

User Documentation

Dynamics 365 for Operations



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Document Information



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Document Title: User Guide			
File Name:	Avanade Trade Organization Structure User Guide for D365 for Operations		
Author(s):	Swathi Chavanas, Utsab Basu		

Document Revision History

Version	Date	Changed by	Items Changed Since Previous Version
1.0	17/04/2017		Initial Version

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1 Introduction

The Trade Organization Structure (TOS) makes it possible to consider the accounts receivable master hierarchically in accordance with the organizational structure of the customer. For example, National or International company structures can thereby be mapped.

Based on these hierarchical levels it is possible to maintain selling prices, discounts as well as item listing. Based on the below listed structure, selling prices, discounts and item listing are passed on to the corresponding levels (debtors and/or customer orders).

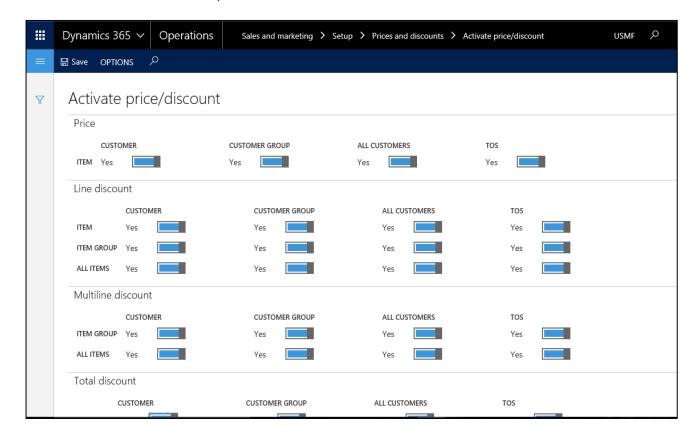
Likewise, this TOS can also be used for statistic evaluations. It is to be noted that such report and/or evaluations must be individually implemented based on a TOS structure and are not considered in the standard evaluations.

2 TOS Activation & Setup

2.1 Activation of TOS

The activation of "search for trade agreements" is necessary also on the TOS-level.

Navigate to Sales and Marketing > Setup > Price and Discount > Activate Price/ Discount (in all registers the check boxes for TOS are selected).





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The trade agreements are browsed in this order:

- 1. Table (Table of debtor)
- 2. Group (Table of price group)
- 3. TOS
- 4. All

2.2 Setting up Trade Organization Structure

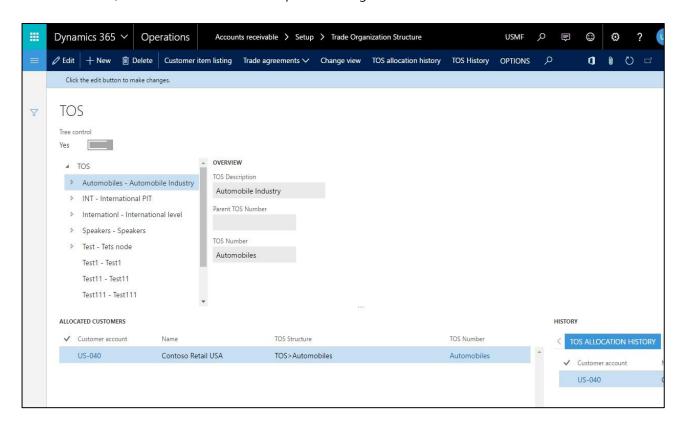
In the screen TOS, the customer structure can be developed based on the actual conditions. Likewise, it can be visualized, which debtors are assigned to a node or a sub-node. Also, it is recorded, if the TOS structure changes itself or the assignment of a debtor to a node.

While the development of an TOS structure it is to be particularly ensured that this also corresponds to effective requirements, with regards to the commercial agreements and/or item listing that are to be mapped.

It is recommended that the TOS structure should be examined before the final definition, based on practical examples.

1) Navigate to a) Sales and Marketing > Setup > Customers > Trade organization structure /

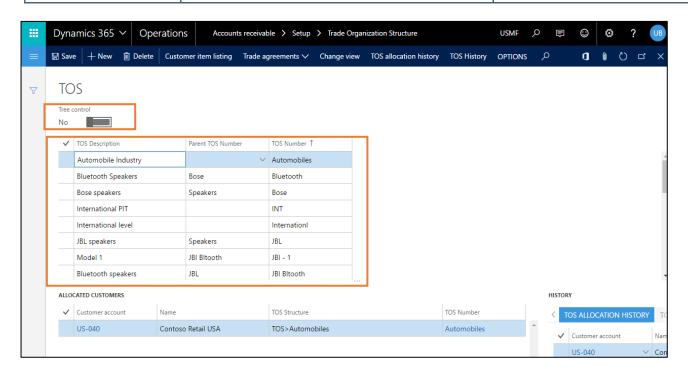




2) The check box 'Tree Control' can be used to justify whether the TOS is to be represented in graphic form or tabular form

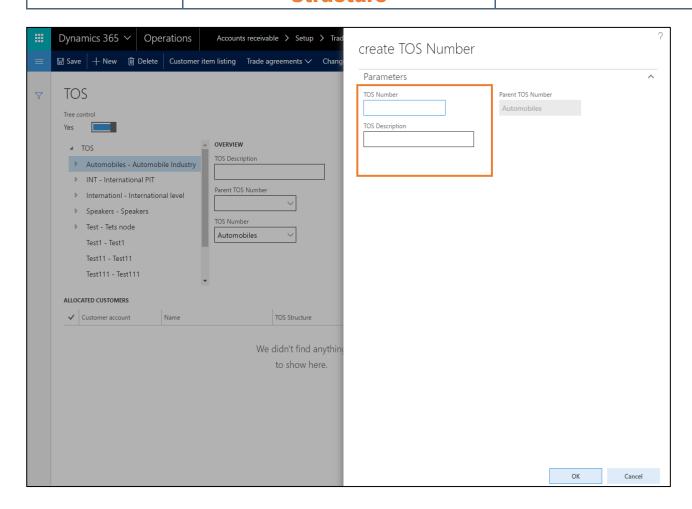


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- 3) A new TOS-level can be created by clicking 'New' button) on the top action bar after the selection of respective parent node.
- 4) Thereby a corresponding predecessor can be defined in the field 'TOS Number' & 'TOS Description' and thus a structure can be developed.

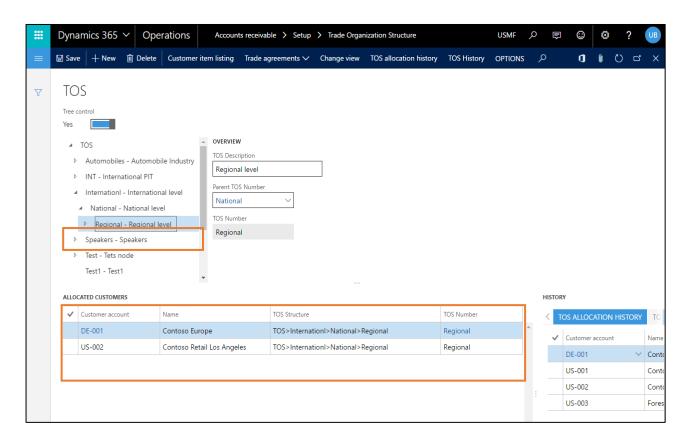




The creation of a new data record can be accomplished both in the structural- and tabular view.

2.2.1 Screen TOS – Allocated Customers

In the TOS screen, it is evident in a glance, which customers are assigned to the current marked node, as well as possible further Sub nodes.



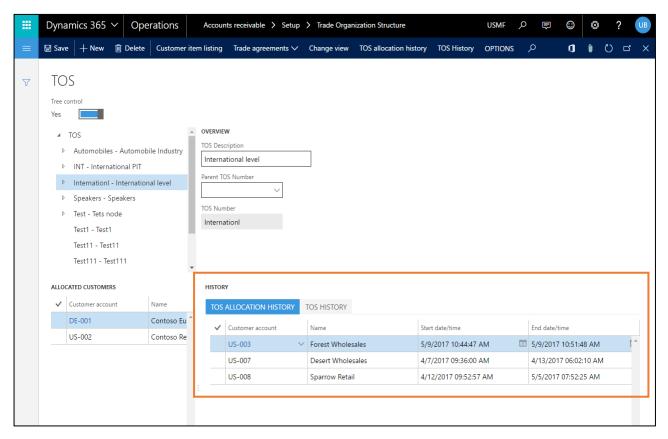
If the selection/marking of the TOS-nodes changes, then the view within the range of "Allocated customers" is also updated accordingly.

2.2.2 Screen TOS – Allocation History

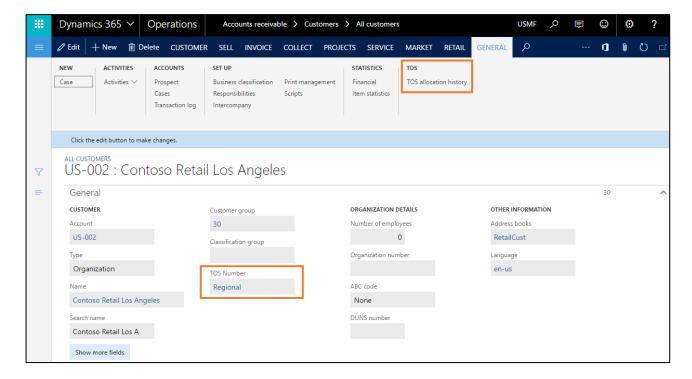
It can be seen how long a customer was / is assigned to the current selected/marked TOS node. The assignment debtor to TOS node is further described below in sub-point 2.2.3.

