Assistance PSA
for Microsoft Dynamics CRM

Financials • The Manual

Chapter 1 • Concept & Navigation

1.1 Vision and Concept
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FINANCIALS (Release 1.0.0.7)

Chapter 1. Concept and Navigation

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INTRODUCTION

Welcome to *Financials – the Manual*! This manual is designed to provide you with an understanding of the main functionalities of Assistance Financials. It is divided into two chapters: the first one will introduce you to the solution and the second one will walk you through the WIP Transfer and Revenue Recognition processes for two specific types of project (T&M and Fixed Fee) within Financials.

Note that this manual is intended for users who are already familiar with PSA 2015 and who have good knowledge of their own chart of accounts, fiscal periods, WIP management, revenue recognition policies and billing policies.
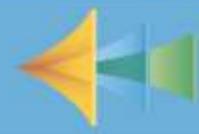
* Assistance Financials for Microsoft CRM can be accessed from a web browser or from Microsoft Outlook by using the Microsoft Dynamics CRM for Outlook feature. The screen shots and examples in this guide show the web browser option. Also note that for the purposes of this guide the security role used for all the examples is System Administrator.
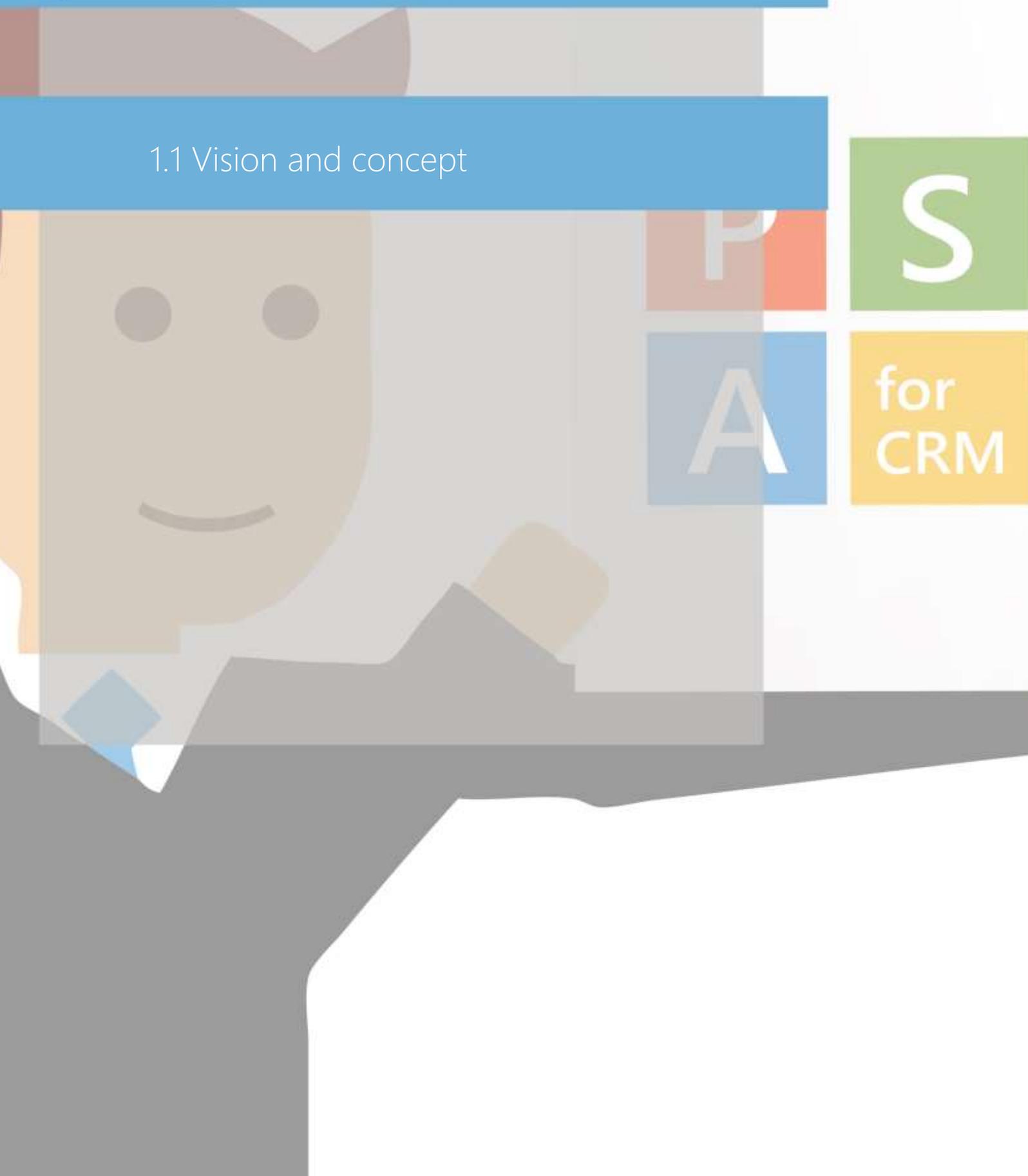
CHAPTER 1. CONCEPT AND NAVIGATION

