



# Microsoft Dynamics GP For Dummies

*Renato Bellu*

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## **Microsoft Dynamics GP For Dummies** Renato Bellu

If you're accountable for accounting in a mid-level business, Microsoft Dynamics GP accounting software can be your friend. *Microsoft Dynamics GP For Dummies* improves the friendship by highlighting the most useful and practical features, dispelling the most common misconceptions, and letting you in on the best tips and tricks — all in plain English!

*Microsoft Dynamics GP For Dummies* shows you how to set up and use this modular accounting program. You'll learn to customize Dynamics Great Plains, get around the program, create a company, build an effective chart of accounts, and maintain a general ledger. You'll find out how to:

- Create invoices and bill your customers, manage receipts, and easily match payments to invoices
- Set up vendors quickly and easily
- Customize GP fit your business perfectly and make the home page more efficient
- Work with the modules you'll use most often in the Purchasing, Sales, Inventory, and Financial series
- Safeguard your database and set up a disaster recovery plan containing all the right steps
- Use Professional Services Tools and utilities to find and fix data discrepancies
- Get inventory under control
- Close your books at year end and use shortcuts to easily print reports from all the data you've collected
- Save keystrokes with Quick Journal and batch frequency
- Leverage the interoperability between Dynamics GP and Microsoft Office applications
- Make upgrading hassle-free

*Microsoft Dynamics GP For Dummies* helps you make this sometimes-complex program do your bidding, which might account for your rising popularity in the office!

*Note: The Kindle edition of this book does not include any CDs or DVDs.*

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