If the selection/marking of the TOS nodes changes, then allocation history is also updated accordingly.

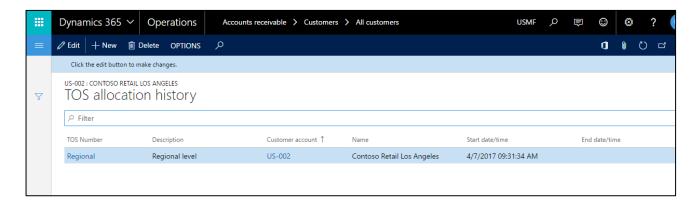




This inquiry can even be implemented directly from the customer master as given below:



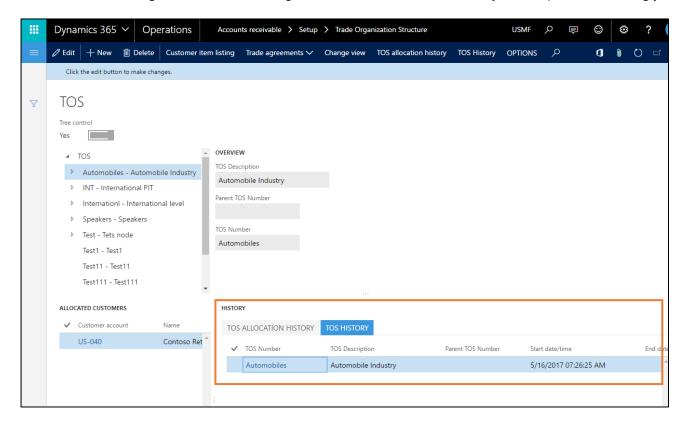




2.5 Screen TOS – TOS History

In the TOS screen, it is logged whether and/or how the TOS structure changed. i.e., each change of the predecessor node is likewise documented with a timestamp.

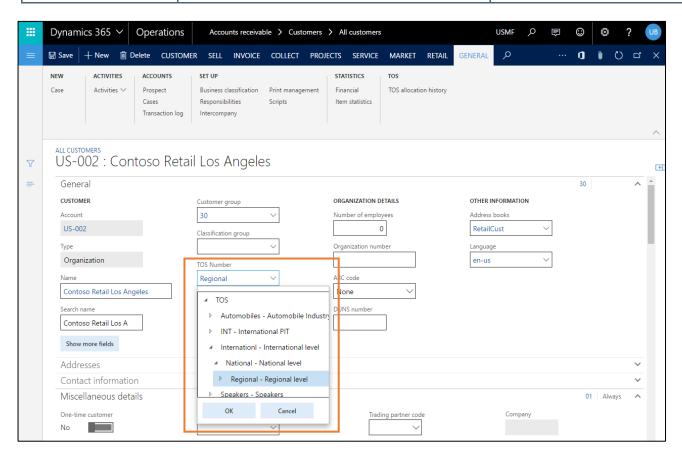
If the selection/marking of the TOS node changes, then the view of the TOS History is also updated accordingly.



2.2.3 TOS Number Allocation to Customer

In the next step, one TOS level is assigned to each desired Customer. This happens in the accounts receivable master in the field 'TOS' Number in the Fast Tab 'General'.





3 Trade agreements

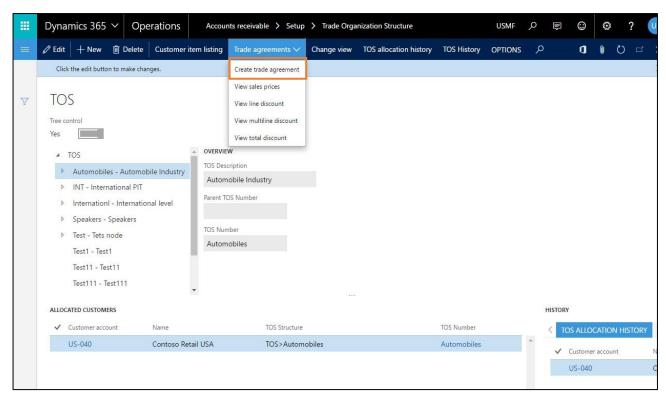
3.1 Installation of new trade agreements on TOS level

Trade agreements can be defined and activated directly from the TOS screen or from the standard AX trade agreement feature.

Irrespective of from which screen the trade agreement is called, the next steps are identical.

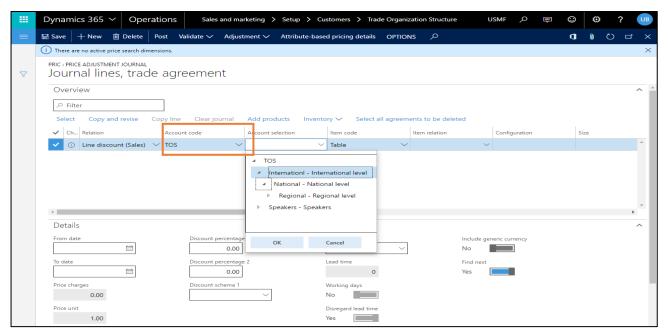
Navigate of the trade agreement from TOS screen:

1) Navigate to Sales and Marketing > Setup > Customers > Trade organization structure.



It is important that in this case the account code "TOS" with the appropriate TOS number in the field Account selection is selected:

2) Navigate to Sales and Marketing > Setup > Customers > Trade organization structure > Action Pane tab > Trade agreements > Create trade agreement > Create a price/discount journal > Go to lines.

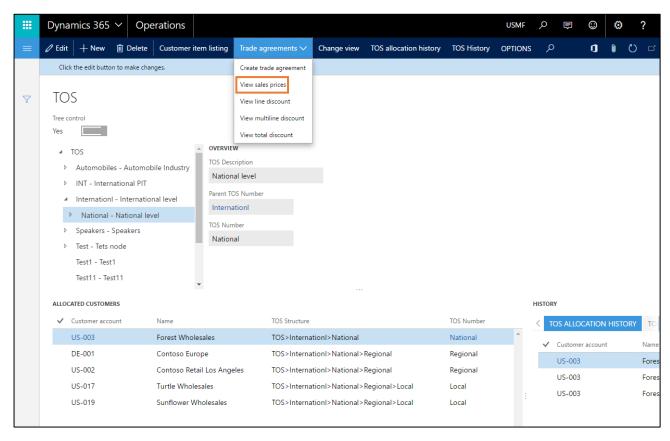


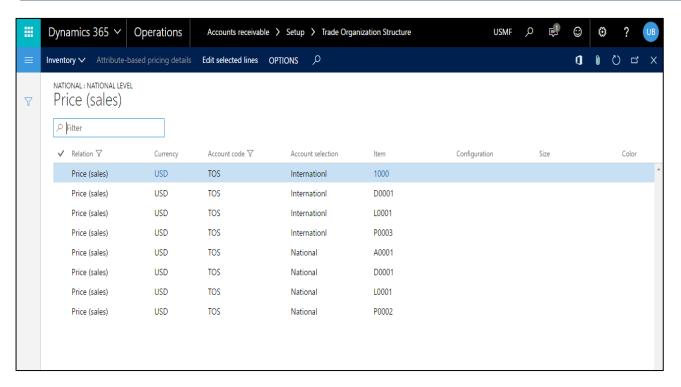
Even for the discounts, it must be proceeded in a general manner as with the selling prices. For that, also see example 3 under point 3.4.3.

3.2 Inquiry of trade agreements on TOS level

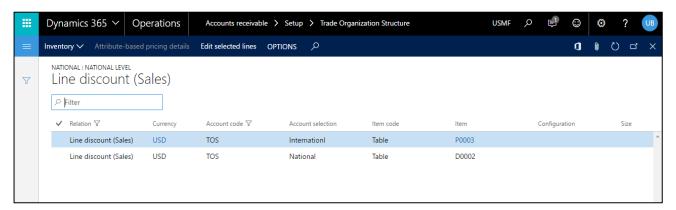
The trade agreements can be enquired both on the basis of the TOS screen and in accordance with the AX standard. <u>Inquiry of the HV from the screen TOS:</u>

At first the TOS-structure-level is marked and afterwards, over the menu option 'Trade agreements', the selling prices are indicated. On the highest TOS-structure-level therefore only prices appropriate to the level to be marked, are indicated (see picture below). At subordinated structural levels also the prices of the superordinate structural levels are indicated.





Similarly line discount, multiline discount & total discount can be also viewed for a particular TOS structure level.



