
    (Start >> All Programs >> Microsoft Dynamics >> GP 2015 >> GP Utilities)

3. In the Welcome to Microsoft Dynamics GP Utilities window, verify your server name, enter the system administrator user ID and password, and click OK.
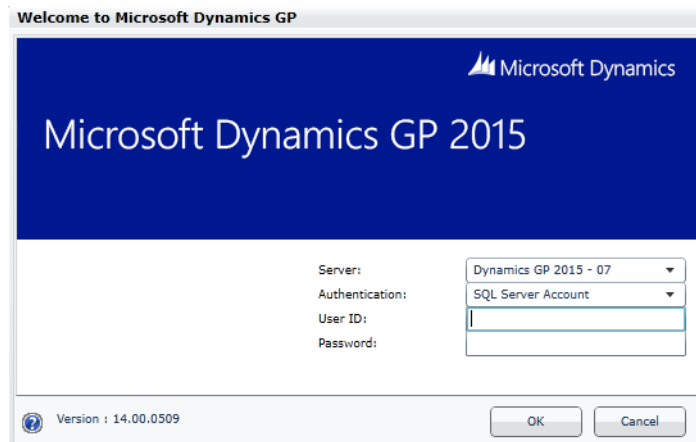
You must be logged in as a system administrator to complete database and system functions within Microsoft Dynamics GP Utilities.

4. The Welcome To Microsoft Dynamics GP Utilities window opens when you are logged into the server that you selected. Read the message and click Next.

5. In the Upgrade Microsoft Dynamics GP window, click Next to upgrade your system database.

The Company Detail window opens if errors occurred while upgrading your system tables. You can use this window to view the errors.

6. In the Upgrade these companies window, click Next. All companies are selected to be upgraded.

The process of upgrading tables might take some time.
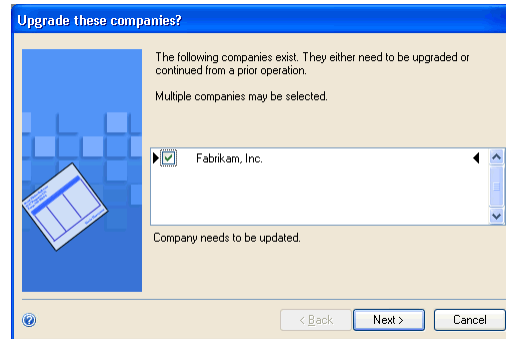
7. In the Confirmation window, click Finish.

    Microsoft Dynamics GP Utilities upgrades your company databases. This process may take several minutes to complete. The Server Installation Progress window describes the process as it progresses.

8. After the upgrade process is finished and is successful, the Additional Tasks window will open, where you can upgrade your forms and reports dictionaries, start Microsoft Dynamics GP, or exit the installation. To upgrade your forms and reports dictionaries, see *Upgrading modified forms and reports* on page 42 for more information. See the following sections for more detailed information about each task.
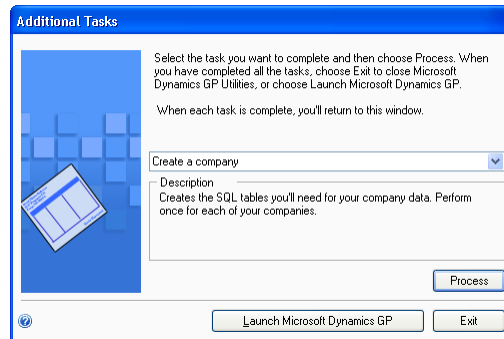
    If the upgrade process wasn't successful, the Update Company Tables window opens. See *Understanding upgrade warnings* on page 44 for more information.

Additional upgrade tasks

You'll use the following selections from the Additional Tasks window to upgrade your Microsoft Dynamics GP files.

•   Re-add or Add sample company data

• Update modified forms and reports

For more information about upgrading forms and reports, see *Upgrading modified forms and reports* on page 42.

Start Microsoft Dynamics GP Utilities if you haven't already and follow the instructions in the Microsoft Dynamics GP Utilities windows until you open the Additional Tasks window. The following procedures assume that the Additional Tasks window is open.

Re-adding sample company data

If you've upgraded the sample company from a previous release, you can add the sample data again. If you've used the sample data in a previous release, you may want to re-add the data to practice procedures in Microsoft Dynamics GP 2015. If a Microsoft Dynamics GP feature is installed, the sample data for that feature will be included when adding or re-adding sample data. The process of reinstalling sample company data may take some time.

If you are adding sample data again and haven't previously deployed business components for the sample company, you can deploy business intelligence components, such as SQL Server Reporting Services reports.

To re-add sample company data:

1. Select the Re-add sample company data option in the Additional Tasks window and click Process.

2. A message will be displayed indicating that the lesson company (sample company) is installed. Choose to reinstall the lesson company.

3. In the Confirmation window, click Finish.

   The Server Installation Progress window appears, showing the progress as the tables are loaded.

4. In the Business Intelligence Reports Setup window, select the business intelligence components to deploy. Click Next. The window that opens depends on the components you selected.

   If you don't want to deploy business intelligence components, leave the components unmarked and click Next. The Additional Tasks window will reappear.

5. The SQL Server Reporting Services Reports Setup window appears if you marked to deploy Reporting Services reports. After selecting your report server mode, enter the locations to deploy the reports to.

   Native mode location example:

Location	Example
Report Server URL	http://<servername>/ReportServer
Report Manager URL	http://<servername>/Reports

SharePoint Integrated mode location example:

SharePoint Integrated	
Location	**Example**
SharePoint Site	http://<servername>/Reports
Report Library	ReportsLibrary

Be sure that your URL locations don't end with a slash. You can use the Reporting Services Configuration Manager to verify the Report Server Mode being used and the URL locations.

If you have selected Native as the report server mode, you can enter the name of the folder to deploy the reports to. By using a folder, you can deploy Reporting Services reports for multiple Microsoft Dynamics GP instances to a single Microsoft SQL Server Reporting Server. The default folder name is the name of the system database. If DYNAMICS is the system database name, the Folder Name field is blank. After deploying reports to the folder, you must provide access to the folder.

6.   Click Next.

If you don't have the appropriate permissions to deploy reports, a window opens where you can enter a domain\user name and the password you use to log in to Microsoft Windows.

7.   The CRM Reports Setup window appears, if you marked to deploy SQL Server Reporting Services reports with CRM data. Enter the CRM connection information. Microsoft Dynamics CRM supports only the native mode of deployment of SQL Server Reporting Services.

     We recommend that you use Windows Authentication (Integrated Security). If you select to be prompted for credentials, you must mark the Use as Windows credentials when connecting to the data source option on the data source deployed.

8.   The Excel Reports Setup window appears if you marked to deploy Excel reports. Select the location to deploy the reports to.

     If you have selected SharePoint as the location to deploy reports to, you can mark the Using SharePoint Online option if you are using Microsoft Office 365 and want to deploy Excel reports to a reports library in SharePoint Online 2010. Mark the Using SharePoint Online option to deploy reports only in the Microsoft Dynamics GP desktop client. Reports will not be deployed for the Microsoft Dynamics GP Web Client.

     Be sure to use back slashes when you are entering the location for reports even if you are using a UNC path. You should also be sure that the location doesn't end in a slash.

     Network share location example:

Network share	\\Servername\sharename

SharePoint location example:

SharePoint Site	http://<servername>/Reports
Data Connections Library	DataConnections
Report Library	ReportsLibrary

9. Click Next.

If you don't have the appropriate permissions to deploy reports, a window opens where you can enter a domain\user name and the password you use to log in to Microsoft Windows.

10. The Verify SQL Server window appears. Confirm your selections. If the selections are correct, click Finish.

The Business Intelligence Deployment Progress window appears. This window displays the report deployment progress.

After the reports deployed, the Additional Tasks window will reappear.

Adding sample company data

If the sample company has never been installed before, you can add data for the sample company to your Microsoft Dynamics GP system to practice procedures. If a Microsoft Dynamics GP feature is installed, the sample data for that feature will be included when adding or re-adding sample data. The name of the sample company is Fabrikam, Inc. When you are adding the sample company, you can create LessonUser1 and LessonUser2 as sample users. These users will have access only to Fabrikam, Inc. The process of adding sample company data may take some time.

When you create the sample company, you can deploy business intelligence components, such as SQL Server Reporting Services reports. If you deployed reports for your system database, you can use the default report locations for the sample company.

To add sample company data:

1. Select the Add sample company data option in the Additional Tasks window and click Process.

2. In the Database Setup window, enter or accept the sample company database name and then select a default location for new files that will be created for the sample company.

   TWO is the default sample company database name if the TWO database doesn't exist. You can only create LessonUser1 and LessonUser2 as sample users for the TWO sample company database using the Microsoft Dynamics GP Utilities.

   If the sample company database has a different name than TWO, you must use the User Setup window to create lesson users for the sample company and then use the User Access Setup window to set up user access to the sample company.

3. In the Create Sample Users window, enter a password that will be used by the sample users, LessonUser1 and LessonUser2, to access the sample company. Reenter your password exactly as you previously entered it. Click Next.

The Create Sample Users window appears if you are creating sample users for the TWO sample company database. If the sample company database is not the TWO database, you will not be able to create sample users using Microsoft Dynamics GP Utilities.

4. In the Confirmation window, click Finish.

   The Server Installation Progress window appears, showing the progress as the tables are loaded.

5. In the Business Intelligence Reports Setup window, select the business intelligence components to deploy. Click Next. The window that opens depends on the components you selected.

   If you don't want to deploy business intelligence components, leave the components unmarked and click Next. The Additional Tasks window will reappear.

