

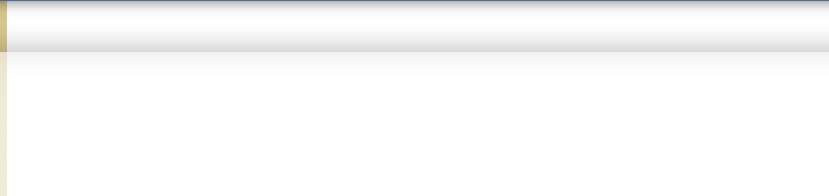
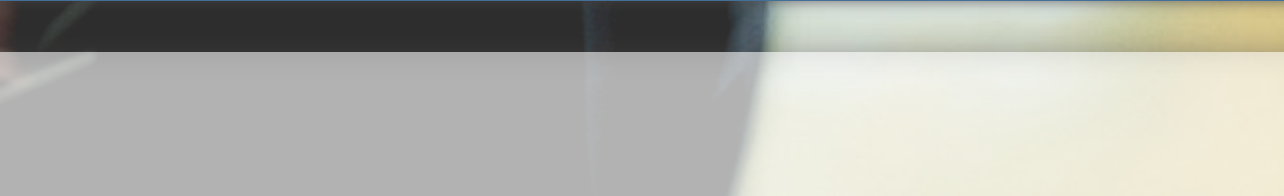


Microsoft
Business
Solutions

Expand the reach
of your business.

MICROSOFT BUSINESS SOLUTIONS

BUSINESS PORTAL—GREAT PLAINS



Unleash productivity

by fostering teamwork and helping employees complete common tasks with ease and efficiency.

Whether you're looking for company intranets that let employees exchange information and collaborate effectively, or Web-based delivery of applications and processes, Microsoft® Business Solutions Business Portal gives you the flexibility and functionality you need—without straining your budget or your IT staff.

Microsoft Business Portal integrates seamlessly with Microsoft Business Solutions–Great Plains® to deliver information, applications, and business processes through a single access point—your user's Web browser. Microsoft Business Portal offers a personalized gateway to business performance metrics, a self-service portal for employees and managers, and online applications that drive paper-based processes online and improve business efficiencies. Built on Microsoft Windows SharePoint® Services, this powerful solution makes it easy to build team sites and intranets that give your organization a framework for information sharing and collaboration.

Bring it all together with Microsoft Business Portal.



Solutions

for Pursuing Your Business Vision

Microsoft Business Solutions–Great Plains offers integrated capabilities for financial management, distribution, manufacturing, project accounting, human resource management, business analytics, and customer relationship management. By delivering deep access to decision-driving information, a rapid return on investment, and expert, dedicated customer service, Microsoft Great Plains helps you grow and manage your business better.

Microsoft Business Solutions Business Portal includes:

Microsoft Business Portal

Enhance employee productivity by providing role-based access to information and processes from a single Web-based portal. Microsoft Business Portal integrates seamlessly with Microsoft Great Plains to deliver applications, information, and processes to employees, customers, and partners across your organization.

Key Performance Indicators

Provide executives and decision-makers “at-a-glance access” to key business metrics so they can quickly assess the health of the business and take command when conditions change. With Key Performance Indicators for Microsoft Business Portal, you can define, deliver, and track personalized views of the critical information important to your company's success.

The HRM Self Service Suite

Streamline human resource (HR) management, empower employees to view and update personal information from any Web browser, and give managers the tools to manage their teams more effectively. The HRM Self Service Suite for Microsoft Business Portal integrates human resources and payroll data and helps provide accurate, current information throughout your organization.

Electronic Document Delivery

Reduce paperwork and manual processes with Electronic Document Delivery. for Microsoft Business Portal. By organizing and scheduling e-mail delivery for invoices, credit memos, and other sales documents to your customers in XML, HTML, Microsoft Office Excel, or portable document format (PDF), you can reduce administrative overhead and increase customer responsiveness.

Project Time & Expense

Streamline labor and expense reporting so expense reports can be entered and approved anytime, anywhere over the Web with Project Time & Expense for Microsoft Business Portal. Accurate, timely cost information gives you the precise information you need to increase your productivity and make better, more effective business decisions.

Requisition Management

Increase control and visibility over your entire purchasing process, reduce paperwork, and automate approval processes. With Requisition Management for Microsoft Business Portal, employees can enter purchase requisitions online for manager approval and transfer to Microsoft Great Plains Purchase Order Processing.