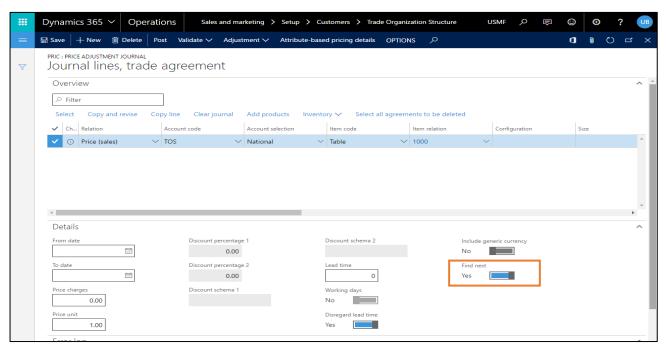
3.3 Price/discount identification

In trade agreements, the price/discount identification takes place in the given order in accordance with "the Best Price principle":

- 1. Table [debtor]
- 2. Group [price/discount group]
- 3. TOS
- 4. All

If this "Best Price principle" is not desired anymore within a certain level, this can be done in agreement journal voucher as per AX standard, by deactivating the check box continue searching.

Navigate to Sales and Marketing > Setup > Customers > Trade organization structure > Action Pane Tab > Trade agreements > Create trade agreement > Create a price/discount journal > Go to lines



Generally, it is recommended to map the selling prices/discounts either on TOS-level or on group level (AX standard <u>without</u> TOS). A blending of both structures (TOS and groups) is not practical as per experience.

Within the TOS structure the price/discount identification takes place likewise after the "Best Price principle" from the "most special to the most general case". i.e. starting from the lowest stage, the TOS goes upward until a suitable hit is obtained.

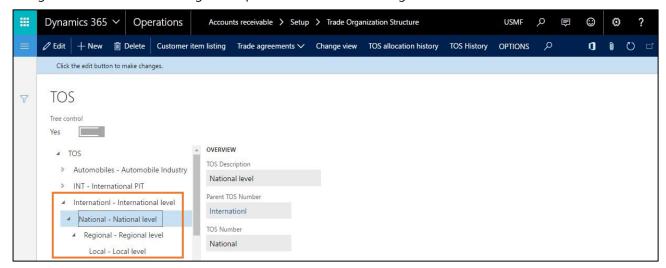
By this principle it is possible that prices/discounts on higher level are defined and are passed down to the associated levels.

3.4 Examples for the price/discount identification using TOS

3.4.1 Example

Starting situation is the following TOS structure:

Navigate to Sales and Marketing > Setup > Customers > Trade organization structure.



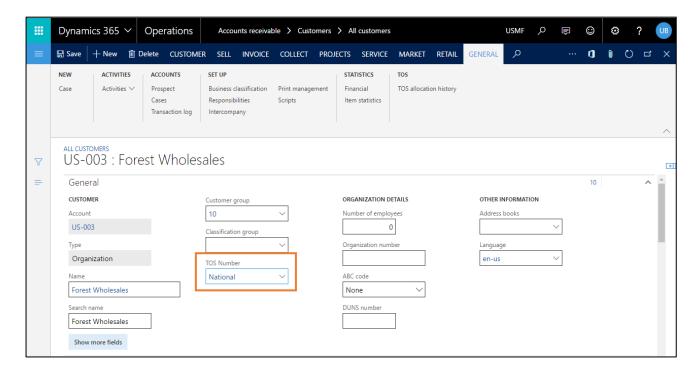
Problem description:

Several customers are assigned to the TOS structure "Regional - Regional level". For all these customers, the same selling prices are valid as those for the superordinate parent company - TOS level "International international level". One would like to apply these selling prices on the parent company only once. These prices are to be assumed for all subsidiaries, both on National as well as on Regional level.

Allocation of a customer to a level of TOS hierarchy:

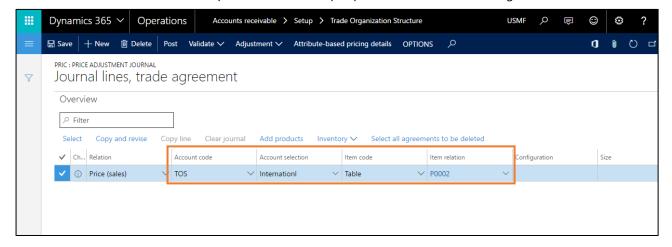
The customer with the number US-003 is assigned to the "subordinated" TOS number National.

1) Navigate to Sales and Marketing > Customers > All customers > Select a Customer > Click Edit on the action pane > Assign TOS number from the dropdown in the TOS number field.



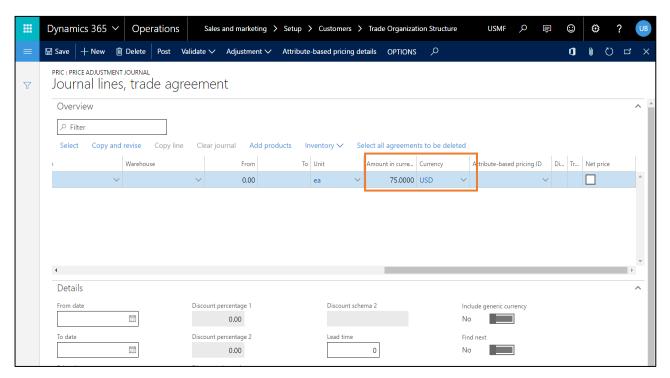
Filling the agreements:

For the TOS-level "International" a price of USD 75.00 per piece for the item P002 is given for unlimited time:





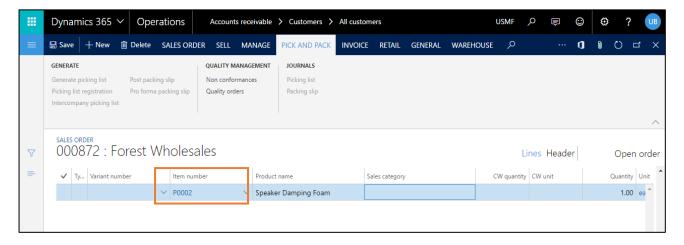
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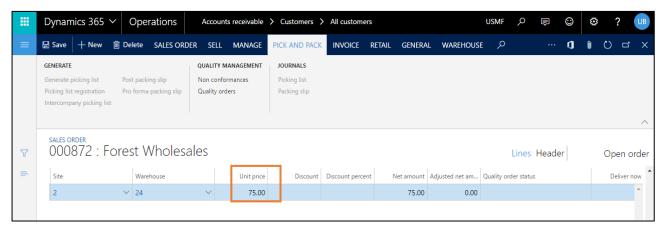
i.e. a selling price exists only on the TOS-level "International" and the customer US-003 is assigned to the subordinated level "National".

Pricing for order creation:

After a customer order with the item P002 was put for the customer US-003 based on this example, it is evident in the order item that the selling price from the superordinate TOS-level "International" was used for the customer order:

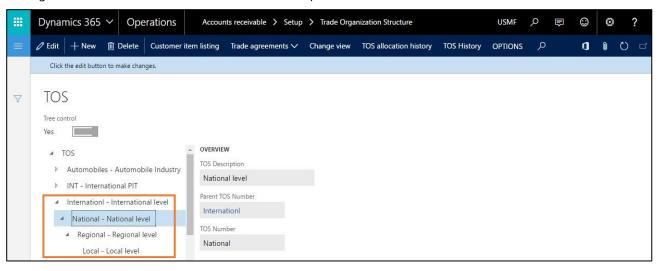






3.4.2 Example 2

Starting situation is the TOS-structure as in the example 1:



Problem description:

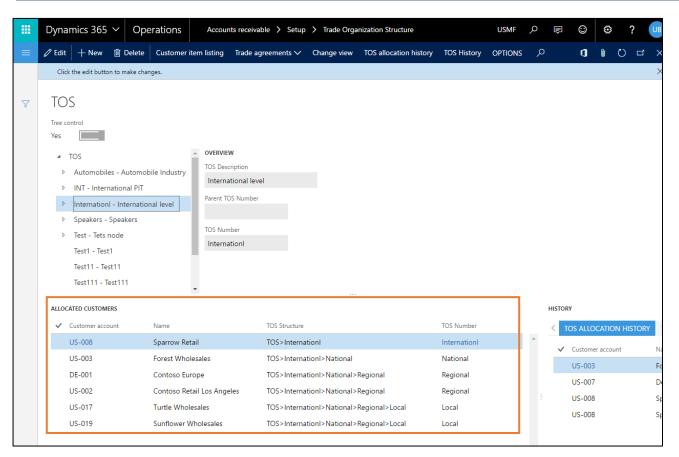
Several customers are assigned to both the TOS-level "National" as well as the level "Regional". For all these customers, basically the same selling prices as those for the parent company – TOS-level "International" are to be valid.

It should however be possible to permit exceptions for certain items on the different TOS levels. That is, if a valid selling price exists for the same item on the highest level "International" and at the same time another valid price on the lowest level "Regional", then this special price should be valid for those customers, who are assigned to this lowest level. In this context, the "Best Price principle" which is based on the AX standard, must be considered.