6. The SQL Server Reporting Services Reports Setup window appears if you marked to deploy Reporting Services reports. After selecting your report server mode, enter the locations to deploy the reports to.

   Native mode location example:

Location	Example
Report Server URL	http://<servername>/ReportServer
Report Manager URL	http://<servername>/Reports

   SharePoint Integrated mode location example:

SharePoint Integrated	
Location	**Example**
SharePoint Site	http://<servername>/Reports
Report Library	ReportsLibrary

   Be sure that your URL locations don't end with a slash. You can use the Reporting Services Configuration Manager to verify the Report Server Mode being used and the URL locations.

   If you have selected Native as the report server mode, you can enter the name of the folder to deploy the reports to. By using a folder, you can deploy Reporting Services reports for multiple Microsoft Dynamics GP instances to a single Microsoft SQL Server Reporting Server. The default folder name is the name of the system database. If DYNAMICS is the system database name, the Folder Name field is blank. After deploying reports to the folder, you must provide access to the folder.

7. Click Next.

   If you don't have the appropriate permissions to deploy reports, a window opens where you can enter a domain\user name and the password you use to log in to Microsoft Windows.

8. The CRM Reports Setup window appears, if you marked to deploy SQL Server Reporting Services reports with CRM data. Enter the CRM connection information. Microsoft Dynamics CRM supports only the native mode of deployment of SQL Server Reporting Services.

    We recommend that you use Windows Authentication (Integrated Security). If you select to be prompted for credentials, you must mark the Use as Windows credentials when connecting to the data source option on the data source deployed.

9. The Excel Reports Setup window appears if you marked to deploy Excel reports. Select the location to deploy the reports to.

    If you have selected SharePoint as the location to deploy reports to, you can mark the Using SharePoint Online option if you are using Microsoft Office 365 and want to deploy Excel reports to a reports library in SharePoint Online 2010. Mark the Using SharePoint Online option to deploy reports only in the Microsoft Dynamics GP desktop client. Reports will not be deployed for the Microsoft Dynamics GP Web Client.

    Be sure to use back slashes when you are entering the location for reports even if you are using a UNC path. You should also be sure that the location doesn't end in a slash.

    Network share location example:

Network share	\\Servername\sharename

    SharePoint location example:

SharePoint Site	http://<servername>/Reports
Data Connections Library	DataConnections
Report Library	ReportsLibrary

10. Click Next.

    If you don't have the appropriate permissions to deploy reports, a window opens where you can enter a domain\user name and the password you use to log in to Microsoft Windows.

11. The Verify SQL Server window appears. Confirm your selections. If the selections are correct, click Finish.

    The Business Intelligence Deployment Progress window appears. This window displays the report deployment progress.

12. After the reports deployed, the Additional Tasks window will reappear.

Upgrading modified forms and reports

You can use Microsoft Dynamics GP to upgrade the following types of information for modified forms and reports:

•   Fields where the data type has been changed are upgraded automatically on modified forms and reports.

- Fields that have been moved from one table to another are upgraded automatically on forms and reports that use those fields.

- Fields that have been removed from tables are removed from corresponding forms and reports.

In addition, similar changes are made to modified forms and reports for integrating applications. Consult the documentation for the integrating application for information about whether that application supports automatic form and report upgrades. If you are using Personal Data Keeper, see the Microsoft Dynamics GP technical support for information about synchronizing forms and reports.

If your forms and reports dictionaries are in a shared location, you need only to perform this procedure once.

To upgrade modified forms and reports:

1. Make a backup of each reports dictionary or forms dictionary to upgrade. The name of the reports dictionary for Microsoft Dynamics GP is Reports.dic and the name of the forms dictionary for Microsoft Dynamics GP is Forms.dic.

2. Open the Microsoft Dynamics GP 2015 launch file (Dynamics.set) and verify that the paths to the modified reports and forms are correct. The paths must be the location of the reports dictionary and forms dictionary from the previous release.

3. In the Additional Tasks window, select Update modified forms and reports and click Process. The Locate Launch File window appears.

4. Select the Microsoft Dynamics GP 2015 launch file (Dynamics.set) that you use to start Microsoft Dynamics GP on this client, then click Next. The Update Modified Forms and Reports window appears.

5. Select Microsoft Dynamics GP and any additional components whose modified forms and reports dictionaries you're upgrading.

6. For each component, choose the Details button, if necessary, to open the Product Details window, where you can select the location of the original dictionary, such as Dynamics.dic or HR.dic. Click OK in the Product Details window.

The original dictionary is the application dictionary from the previous release of Microsoft Dynamics GP. After all forms and reports dictionaries have been upgraded, you can delete the original dictionary.

7. In the Update Modified Forms and Reports window, click Update.

   Your modified forms and reports dictionaries are upgraded, and a report named Update2013.txt is generated, which contains information about upgraded modified forms. Be sure to review the report, located in the \Data folder, to verify that your modified forms have been upgraded correctly.

8. Click Next. The Additional Tasks window reappears.

   Be sure to review the Update2013.txt and Update2013.log, for more information about the modified forms and reports upgrade.

Managing the Web Client SQL Server login

Use the Manage Web Client SQL Server Login window to create or modify a SQL Server login for Microsoft Dynamics GP Web Client. By using the single Web Client SQL Server login, each web client user can access the web client by providing their standard Windows login credentials instead of using their own SQL Server login.

During the initial Microsoft Dynamics GP installation, you can create the SQL Server login. Each web client session can use the login to access SQL Server.

To manage the Web Client SQL Server login:

1. Select the Manage Web Client SQL Server Login option in the Additional Tasks window and click Process.

2. In the Manage Web Client SQL Server Login window, specify the SQL Server Login and password for the Web Client SQL Server login.

3. If the login has an existing password, you can mark the Change password option to enter a different password.

   Click Save. The Additional Tasks window reappears.

Understanding upgrade warnings

After the upgrade or if the upgrade fails, the Update Company Tables window will be displayed. This window indicates the status of a company by the icon displayed between the check box and the name of the company, as shown in the following illustration.
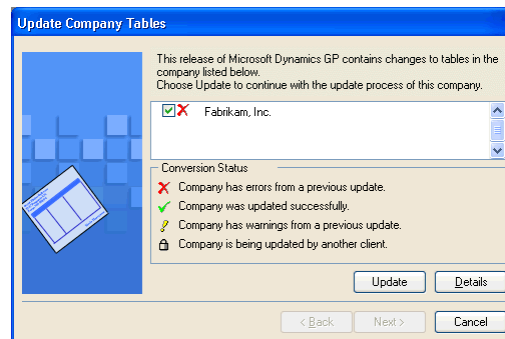
The following table shows the icons that can appear and their meanings.

Icon	Status
✔	Company tables were upgraded successfully.
✘	Some company tables were not upgraded successfully. Contact Microsoft Dynamics GP Technical Support for further assistance.
⚡	Some company tables have warnings associated with them.
🔒	Not converted; someone at another client computer is currently upgrading this company.

If no icon appears between the check box and the name of the company, the company needs to be upgraded.

If errors do occur, right-click the paperclip icon to the left to open the Failed_Tables_List.txt script or save the script to your hard disk. Copy all of the contents of the script and paste the contents of script into Microsoft SQL Server Management Studio. Run the script and save the results to a file before you contact Microsoft Dynamics GP for further assistance.

You also should have the results of the DexSQL.log file ready, as well, if you decided to use the DexSQL.log file. (The DexSQL.log file is located in the same folder as the Dex.ini file.)

To access attached scripts, you must view this document in Adobe Reader 6.0 or later or in the full version of Acrobat. You also can download the scripts from http://go.microsoft.com/ fwlink/?LinkId=391056.

If warnings appear for temporary files or for modules that the company does not currently use, the warnings can be ignored. If warnings appear for modules that the company currently uses, note the warnings. You can attempt the upgrade again, or contact Microsoft Dynamics GP Technical Support for further assistance.

Chapter 7: Additional features and components upgrade

Depending on your organization's needs, you may have purchased additional features or components that add specialized functionality to your Microsoft Dynamics GP system. After you've installed Microsoft Dynamics GP 2015 and upgraded your data using Microsoft Dynamics GP Utilities, you can install additional features and components that integrate with Microsoft Dynamics GP.

This chapter contains the following sections:

- *Microsoft Dynamics GP features*
- *Adding or removing additional features*
- *Additional components*
- *Installing an additional component*

Microsoft Dynamics GP features

After you've upgrade Microsoft Dynamics GP 2015, you may decide to purchase an additional feature or remove a feature. Some features add a single function to your Microsoft Dynamics GP system while some, such as Manufacturing, allow you to complete a range of related business and accounting tasks that use one or more modules. Microsoft Dynamics GP Utilities upgrades the tables for the features along with the Microsoft Dynamics GP tables. If you choose to add a feature, we recommend that you install each registered Microsoft Dynamics GP feature and additional component on all client computers. You can use the Select Features window to install or uninstall a feature. See *Adding or removing additional features* on page 48 for more information.

The following table lists the Microsoft Dynamics GP features. The features available depends on the country or region you selected when installing Microsoft Dynamics GP.

