



Project

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Project Overview

- Project hierarchy structure
- Time sheet registration on daily, weekly, monthly or quarterly basis
- Item-consumption, cost and revenue registration on projects
- Gantt charts for showing project plans
- Pivot tables for project analysis
- Accrued revenue system
- Creating invoice proposal
- Invoicing of hours, item, cost, revenue and milestone payments
- Different projects can be invoiced on the same invoice
- Flexible setup of cost hour rates and sales hour rates
- Adjustment of hour, cost and revenue
- Templates for customization of estimates
- Posting according to completed contract or completed percentage
- Manual or automatic calculated completed percentage
- Project budget



Project

Presenting Navision Axapta Project

Using Navision Axapta Project, companies can more efficiently manage both internal and external projects.

With its intuitive, easy-to-use interface, Navision Axapta Project is designed to be used by project managers working in any area of the enterprise. This includes finance, operations, sales, marketing, administration, production, R&D, logistics, customer support, and so on.

Because the Project is integrated with core Navision Axapta modules, such as Financial, Trade, Logistics, and Production, it's straightforward for users to define projects that include diverse company information. This information can consist of employee numbers, departmental identification information, existing cost accounting identifiers, and much more.

Key capabilities provided by Navision Axapta Project software include:

- Efficiently establish and manage internal and external projects
- Closely manage the financial aspects of projects
- Easily manage and monitor multiple projects
- Support facilities management and administration

These capabilities are described in this fact sheet.

Efficiently establish and manage internal and external projects

Navision Axapta Project expands on Navision Axapta Finance to include planning, monitoring, and following

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up on the current and future financial status of internal and external projects.

The project module supports a wide range of capabilities including managing time and materials in projects, fixed price projects and project accounts. Naturally, Project is fully integrated with all other modules in Navision Axapta.

Posting

Navision Axapta provides you with a unique overview of each project based on very advanced posting features.

Each project is related to a project group. In the project group you can define how post costs and revenue are related to the project, and how to post between the profit and loss account and the balance in the ledger module.

Posting can be done according to specific projects, project groups or according to all projects in your company. It is also possible to view and analyze the information from different perspectives.

Categories

Employee hours, costs, revenue and items can be divided into different categories defined by the administrator when setting up use of Navision Axapta.

The following journal categories are possible:

- Hour categories - The logical ID for hours is the employee. Each employee can be linked to one or more hour categories, i.e. a person can be linked to different kinds of service hours like maintenance, installation, project management, consulting, etc.