Customers with allocation to a level of an TOS hierarchy:

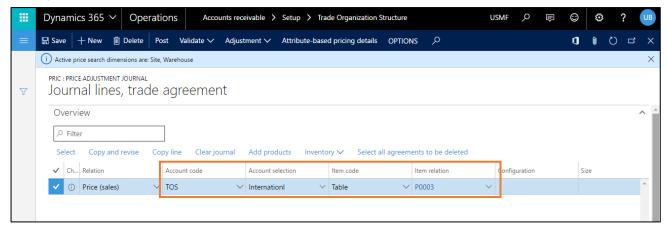


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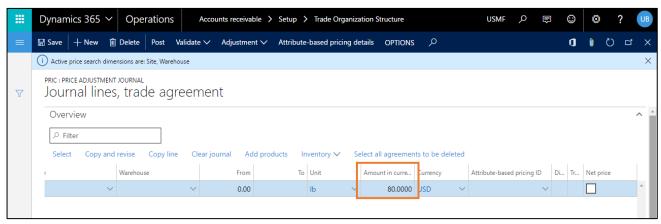
Filing the trade agreements:

For the item P0003, a trade agreement can be created for the TOS level "International" on basis of the example 1 (see point 3.4.1):





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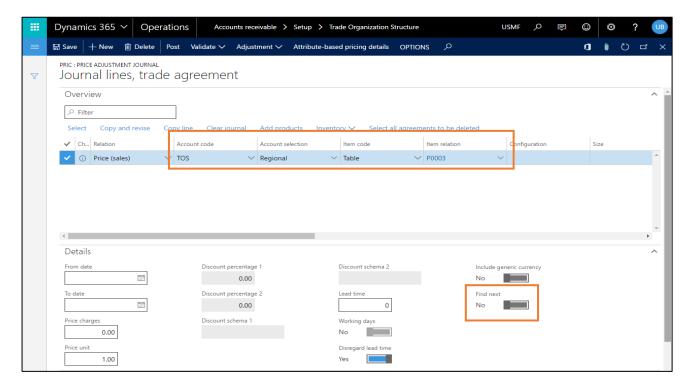
According to task formulation, however, for the item P0003 on the TOS-level "Regional" another (in this case more expensive) selling price than on the level "International" is filled as an exception.

Only by deactivating the check box 'Find Next' on the "most special" level ("Regional"), it is guaranteed that, in accordance with the Best Price principle, the more favorable selling price is not taken over by the TOS-level "International".

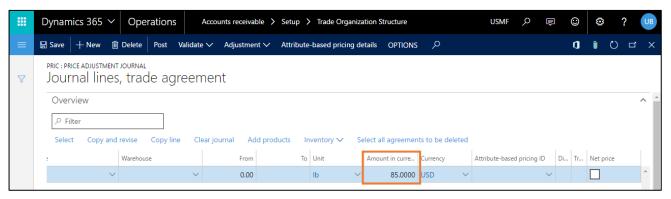
A new selling price can be applied on both in the screen TOS as well as in accordance with AX standard e.g. starting from the debtor:

Screen TOS:

- Step 1: "Create Trade Agreement"
- Step 2: Creation and booking of the agreement journal voucher:



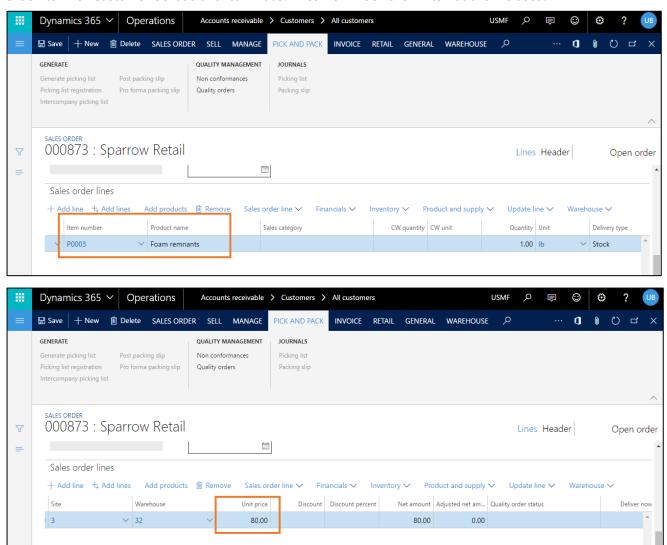




Pricing for order creation:

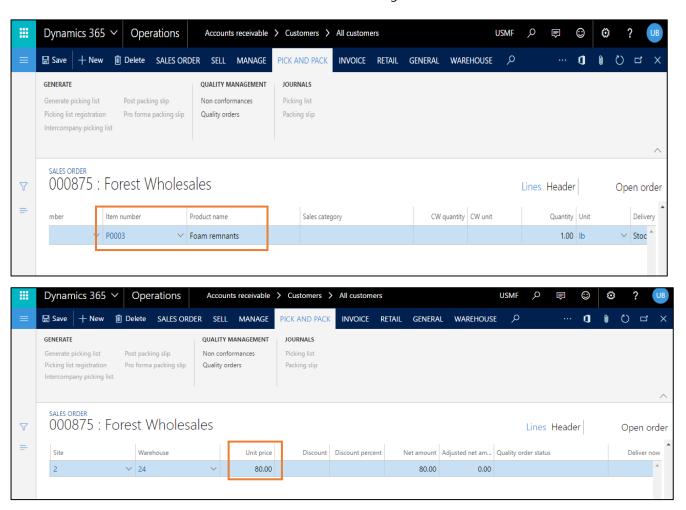
Customer US-008 is assigned to the parent company – TOS-level "International". At the same time, there exists a trade voucher for the item P003 and the TOS-level "International" with USD 80.00.

Order item for Customer US-008 and item P003: Price from TOS-level "International" is used.

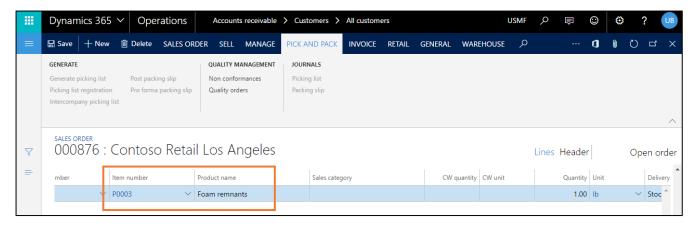


Customer US-003 is assigned to the subsidiary – TOS-level "National". No Trade agreement exists for the item P003 and the TOS-level "National". However, there exists a corresponding agreement voucher on parent company level – TOS level "International".

Order item for customer US-003 and item P003: Price from the higher TOS-level "International" is used.

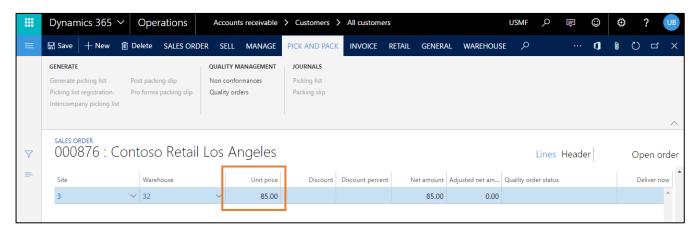


Customer US-002 is assigned to the subsidiary – TOS-level "Regional". Despite existing agreement voucher on parent company level – TOS-level "International" with USD 80.00, a selling price of USD 85.00 per piece is valid for all regional subsidiaries on the TOS-level "Regional".





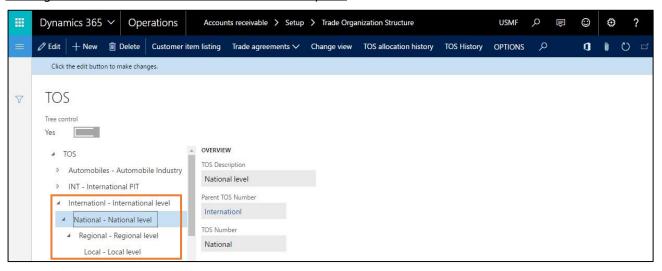
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Order item for Customer US-002 and item P003: Price of USD 85.00 of the 'most special' level of the customer – TOS-level 'Regional' is used and not from the parent company – TOS-level 'International', because the Best Price principle is not used by deactivating the check box 'Find Next'.