For all countries and regions

A4	Manufacturing
Analysis Cubes Client	Multilingual Checks
Analytical Accounting	Payment Document Management
Date Effective Tax Rates	Professional Services Tools Library
Electronic Bank Reconcile	Project Accounting
Encumbrance Management	Revenue/Expense Deferrals
Enhanced Intrastat	Safe Pay
Fixed Asset Management	Service Based Architecture
Grant Management	VAT Daybook
Human Resources	Web Client Runtime

For all countries and regions except Canada and United States

Bank Management	Scheduled Instalments
Direct Debits and Refunds	

For Canada

Canadian Payroll

For Austria, Belgium, France, Luxembourg, Netherlands, Spain, United Kingdom, and Ireland

Enhanced Intrastat

For the United States

Human Resources and Payroll Suite   Check Amounts to Words

For Belgium and France

Export Financial Data

Adding or removing additional features

Use the installation wizard to add or remove features from your Microsoft Dynamics GP installation. You also can use the Program Maintenance window, opened from the Add or Remove Programs control panel, to add or remove features. You should make a complete backup of your data before adding or removing features. Removing a feature does not remove tables from the database. Microsoft Dynamics GP Utilities upgrades the tables for the feature along with the Microsoft Dynamics GP tables.

You can't log in to Microsoft Dynamics GP on a client computer if a component installed on the client has different version information than the server. You can use the GP_LoginErrors.log file in your temporary directory to help resolve the version information issue. The log file will contain the product name, along with the dictionary version and the database version.

To add or remove additional features:

1. Start the installation wizard. You can use either of the following methods.

    •   From the Microsoft Dynamics GP 2015 media, double-click the Setup.exe file. Click Microsoft Dynamics GP. Select the existing instance of Microsoft Dynamics GP in the Instance Selection window and click Next.

        —or—

    •   Open the Control Panel > Programs and Features or Uninstall a program. Select Microsoft Dynamics GP 2015. Click Change to open the Program Maintenance window.
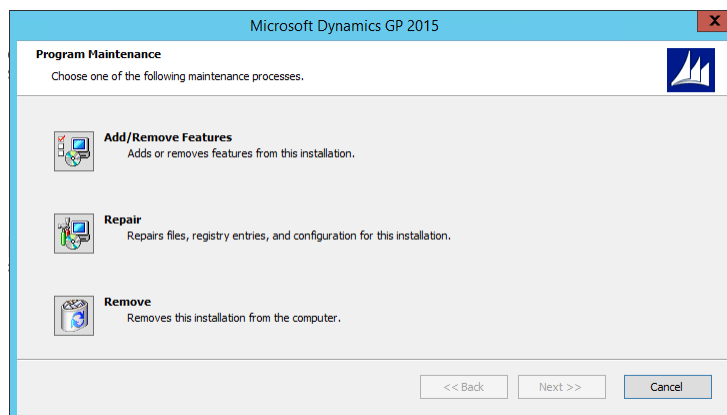
2. Click Add/Remove Features.

3. In the Select Features window, select the features to install or uninstall. When you install a new feature, you won't reinstall features that have been installed previously.

When you click a button for a feature, a pop-up menu of options appears. Refer to the table for more information about each option.

Option	What happens
Run from My Computer	The selected feature will be installed on the local hard disk. (This option installs the feature, but not sub–features.)
Run all from My Computer	Will install the feature and all of its sub–features.
Not Available	Will not install the selected feature or sub–features.

After you have specified the feature or features, click Next.

4. In the Install Program window, click Install.

5. The Installation Progress window appears, where you can view the status of a feature.

6. In the Installation Complete window, click Exit.

7. Start Microsoft Dynamics GP Utilities.

To start Microsoft Dynamics GP Utilities, you must have appropriate user privileges. Typically, this means being part of the Administrators group or the Power Users group. If you are using an operating system that has User Account Control (UAC) enabled, you will be prompted to run the program as a user with administrative privileges. Refer to your operating system's documentation for more information.

8. The Welcome To Microsoft Dynamics GP Utilities window opens when you are logged into the server you selected. Read the message and click Next.

9. Follow the instructions in the Microsoft Dynamics GP Utilities windows. Depending on the feature and whether you're installing the feature on your server or a client, you may have to upgrade tables and upgrade your companies and register the feature. You do not have to reapply the update for the features you selected.

10. After the upgrade process is finished, the Additional Tasks window opens, and you can perform additional tasks, start Microsoft Dynamics GP, or exit the installation. See Chapter 6, "Company data conversion," for more detailed information about each task in the Additional Tasks window.

Additional components

A smaller set of additional products or components are separate installations available on the Microsoft Dynamics GP media. These additional components are listed in the main Microsoft Dynamics GP installation window. For more information about accessing this window, see *Installing an additional component* on page 51.

The following table lists the additional components.

Additional components	Description
Analysis Cubes Server	Installs Analysis Cube Server configuration wizards for SQL Server 2008 and SQL Server 2012.
Microsoft Dynamics GP Add-in for Microsoft Word	Installs the code necessary to enable template mapping so you can create and modify Word templates for Microsoft Dynamics GP.
Microsoft Dynamics GP Business Analyzer	Installs the Microsoft Dynamics GP Business Analyzer desktop application.
Connector for Microsoft Dynamics	The Connector for Microsoft Dynamics is an integration solution that can be used to integrate data between Microsoft Dynamics CRM and Microsoft Dynamics GP. The tool is intended for an implementation where Microsoft Dynamics CRM is used to manage business contacts, track leads, enter sales orders, and perform other sales and marketing activities, where the Microsoft Dynamics GP system is used to perform accounting functions, manage a company's chart of accounts, and maintain customer, vendor, item, employee, and other records.
eConnect	A document integration tool that enables high volume, high speed programmatic integration to and from applications and the Microsoft Dynamics GP back office solution.
Integration Manager	Allows you to perform a one-time data conversion from your existing system to Microsoft Dynamics GP products, or to perform ongoing integrations from other applications.
Tenant Service	A service that will provide tenant and user configuration information to applications. This service is required if you are setting up Microsoft Dynamics GP Web Client for multiple tenants.
Web Client	The web server components that will provide browser access to Microsoft Dynamics GP.
GP Web Resource Cache	Install on each session server to improve performance by enabling web client caching.
Web Services Runtime	The runtime engine that adds a Web Services interface to Microsoft Dynamics GP. Install this component if you want to run integrations that access Microsoft Dynamics GP data through Web Services. Several prerequisites must be met before you can install this component. Refer to the Web Services Installation and Administration Guide for more details.
Web Services Management Tools	Installs the Security Console and Exceptions Management Console, which you can use to administer security and exception information for Web Services for Microsoft Dynamics GP. Install this component if you want to manage Web Services from a workstation separate from where the Web Services Runtime is installed.
Companion Application Services	A tool that enables you to connect your Microsoft Dynamics GP application to a data source.
GP PowerShell	PowerShell cmdlets that perform various configuration tasks for a Microsoft Dynamics GP web client installation.

There are some additional components that are released only on the CustomerSource Web site (https://mbs.microsoft.com/customersource/support/downloads/servicepacks/).

Installing an additional component

Use this procedure to install an additional component after you've installed Microsoft Dynamics GP and upgraded your company data using Microsoft Dynamics GP Utilities. Before installing additional components, you should make a complete backup of your data.

Each additional component has its own installation instructions and documentation that you can access before you install the component. After you review the documentation you can install the component.

To install an additional component:

1.   From the Microsoft Dynamics GP media, double-click the Setup.exe file.

2.   Click the additional component you want to install and then click View Documentation.

3.   After you review the documentation, install the component by clicking the additional component you want to install and then clicking Install.

4.   Depending on the component you installed, you may be instructed to restart your computer.

5.   When installation of the additional component is complete, you can either install another component or close the main Microsoft Dynamics GP installation window.

Chapter 8:   Installation package

Instead of physically going to each client computer to install Microsoft Dynamics GP, you can use an installation package to install Microsoft Dynamics GP 2015 on multiple client computers. An installation package stores the files required to install a custom configured installation in a shared network location you set up. How Microsoft Dynamics GP is installed on the client computer using the installation package depends on the tools and applications you use.

This chapter contains the following sections:

- *Installation package overview*
- *Creating an installation package*

Installation package overview

You can use a client installation package to install Microsoft Dynamics GP 2015 on additional client computers without having to physically go to each client computer and use the Microsoft Dynamics GP installation wizard. When you create an installation package, the installation package stores the files required to install a Microsoft Dynamics GP installation. To install Microsoft Dynamics GP 2015, your package can install Microsoft Dynamics GP using the GreatPlains.msi file or the Setup.exe.

We recommend that you install the following components on each client computer. You can install these components from the Microsoft Dynamics GP 2015 media.

- Microsoft Windows Installer 4.5
- Microsoft .NET Framework 3.5
- Microsoft .NET Framework 4.5
- Microsoft SQL Server Native Client 10.0
- Microsoft Dexterity Shared Components 14.0
- Microsoft Application Error Reporting 11.0
- Microsoft Lync 2010 SDK Runtime
- Open XML SDK 2.0 for Microsoft Office
- Visual C++ 2013 Runtime Libraries
- Visual Basic for Applications Core

These components aren't installed for you if you set up your installation package to install Microsoft Dynamics GP using the GreatPlains.msi file. If these components are not installed on the client computer, Microsoft Dynamics GP won't be installed. These components are installed for you if you set up your installation package to install Microsoft Dynamics GP using the Setup.exe.

When creating the installation package, you'll select the shared network location where the installation package will be created, select Microsoft Dynamics GP features, and enter a location where Microsoft Dynamics GP will be installed on each client computer.

The installation package must be created in a shared network location that each client computer has access to. The location where Microsoft Dynamics GP will be installed must be a valid location for each client computer.

After the installation package is created, it can be run from the shared network location to install the Microsoft Dynamics GP client without the user having to make installation decisions. A progress window shows how the process is progressing. After Microsoft Dynamics GP is installed and the user on the client has started Microsoft Dynamics GP, the user may have to include new code and use Microsoft Dynamics GP Utilities to synchronize the account framework.

