

Using Accounting Link to exchange data with Sybiz Vision

Overview

Legrand CRM Accounting Link provides a simple, yet effective way to link your CRM data to your Sybiz Vision accounting data. Legrand's Accounting Link further increases the effectiveness of your office systems by eliminating the need for double entries, and wasted time.

With a few simple clicks, your sales people and account managers will be able to access a customer's outstanding balances, contact information, credit limit and accounting notes, all within Legrand CRM's consolidated information centre – allowing your team to operate more efficiently and more effectively.

Benefits:

1. Import Sybiz contacts into Legrand CRM
2. Create new Customers in Sybiz from Legrand CRM
3. Provide users with a customer's sales history, listing the relevant customer's invoices for a selected period of time. The interface also allows the user drill-down access to the Sybiz sales transaction.
4. Ensure Customer addresses and Contact details are consistent between the CRM and accounting databases.
5. Import a Customer's Credit Status, Account Balances and Notes into Legrand CRM. Once imported into the Legrand CRM database, these accounting summaries are available to all Legrand CRM users, including remote users who will get the latest update when they synchronize their database.
6. Provides your front office staff (using Legrand CRM) with financial summaries about your Customers without providing direct access to the Sybiz accounting system.

Sybiz Requirements

- Sybiz Vision Accounting must be installed on the computer(s) that will run Accounting Link.
- Although not strictly a requirement, the Accounting Link will operate faster if Sybiz is running on your computer when you execute Accounting Link.
- Sales transaction drill down feature requires that Sybiz be installed on the machine viewing or drilling down into the sales invoices.

Legrand CRM Requirements

- Accounting Link works with Legrand CRM V4 PRO and CORP editions.
- Accounting link is licensed per Legrand CRM serial number and requires an activation key to operate.

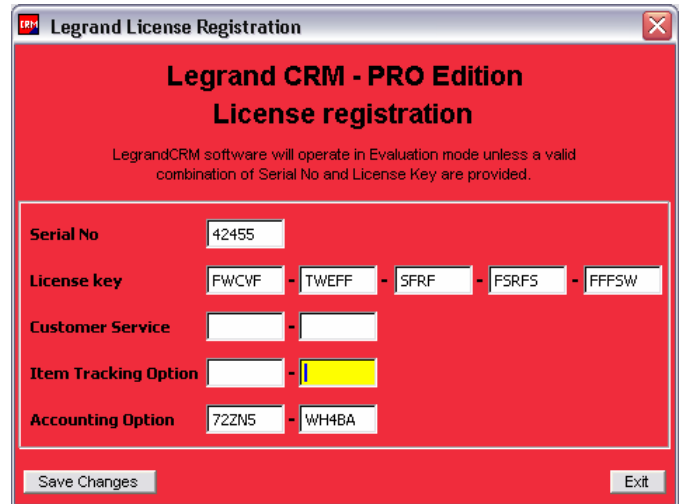
Installing and activating Accounting Link

Installing Accounting Link is easy. All you need is to copy the file *sybiz.app* into your Legrand application directory (This will usually be placed in your C:\LegrandCRM directory by default during the Legrand installation process).

To enable the use of Accounting Link you will need to record the activation key, which is a 10-character code linked to your Legrand CRM serial number.

To record the activation key, first log into Legrand CRM and then select *Help > About* from the menu at the top of the screen; then click on the “Record License” button on the About screen.

When presented with the License Registration screen, simply enter the 10-character activation code for the Accounting Link option.



If you are setting up the Accounting interface on a trial copy of Legrand CRM a license code is not required.

Configuring Accounting Link

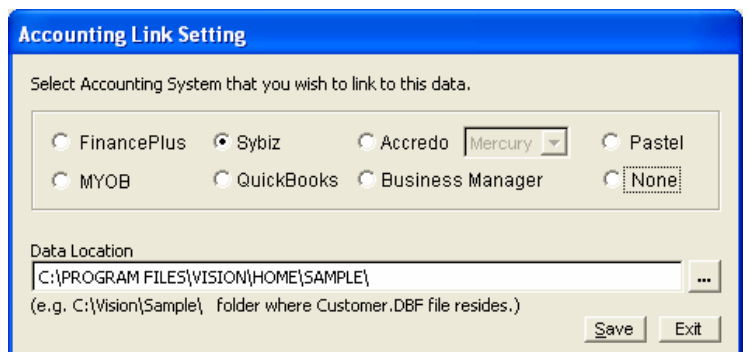
After you have recorded the activation code the next step is to specify in Legrand CRM to which accounting database the current CRM database is going to be linked to.