3.4.3 Example 3

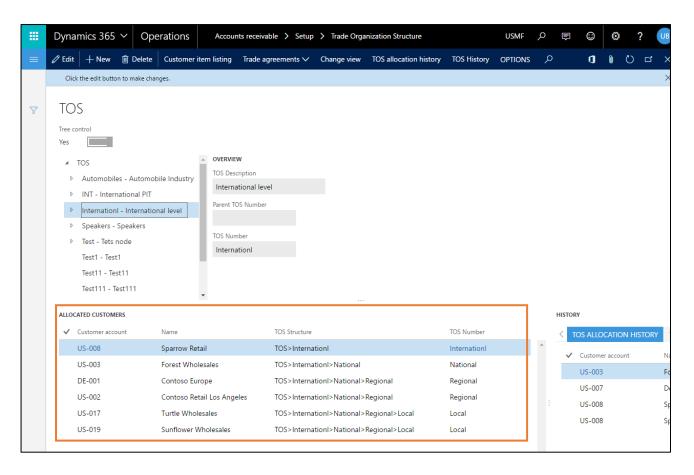
Starting situation is the TOS-structure as in the example 1:



Problem description:

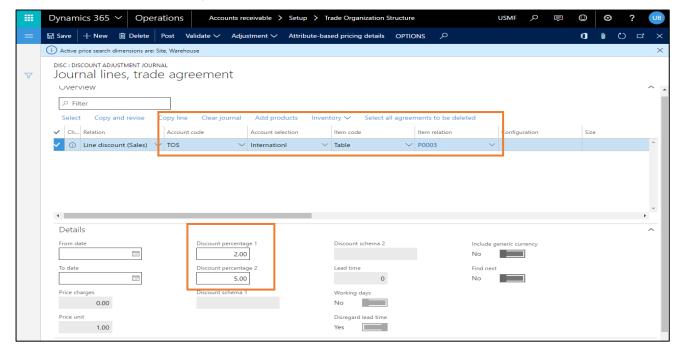
Several customers are assigned to the TOS-level "Regional". For all these customers, the same conditions (= item-based discount of 2% as well as afterwards 5% on the amount already decreased) as for the parent company – TOS-level "International" should be valid. One would like to fill these discounts only uniquely with the parent company. These conditions should be valid for all subsidiaries both at national (TOS-level "National") as well as at regional level (TOS-level "Regional").

Customers with allocation to a level of an TOS hierarchy:



Filing of trade agreements:

On the TOS-level "International", the item discounts are filed and booked:





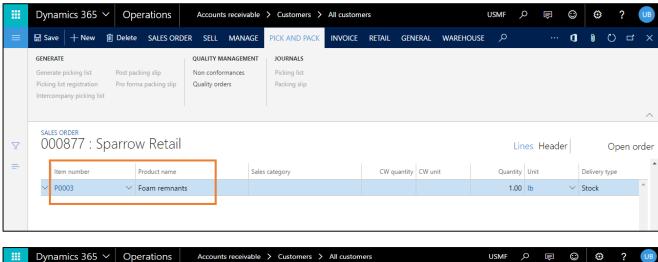
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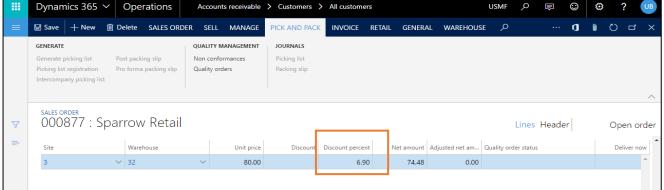
Based on the previous examples, there now exist the following agreements after the filing of the item discounts with the customer US-008:

Price- / Discount determination for order installation:

Customer US-008 is assigned to the subsidiary company – TOS-level "Regional".

1 Order item for customer US-008 and for all items: Condition 2% and afterwards 5% (Composite rate adds up to 6.9%) is taken over by parent TOS level "International":





4 Discount Type and Discount Schema

4.1 Introduction

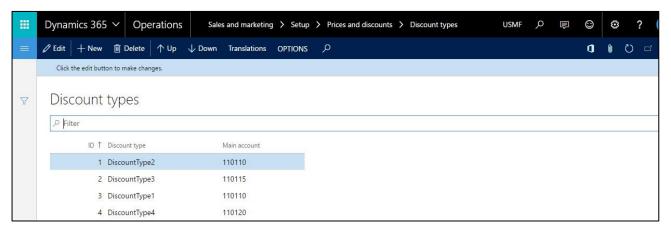
The "discount schema" makes it possible to file any number of item discounts in arbitrary sequence for each order item. For each of these discounts, a separate general ledger account can be defined. Additionally, these discounts can be specified depending on the storage- or sales unit as well as depending on the type of delivery.

First the types of discount are defined and are subsequently organized in a discount schema.

4.2 Setup/ Parameters

4.2.1 Types of discount

1) Navigate to Sales and Marketing > Setup > Prices and Discounts > Discount types.

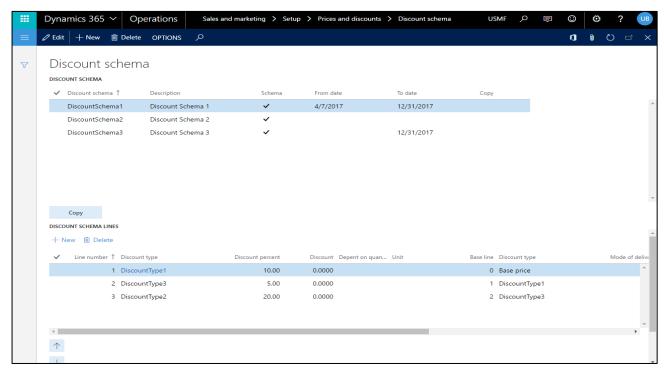


- 2) Click 'New' button to create a new type of discount.
- 3) Through the values in the field Identification, a sort sequence can be assumed for the proof printing of the invoice. With the buttons, upwards and/or downwards one can change this order.
- 4) Mark the discount line and click on the buttons upwards and/or downwards. The actual printing sequence must be separately programmed on the invoice document individually and is not the subject of this module.
- 5) In the field Main account, a general ledger account is filed for the separate booking of the discounts

4.2.2 Discount schema

In this screen, the item discounts, which were initially applied in the screen types of discount, are defined more precisely. As many desired lines are possible.

1) Navigate to Sales and Marketing > Setup > Prices and Discounts > Discount Schema.



- 2) Click on 'New' button to create a new discount schema.
- 3) Click the button 'Copy' to copy already existing discount schema. With the copy, first the check box in the column Copy is activated and the schema cannot be used. If the revision of the settings is completed in the copied schema, the check box copy is deactivated and the discount schema can be used.
- 4) Discounts can be arbitrarily interlaced into one another. With the help of the entry of the item number of a type of discount in the column reference position, it can be specified as to which discount position should this refer to.
- 5) There is the possibility that a discount is granted not only on the sales unit (standard AX), but also on the storage unit on basis of the filed unit conversion.
 - e.g., even if the commodity per box is sold however per individual bottle a certain discount will be granted. For that, the desired unit is selected in the column unit.
- 6) Each item discount can be defined depending on a delivery type. For that, in the column 'Delivery type' the respective delivery type is registered, for those which should be applied to this discount.
- 7) Once the depend on quantity checkbox is active, the corresponding unit field will become mandatory.
- 8) For each item discount a validity can be specified with the assistance of the columns 'from date' and 'to date'.
- 9) The Discount schemas are filled in the trade agreement in the fields Discount schema1 and/or additionally Discount schema2:

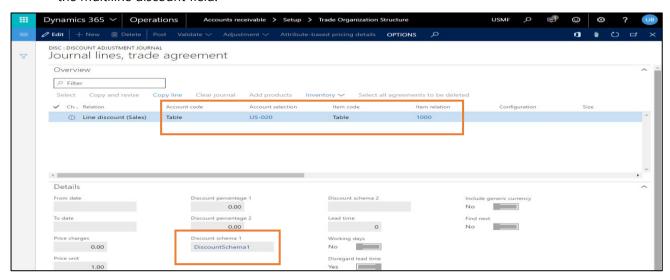
Note:

- In case of creating a trade agreement if we apply discount percentage at first & then discount schema after that, the system will apply the discount schema first & then discount percentage. In all other cases, it will behave in the way the discounts are applied. This is only one exceptional scenario.
- Discount schema can be applied to line discount, multiline discount & total discount. In case of total discount, the discount schema will ignore the unit conversion functionality & will apply the effective discount on the total amount.

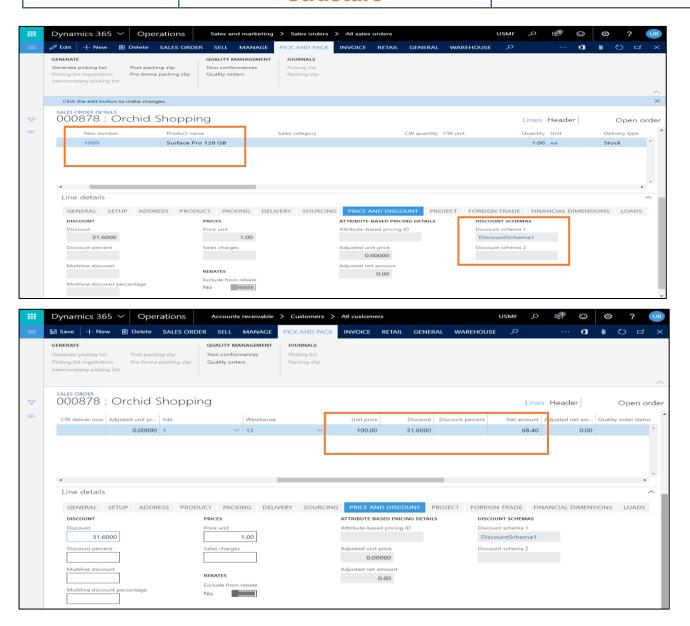


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- In case of total discount, the discount schema will apply the effective discount on the total amount & won't calculate the discount as per the no. of items in the invoice when the depend on quantity checkbox is active.
- In the sales order lines tab Price & Discount section, discount schema names are only shown for line discount. Discount schema names for multiline discount & total discount are not visible in this section.
- In the sales order lines tab Price & Discount section, total multiline discount applied will be visible in the Multiline discount field.