The Gateway to Your Business Management System

“When you have a dealer or a customer on the phone, and they want to know about an order they placed days ago, only 2 clicks versus 15 clicks is just better customer service.”

RICK RANK
IT DIRECTOR
MALIBU BOATS

Deliver Web browser access to applications, information, and processes

Built on Windows SharePoint Services, Microsoft Business Portal lets you deploy one portal site that provides role-based access to Microsoft Great Plains. By aggregating information and delivering it through a single access point, Microsoft Business Portal extends access to all employees who need to access information, enter transactions, perform inquiries, or complete other tasks—regardless of location.

Pinpoint the information and processes you want to share

Deliver role-based information to salespeople, purchasing agents, human resource managers, customers, or any other role you create. Once you've identified the information and processes you want to share by role, you can add reports, queries, and tasks to each role-based page; include links to other Web-based applications, intranets, and external data sources; and enable users to design customized layouts and add Web Parts to their own pages.

Connect offices and employees easily across multiple locations

Meet the needs of an increasingly mobile workforce with a solution that brings together branch offices, telecommuters, and mobile employees. By delivering Microsoft Great Plains applications by way of Windows® Terminal Server, you can eliminate the need to install applications on client machines and help ensure that all employees are working within a unified business management system.

Drive paper-based processes online

Deliver online tools for purchase requisitions, project time and expenses, timecard entry, and e-mail delivery of customer sales documents. You'll reduce the “wait stages” associated with approval processes, lighten administrative burdens, and improve business efficiencies and customer satisfaction.

SHARE THE RIGHT

INFORMATION with the right people by assigning role-based privileges in Microsoft Business Portal.

How it works

While talking on the phone to a customer, one of your top salespeople opens Microsoft Business Portal to look up that customer's recent purchase history. At the same time across the country, your vice president of finance uses Microsoft Business Portal to check the key performance indicators (KPIs) to see how the company's recent upswing is affecting receivables versus cash.

At a new company you recently acquired, your accounts payable manager is using Microsoft Business Portal to access the Microsoft Great Plains payables system to review vendor payment schedules. A project manager in Peoria uses Project Time & Expense to check on the latest batch of expense reports from her team. And in your office, you can open Microsoft Business Portal to check your vacation time records to see how much you'll have left after your upcoming, two-week vacation.

Microsoft Business Portal brings your organization together by letting all of your employees access the role-based information and applications they need, no matter their location or who else is using the portal also.

Customer	Address	City	State	Postal Code	Phone/Fax	Current Bal.
Kim Rips	100 N. State St.	Chicago	IL	60606	(555) 555-1234	\$62,413.84
Scott Schulte	400 West St.	Chicago	IL	45850	(555) 555-1234	\$16,310.64
Scott Schulte	400 West St.	Chicago	IL	45850	(555) 555-1234	\$1,100.00
Scott Schulte	400 West St.	Chicago	IL	45850	(555) 555-1234	\$118.79
Jeff Price	1200 Division St.	Chicago	IL	60644	(555) 555-1234	\$7,332.48
Gary Schawe	100 E. Main St.	Chicago	IL	44444	(555) 555-1234	\$31,432.88
Eric Ruchenberg	129 Avenue B	Chicago	IL	33333	(555) 555-1234	\$106,699.79
Raymond E. Sam	218 West St.	Chicago	IL	22222	(555) 555-1234	\$129,977.74

Customer	Address	City	State	Postal Code	Phone/Fax	Current Bal.
Cecilia Smith	400 West St.	Chicago	IL	45850	(555) 555-1234	\$3,925.34
Kim Rips	100 N. State St.	Chicago	IL	60606	(555) 555-1234	\$62,413.84
Scott Schulte	400 West St.	Chicago	IL	45850	(555) 555-1234	\$16,310.64
Scott Schulte	400 West St.	Chicago	IL	45850	(555) 555-1234	\$1,100.00
Scott Schulte	400 West St.	Chicago	IL	45850	(555) 555-1234	\$118.79
Jeff Price	1200 Division St.	Chicago	IL	60644	(555) 555-1234	\$7,332.48
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DELIVER BROWSER-BASED

ACCESS to consolidated financial information, customer data, inventory queries, purchasing reports, and much more.