You will need to have System Administration user access rights to perform this function. In the menu at the top of the screen select *Administration > System Administration* then click on the command button *System Options*, then click on the button *Accounting System*.

You will then be presented with a screen where you will specify the accounting system that this Legrand CRM database will link to.

Every Legrand CRM database can have its own Accounting Link. If you operate multiple Legrand CRM databases and multiple accounting systems you can actually link one Legrand CRM database with a Sybiz database, and link a second Legrand CRM database to another Sybiz database or even to another accounting system from one of the other supported suppliers.

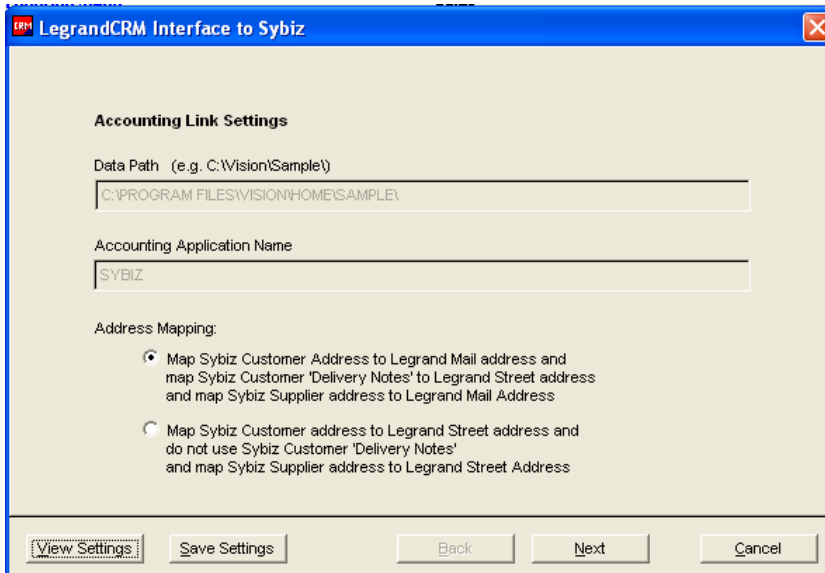
In the Accounting Link Setting screen simply click on the accounting system (i.e. in this case, Sybiz) and then click on the browse button to navigate to the Sybiz data file (i.e. map to the database folder which holds the Customer.DBF file).



Importing from Sybiz

To run the Accounting Link interface go to the menu at the top left of the screen and select *File > Import > Accounting Data > Link to Sybiz...*

Due to differences in the way many clients store delivery address information in Sybiz, Legrand now allows users to specify the mapping sequence between Sybiz delivery fields and Legrand Address fields.



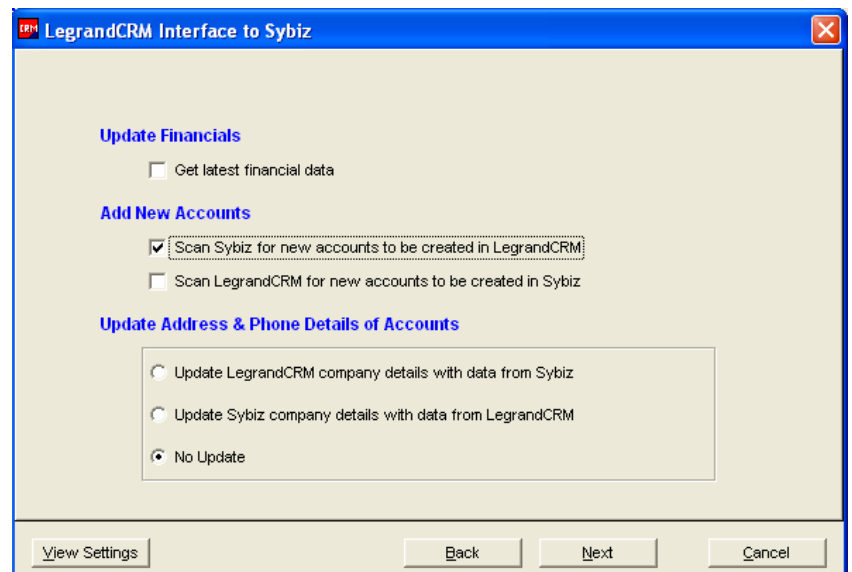
The screenshot shows the 'LegrandCRM Interface to Sybiz' window with the following settings:

- Accounting Link Settings**
- Data Path** (e.g. C:\Vision\Sample\): C:\PROGRAM FILES\VISION\HOME\SAMPLE\
- Accounting Application Name**: SYBIZ
- Address Mapping:**
 - Map Sybiz Customer Address to Legrand Mail address and map Sybiz Customer 'Delivery Notes' to Legrand Street address and map Sybiz Supplier address to Legrand Mail Address
 - Map Sybiz Customer address to Legrand Street address and do not use Sybiz Customer 'Delivery Notes' and map Sybiz Supplier address to Legrand Street Address

Buttons at the bottom: View Settings, Save Settings, Back, Next, Cancel.

To configure the mapping, from the Interface window, select View Settings. You can then opt to include or exclude the Sybiz Delivery Note fields when mapping address fields between Sybiz and Legrand. Select "Save Settings" before continuing in order to retain any changes made.

In most cases the first time import is when you want to transfer all your Customer accounts from Sybiz to your Legrand CRM database. All you need to do is tick the "*Scan Sybiz for new accounts to be created in Legrand CRM*" box.



The screenshot shows the 'LegrandCRM Interface to Sybiz' window with the following settings:

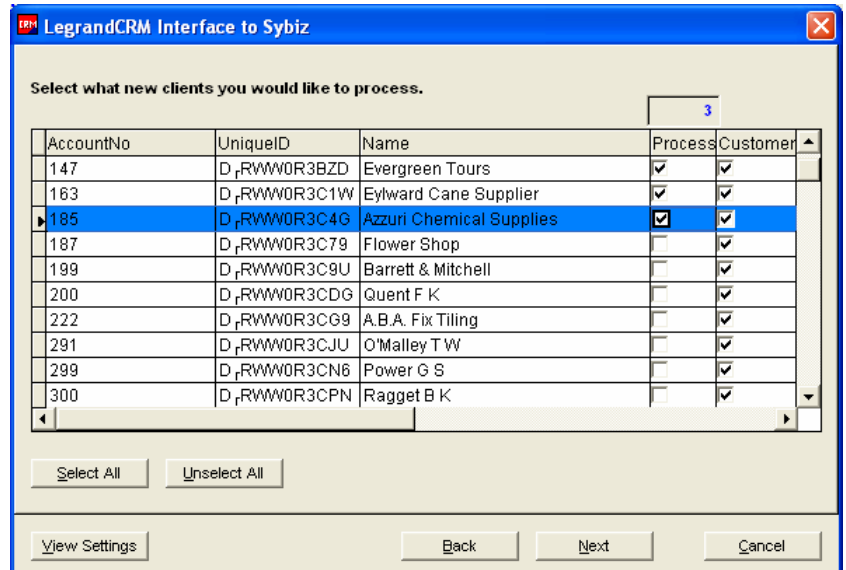
- Update Financials**
 - Get latest financial data
- Add New Accounts**
 - Scan Sybiz for new accounts to be created in LegrandCRM
 - Scan LegrandCRM for new accounts to be created in Sybiz
- Update Address & Phone Details of Accounts**
 - Update LegrandCRM company details with data from Sybiz
 - Update Sybiz company details with data from LegrandCRM
 - No Update

Buttons at the bottom: View Settings, Back, Next, Cancel.

The next step in the Accounting Link wizard will then scan your Sybiz data and will present you with the list of Customer accounts that exist in Sybiz but not in Legrand CRM.

