



Finance

# NAVISION AXAPTA®

## Financials I Overview

- General Ledger, including three dimensions
- Accounts receivable; accounts payable; debtors and creditors
- Budget with period and budget balances
- Cash flow management
- Interest procedures
- Multi language
- Multi currency handling (incl. Euro)
- Bank management and reconciliation
- Journals with approval procedures
- VAT handling and packaging tax

## Financials II Overview

- Financial Statement Rows
- Payment, plans and terms of payment
- Settlement and allocation terms
- Consolidation and inter-company accounts
- Credit assessment and credit control

## Banking Overview

- Electronic payments - customers and suppliers
- Country-specific electronic payment formats



## | Financials

### Navision Axapta Financials

Financials serves as the core of a Navision Axapta solution providing all the functionality needed to not only handle general accounting requirements, but also to perform a wide range of tasks within financial management, financial analysis, and process control. Basic capabilities include management of the general ledger, accounts receivable, accounts payable, and bank transactions as well as an array of advanced financial management capabilities. Also included are security and auditing functions, an easy-to-use report generator, and a drag-and-drop menu design feature that helps streamline complex tasks.

### *Powerful financial management capabilities built on rock-solid technology*

Targeted at accounting, administration and financial personnel, Navision Axapta Financials is designed to deliver crucial business benefits. These benefits includes:

- Better monitoring and control
- Easier financial analysis
- Increased efficiency and security
- More flexible work procedures

Each of these key capabilities is described on the following pages.

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## Better Monitoring and Control

Personnel responsible for your company's finances need up-to-the-minute information on issues like cash

aspect of the entry, including the general ledger, inventory, vendor, tax (VAT), etc. All information is stored and accurate reports can be generated from

The screenshot displays the Navision Axapta software interface for 'Axapta - Damgaard A/S'. It features a 'Main menu [dmo]' on the left with options like 'General ledger', 'Bank management', and 'Accounts receivable'. The central window shows a 'General ledger' with a tree view of 'Ledger' and 'General journal'. A 'Ledger chart of accounts' window is open for 'Ledger account: 11462, Production offset', showing a table of accounts with columns for 'Ledger a...', 'Account name', 'Search name', 'Account type', 'L', and 'Balance'. The table lists accounts such as 'MANUFACTURING', 'Inflow of Production Qty.', 'Production offset', 'Production Reported as finished', and 'TOTAL MANUFACTURING'. A 'Transactions on account' window is also open for 'Ledger account: 11462, Production offset', displaying a table of transactions with columns for 'Voucher', 'Date', 'Period...', 'Curren...', 'Amount curr...', and 'Amount'. The table shows several transactions, with the most recent one (voucher 8500007) dated 25-02-1999, having a normal debit of 634,20 USD. The interface includes various toolbars, a status bar at the bottom showing 'USD', 'dmo', 'usr', and '30-06-1999', and a footer note: 'Shows any transactions in other modules that generated the transaction'.

This display shows all the information generated by a single entry, including the general ledger, inventory, vendor and tax (VAT), etc.

flow, costs, and revenue. The following describes just a few of Navision Axapta's many reporting capabilities.

### Audit trail

Functionality in Financials enables Navision Axapta to automatically maintain an audit trail for each financial transaction. Each transaction can be traced back to its original document. For example, drill down in a transaction detail from a vendor. You can display each

any portion of the stored information.

### Reporting and Report Generator

The user-friendly reporting feature operates across parent and subsidiary companies and across dimensions. The report Wizard safely guides you when making your own reports. Reports can be fully or partially accessible, depending on a user's

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authorization. Data from several different budgets and dimensions can be included. Reports can also include a simple trial balance report, listing of ledger balances, as well as advanced financial statements and forecasts. Financial statements can be printed or displayed per dimension. The financial report generator can make accruals at intervals independent of formal fiscal periods. You can conduct a real-time balance analysis and compare, for example, budget vs. actual amounts. The results can be displayed in any currency.

### **Financial Statement Rows**

The financial reports let you define the sequence, totals and detail level independent of the structure of the chart of accounts, dimensions, or company hierarchy. Balances or net changes of accounts can be categorized and consolidated as needed. This makes it easy to monitor a particular area such as seasonal commodities or profit centers.

### **Virtual Companies**

The virtual company capability makes it possible for various business units to share Navision Axapta files. This includes your chart of accounts, rates of exchange, as well as master files of inventory items, customers and vendors. This makes it easier to maintain a centralized database.

### **Appropriations Management**

You can specify appropriation and cash requirements, as well as view breakdowns of purchase orders, sales orders, active and inactive accounts, tax (VAT) accounts and tax (VAT) payments – just as you can

access information by order, by purchase, etc. The system automatically adjusts for orders that will be invoiced at a later date. You obtain a complete picture, since you can compare actual amounts to budgeted amounts and known amounts for the future.

### **Easier Financial Analysis**

Navision Axapta provides unique capabilities for financial analysis. The system's audit trail and thorough archiving allow accurate and detailed evaluations. Since all information is archived, you can report on amounts, transaction details, statistics, processes, and much more.

### **Dimensions**

You can work with an infinite number of dimensions across the various modules in the Navision Axapta system. Dimensions are easy to set up and maintain for tracking profit or cost centers, departments, regions, territories, product lines, or any other metric of your company.