How Microsoft Dynamics GP is installed on the client computer using the installation package depends on the tools and applications you use. You can send an e-mail with a link to the installation package. The user can click the link to install Microsoft Dynamics GP. Or, you can create a deployment package using a software distribution tool such as Systems Management Server so that Microsoft Dynamics GP is automatically installed after the user logs into his or her computer.

Creating an installation package

You can use an installation package to install Microsoft Dynamics GP 2015 on your client computers. An installation package contains all the information required to install Microsoft Dynamics GP.

To create an installation package:

1. Create a shared network location or verify that the client computers have access to a shared network location.

2. From the Microsoft Dynamics GP 2015 media, double-click the Setup.exe file.

3. Click Create Installation Package.

4. In the Installation Location window, enter or select the folder where the installation package will be created. We recommend that you use a Universal Naming Convention (UNC) path or a mapped drive letter that is common across all targeted computers. The network location must be accessible from any computers that will have Microsoft Dynamics GP 2015 installed on them using the installation package.

    Click Next.

5. In the Country/Region Selection window, select the primary country or region where you do business. Click Next.

6. In the Select Features window, select the features to install.

    We recommend that you install all the features that you are registered to use on all your client computers.

When you click a button for a feature, a pop-up menu of options appears. Refer to the table for more information about each option.

Option	What happens
Run from My Computer	The selected feature will be installed on the local hard disk. (This option installs the feature, but not sub–features.)
Run all from My Computer	Will install the feature and all of its sub–features.
Not Available	Will not install the selected feature or sub–features.

7. Specify the location on the client computer where you want the Microsoft Dynamics GP files installed. If you don't enter the location, the default location is \Program Files\Microsoft Dynamics\GP on the hard disk that has the operating system installed.

    Be sure that the location is a valid location for every computer on which the installation package is used to install Microsoft Dynamics GP 2015.

    After you have specified the installation folder, click Next.

8. To set up an ODBC data source, enter the name you assigned to the SQL Server when you installed Microsoft SQL Server.

    If you don't want to set up an ODBC data source, mark the Do not create a data source option.

9. Select the system database name.

    Click Next.

10. Specify the location of the Reports dictionary and the Forms dictionary. The location where dictionaries are must be a valid location for each client computer. The locations are written to the Dex.ini file. Click Next.

11. Specify where to store the OLE Notes files and Letter Wizard files. Click Next

12. In the Install Program window, click Install to create the package.

13. The Installation Progress window appears, where you can view the status of creating the installation package.

14. In the Create Installation Package Complete window, click Finish.

    The installation package is installed in the shared network location you specified. The installation package stores the files, such as Great Plains.msi and Setup.exe, required to install a custom configured Microsoft Dynamics GP installation.

15. How Microsoft Dynamics GP is installed on the client computer using the installation package depends on the tools and applications you use. You can send an e-mail with a link to the installation package. Or, you can create a deployment package using a software distribution tool such as Systems Management Server so that Microsoft Dynamics GP is automatically installed after the user logs into their computer.

We recommend that you install the following components on each client computer if you set up your installation package to install Microsoft Dynamics GP using the GreatPlains.msi file. You can install these components from the Microsoft Dynamics GP 2015 media.

- Microsoft Windows Installer 4.5
- Microsoft .NET Framework 3.5
- Microsoft .NET Framework 4.5
- Microsoft SQL Server Native Client 10.0
- Microsoft Dexterity Shared Components 14.0
- Microsoft Application Error Reporting 11.0
- Microsoft Lync 2010 SDK Runtime
- Open XML SDK 2.0 for Microsoft Office
- Visual C++ 2013 Runtime Libraries
- Visual Basic for Applications Core

Chapter 9: Microsoft Dynamics GP on subsequent computers

Use the information in this chapter to install to Microsoft Dynamics GP 2015 on each client computer. You also can use Microsoft Dynamics GP Utilities to synchronize the Microsoft Dynamics GP dictionary on each additional client with your account framework.

This chapter contains the following sections:

- *Installing Microsoft Dynamics GP (additional computers)*
- *Synchronizing a client's account framework*

Installing Microsoft Dynamics GP (additional computers)

Use the information in this section to install a client in a multiuser system after you've installed Microsoft Dynamics GP 2015 on the first computer, and created company data using Microsoft Dynamics GP Utilities.

To install Microsoft Dynamics GP (additional computers):

1. From the Microsoft Dynamics GP 2015 media, double-click the Setup.exe file.

2. If one or more of the following components isn't installed on your computer, the Microsoft Dynamics GP Bootstrapper Setup window opens and you can choose to install the missing component or components.

   - Dexterity Shared Components 14.0
   - Microsoft Application Error Reporting 11.0
   - Microsoft Lync 2010 SDK Runtime
   - Microsoft SQL Server Native Client 10.0
   - Microsoft Windows Installer 4.5
   - Microsoft .NET Framework 4.5
   - Microsoft .NET Framework 3.5
   - Open XML SDK 2.0 for Microsoft Office
   - Visual C++ 2013 Runtime Libraries
   - Visual Basic for Applications Core

   After all the components are installed, you may need to restart your computer before continuing the installation of Microsoft Dynamics GP.

3. Click Microsoft Dynamics GP.

   The installation program verifies that your system has the minimum operating system required to run Microsoft Dynamics GP. If your system does not meet requirements, the installation won't continue.

4. Select the primary country or region where you do business in the Country/Region Selection window. Click Next.

5. Follow the instructions in the windows to accept the software license agreement. To install Microsoft Dynamics GP, you must accept this agreement.

6. In the Select Features window, select the features to install. We recommend that you install all the features that you are registered to use on all client computers.

    When you click a button for a feature, a pop-up menu of options appears. Refer to the table for more information about each option.

Option	What happens
Run from My Computer	The selected feature will be installed on the local hard disk. (This option installs the feature, but not sub–features.)
Run all from My Computer	Will install the feature and all of its sub–features.
Not Available	Will not install the selected feature or sub–features.

    If you've installed a feature in a previous release, use the Select Features window to install that component. See *Microsoft Dynamics GP features* on page 47 for a list of Microsoft Dynamics GP features.

7. Specify the folder where the Microsoft Dynamics GP files should be installed. To select a different folder, click Browse.

    After you have specified the installation folder, click Next.

8. To set up an ODBC data source, enter the name you assigned to the SQL Server when you installed Microsoft SQL Server. Click Next.

    If you don't want to set up an ODBC data source, mark the Do not create a data source option.

9. Select the system database name you are upgrading.

    Click Next.

10. If you have selected to install the Service Based Architecture feature, provide the Windows account that will be used as the service account for the Service Based Architecture service.
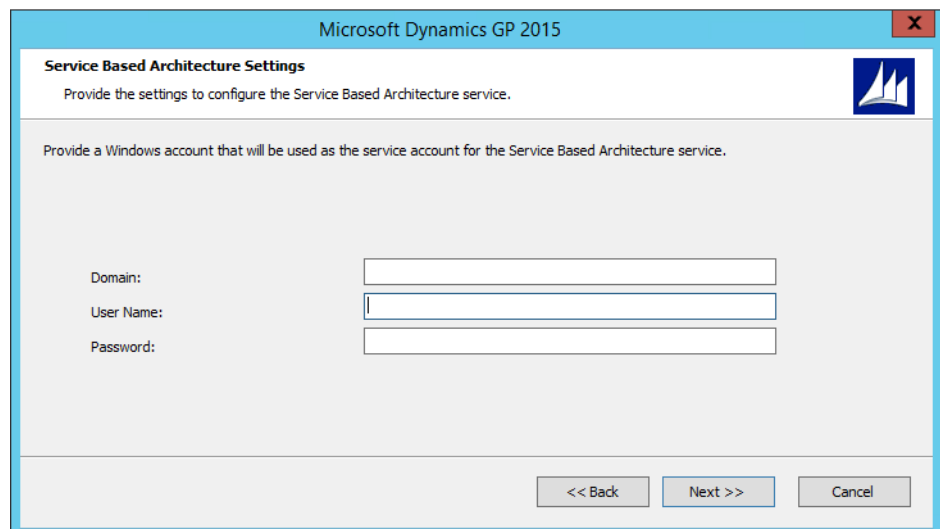
The Service Based Architecture feature will create a Windows service on the computer. The Windows account provided will be the identity used for this service.

11. In the Install Program window, click Install.

    The Installation Progress window appears, where you can view the status of the installation.

12. In the Installation Complete window, click Exit.

13. Before you start Microsoft Dynamics GP Utilities, check for and install the most current Microsoft Dynamics GP update for Microsoft Dynamics GP 2015. See CustomerSource (https://mbs.microsoft.com/customersource// northamerica/GP/downloads/service-packs) for the latest update information.

To start Microsoft Dynamics GP Utilities, you must have appropriate user privileges. Typically, this means being part of the Administrators group or the Power Users group. If you are using an operating system that has User Account Control (UAC) enabled, you will be prompted to run the program as a user with administrative privileges. Refer to your operating system's documentation for more information.

14. After installing Microsoft Dynamics GP and the most recent update, you can perform the following steps.

    • Start Microsoft Dynamics GP Utilities.

    • Follow the instructions in the Microsoft Dynamics GP Utilities windows to synchronize your account framework. See *Synchronizing a client's account framework* for more information about synchronizing your account framework.

    • After using Microsoft Dynamics GP Utilities, you can install additional component applications on the server computer. See *Installing an additional component* on page 51 for more information.

Synchronizing a client's account framework

Synchronize the account framework of each client where you install Microsoft Dynamics GP. Scripts and files installed previously on the server are used by Microsoft Dynamics GP Utilities to complete the client setup.