The Framework for Information Sharing and Collaboration

"We're providing employees with an abundance of information, right at their fingertips. With unending capabilities to integrate applications and share information through the portal, there's nothing preventing this solution from eventually evolving into the USO's intranet."

BRUCE TOWNSEND
VICE PRESIDENT OF FINANCE

USO

Transform productivity with teamwork

Because Microsoft Business Portal is built on Windows SharePoint Services you easily can create team intranets that enable employees to collaborate on documents and projects. In many cases, your intranet can serve as a gateway to other sites and services throughout the company.

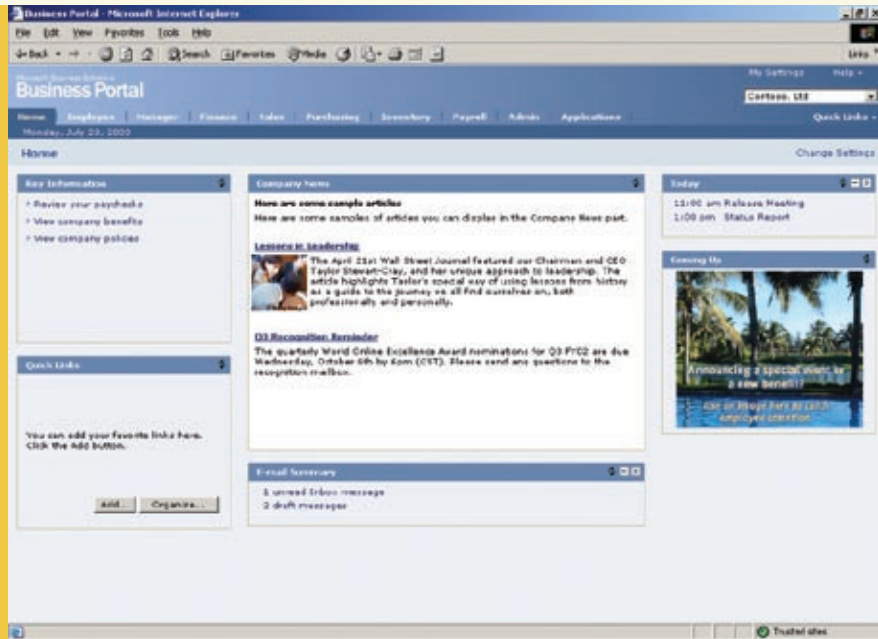
Build team sites that work the way you want

Using flexible, drag-and-drop page design, you can build sites for teams and projects with all the resources team members need to participate and prepare, including calendars, participant lists, announcements, and links to relevant sites and information—both Microsoft Great Plains data and other sources of business information. Document Libraries make it easy to store, edit, and share Microsoft Office Word, Microsoft Office Excel, and other documents. If you're a site administrator, you'll maintain tight control over information with role-based privileges, while enabling team members to add and update information.

Share the right information with the right people

Often on team projects, employees work alongside external partners, contractors, and volunteers. Providing access to the information they need to be productive members of your team while not exposing internal information is a key concern for many businesses. With Microsoft Business Portal, you can customize access to information, Web services, and page-based applications for your SharePoint sites, dissolving the boundary between "us" and "them" while maintaining the control over your information that you need.

WINDOWS SHAREPOINT SERVICES is the foundation for Microsoft Business Portal, making it easy to share documents, announcements, news, and other applications across the organization.



How it works

You're leading a project staffed by employees and vendors who work from multiple locations, with a monthly goal of delivering training and policy documents to volunteer members around the world. Resources and information are scattered across your company—in the past you needed to rely on employees to send vendors the information they need through e-mail messages and faxes. Delivery of the training and policy documents to volunteers has been erratic, at best.

Microsoft Business Portal offers a unified repository and delivery source for all of the information that you want to disseminate. By creating SharePoint pages with role-based rights, both employees and vendors can access appropriate information from any location and track meetings, announcements, and project milestones. At the end of each month, the updated training documents can be posted for easy pick-up, with a single e-mail message notifying interested users of the site they need to visit.

Access to Decision-Driving Information

“With Key Performance Indicators, we get a real view of how things are going. Local directors can get overview information right from the portal without drilling into the systems.”