### **Recurring Journals and Automatic Reversals**

You can set up recurring journal entries that are used in all periods, for example, depreciation, prepayments and other accruals. Amounts can be fixed, or entered in a template each period. The transactions can be set to automatically reverse the next period, if needed. This minimizes data re-entry and the risk of errors.

### **Allocations**

A general ledger account can be defined as an

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allocation account. Transactions assigned to the allocation account will be posted based on the allocation definition. Percentage allocations can be set to specific accounts or dimensions.

### **Budgets**

Budgets can be broken down into several levels that, in turn, can be linked with a budget model and sub-models. You can set up your corporation's budget as a pyramid: each sales region, for example, can have its own budget, which forms the basis for the sales department's budget model. That budget model in turn serves as a sub-model for the company's budget model – which forms the basis for the corporation's budget model. This makes decentralized budgeting easy and manageable.

### **Managing Foreign Currency**

Navision Axapta can manage transactions in any currency in the world. You can generate invoices in one currency and receive payment in another. And with the Hot-Swap facility, you can freely switch between multiple currencies within a transaction. The alternate currencies can appear on the screen or in a report. Hot-Swap converts the amounts directly, saving significant time and labor in currency management.

### **Handling the euro (triangulation)**

For any transaction after January 1, 1999, if at least one of the parties is from a member country of the Economic and Monetary Union, Navision Axapta converts from one currency to the other via the euro. This is called triangulation, and is a legal requirement

until the year 2002, when the euro replaces national currencies in countries belonging to the Monetary Union.

### **Secondary Currencies**

Your company's accounts can be kept in two parallel currencies – with your national currency as the primary one, for example, and the euro as a secondary one. The Navision Axapta system automatically converts all transactions, which are carried out in the primary currency, to the secondary one. The system also manages the rounding process when converting from one currency to another.

### **Bank Management**

The Bank Management function lets you handle an unlimited number of bank accounts in any currency. You're guaranteed a correct balance, regardless of the selected currency. The Bank Management function also strengthens your control of company finances. For example, a vendor's payments are integrated with Bank Management. This function also can handle a checkbook register.

### **Electronic Payments**

Navision Axapta supports the ability to both receive electronic payments from customers and to make electronic payments to suppliers.

All transactions made from the electronic payment system are integrated into the general ledger as well as debtor and creditor tables. All together, the electronic payment capability helps you to keep track

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of cash flow and control liquidity while lowering your administration costs.

### **Increased Efficiency and Security**

The system's document handling capability ensures that users have easy, but controlled access to information in a Navision Axapta solution. There's no need to exit the system if you wish to view information (a letter or a photograph) that is part of a workflow but found elsewhere on the network.

#### **Validation**

Validation routines guarantee that transactions are entered correctly. At the same time, they promote better management of customers and suppliers by conducting automatic credit checks, among other things. Accounts are validated by verifying which entries are being applied to which accounts. You can even specify which employees can make entries to certain accounts.

#### **Authorization**

The built-in authorization procedure makes your company's internal controls more efficient. You can require invoices to be approved by several personnel before they are paid. Another type of authorization procedure specifies the assignment of responsibility. For example, vouchers and journals can be routed for authorization before they are officially posted.

#### **Automatic Reports and Lists**

A wizard function lets you create reports on-the-fly easily and intuitively. The users can very easily add new definitions, sorting or totals. The drag and drop

function makes it easy to produce ad-hoc reports directly on the screen. At the same time, users can store and re-use their favorite report layouts. Users are free to define the sorting criteria and which fields should be totaled. They have fast and easy access to information.

#### **Document Handling and Linking**

The document handling function allows you to fast and easily compile all information that has been recorded, for example, for a given customer. You can launch a Microsoft Word document directly from this information, transferring data, like the name and address, to the document. You can use this function with one or several Microsoft Word templates (e.g., a collection letter, a thank you letter). You can also use this capability to manage graphics, scanned input, or Web page content.

#### **More Flexible Work Procedures**

Because Navision Axapta's modules are tightly integrated, entering, posting and updating information occurs in one place. For example, if you want to give a customer or a vendor the same terms of payment, the terms only have to be keyed in just once. When transactions are posted in one part of the system, the entire system reflects the new activity – general ledger, taxes, customers, inventory, cash – everything.

#### **Payment Management**

The vendor payment function makes it easier to

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handle vendor payments – and can be linked to Bank Management, enabling reconciliation with bank statements. At the same time, the system facilitates effective customer credit control and can apply stringent authorization procedures to invoices. The close integration with Bank Management makes it easier to reconcile bank account statements.

### ***Inter-company accounts***

You can manage ledger transactions between companies or legal units by moving transactions from one company to the other using inter-company accounts with specified dimensions. All financial batch transactions entered into financial journals can manage inter-company accounts between companies, and can also be directly linked to open debtor transactions (accounts receivables) with automatic settlement.

### ***Bank Reconciliation***

The different reporting formats of national and international banks can make it exceptionally difficult

to reconcile bank statements. If there are any doubts about the entries, or if there are any discrepancies, you can review all the details for each entry. Multiple receipts can be combined into a single deposit slip and the system retains all information for each individual payment.

### ***Drill-down***

The system's advanced drill-down capability makes it easy to find your way back to original documents and transactions – in cases of returned checks, for example. If you come across a customer who pays several invoices on the same check with insufficient funds, you can restore the outstanding invoices by just pressing a button. With this same procedure, it is possible to apply a charge to the customer's account.

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