To start Microsoft Dynamics GP Utilities, you must have appropriate user privileges. Typically, this means being part of the Administrators group or the Power Users group. If you are using an operating system that has User Account Control (UAC) enabled, you will be prompted to run the program as a user with administrative privileges. Refer to your operating system's documentation for more information.

To synchronize a client's account framework:

1. Start Microsoft Dynamics GP Utilities.

2. In the Welcome to Microsoft Dynamics GP Utilities window, verify your server name, and enter your User ID and Password. Click OK.

3. In the Welcome to Microsoft Dynamics GP Utilities window, click Next.

    The Microsoft Dynamics GP dictionary is synchronized automatically with your account framework.

4. After the account framework is synchronized, the Additional Tasks window opens. In the Additional Tasks window, you can choose to complete additional tasks, launch Microsoft Dynamics GP, or end the installation. If you select any task, choose Process; otherwise, choose Exit.
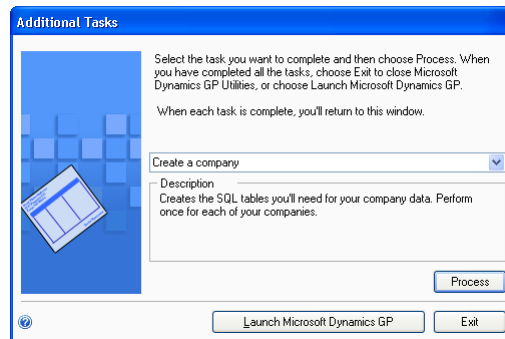
    Repeat the client installation process for each computer you'll use as a client or process server for Microsoft Dynamics GP.

    See Chapter 6, "Company data conversion," for more information about additional tasks using Microsoft Dynamics GP Utilities.

Chapter 10: After you upgrade

We recommend that you complete the steps in this chapter after you upgrade all Microsoft Dynamics GP databases. After you've completed these steps, see Chapter 11, "Module upgrades from Microsoft Dynamics GP 2013," and Chapter 11, "Module upgrades from Microsoft Dynamics GP 2010," to complete additional procedures that are necessary after you've upgraded Microsoft Dynamics GP and your company data to Microsoft Dynamics GP 2015.

This chapter contains the following sections:

- *Backups*
- *Reconciling financial data*
- *Checking links for currency tables*
- *Discontinuing the DexSQL.log*
- *Reports you should print after upgrading*
- *Removing the previous release*
- *Security for Microsoft Dynamics GP*
- *Security for SQL Server Reporting Services reports*

Backups

You should make at least one complete backup of your system database and each company database after upgrading to Microsoft Dynamics GP 2015.

Reconciling financial data

Use the Reconcile Financial Information window to reset the summary amounts for each year.

To reconcile financial data:

1. Open the Reconcile Financial Information window.
   (Financial >> Utilities >> Financial >> Reconcile)

2. Select a year to reconcile.

3. Choose Reconcile.

4. Repeat steps 2 and 3 until all the years in General Ledger have been reconciled.

Checking links for currency tables

Use the Check Links window to check relationships among tables to find information that may be missing from one table within the relationship. You must check links for the Multicurrency Setup table even if you are not registered for Multicurrency Management.

To check links for currency tables:

1. Open the Check Links window.
   (Microsoft Dynamics GP menu >> Maintenance >> Check Links)

2. In the Series list, be sure that Financial is displayed.

3. In the Logical Tables list, select Multicurrency Setup and choose Insert to insert it into the Selected Tables list.

4. Choose OK to check links.

Discontinuing the DexSQL.log

You should discontinue using the DexSQL.log file after the upgrade process. The DexSQL.log is a helpful tool that captures SQL operations and can provide information if there are issues during the upgrade process.

To discontinue the DexSQL.log:

1. Open the Dex.ini file in the Data folder of the Microsoft Dynamics GP folder.

2. Change the following statements to FALSE.

    SQLLogSQLStmt=TRUE
    SQLLogODBCMessages=TRUE
    SQLLogAllODBCMessages=TRUE

3. Save your changes.

Reports you should print after upgrading

After you upgrade, we recommend printing the following reports to a printer or to a file. You can use them to verify that your system was upgraded properly, or to re-create modifications.

Module	Reports
System	Shortcut Bar
General Ledger	Detailed Trial Balance
Receivables Management	Aged Trial Balance with Options
Payables Management	Aged Trial Balance with Options
Inventory Control	Pricing Reports Error Reports Purchase Receipts
Purchase Order Processing	Purchase orders Purchase Order Status Report
Payroll	Manual Check Edit List Benefit Summary Deduction Summary Department Wage Summary FUTA Summary Local Tax Summary Payroll Summary Pay Code Summary Position Summary State Tax Summary SUTA Summary Workers' Compensation Summary Form 941 Form 941 Schedule B Employee Pay History * Transaction History Report * Check History *

Module	Reports
Manufacturing	WIP Report
	Manufacturing Order Summary
	Standard Cost Pending

* Print this report only if you're keeping history.

Removing the previous release

You should remove the previous release from your computer by using your operating system's Add/Remove Programs utility. This includes the reports dictionary and program files for integrating products from the previous release. After removing the release, use Windows Explorer to find and delete the folder where the release was installed.

To remove Microsoft Dynamics GP, use your operating system's Add/Remove Programs utility, and select Microsoft Dynamics GP.

Security for Microsoft Dynamics GP

Refer to the Planning For Security document (Help >> Printable Manuals >> select Planning for Security) or to the System Setup Guide (Help >> Contents >> select Setting up the System) for more information about security.

New users, by default, will not have access to any Microsoft Dynamics GP data. You can use the default security roles and tasks that are available, or you can create your own security roles and tasks to fit your company. For a list of new resources added in the Microsoft Dynamics GP 2013 Service Pack 2, see *New resources in Microsoft Dynamics GP 2013 Service Pack 2* on page 76.

Create security tasks

For new users, you must create security tasks for Workflow, purchase requisitions, Payroll timecards, and Project timesheets. You can use the Security Task Setup window to create those tasks. As a guide for the new tasks, review the following tasks that are created for newMicrosoft Dynamics GP installations.

Field	Entry
Task ID	ADMIN_COMPANY_013*
Task Name	Set up and maintain Workflow
Description	Set up Workflow access, calendars, and workflow definitions.
Category	Company
Product	Microsoft Dynamics GP
Type	Windows
Series	Company
Select the following resources	Copy Workflow
	Workflow Email Notification Maintenance
	Workflow Maintenance
	Workflow User Selection
	Workflow Calendar
	Workflow Condition Editor

Field	Entry
Task ID	INQ_PURREQ_005*
Task Name	View purchase requisition transactions
Description	View purchase requisition documents and purchase requisition items. Also includes the Purchase Requisition Transactions list and preview.
Category	Purchasing
Product	Microsoft Dynamics GP
Type	Windows
Series	Financial
Select the following resources	Account Entry
	Exchange Rate Entry Zoom
Type	Windows
Series	Sales
Select the following resource	PO Commitment for Document Inquiry Zoom
Type	Windows
Series	Purchasing
Select the following resources	Purchase Requisition Inquiry
	Purchase Requisition Inquiry Zoom
	Purchasing Comment Inquiry Zoom
	Purchase Requisitions
	Purchasing Ship To Address Inquiry
Type	Windows
Series	Company
Select the following resources	Attachment Properties
	Document Attachment Inquiry
	Document Attachment Status Inquiry
Type	Navigation LIsts
Series	Navigation LIsts
Select the following resource	Purchasing Requisition Transactions
Type	Navigation LIsts
Series	Information Pane
Select the following resource	Purchasing Requisition Transactions

Field	Entry
Task ID	RPT_PURREQ_006*
Task Name	Purchase requisition reporting
Description	Purchase requisition reporting.
Category	Purchasing
Product	Microsoft Dynamics GP
Type	SmartList Object
Series	SmartList Objects
Select the following resources	Purchase Req Line Items
	Purchase Requisitions

Field	Entry
Task ID	ADMIN_PURREQ_021*
Task Name	Purchase requisition tables

Field	Entry
Description	Purchase requisition tables.
Category	Purchasing
Product	Microsoft Dynamics GP
Type	Files
Series	Purchasing
Select the following resources	Purchase Order Line
	Purchase Order Work
	Purchasing Requisition History
	Purchasing Requisition Line History
	Purchasing Requisition Work
	Purchasing Requisition Line
	Purchasing Comment
	Purchasing Requisition User Access
	Purchasing Setup Table
Series	Sales
Select the following resource	SOP_POPLink

Field	Entry
Task ID	TRX_PURREQ_026*
Task Name	Enter purchase requisition transactions
Description	Enter purchase requisition documents and purchase requisition items. Also includes the Purchase Requisition Transactions list and preview.
Category	Purchasing
Product	Microsoft Dynamics GP
Type	Windows
Series	Financial
Select the following resources	Account Entry
	Exchange Rate Entry
	Exchange Rate Entry Zoom
Series	Sales
Select the following resource	PO Commitment for Document
Type	Windows
Series	Purchasing
Select the following resources	Purchase Requisition Entry
	Purchase Requisitions
	Purchasing Comment Entry
	Purchasing Comment Inquiry Zoom
	Purchasing Ship To Address Entry
	Purchasing Ship To Address Inquiry
Type	Windows
Series	Company
Select the following resources	Attachment Properties
	Document Attachment Management
	Document Attachment Status Inquiry
Type	Navigation LIsts
Series	Navigation LIsts

Field	Entry
Select the following resource	Purchasing Requisition Transactions
Series	Information Pane
Select the following resource	Purchasing Requisition Transactions