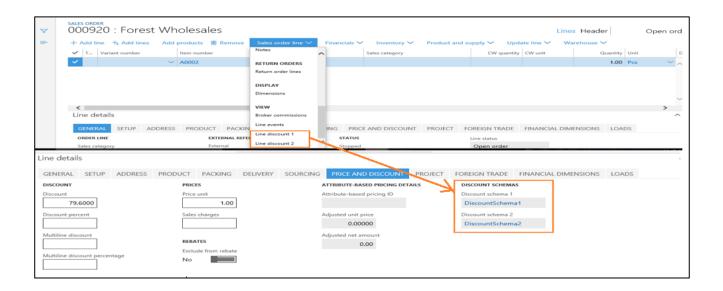




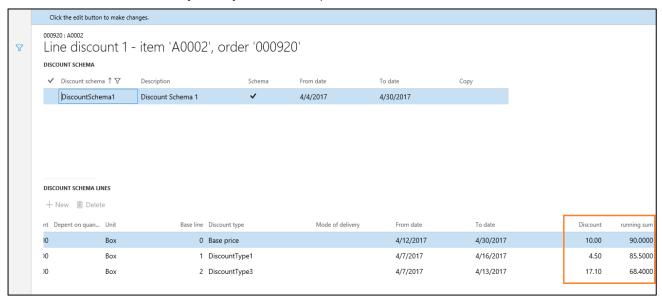
4.2.3 Customer order item

In the order item, the item discount 1 and/or item discount 2 can be indicated under the notifications.





With this screen one can exactly classify, how the net price determines itself based on the discount schema:

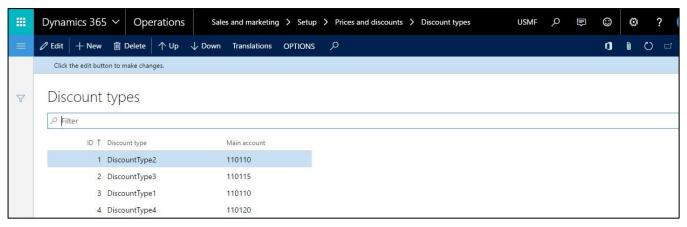


4.3 Finance Integration

For each type of discount, a separate general ledger account can be mentioned.



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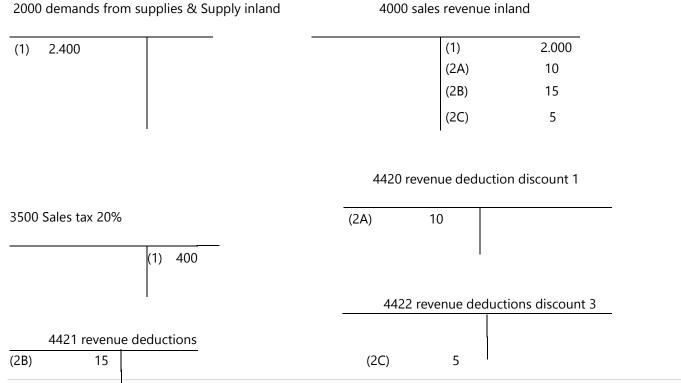
The booking of the types of discount takes place separately from pure goods revenue.

Therefore, in a particularly established batch, for all outgoing invoices that are not yet reworked on, it is checked, if a discount schema was applied on position level or not. If this is the case, then in a journal filed in the parameters, a document item is applied.

This document looks in the original invoice item for the used revenue account as well as the dimensions used with the booking and generates a booking record, which increases the sales revenue over the discount amount. As contra account, the master account is used here as per type of discount. The booking date is equated to the booking date of the outgoing invoices.

Example:

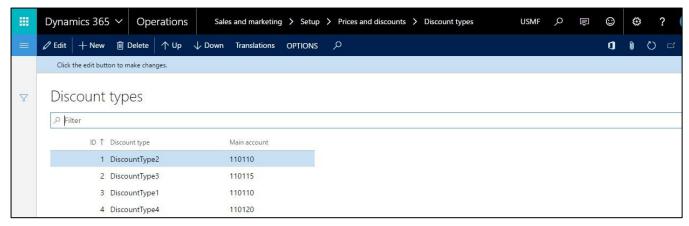
- Outgoing invoices (Booking 1)
- Booking discount amount (Booking 2)





4.3.1 Parameterization of general ledger accounts:

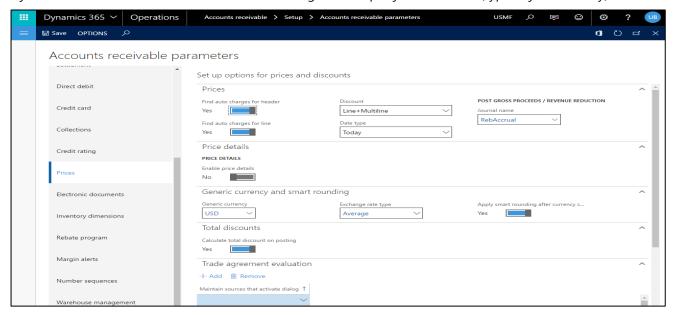
Navigate to Sales and Marketing > Setup > Price-discount > Discount Types.



4.3.2 Parameterization of Journal for booking

Navigate to Accounts Receivable > Setup > Accounts Receivable Parameters

A journal name must be created in the General Ledger > Setup > journal names (type of journal: daily).

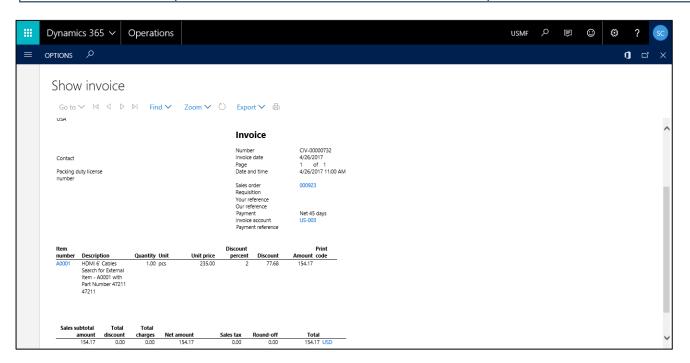


4.3.3 Invoice order with discount schema

Invoice is created for a sales order where discount schema was applied.



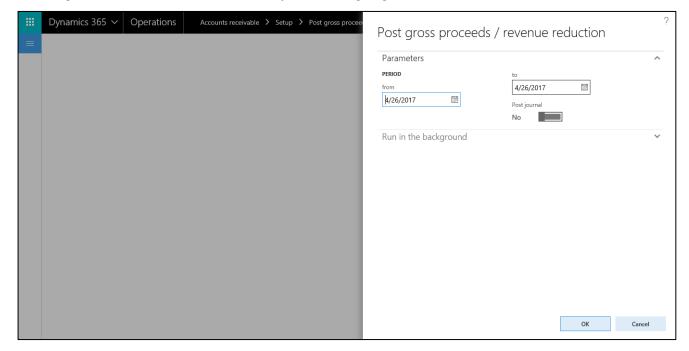
User Documentation



4.3.4 Create journal for discount

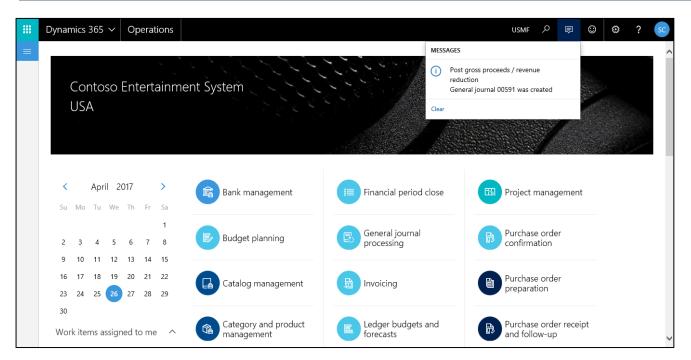
The discount schema, as it was recorded in the journal at the time of the invoice, is used as the base.

Navigate to Accounts Receivable > periodic > Post gross revenue proceeds/revenue deductions. The date range must be mentioned for which the journals are going to be created.

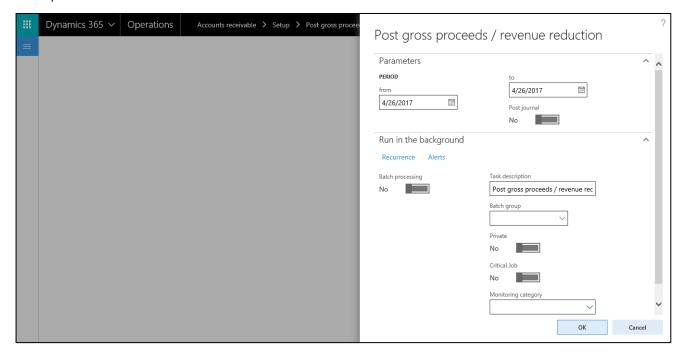




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Batch process also can be used for this.