BRUCE TOWNSEND
VICE PRESIDENT OF FINANCE

USO

Equip employees to get the answers they need

Microsoft Business Portal lets you tap a rich information source—Microsoft Great Plains—to open the flow of useful information to everyone in your organization. Without leaving their personalized portal pages, employees can define and run queries that provide detailed information about customers, vendors, inventory items, sales, purchases, and other information, helping drive down information support costs and accelerate business processes. Queries can be modified to show the specific information users need, and can be exported to Excel for further analysis or for sharing with others, which fosters rapid, effective decision-making.

Keep your finger on the pulse of your business

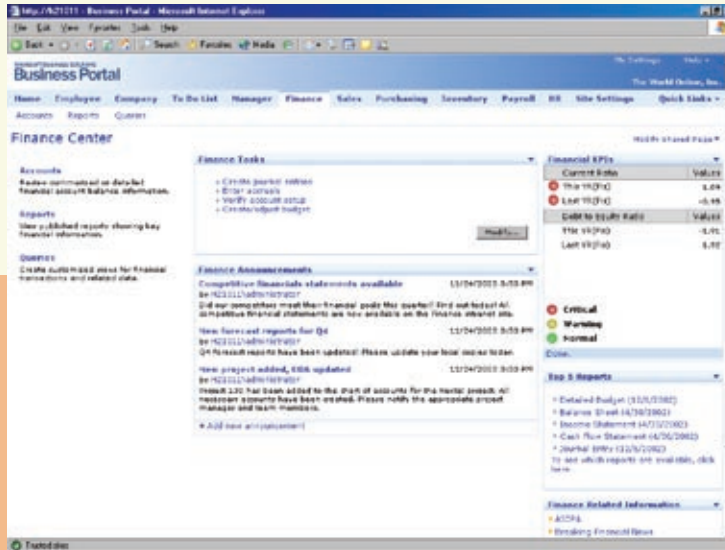
Take your queries a step further by defining and delivering personalized views of business metrics with the Key Performance Indicators module. Profitability, sales volume, and gross margin are just a few of the KPIs you can create. By viewing graphs, tables, and conditional alerts within a KPI, decision-makers can assess quickly the current health for a given area of your business, drill down to uncover underlying causes for changing conditions, and respond rapidly with the appropriate action. Again, there's no need to juggle applications or sort through reams of financial data—the Key Performance Indicators module pulls financial information from across your business to give executives the precise view of information that they need, when they need it.

Publish business reports that keep everyone informed

With dispersed workgroups, remote offices, and an increasingly mobile workforce, businesses face the challenge of delivering company-wide business reports in a timely manner and making sure they're current. Microsoft Business Portal makes it easy to publish reports and spreadsheets (from Microsoft Great Plains, Microsoft Business Solutions for Analytics—FRx®, Excel, and other applications) to a portal-based catalog, which provides easy access to the information you need, anytime.

KEY PERFORMANCE INDICATORS HELP DECISION MAKERS

keep an eye on the most important aspects of the business.



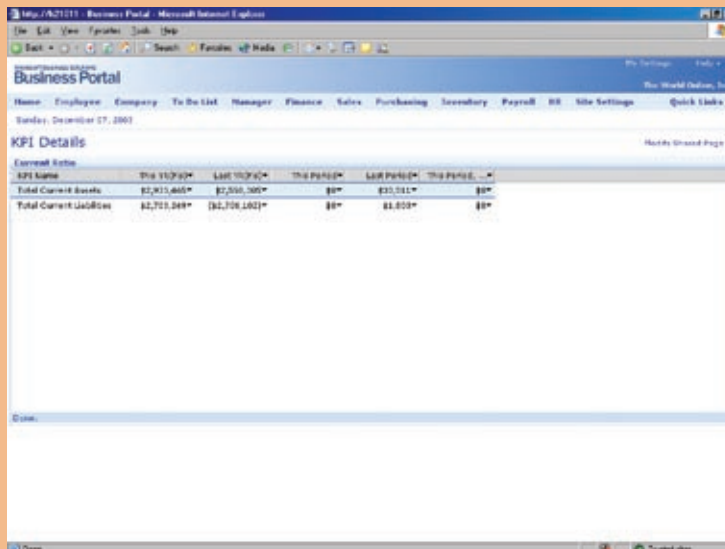
How it works

You're a director of a regional branch office, and you need to keep a close eye on employee expenditures for your region. Each branch office has its own accounts, and the information all updated in Microsoft Great Plains; but to access the data, you would either have to print a report, have one e-mailed to you, or have to view a posting on a company intranet. The problem: it's not always easy to remember where the latest information has been posted, or how to quickly understand what you're looking at, even when you find the correct report.

