

# Extend the Reach

## Microsoft Dynamics GP and the Microsoft Office System

### BENEFITS

#### Increase access to information.

Initiate searches from within Microsoft Dynamics GP, within Microsoft Business Portal, your Office SharePoint sites, or from any workstation desktop application—all while maintaining one version of the truth.

#### Find just the information you need.

Register the applications you want to search in the Business Data Catalog provided with Office SharePoint Server 2007.

#### Increase search options and save time.

Choose whether to search structured data sources, unstructured data sources, or both when you initiate the search. Searches can be set up and filtered using a straightforward wizard that makes it easy to define what data is searchable, and for whom.

**Increase security.** Access privileges are honored each time a search is initiated. A search returns summary information of all documents that match search criteria, but users can view only the information they have been authorized to access. When a Microsoft Dynamics GP summary result is selected, a profile page of the record opens, displaying details.

## Search in Microsoft Dynamics GP

When Microsoft Dynamics™ GP is deployed with Microsoft® Office SharePoint® Server 2007, you can configure your systems to enable people to efficiently find critical business information, whether it's located within structured databases or unstructured repositories. Enhanced search capabilities empower your people to make the fast, informed, and trusted decisions that drive your business forward.

The screenshots illustrate the search process in Microsoft Dynamics GP. The top window shows the 'Sales Center' dashboard with a search bar containing 'The Phone Company' and 'company'. Below it, a search results window displays a list of search results for 'The Phone Company'. The bottom window shows a detailed view of a 'Payables Invoice' for 'The Phone Company', including fields like Date, Invoice Number, and Amount.

*SEARCH A SPECIFIC COMPANY DATABASE, choose multiple companies, or search all sites for both structured and unstructured data.*

*USERS WITH APPROPRIATE ACCESS can drill into summary returned data.*

## FEATURES

## SEARCH

<b>Extensive Out-of-the-Box Searchables</b>	Start accessing your information fast with out-of-the-box searchables, including General Ledger accounts and transactions, Customer, Vendor, Purchase Order, Sales, Sales Territory, Inventory items and transactions, and Payables, Receivables, and Sales documents.
<b>Client and Portal Search Capabilities</b>	Search across the enterprise in the Microsoft Dynamics GP client or portal, not only for structured Microsoft Dynamics GP data that has been configured for search, but also for unstructured information, including Microsoft Office Word documents and Microsoft Office Excel® spreadsheets. You can search Microsoft Office Outlook® e-mail messages through public e-mail folders registered with the Business Data Catalog.
<b>Web Services Management</b>	Administrators can register all Web Services for Microsoft Dynamics GP with the Business Data Catalog and then easily create new lists of information that can be viewed on Office SharePoint Server 2007 or Business Portal.
<b>Customized Search</b>	Set up searchable entities and filter them using the straightforward Search Setup Wizard that makes it easy to define which entities and entity fields are searchable. Using the Search Synch utility makes it easy to link the Search Setup Wizard with Web Services security.
<b>Multiple Reporting Formats</b>	Applicable search results can also be returned from unstructured data—such as Microsoft SQL Server™ Reporting Services reports, Office Excel files, Office Word documents, Crystal Reports, and PDF files.

Search is available for Microsoft Dynamics GP Professional and Advanced Management customers when Office SharePoint Server 2007 is installed.

For more information about Search in Microsoft Dynamics GP, visit [www.microsoft.com/dynamics/gp](http://www.microsoft.com/dynamics/gp).