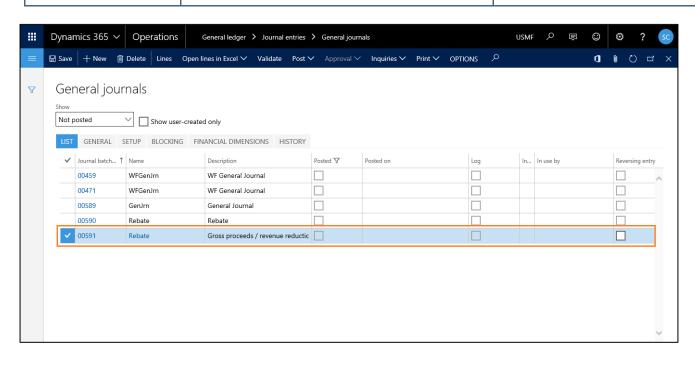


The corresponding journal positions are now created.

Navigate to General ledger > Journal entries > General journals.



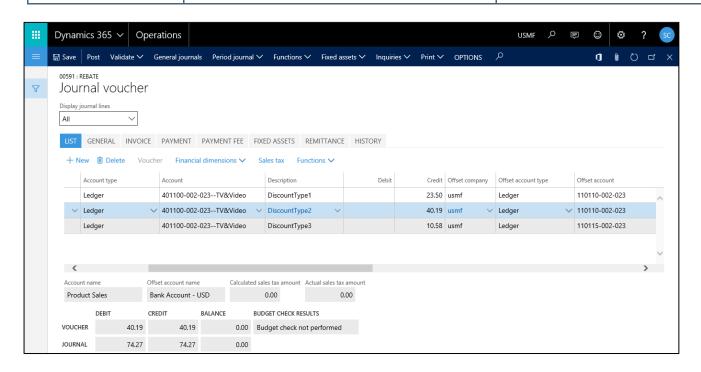
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Go to lines section of that particular journal & post the journal after validation. The journal can be also directly posted in the time of creation. For this, the Post journal checkbox must be active in the Post gross proceeds / revenue reduction page.



User Documentation



5 Item listing

5.1 Introduction

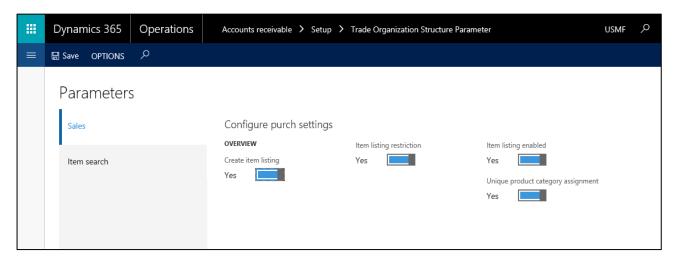
Item listing helps to simplify and/or to control the Item selection during the order collection with a pre-defined Item list per customer.

Items, which are listed for the highest TOS level, are also available for all underlying levels. If on superordinate TOS levels different items are listed, these are made completely available for the respective TOS levels lying under it.

5.2 Setup/ Parameters

5.2.1 TOS Parameters

Navigate to Accounts Receivable > Setup > Trade Organization Structure Parameters.



Description of the Parameters

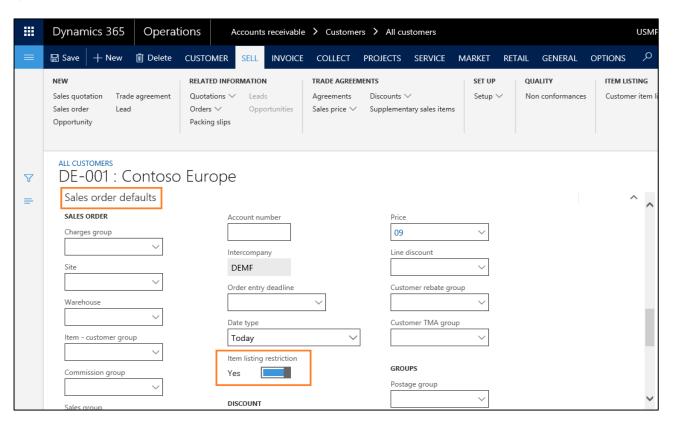
- Create Item listing: If this check box is activated, AX automatically creates and/or supplements the
 Item listing while invoicing an order with the respective customer. Thereby, only the currently not listed
 items are reassigned to the respective customer. Items already listed are not assigned again.
- **Item listing restriction:** If this check box is activated, while applying on a new customer, it is determined that the checkbox 'Item Listing restriction' in the fast Tab 'Sales Order defaults' is activated as per the standard. By the activation of the check box, by the customer, it is checked during the order collection, if the item is present in the item listing in the respective order item. If this is not the case, a warning message is issued, nevertheless the item can be used.
- **Item listing enabled:** If this check box is activated, during the sales order generation in the Item number lookup the items already listed to the customer are suggested.
- **Unique product category assignment:** This checkbox is used to disallow the usage of the same category hierarchy multiple times on the same product.

5.2.2 Customer – Item listing restriction

By the activation of the check box 'Item listing restriction', it is checked during the order collection, if the item is present in the item listing in the respective order item.

If this is not the case, a warning message is issued, nevertheless the item can be used. With the new installation of a customer, the current value (activated/deactivated) for this check box is assumed from the check box with the same name in the screen under Sales order defaults fast tab.

- 1) Navigate to Accounts Receivable > Customers > All Customers.
- 2) Select & double click a Customer > Sales Order defaults fast tab.



5.2.3 Edit Item listing

In the screen Item listing, the Item relationship for the following levels can be defined:

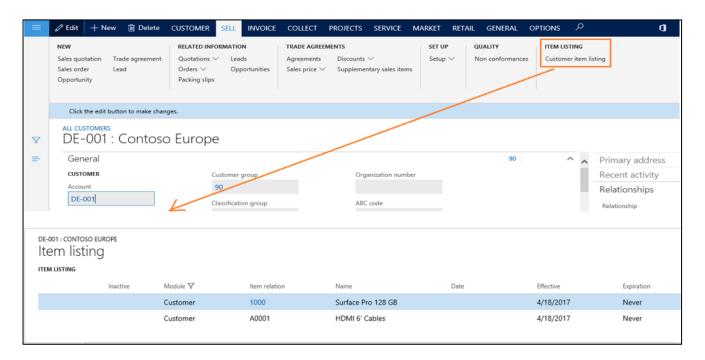
- a) Table (Customer Item)
- b) Group (Item Customer group Item)
- c) TOS (Trade Organization Structure Item)
- d) Item (Item Debtor, Item Customer group, TOS and all)

Depending on, on which screen the Item listing is called, the respective level can be defined.

a) Customer - Item

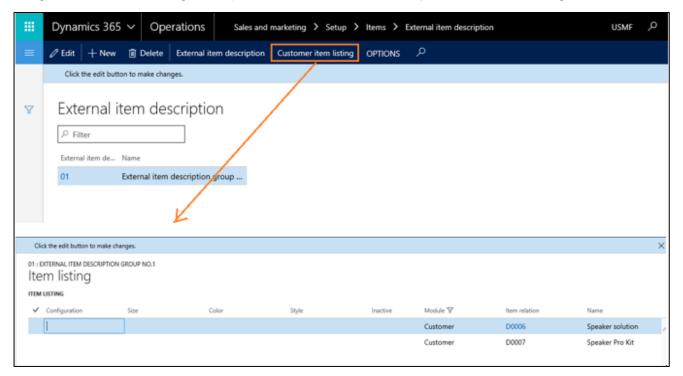
Navigate to Accounts Receivable > Customers > All Customers. Select a Customer and double click > Sell fast tab on the action pane > Click Customer Item Listing.





b) Item Customer group

Navigate Sales and Marketing > Setup > Items > External Item Description > Customer Listing button.

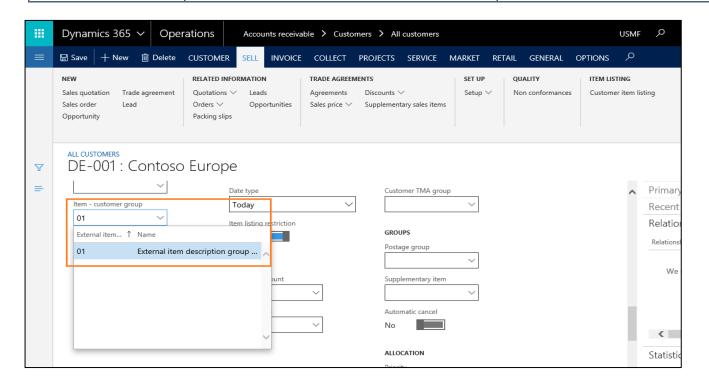


Navigate to Accounts Receivable > Customers > All Customers > Select a Customer > Double click the customer.

Go to fast tab Sales Order defaults > Item Customer group > Select a group from the drop down.