Instead of having to hunt and peck through your e-mail or on the network for the information you need, you can access your Microsoft Business Portal site and refresh the KPI that aggregates that information from across all of the branch offices. In an instant, you can see who's spending the most across your region, and drill down to the details to investigate any red-flag alerts.

EASY-TO-USE DEFINITION WIZARDS

take you step-by-step through the process of creating key performance indicators for your business.



A Portal Your Employees and Managers Will Want to Use

Streamline human resource management

Controlling human resources (HR) information and processes is one of the top challenges organizations face. This sensitive information must be guarded carefully and usually means that employees and managers must contact the HR department for even the simplest of requests. Managers also need to contact HR for employee performance records, pay history, and other information. These requests eat up time across the board, and can reduce efficiency and increase your cost of doing business.

The HRM Self Service Suite for Microsoft Business Portal enables managers and employees to view and update appropriate HR information through a personalized, role-based Web portal. Seamless integration with Microsoft Great Plains human resources and payroll modules means that employee-specific data will be available to each employee. Access is controlled by users logging on, so personal information remains confidential.

Take the hassle and expense out of common HR tasks

You can avoid paperwork log jams and improve workforce satisfaction by allowing employees to control personal information, including changing addresses, phone numbers and emergency contacts; submitting timecards and time-off requests; and viewing pay stubs and benefits information. Updates and transactions route automatically to managers and HR staff for review, which helps to ensure that information will be reviewed and approved before the data can be updated.

Equip managers to work more effectively with staff

With expanded access to multi-level direct reports information, managers can view training history, evaluate team skills, check internal applicant status, and evaluate compensation and performance history when needed. Having faster access helps them plan effectively and make critical staffing decisions. And with the ability to approve timecards and time-off request online, they're freed from tedious tasks to focus on their jobs.

Manage project-related expenses with ease and accuracy

Save managers' time and increase control over project-related expenses. With Project Time & Expense for Microsoft Business Portal, employees can enter time and expense records online for review and approval by project managers.



A Solution that Helps Reduce the Costs of Doing Business

Get going right away—and keep driving forward

Microsoft Business Portal provides out-of-the-box integration with Microsoft Great Plains that includes immediate access to consolidated financial information, customer data, inventory queries, purchasing reports, and much more. With deep integration, your information is always accurate and up-to-date across your organization, and can help reduce costly errors and manual processes.

Save time and maximize cost savings with online requisition management

By moving your requisition process online, you enable employees to complete common tasks quickly and reduce costly purchasing errors associated with manual entry and approval processes. Customizable entry and approval hierarchies give you the flexible control you need to protect information and keep operations running smoothly—saving you both time and money.

Improve customer satisfaction while reducing overhead

Ensure seamless communication with customers—and dramatically cut back paperwork—by automating scheduling and delivery of sales documents via e-mail. Electronic Document Delivery adds consistency to your sales process, ensures that invoices, credit memos, and more are delivered in a timely manner, and provides customers with sales documents in their preferred format.

Extend applications without costly deployments

Reduce administration tasks for your IT department by eliminating the need to purchase and install dedicated software on every user's desktop machine, and by giving them central control over who has access to which data. Because information is delivered through a Web browser, you can provide targeted, role based access to critical information and applications across your workforce, without requiring them to log on to Microsoft Great Plains and drill down to the data they need.

Reduce portal management costs

Customize your portal easily and help reduce development costs associated with Web and HTML publishing. With SharePoint Web Parts and drag-and-drop page design, you can tailor your portal site and build pages that work the way you want, as well as enable users to publish and manage content themselves. What's more, Microsoft Business Portal can give users access to disparate resources from a single site, rather than requiring users to sign on to different sites.

Reduce information support costs

By releasing the flow of useful business information to your employees, you'll reduce the endless stream of requests for custom reports and the countless calls for simple business facts. Information from across your business is at your employees' fingertips, freeing your IT, accounting, and support resources to help drive your business forward.

Realize your business vision now.

Microsoft Business Solutions offers a wide range of business applications designed to help small and midmarket segment businesses become more connected with customers, employees, partners, and suppliers. Microsoft Business Solutions applications automate end-to-end processes for enterprise resource planning, customer relationship management, and business analytics.



More information about Microsoft Business Solutions can be found at

<http://www.microsoft.com/BusinessSolutions>

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