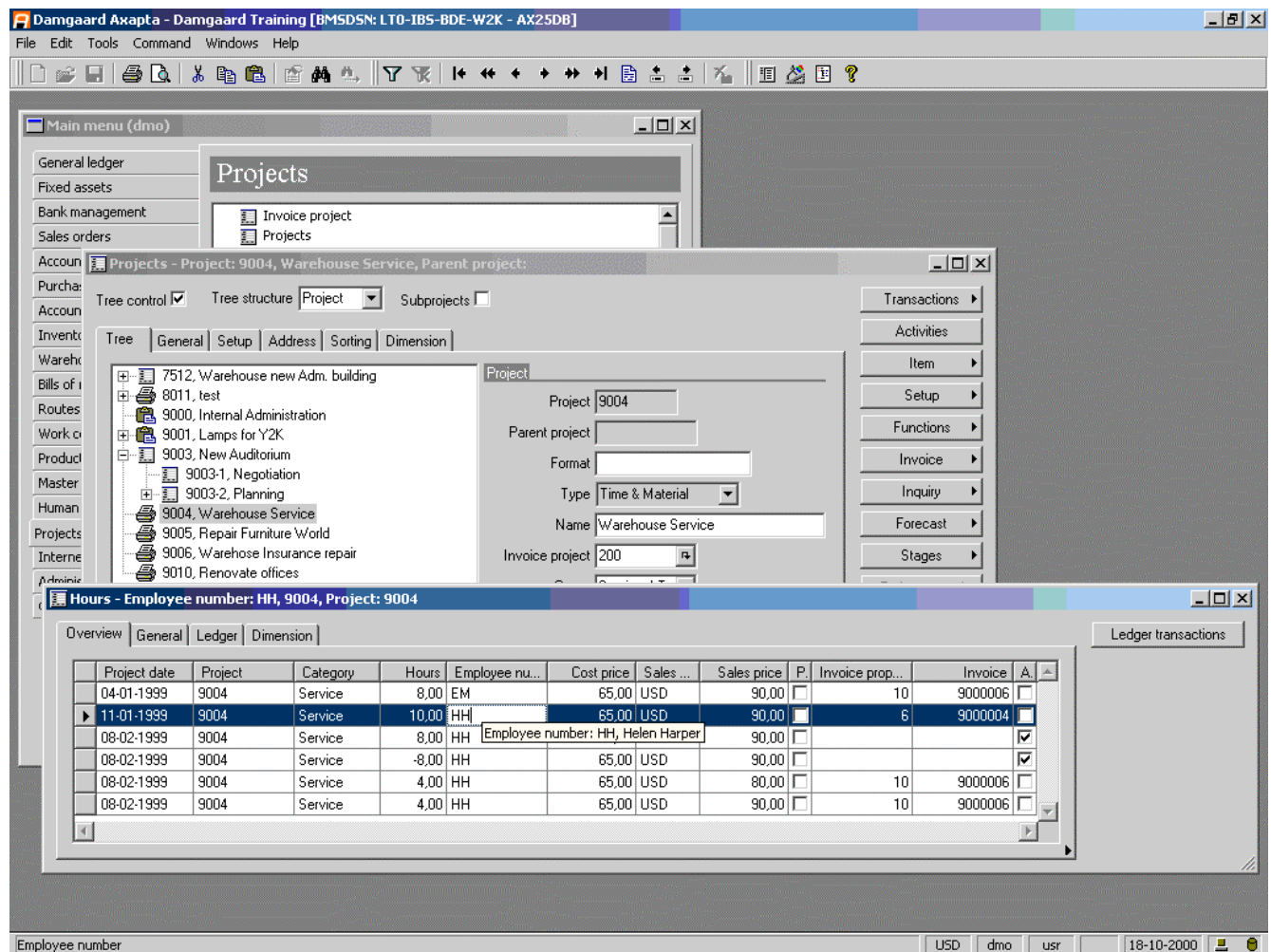
- Item categories - The logical item ID is the item number. Each item in the inventory can be linked to an item category in the project, e.g., PCs, monitors, bricks, cables, etc.
- Costs category - For external costs without a logical ID related to the project, e.g., travel, consultant assistance, or freight charged to a project.
- Revenue category - For revenue without a logical ID when there are no matching costs for the revenue, e.g., subscriptions, bonuses, or increasing price index.

Gantt charts for building project plans

The Project module enables project members to build project plans using editable Gantt charts. Gantt charts show the relationship between tasks, with the start/end properties defined for each task. Subprojects can be defined and displayed or defined and hidden from view.

The Gantt chart facility provides a number of options for displaying information. Once a Gantt chart has been created, users can view details about each planning activity. This can include start and end times, budgeted transactions, and project relationships.

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Working with projects in a tree-structure provides the perfect overview.

Closely manage the financial aspects of projects

Navision Axapta Project enables project managers to closely manage the financial aspects of projects. For external projects, two types of billing methods are supported: time and materials or fixed prices.

Internal Projects

On internal projects you can register data for hours, items and costs. It is possible for you to post, then move later on, the postings between the profit and loss account and the balance accounts.

Time and material

For projects where you have direct matching of costs and revenue to Time and Material, you can register hours, items, costs and revenue.

Pricing on the hours fulfilled can be set up according to date, categories, employee, project or currencies, and any combination of these.

You can relate an invoice status to hours and costs, which indicate whether it is chargeable or not. The invoice status can show whether a percentage can be added to the regular sales and cost price.

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Two kinds of invoices can be processed on the time and material projects:

- On Account Invoices for advanced payments
- Invoices for the four categories already mentioned and deduction of advanced payments

An automatic accrual system ensures that cost and sales prices are posted in the same period. This can be done automatically on journal posting or periodically.