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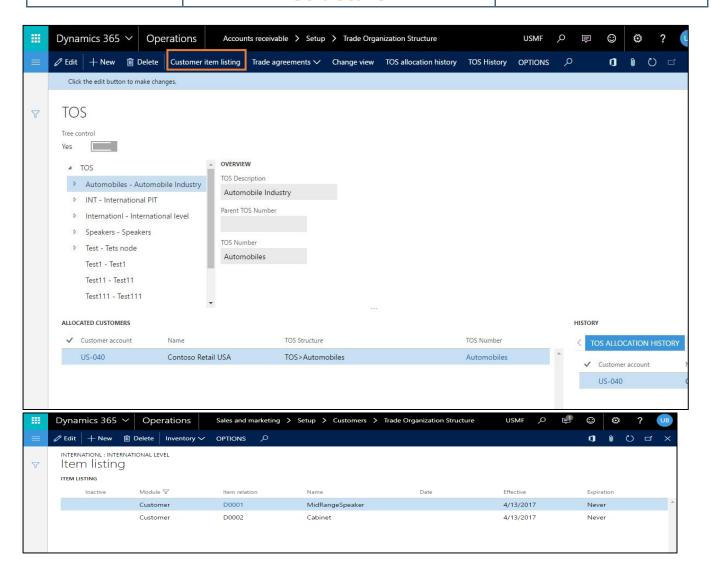
c) TOS - Customer Item Listing

Navigation:

- a) Sales and Marketing > Setup > Customers > Trade Organization Structure > Screen TOS > Button Customer Item listing. (or)
- b) Accounts Receivable > Setup > Trade Organization Structure > Screen TOS > Button Customer Item Listing.



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Items, which are listed for the highest TOS level, are also available for all underlying levels. If on superordinate TOS levels different items are listed, these are again made completely available for the TOS levels lying under it.

d) Items - Customer, Item Customer group, TOS and all

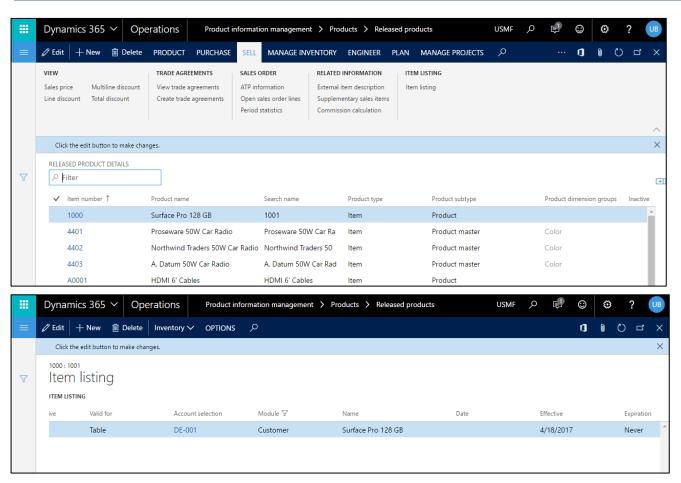
Over the screen Released products, all listing entries for a particular item can be considered and defined.

Navigation: Product Information Management > Released Products > Select a product.

Sell tab on the action pane > Button Item Listing > Screen Item Listing



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New entries of the item relations can be defined for the following levels.

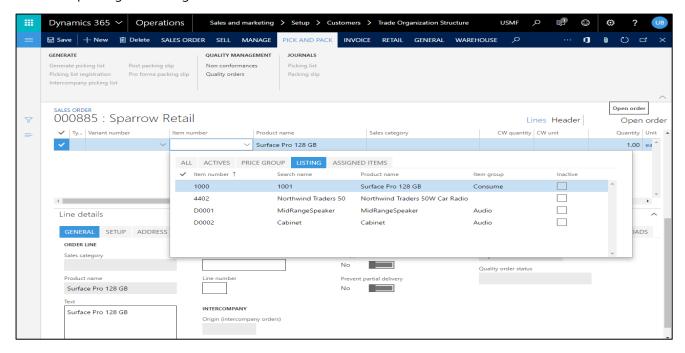
- o Table (Item > Customer)
- o Group (Item Item Customer group)
- o TOS (Item Trade Organization Structure)
- o All (All Customers)

5.3 Sales order creation and invoicing with not listed items

During the order collection, it is checked whether the Item is present in the defined Item listing of the respective Customer. If this is not the case, a warning message is issued, the item can nevertheless be used.

5.3.1 Selection of a listed item in register Listing

If the check box 'Use Item Listing' in the screen Parameter (see point 5.2.1) is activated, the items of all listing levels (Customer, Item Customer group, TOS and all), listed for the customer, are indicated to the user in the Item lookup in register Listing on the Sales order.

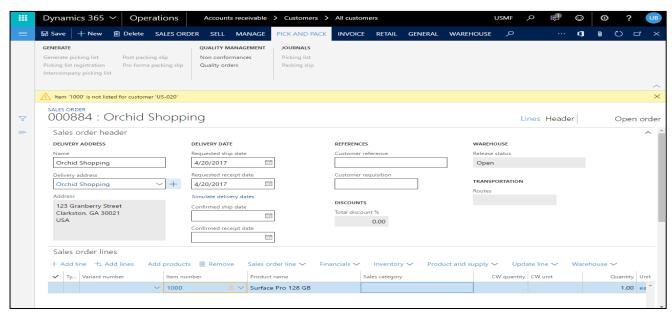


5.3.2 Using a non-listed item

If the check box 'limit on item listing' is activated and the item of the new order item is not a part of item listing, a warning is issued by the system. The order item can nevertheless be applied with the non-listed items. The examination of item listing is implemented for all listing levels (Customer, Item Customer group, TOS and all).



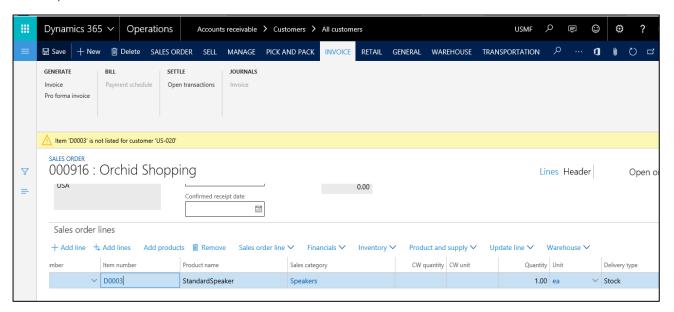
User Documentation



5.3.3 Invoicing with possible addition of the item listing

If the check box 'Create item listing' in the screen Parameter (see point 5.2.1) is activated and when a non-listed item is used in a sales order, this item is automatically supplemented by AX in the item listing while invoicing the order.

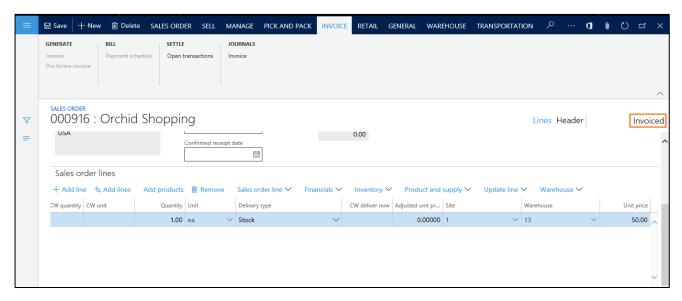
In order, the not listed item is recorded:



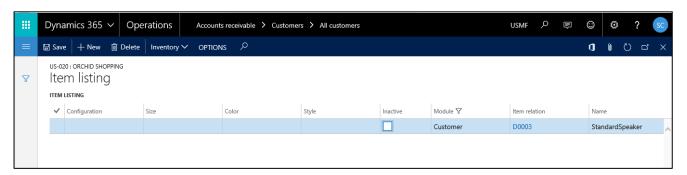
Order invoice:



User Documentation



Listing was supplemented automatically over this item:



6 Authorizations

Rights (Privileges):

Entry POINT [system name]	Access	Again [J/N]	Assigned rightfully [system name]
KcsTosCustVendItem	Announcements	J	KcsCustItemListingView
KcsTosCustVendItem	Complete control	J	KcsCustItemListingMaintain

Task (Duty):

Quite [system name]	Again [J/N]	Assigned to task [system name]
KcsCustItemListingView	N	PriceDiscProdSalesPriceDiscMasterInquir



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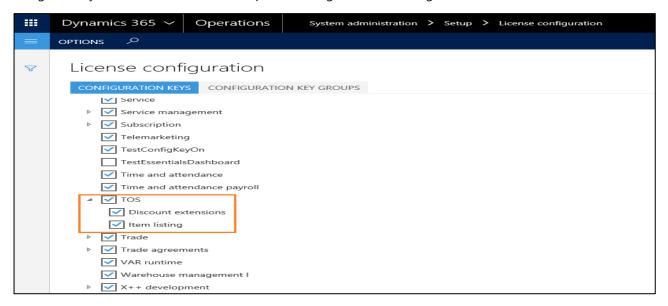
KcsCustItemListingMaintain	N	PriceDiscProductPriceDiscMasterMaintain	
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7 Installation

7.1 Licensing & Configuration

In the screen license configuration can be activated and/or deactivated under TOS the module organization structure and individual additional TOS functions ("item listing" and "extended discounts").

Navigation: System administration > Setup > Licensing > License configuration.



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