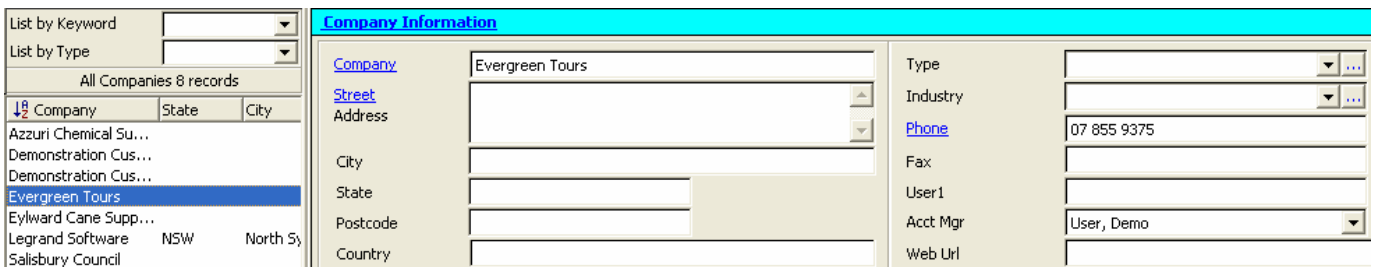
You then have the option to specify exactly which accounts are to be transferred across from Sybiz and created in Legrand CRM.

In this example we will only process three accounts. First click on “Unselect All” to clear all selections and then click on the check box for Evergreen Tours, Eylward Cane Supplier and Azzuri Chemical Suppliers to select these three accounts.



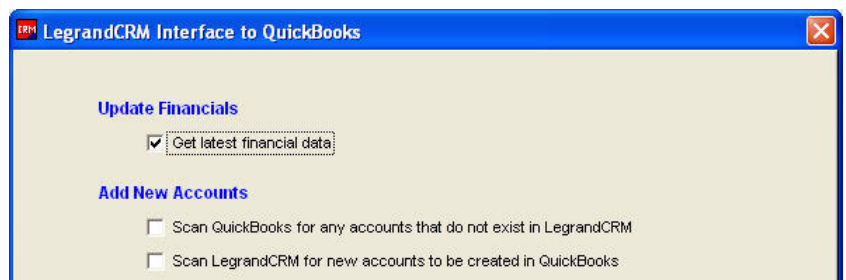
Click on through the next steps in the Accounting Link wizard and the system will process all the Customer accounts you have selected, creating each one in Legrand CRM. Upon completion of the wizard click on “All Companies” in Legrand CRM to show all companies, including all those just created by the Accounting Link wizard.

Note. The above step will need to be run anytime you create a customer in Sybiz and require it to be transferred to the Legrand CRM database.



Click on the “**Accounting**” tab to bring forward the accounting data section. You will notice that even though the Customer record has been created in Legrand CRM the financial summaries have not yet been brought across, but you will notice that Accounting Link has recorded in the unique Sybiz Customer ID for each account it has created in Legrand CRM.

To bring across the financial summaries it is simply a matter of running the Accounting Link wizard a second time, but this time we select to “**Get the latest financial data**”.



When the Accounting Link has completed you can view the Aged Balances of this customer in Legrand CRM, as well as any Customer notes in Sybiz and the Customer's credit limit.

For users with a valid accounting interface license, an installation of Sybiz on the same machine, and access to the Sybiz database this data will be display as 'live' i.e. when selecting a company Legrand CRM will access the Sybiz database to update the information displayed.

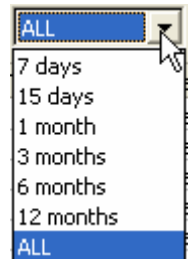
Users without a live link i.e. without an Legrand Accounting Link license, without Sybiz Vision installed on the same machine or without a connection to the Sybiz data e.g. a travelling synchronization user, the information will be as recent as when the import of financials was last updated.

The accounting link should only be run by a Legrand installation that has the Optional Accounting Link License, has access to the Sybiz database **AND** has Sybiz installed on the same machine.

The **Updated on** field displays when the information was last updated.