Field	Entry
Task ID	TRX_PURREQ_027*
Task Name	Purchase Requisitions PO Preview
Description	Create purchase orders using purchase requisition data
Category	Purchasing
Product	Microsoft Dynamics GP
Type	Windows
Series	Sales
Select the following resource	Purchase Orders Preview

Field	Entry
Task ID	EMP_TIME_EMPLOYEE_001*
Task Name	Enter Payroll Time and View Reports
Description	
Category	Payroll
Product	Microsoft Dynamics GP
Type	Windows
Series	Payroll
Select the following resources	Timecard Entry
	Timecard History
Type	Navigation Lists
Series	Navigation Lists
Select the following resources	Current Timecards
	Historical Timcards
Type	Navigation Lists
Series	Information Pane
Select the following resources	Current Timecards
	Historical Timcards
Type	Navigation Lists
Series	Customize Lists
Select the following resources	Current Timecards
	Historical Timcards

Field	Entry
Task ID	EMP_TIME_MANAGER_001*
Task Name	Approve Timecards
Description	View and approve submitted timecard data. Delegate approval.
Category	Payroll
Product	Microsoft Dynamics GP
Type	Windows
Series	Payroll
Select the following resource	Timecard Entry

Field	Entry
Type	Navigation Lists
Series	Navigation Lists
Select the following resource	Timecards Pending Approval
Type	Navigation Lists
Series	Information Pane
Select the following resource	Timecards Pending Approval
Type	Navigation Lists
Series	Customize Lists
Select the following resource	Timecards Pending Approval

Field	Entry
Task ID	PTE_TIME_ENTRY_001*
Task Name	Self-Service employee project time entry
Description	Ability to enter project time entry transactions.
Category	Project
Product	Project Accounting
Type	Windows
Series	Project
Select the following resources	PTE Timesheet Entry
	PTE Inquiry Zoom Timesheet
Type	Navigation Lists
Series	Navigation Lists
Select the following resource	PTE Timesheets
Type	Navigation Lists
Series	Information Pane
Select the following resource	PTE Timesheets
Type	Navigation Lists
Series	Customize Lists
Select the following resource	PTE Timesheets

Create security roles

For new users, you must create the following security roles for Workflow, purchase
requisitions, Payroll timecards, and Project timesheets. As a guide for the new
security roles, review the following tasks that are created for newMicrosoft
Dynamics GP installations

To create security roles:

1. Open the Security Role Setup window.
    (Administration >> Setup >> System >> Security Roles)

2. Create the following new roles.

Field	Entry
Role ID	ESS PURCHASE REQUESTER*
Role Name	Purchase Requisitions PO Preview
Role Description	Tasks include entering and reviewing purchase requisitions
Select the following tasks	DEFAULTUSER
	ADMIN_PURREQ_021*

Field	Entry
Select the following tasks (continued)	TRX_PURREQ_026*
	INQ_PURREQ_005

Field	Entry
Role ID	ESS EMPLOYEE*
Role Name	Employee Self Service Employee
Role Description	Tasks include entering payroll time and viewing reports.
Select the following tasks	DEFAULTUSER
	EMP_TIME_EMPLOYEE_001*

Field	Entry
Role ID	ESS EMPLOYEE MANAGER*
Role Name	Employee Self Service Manager
Role Description	Tasks include View and approve submitted timecard data and delegating approval.
Select the following tasks	DEFAULTUSER
	EMP_TIME_MANAGER_001*

Heading	
Role ID	ESS PTE EMPLOYEE*
Role Name	Project Time and Expense Self Service Employee
Role Description	Can enter project time and expense transactions
Select the following tasks	DEFAULTUSER
	PADEFAULTUSER*
	PTE_TIME_Entry_001*

Security for SQL Server Reporting Services reports

After the upgrade, use Report Manager to grant access to additional reports deployed during the upgrade. You should also use the SQL Server Management Studio to assign user groups to the SQL Server database roles that correspond to the additional data connections and reports deployed during the upgrade. The user permissions assigned to the previous versions connections and reports are maintained during the upgrade process.

If you have deployed reports using the SharePoint integrated mode and have already assigned permissions to users, those same users will have access to report server items and operations immediately after you configure the integration settings between Microsoft SharePoint and a report server. You can use existing permissions to upload report definitions and other documents, view reports, create subscriptions, and manage items.

If you have not assigned permissions, assign user and group accounts to predefined SharePoint groups. You also can create new permission levels and groups, or modify existing ones to vary server access permissions as specific needs arise.

You can deploy SQL Server Reporting Services reports for multiple Microsoft Dynamics GP instances to a single Microsoft SQL Server Reporting Server. If you have deployed reports to a folder on a Microsoft SQL Server Reporting Server using the Native mode, you must to provide access to the folder.

Chapter 11: Module upgrades from Microsoft Dynamics GP 2010

Use the module upgrade information in this chapter to verify the upgrade from Microsoft Dynamics GP Release 2010. The information in this chapter provides information about module upgrades from Microsoft Dynamics GP 2010 to Microsoft Dynamics GP 2015.

This chapter contains the following sections:

System upgrade

The following change has been made in Microsoft Dynamics GP 2015. For more information, refer to your System User's Guide (Help >> Contents >> select Setting up the system).

Posting Accounts Setup window

The Prepayment field has been added. This field will appear in the scrolling window if you select All or Purchasing in the Display field. If you are allowing prepayments for purchase orders, you can enter an account that will be used as the default entry for the prepayment if you didn't enter a default prepayment account in the Purchase Order Processing Setup window.

Audit Trail Codes Setup window

Purchasing Prepayments has been added as a new audit trail code. This audit trail code will appear in the scrolling window if you select Purchasing in the Display field.

Security Task Setup window

Purchasing Prepayments has been added to the Series Posting Permissions type for the TRX_PURCH_022 task ID for the Purchasing series.

Posting Setup window

Purchasing Prepayments has been added as an origin for the Purchasing series.

The Apply Documents Posting Journal has been added to the Receivings Trx Entry origin and Purchasing Invoice Entry origin in the Purchasing series.

Window name changes

The following window and navigation path has been changed in Microsoft Dynamics GP 2013 R2.

Previous window name	New window name
Workflow	Workflow for SharePoint
Administration >> Setup >> Workflow	Administration >> Setup >> Workflow for SharePoint

Setup Checklist window

The name of the existing Workflow node in the Setup Checklist window has changed to Workflow for SharePoint. A new Workflow node has been added for the new Workflow feature in Microsoft Dynamics GP. (Microsoft Dynamics GP 2013 R2)

Message Setup window

All existing messages will be updated to have Standard as the message type in the Message Setup window. The Standard message type is for messages that you send to customers or vendors when sending documents in e-mail. The new Workflow feature has Workflow Assignment and Workflow Action Completed as message types. (Microsoft Dynamics GP 2013 R2)

Note window

You can use the Document Attachment Management window to attach documents to record level notes instead of OLE objects. If there is an existing OLE object is attached to a note record, the Attach button in the Note window is a drop-down list where you can select OLE Object or Document Attach. By selecting OLE Object, you can open the OLE container. If you select Document Attach, the Document Attachment Management window opens. A checkmark displays next to the option that has a file attached to the note.

If there isn't an existing OLE object is attached to the note, the Attach button in the Note window opens the Document Attachment Management window. (Microsoft Dynamics GP 2013 R2)

You can use the OLE Notes Migration Utility to migrate the documents already attached to notes from OLE objects to the new document attachment functionality. For more information refer to Microsoft Dynamics CustomerSource or PartnerSource.

Payables Management upgrade

The following changes have been made. For more information, refer to your Payables Management documentation.

1099 address ID

The default 1099 address ID for a 1099 vendor is the primary address ID. The vendor address information assigned to the 1099 address ID is used when you print 1099 statements.

Additional 1099 information

Additional 1099 boxes and fields have been added for the 1099 tax types in the following windows.

1099 Setup window		
Tax type	**1099 box number**	**Minimum amount**
Dividend	10 Exempt Interest Dividends	0.01
	11 Specified Private Activity Bond Interest Dividends	0.01
	14 State Tax Withheld	0.01
Individual	13 State Tax Withheld	0.01
Miscellaneous	18 State Income	0.01

1099 Details window		
Tax type	**1099 box number or field**	**Amount**
Dividend	10 Exempt Interest Dividends	0.00
	11 Specified Private Activity Bond Interest Dividends	0.00
	14 State Tax Withheld	0.00
	Foreign Country or U.S. Possession	
	State Code	
	State Identification No.	
Individual	13 State Tax Withheld	0.00
	Foreign Country or U.S. Possession	
	Tax Exempt Bond CUSIP No.	
	State Code	
	State Identification No.	
Miscellaneous	18 State Income	0.00
	Payer Made Direct Sales of $5,000 or more etc.	
	State/Payer's State No.	

Purchase Order Processing upgrade

The following changes have been made. For more information, refer to your Purchase Order Processing documentation.

Drop-ship or drop-ship blanket line items that track serial or lot numbers

If you have purchasing invoice receipts saved in a batch prior to upgrading to Microsoft Dynamics GP 2013, drop-ship or drop-ship blanket line items that track serial or lot numbers assigned to the invoices will not be marked to track serial or lot numbers after you upgrade. You can track serial or lot numbers for these items by selecting each invoice in the Purchasing Invoice Entry window and marking the S/L option for each item.

Posting Accounts Setup window

The Prepayment field has been added. This field will appear in the scrolling window if you select All or Purchasing in the Display field. If you are allowing prepayments for purchase orders, you can enter an account that will be used as the default entry for the prepayment if you didn't enter a default prepayment account in the Purchase Order Processing Setup window.

Audit Trail Codes Setup window

Purchasing Prepayments has been added as a new audit trail code. This audit trail code will appear in the scrolling window if you select Purchasing in the Display field.