Fixed price

For projects where you have indirect matching of costs and revenue to Fixed Prices, you can register hours, items and cost.

On Account Invoice can be used for invoicing of milestones and specification of contract values.

Revenue on fixed prices can be periodically matched to costs according to project estimates. The project estimate defines expected cost and value on the contract, and is set up in the project control screen. This feature provides automatic monitoring of your project status.

The fixed price can be posted according to two international account standards:

- Completed percentages
- Completed contracts

Each of these can be posted periodically as a sales value or as production plus profit.

Total structure for the fixed price project

The work in process for the completed contract is set to cost price in the balance. Percentages showing degree of project completion are set to a sales price.

The completed percentage can be entered manually or calculated automatically on selected cost groups based on units or amounts.

You can choose to do periodic posting of the revenue and work in process on an individual project or a group of projects.

Posting of fixed price projects' revenue and work in process can be reversed and re-posted again, which is very helpful if you choose to change account principles.

Invoice projects

You can use Invoice Projects for creating invoice proposals, for example before invoicing. The proposal can cover one or more projects to be invoiced on the same invoice, for example, when you have more than one project for the same customer.

Fixed currency rates can be set up for each invoice project in order to invoice to a fixed currency rate or in order to calculate contract values to a fixed rate.

Easily manage and monitor multiple projects

The Navision Axapta solution component modules are tightly integrated – that means 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 once.

When transactions are posted in one part of the system, the entire system reflects the new activity – general ledger, customers, projects, inventory, cash – everything.

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Project Hierarchy

Navision Axapta allows you to set up your project structure in one or more levels called Parent/Child projects. Each project can have one or more related sub-projects called child projects.

The child project can also be a parent project for one or more child projects making it possible to build up a hierarchy of related projects. A tree structure can be displayed to clearly show the project structure.

For hours, an additional activity level can be made to further define hours worked in a specific action like painting, carpentry, programming, etc. Those activities can be used for planning of hours to help forecast project estimates; the system can automatically schedule hours by activities.

Procedures can be customized for each user

The individual user's screen display can easily be adapted according to the need or task at hand. Fields, field groups, pages or buttons can be hidden or added with a click of the mouse. Moreover, Navision Axapta Integrated enterprise solution looks and functions like a Windows application and demands a minimum of adaptation on the part of the user. The system is mouse and/or keyboard driven. It is easy to create menus with the functions necessary for a given task.

Pivot tables for power project analysis

Created on the basis of the OLAP services, pivot tables present summary project data from various perspectives. For example, you can show how many hours one particular employee has entered on a particular project within a specified period. Or you can show how many hours all employees in a company

have entered on a specific category with no limitations on project.

By adding or removing fields you can customize the pivot table presentation. You can show or hide subproject records in the pivot table presentation.

Pivot tables can be transferred to a Microsoft Excel spreadsheet where summary records can be further manipulated, and the pivot table presentation can be copied to any Microsoft Office document.

Support facilities management and administration

Navision Axapta Project is also designed to support facilities management and administration. This enables facilities managers and finance personnel to use a common structure, set of company information, and project overview for facilities management.

Hour planning

Project is integrated with the Navision Axapta Work Center module where you can plan hours. This hour planning enables you to reserve a person for a project with a defined number of hours. It is also possible to reserve a pool of people for a certain number of hours for a project.

Time sheet periods for employees

Each person can be linked to a period code that indicates how often the person should submit a time sheet. You can define the time sheet period to be on a daily, weekly or monthly basis. Time sheet periods can be generated as a batch for all persons linked to a

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specific period code or for a single person.

Approval

It is possible for you to choose rights for entering data, editing, checking and approving hours and invoices. Hour journals can be linked to an approval procedure, as well.

Adjustments

It is also possible to adjust posted hours, cost and revenue before invoicing. Each posted line can be split into one or more lines. Each line then can be adjusted for the project number, the cost price, the sales price, the currency, the category, the invoice status, the tax code or the dimensions.

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