Accounting Menu		Sales		Payments Outstanding	
Code	<input type="text"/>	Last Month	<input type="text" value="2,227.50"/>	Current	<input type="text" value="6,225.28"/>
ID	<input type="text" value="150000-933272658"/>	This F. Y.	<input type="text" value="12,083.50"/>	Period1	<input type="text" value="0.00"/>
Notes		Last F. Y.	<input type="text" value="0.00"/>	Period2	<input type="text" value="0.00"/>
9/15/2003: Send estimate for den remodel.		Credit Limit	<input type="text" value="5,000.00"/>	Period3	<input type="text" value="0.00"/>
9/20/2003: Called to discuss job: Are not interested at this time. Estimate was competitive, not using another firm.		Updated on	<input type="text" value="03/05/2005 12:59:18 PM"/>	Total	<input type="text" value="6,225.28"/>

Sybiz users with a valid accounting interface license will also be able to get 'live' access to the list of customer transactions in Sybiz for the current Customer record in Legrand CRM. This information can be filtered for 7 or 15 days, 1, 3, 6 or 12 months, or ALL.



While viewing the transactions listing there is also a **drill down function**. Simply by double clicking on an invoice in Legrand CRM, the corresponding transaction details are displayed within Legrand in a new window.

It is now possible to drill down and open multiple sales invoices simultaneously. A new window will be opened for each invoice opened from within Legrand.

Calendar Events		Activity Notes		Tasks		Opportunities		Cust. Services		Item Tracking		Accounting	
Refresh Sales History		Transactions for period:		ALL		Item Sales History							
Date	Transaction#	Amount	Type	Description									
08/07/2001	600032	\$5,010.00		Sales Invoice on 31/07/98									
17/09/2001	19784	\$3,800.00		Sales Invoice on 01/11/98									
20/09/2001	54355	\$16,000.00		Sales Invoice on 01/12/98									
08/01/2002	428576	\$5,000.00		Sales Invoice on 01/01/99									
13/02/2002	49291	\$4,374.45		Sales Invoice on 01/02/99									

INVOICE: 600025

Customer: Vella Hairdressing Supplies Invoice #: 600025
 Date: 29/07/2001 Batch: 138 PO #: None

Bill To: Vella Hairdressing Supplies Ship To: Vella Hairdressing Supplies Message: Air Freight by TNT
 92 Abraham Crescent 92 Abraham Crescent
 St. Peters St. Peters
 VIC. VIC.
 3561

Code	Description	Quantity	Price	Discount %	Tax	Amount
1	Brass Skyhooks	10	2.22	0	4.88	27.08
101	Microwave Oven (Serial Numbered)	1	645.00	0	141.90	786.90

Subtotal: 667.20 Tax: 146.78 Total: 813.98
 Balance Due: 0.00 Close

Note. Sales transaction drill down feature does **not** require Sybiz to be running.

Creating a new Customer in Sybiz

Creating a new customer in Sybiz from Legrand CRM can be performed in two ways.

For Users without a 'live' link it is a simple two-step process.

The first step is to identify, or mark, in Legrand CRM the Customer record that needs to be created in Sybiz. Simply navigate to the appropriate company record in Legrand CRM and click on the Accounting tab to show the accounting data section.

Left-mouse click on the blue underlined **Accounting Menu** label to pop up a menu of commands, then select the "Create Next Time" command.

Company Information

Company: Model Logic Type: Supplier Keywords: small
 Street: 880 Ridder Park Drive Industry: IT
 Address: Phone: 1-800-632-3742
 City: San Jose Fax: User1: Acct Mgr: User, Demo
 State: CA User2: Web Url: www.exemplar.com Go
 Postcode: 95131
 Country: USA

Contacts Comment Info1 Info2 **Accounting** Documents Audit

Accounting Menu

- Create Next Time
- Create Now
- Link to Existing Accounting Entity
- Clear Link
- Get Update of Financial data
- Get Customer Address Update from Accounting
- Send Customer Address Update to Accounting

Payments Outstanding

Current	
Period1	
Period2	
Period3	
Total	

That's it! Next time you run the Accounting Link you can elect to create this record in Sybiz by selecting the option to "Scan Legrand for new accounts to be created in Sybiz".