Security Task Setup window

Purchasing Prepayments has been added to the Series Posting Permissions type for the TRX_PURCH_022 task ID for the Purchasing series.

Posting Setup window

Purchasing Prepayments has been added as an origin for the Purchasing series.

The Apply Documents Posting Journal has been added to the Receivings Trx Entry origin and Purchasing Invoice Entry origin in the Purchasing series.

Window name changes

The following windows have been renamed in Microsoft Dynamics GP 2013 R2.

Previous window name	New window name
Sales Commitments for Purchase Order	Commitments for Purchase Order
Sales Commitments for Purchase Order Inquiry Zoom	Commitments for Purchase Order Inquiry Zoom

Purchase order approval workflow

When you upgrade to Microsoft Dynamics GP 2013 R2, there will no longer be the option to use the Purchase Order Approval workflow type in Workflow for SharePoint.

If you were using the Purchase Order Approval workflow in Workflow for SharePoint, the workflow status for each purchase order with an Open status is updated to the Workflow Not Activated status in the new Workflow feature. After setting up a new the purchase order approval workflow in Microsoft Dynamics GP, you can resubmit the purchase orders using the Purchase Order Entry window or the Purchase Order Transactions navigation list.

The workflow status for each historical purchase order is updated to the statuses used in the new Workflow feature. Review the following table for the new statuses.

Workflow for SharePoint status	New Workflow status
Workflow Not Activated	Workflow Not Activated
Not Submitted	Not Submitted
Pending Approval	Pending User Action
Pending Changes	Recalled
No Approval Needed	No Approval Needed
Approved	Completed
Rejected	Rejected
Workflow Deactivated	Workflow Not Activated

If you were not using the Purchase Order Approval workflow in Workflow for SharePoint, the workflow status for each purchase order, including those in history, is updated to the Workflow Not Activated status in the new Workflow feature. (Microsoft Dynamics GP 2013 R2)

Project Accounting upgrade

The following changes have been made. For more information, refer to your Project Accounting documentation.

The Exceed Total PO Quantity option has been removed from the PA Purchase Order Processing Setup window. An Overage field has been added in the Purchase Order Processing Setup, Item Class Setup window, and the Item Purchasing Options Maintenance window. If the item is a Sales Inventory or Discontinued item, you can allow quantity tolerances for overages for the quantity ordered.

If the Exceed Total PO Quantity option was marked in a previous release, the Overage option is unmarked in the Purchase Order Processing Setup window, Item Class Setup window, and the Item Purchasing Options Maintenance window.

If the Exceed Total PO Quantity option was unmarked, the Overage option is marked. You will have to enter a quantity tolerance percentage for the overage.

Sales Order Processing upgrade

The following changes have been made. For more information, refer to your Sales Order Processing documentation.

Window name changes

The following windows have been renamed in Microsoft Dynamics GP 2013 R2.

Previous window name	New window name
PO Commitment for Sales Document	PO Commitments for Document
PO Commitment for Sales Document Inquiry Zoom	PO Commitment for Document Inquiry Zoom

Fixed Assets upgrade

The following changes have been made. For more information, refer to your Fixed Assets documentation.

Fiscal calendar

If you have created a Fixed Assets fiscal calendar in a previous release, the following updates occur to the calendar.

- The calendar ID of DEFAULT is assigned to the calender.
- The description of Default FA Calendar is assigned to the calender.
- The Short/Long Year option is unmarked in the Fixed Assets Calendar Setup window for each year in the calendar.
- The Depreciation Percentage is 100% in the Fixed Assets Calendar Setup window for each year in the calendar.
- The DEFAULT calendar is assigned to the existing asset books.

Next Asset ID

The Next Asset ID field in the Fixed Assets Company Setup window is set to the highest asset ID value in the Asset General Information Master (FA00100) table plus 1. For example, if the highest value in the table is FA0001234, then the Next Asset ID field is set to FA0001235. If the highest asset ID value ends in alphabetic characters,

such as 8050AC, then the Next Asset ID field in the Fixed Assets Company Setup window is blank.

Transfer records

Each existing transfer record in the Asset Transfer Master (FA00800) table is assigned the company ID of the company database as the originating company and destination company

Payment Services for Microsoft Dynamics ERP upgrade

The following changes have been made. For more information, refer to your Payment Services for Microsoft Dynamics ERP documentation.

Address verification is implemented in Payment Services providing an authorization process that validates the card holder billing address information with the merchant bank's record for the card holder to ensure the card is in the hands of the rightful owner. If the result of the verification is not accepted, the credit card transaction will be voided.

The numeric ISO code that is used to identify the country, rather than the entry in the Country Code field. Because various entries may have been made to identify a country - such as US or USA to identify the United States, the one standard number assigned by the ISO is used to verify the country. After the upgrade, you will have to associate countries codes with the correct countries.

New resources in Microsoft Dynamics GP 2013 Service Pack 2

The following table lists the new resources added in the Microsoft Dynamics GP 2013 Service Pack 2 and the suggested tasks that you can add to using the Security Task Setup window (Administration >> Setup >> System >> Security Tasks). To use these resources, you must assign the resources to a task. You can print the Unassigned Security Operations report from the Security Reports window (Administration >> Reports >> System >> Security).

Resource	Product	Type	Series	Suggested Task ID
PM Vendor Combiner and Modifier – Validation Log	Microsoft Dynamics GP	Reports	Purchasing	CARD_0301*
PM Vendor Combiner and Modifier	Microsoft Dynamics GP	Reports	Purchasing	CARD_0301*
Document Attachment Email	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Document Attachment Properties	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Document Attachment Status	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Document Attachment File Utility	Microsoft Dynamics GP	Windows	Company	ADMIN_COMPANY_008*
Document Attachment Setup	Microsoft Dynamics GP	Windows	Company	DEFAULTUSER
Attachment Properties	Microsoft Dynamics GP	Windows	Company	DEFAULTUSER
Document Attachment Status Inquiry	Microsoft Dynamics GP	Windows	Company	DEFAULTUSER
Vendor Combiner and Modifier	Microsoft Dynamics GP	Windows	Purchasing	CARD_0301*
Customer Combiner and Modifier	Microsoft Dynamics GP	Windows	Sales	CARD_0301*
SmartList Designer	SmartList	Windows	Company	ADMIN_SYSTEM_SL06*
User List Calculated Field Definition	SmartList	Files	System	ADMIN_SYSTEM_SL05*
User List Field Info	SmartList	Files	System	ADMIN_SYSTEM_SL05*

Resource	Product	Type	Series	Suggested Task ID
User Smart List Filter	SmartList	Files	System	ADMIN_SYSTEM_SL05*
User Smart List Master	SmartList	Files	System	ADMIN_SYSTEM_SL05*
User Smartlist Table Relationship	SmartList	Files	System	ADMIN_SYSTEM_SL05*

New resources in Microsoft Dynamics GP 2013 R2

The following table lists the new resources added in the Microsoft Dynamics GP 2013 Service R2 and the suggested tasks that you can add to using the Security Task Setup window (Administration >> Setup >> System >> Security Tasks). To use these resources, you must assign the resources to a task. You can print the Unassigned Security Operations report from the Security Reports window (Administration >> Reports >> System >> Security).

Resource	Product	Type	Series	Suggested Task ID
Purchasing Requisition Work	Microsoft Dynamics GP	Files	Purchasing	ADMIN_PURREQ_021*
Purchasing Requisition History	Microsoft Dynamics GP	Files	Purchasing	ADMIN_PURREQ_021*
Purchasing Requisition Line	Microsoft Dynamics GP	Files	Purchasing	ADMIN_PURREQ_021*
Purchasing Requisition Line History	Microsoft Dynamics GP	Files	Purchasing	ADMIN_PURREQ_021*
Purchasing Requisition User Access	Microsoft Dynamics GP	Files	Purchasing	ADMIN_PURREQ_021*
Offline Companies	Microsoft Dynamics GP	Files	System	ADMIN_SYSTEM_013*
Offline Companies History	Microsoft Dynamics GP	Files	System	ADMIN_SYSTEM_013*
User Messages	Microsoft Dynamics GP	Files	System	ADMIN_SYSTEM_013*
QueryDesigner_Conditions	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Query Designer Fields List	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
QueryDesigner_Relationships	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Calendar	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Calendar Down Days	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Master	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Step Table	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Type Table	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow User Security	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Users	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow_Email_Notifications	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow History	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Instance Master	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Step Instance Table	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Step Instance Users	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Tasks Table	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Setup	Microsoft Dynamics GP	Files	Company	ADMIN_SYSTEM_003*
Item Class Catalog	Microsoft Dynamics GP	Files	Inventory	ADMIN_INV_012*
Item Catalog	Microsoft Dynamics GP	Files	Inventory	ADMIN_INV_012*
POP Featured Items	Microsoft Dynamics GP	Files	Purchasing	ADMIN_PURHC_020*
RM Email Statements Header Temporary File 2	Microsoft Dynamics GP	Files	Sales	ADMIN_SALES_016*
Payroll Timecard Options	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Assignment Master	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Assignment Detail Master	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*