In this chapter you will learn:

- The vision and concept behind Financials
- How to navigate in the solution.

FINANCIALS • The Manual

1.1 Vision and concept

VISION AND CONCEPT

PSA Suite for Microsoft CRM

The PSA Suite for Microsoft CRM is a complete Professional Services Automation solution.

Assistance Financials is the financial module of the PSA Suite, which also consists of two other solutions, Assistance PSA (core functionality of the Suite) and Assistance HRM, as well as a Portal.

The three apps completing the Suite: PSA mobile, PSA Approval and PSA Project Status, will respectively allow booking and approval of hours in PSA as well as provide you with access to your projects' actuals and KPI's from a mobile device.

*For additional information regarding the PSA Suite, please go to our website www.asssistancesoftware.com

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Financials

When you install Assistance Financials you extend PSA with project accounting functionality.
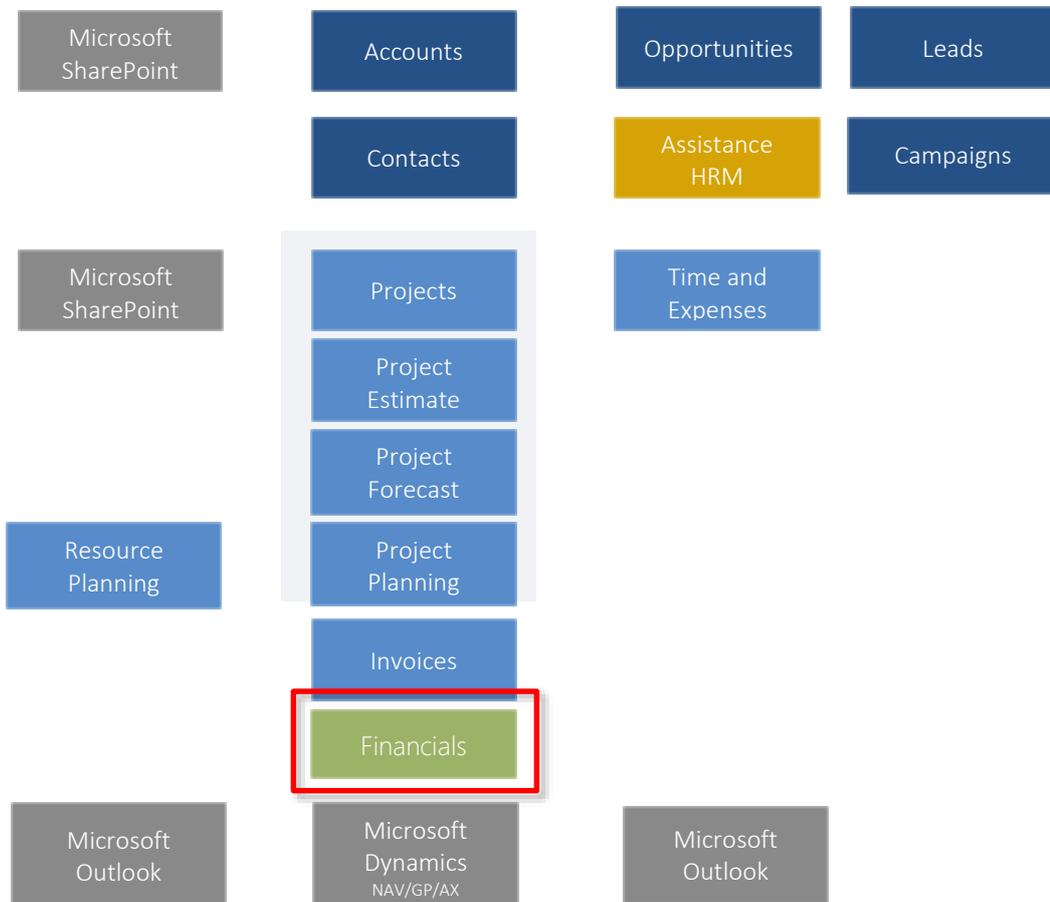
This means that you will now have the ability to generate journal entries for the following processes/functions:

- Approved Labor and Expense costs
- Work-in-Progress (WIP) Management
- Revenue Recognition
- Invoicing

And this information will be available from the Financials module but also within each Project in PSA.

Integration with back-end financial solution

Assistance Financials can also assist in the integration of your project accounting data into your ERP system. When generating journal entries, it will automatically update a unique Transaction table making all the PSA financial transactions available for you to process in one single entity within the CRM database. All transactions will also be processed by Period.

Financials will provide the following transaction types:

- Hour and Expense Transactions
- WIP and Revenue Recognition Transactions
- Invoice Transactions
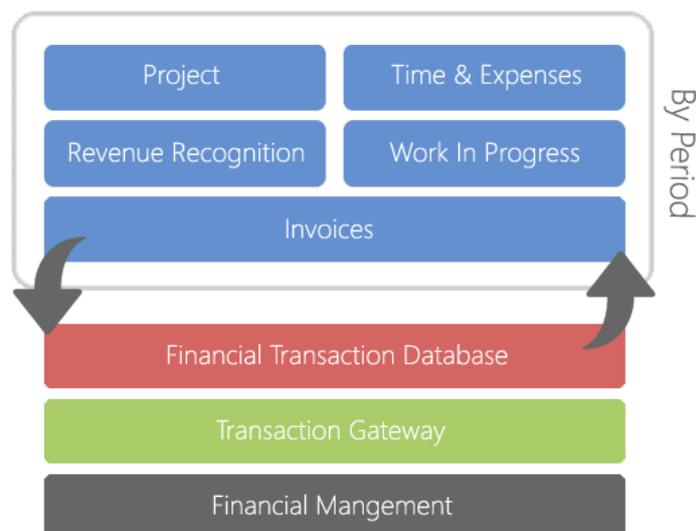
A transaction gateway, which can be any number of data connectors (ex: Scribe), can be used to pass this data into your ERP system. You can use the same connector to pass data back from the ERP to update your financial transactions database. A common transaction that would come back into PSA would be cash applications, so cash receipts made in the AR module would be passed back to update accordingly invoice balances as well in PSA.

1.2 Navigation

NAVIGATION

Modules, Work Areas and Entities

Within Microsoft CRM, Assistance Financials consists of one single module, FINANCIALS.

- The module FINANCIALS is where you will work; i.e. setup the PSA Financials module, create WIP journal entries to transfer approved labor and expense costs, recognize revenue for T&M as well as Fixed Price projects and finally create journal entries for invoicing.

- It is broken down into two work areas: Financials and Settings.
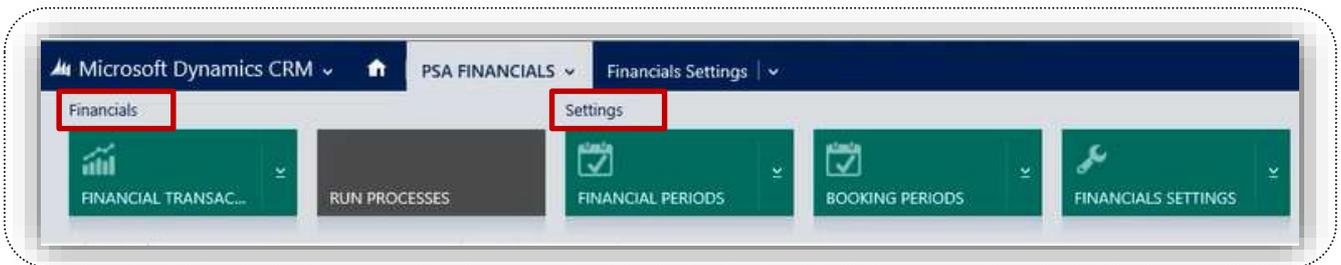
- Within each work area you will find the following entities:

| Financials	Settings
Financial Transactions	Financial Periods
Run Processes	Booking Periods*
	Financial Settings

*The entity *Booking Periods* is the same as the entity *Booking Periods* located in the Module PSA Settings in the work area PSA Tables of Assistance PSA.

Specific settings however will also be defined in the following two modules of Assistance PSA:

- PSA SETTINGS
- ASSISTANCE PSA

- In the module PSA SETTINGS of Assistance PSA you will configure specific settings related to WIP transfer and revenue recognition within the entity PSA Settings but also within the project template item entity.
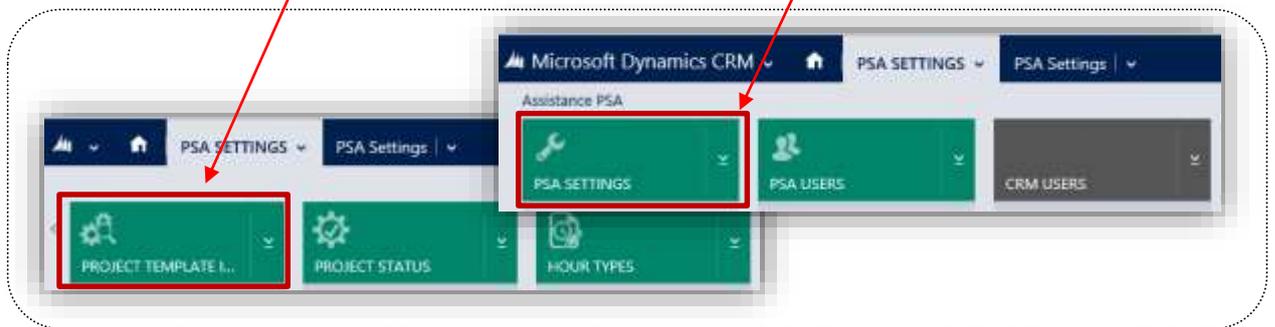
- The module ASSISTANCE PSA is the third and last place where you will configure specific settings related to revenue recognition. You will define these settings respectively at the Project and Project Item level of PSA.
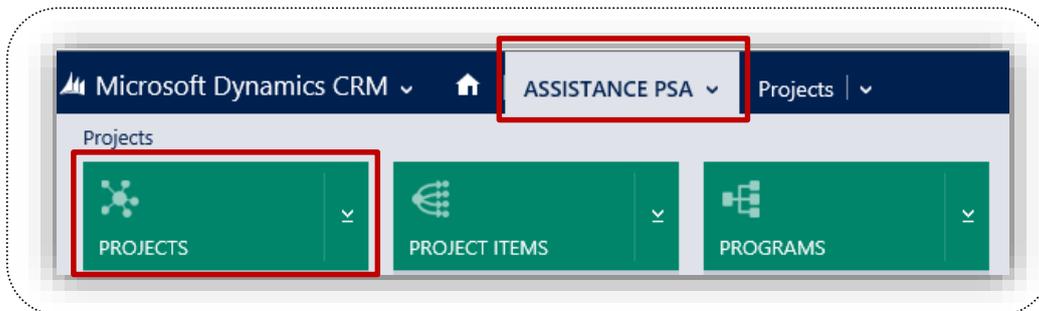
- Within each Project you will also find the journal entries generated by Financials and specific to the project itself.

One final note: In order to generate journal entries Assistance Financials will make use of the master data created in PSA, i.e. Ledger accounts, Legal Entities, Departments and Cost Centers. This master data therefore is a pre-requisite to the configuration of Financials.