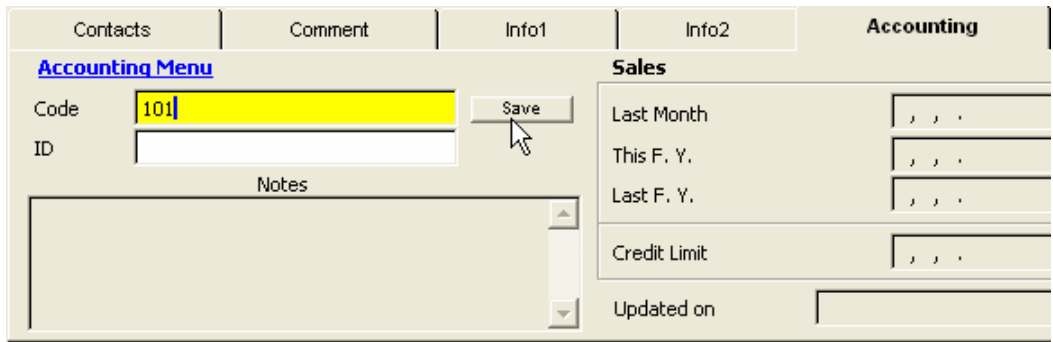
For Users with a 'live' link it is even easier.

Left-mouse click on the blue underlined [Accounting Menu](#) label to pop up a menu of commands, then select the "Create Now" command.

After you have run Accounting Link wizard you will notice that the appropriate record has been created in Sybiz, and the Sybiz unique customer id has been recorded in the Legrand CRM database.

Link Legrand record to existing Sybiz entity

In some cases, the same company record may exist in both Sybiz and Legrand CRM. In such an instance, it is necessary to link these two existing entities.



This is a simple process. First locate the record to be linked in Sybiz, and take note of the customer number in Sybiz.

In Legrand CRM, navigate to the desired record. Once on this record, select the Accounting Tab and select "Link to Existing Accounting Entity". You will then be able to copy the Sybiz customer number into the "Code" field in the Accounting tab within Legrand. Selecting save will then transfer the Sybiz unique ID to Legrand, and thereby link the two entities in the two applications.

Viewing Item Sales Histories from within Legrand

As an added feature, users with the Legrand Accounting Link to Sybiz can also view goods and service Sales Histories for customers linked to a Sybiz entity.

This is done by selecting the Item Sales History button from the Accounting Tab in Legrand.



This feature opens a new window that will display the different **Item Sales** to the customer in a selected period of time. It is also possible to view **Item Sales Orders** placed by this customer during a selected period of time.

These results can then be sorted as desired by clicking on the column headers.

This will be an invaluable tool for customer service representatives who can, literally at the click of a button, view the item sales histories and product preferences of a customer.

Date	Order Num...	ItemNo	Description	Quantity	Unit Price	Discount	Discounted Unit Sell
11/11/2002	55401	001	Sticky tape		20.38		17.83
13/07/2001	600014	109	Outdoor Setting (A Kit Product)...	1.00	135.00		135.00
17/09/2001	38579	1101	Turntable Microwave (Serial Num...		199.50		199.50
11/11/2002	55401	1110	Widgets - Blue - Left Handed		3.00		3.00
14/08/2002	7079	1282	Metal Skyhooks		2.22		1.94
8/10/2001	934	1282	Metal Skyhooks		2.22		2.22
4/12/2001	6736	2	Aqua Glue	5.00	74.62		65.29
8/10/2001	934	2106	Small Wheelbarrow	3.00	29.59		29.59
4/12/2001	6736	2222	Paper Paste	6.00	206.41		180.61
14/02/2002	2948	2222	Paper Paste	4.00	206.41		180.61
11/11/2002	55401	5300	Blue Glue	5.00	74.00		64.75
14/08/2002	7079	5350	Pine 50x150 Planed		2.93		2.93
14/08/2002	7079	5410	75mm Dowell		1.60		1.60
24/02/2003	aaa123	5440	Aussiepaper Style Ab3456	1.00	14.66		14.66
14/02/2002	2948	5800	Rake/brooms		10.15		10.15
24/02/2003	43543243...	6930	Air Filter - Ford Original	1.00	22.34		22.34
17/09/2001	38579	9995	Higloss Fawn - Bulk	2.00	623.50		623.50
14/02/2002	2948	9997	Higloss Green - Bulk	6.00	199.50		199.50

Conclusion

Simple, yet effective. The Accounting Link wizard enables you to transfer your Customer records from Sybiz to Legrand CRM, enables you to create new customer accounts in Sybiz from Legrand CRM, and enables you to store accounting summaries in Legrand CRM on every customer that has been linked to Sybiz.

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