Resource	Product	Type	Series	Suggested Task ID
Payroll Timecard Time on Behalf Master	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Time on Behalf Classes Master	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Time on Behalf Departments Master	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Time on Behalf Employees Master	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Batch Prefix Setup	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Batch Prefix Class Setup	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Batch Prefix Department Setup	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Batch Prefix Location Setup	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Batch Prefix Position Setup	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Pay Schedule Classes	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Pay Schedule Departments	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Pay Schedule Detail	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Pay Schedule Employees	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Pay Schedule Header	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Pay Schedule Locations	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Pay Schedule Positions	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Pay Schedule Sequence	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Assignment Setup	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Assignment Setup Detail	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Restrictions	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Restrictions Detail	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Time on Behalf Setup	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Time on Behalf Classes	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Time on Behalf Departments	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Time on Behalf Employees	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Workflow User Delegation Line	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow User Delegation Master	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Backup Restore Master	Microsoft Dynamics GP	Files	System	ADMIN_SYSTEM_013*
CM Unreconciled History	Microsoft Dynamics GP	Files	FInancial	ADMIN_FIN_009*
Email Card Address	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow_Roles	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Workflow Template Fields	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Payroll Timecard Restriction Classes	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Restriction Departments	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Restriction Employees	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Restriction Locations	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*

Resource	Product	Type	Series	Suggested Task ID
Payroll Timecard Restriction Positions	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Detail	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Header	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Start/Stop Detail	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Template Start/Stop	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Template Transactions	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Template Transaction Detail	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard History Detail	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard History Header	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Payroll Timecard Start/Stop History	Microsoft Dynamics GP	Files	Payroll	ADMIN_PAYRL_008*
Email Document Lines	Microsoft Dynamics GP	Files	Company	ADMIN_COMPANY_012*
Copy a Requisition	Microsoft Dynamics GP	Windows	Purchasing	TRX_PURREQ_026*
Purchase Requisition Entry	Microsoft Dynamics GP	Windows	Purchasing	TRX_PURREQ_026*
Purchase Requisitions	Microsoft Dynamics GP	Windows	Purchasing	TRX_PURREQ_026*
Purchase Requisition Inquiry	Microsoft Dynamics GP	Windows	Purchasing	TRX_PURREQ_026*
Purchase Requisition Inquiry Zoom	Microsoft Dynamics GP	Windows	Purchasing	TRX_PURREQ_026*
Take Company Offline for Maintenance	Microsoft Dynamics GP	Windows	System	ADMIN_SYSTEM_006*
Send Message	Microsoft Dynamics GP	Windows	System	ADMIN_SYSTEM_006*
Workflow Condition Editor	Microsoft Dynamics GP	Windows	Company	ADMIN_COMPANY_013*
Copy Workflow	Microsoft Dynamics GP	Windows	Company	ADMIN_COMPANY_013*
Workflow Maintenance	Microsoft Dynamics GP	Windows	Company	ADMIN_COMPANY_013*
Workflow Calendar	Microsoft Dynamics GP	Windows	Company	ADMIN_COMPANY_013*
Site Item Assignments	Microsoft Dynamics GP	Windows	Inventory	CARD_0405*
Workflow History	Microsoft Dynamics GP	Windows	Company	DEFAULTUSER
Workflow Email Notification Maintenance	Microsoft Dynamics GP	Windows	Company	ADMIN_COMPANY_013*
Workflow Setup	Microsoft Dynamics GP	Windows	Company	ADMIN_SYSTEM_003*
Assignment Codes	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Batch Prefixes	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Employee Timecard Assignment	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Employee Time on Behalf	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Pay Schedules	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Pay Schedule Setup	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Batch Prefix Setup	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Pay Schedule Sequence Setup	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Time on Behalf Setup	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Timecard Assignment Setup	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Timecard Restriction Setup	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Timecard Restrictions	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Timecard Entry	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Timecard History	Microsoft Dynamics GP	Windows	Payroll	EMP_TIME_EMPLOYEE_001*
Time on Behalf Codes	Microsoft Dynamics GP	Windows	Payroll	ADMIN_PAYRL_001*
Windows Account Lookup	Microsoft Dynamics GP	Windows	System	DEFAULTUSER
Workflow User Selection	Microsoft Dynamics GP	Windows	Company	ADMIN_COMPANY_013*
Workflow User Delegation	Microsoft Dynamics GP	Windows	Company	DEFAULTUSER
Workflow Types	Microsoft Dynamics GP	Windows	Company	DEFAULTUSER

Resource	Product	Type	Series	Suggested Task ID
GL Transaction Paste Validation Report	Microsoft Dynamics GP	Reports	Financial	TRX_FIN_001*
POP Purchase Requisition History Removal Report	Microsoft Dynamics GP	Reports	Purchasing	ADMIN_PURCH_005*
Outstanding Transactions Report - Reprint	Microsoft Dynamics GP	Reports	Financial	TRX_FIN_008*
Purchasing Requisition Transactions	Microsoft Dynamics GP	Navigation Lists	Navigation Lists	TRX_PURREQ_026*
Current Timecards	Microsoft Dynamics GP	Navigation Lists	Navigation Lists	EMP_TIME_EMPLOYEE_001*
Submitted Timecards	Microsoft Dynamics GP	Navigation Lists	Navigation Lists	EMP_TIME_MANAGER_001*
Historical Timecards	Microsoft Dynamics GP	Navigation Lists	Navigation Lists	EMP_TIME_EMPLOYEE_001*
Purchasing Requisition Transactions	Microsoft Dynamics GP	Navigation Lists	Information Pane	TRX_PURREQ_026*
Current Timecards	Microsoft Dynamics GP	Navigation Lists	Information Pane	EMP_TIME_EMPLOYEE_001*
Submitted Timecards	Microsoft Dynamics GP	Navigation Lists	Information Pane	EMP_TIME_MANAGER_001*
Historical Timecards	Microsoft Dynamics GP	Navigation Lists	Information Pane	EMP_TIME_EMPLOYEE_001*
Purchasing Requisition Transactions	Microsoft Dynamics GP	Navigation Lists	Customize Lists	TRX_PURREQ_026*
Current Timecards	Microsoft Dynamics GP	Navigation Lists	Customize Lists	EMP_TIME_EMPLOYEE_001*
Submitted Timecards	Microsoft Dynamics GP	Navigation Lists	Customize Lists	EMP_TIME_MANAGER_001*
Historical Timecards	Microsoft Dynamics GP	Navigation Lists	Customize Lists	EMP_TIME_EMPLOYEE_001*
PTE Employee Expense Delegates	Project Accounting	Files	Project	ADMIN_PA_005*
PTE Employee Expense Header	Project Accounting	Files	Project	ADMIN_PA_005*
PTE Employee Expense Line	Project Accounting	Files	Project	ADMIN_PA_005*
PTE Employee Master	Project Accounting	Files	Project	ADMIN_PA_005*
PTE Timesheet Delegates	Project Accounting	Files	Project	ADMIN_PA_005*
PTE Timesheet Header	Project Accounting	Files	Project	ADMIN_PA_005*
PTE Timesheet Line	Project Accounting	Files	Project	ADMIN_PA_005*
PTE Timesheet Template Header	Project Accounting	Files	Project	ADMIN_PA_005*
PTE Timesheet Template Line	Project Accounting	Files	Project	ADMIN_PA_005*
PTE Timesheet Entry	Project Accounting	Windows	Project	PTE_TIME_ENTRY_001*
Timesheet Lookup	Project Accounting	Windows	Project	PADEFAULTUSER*
Employees	Project Accounting	Windows	Project	PADEFAULTUSER*
Employee Expense	Project Accounting	Windows	Project	PADEFAULTUSER*
PTE Inquiry Zoom Timesheet	Project Accounting	Windows	Project	PTE_TIME_ENTRY_001*
PTE Timesheets	Project Accounting	Navigation Lists	Navigation Lists	PTE_TIME_ENTRY_001*
PTE Timesheets	Project Accounting	Navigation Lists	Information Pane	PTE_TIME_ENTRY_001*
PTE Timesheets	Project Accounting	Navigation Lists	Customize Lists	PTE_TIME_ENTRY_001*
HR_AttachMSTR	Human Resources	Files	System	ADMIN_PAYRL_HR05*
HR_AttachStatus	Human Resources	Files	System	ADMIN_PAYRL_HR05*
HR_AttchRef	Human Resources	Files	System	ADMIN_PAYRL_HR05*

Resource	Product	Type	Series	Suggested Task ID
Document Attachment File Utility	Human Resources	Windows	3rd Party	ADMIN_PAYRL_HR02*
Document Attachment Management	Human Resources	Windows	3rd Party	HRDEFAULTUSER*
Document Attachment Status Inquiry	Human Resources	Windows	3rd Party	HRDEFAULTUSER*
User List Go To Setup	SmartList	Files	System	ADMIN_SYSTEM_SL05*
Purchase Req Line Items	SmartList	SmartList Object	SmartList Objects	RPT_PURREQ_006*
Purchase Requisitions	SmartList	SmartList Object	SmartList Objects	RPT_PURREQ_006*
aaPreActivationGL	Analytical Accounting	Files	Financial	ADMIN_AA_002*
aaPreactivationSubLedger	Analytical Accounting	Files	Financial	ADMIN_AA_002*
Analytical Receivings Transaction Entry	Analytical Accounting	Windows	Purchasing	TRX_AA_001*
Validation Log Receivings Transaction Entry	Analytical Accounting	Windows	Purchasing	TRX_AA_001*
Analytical Receivings Transaction Inquiry Zoom	Analytical Accounting	Windows	Purchasing	INQ_AA_001*
aaUPRDefautDimImportLogfileReport	Analytical Accounting	Reports	Payroll	TRX_AA_001*
aaPreactivationCheck-GL	Analytical Accounting	Reports	Financial	RPT_AA_001*
aaPreactivationCheck-SubLedger	Analytical Accounting	Reports	Financial	RPT_AA_001*

Index

upgrading
    from a previous release 9
    troubleshooting 44

W

warnings, after you upgrade 44
Web Client
    SQL Server Login, 44
web.config file, modifying 12
what's new, accessing 4
Word templates, prerequisites 10