



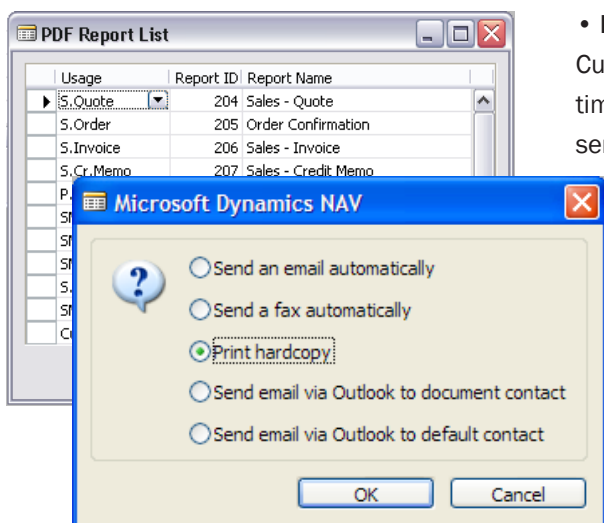
PDF Communicator for



Microsoft Dynamics™ NAV

The PDF Communicator for Dynamics NAV makes the process of emailing and faxing business documents to customers and vendors easy and efficient. Supported Business Documents can be sent one at a time (for instance, a Sales Quote or a Purchase Order) or in bulk batches (for instance, a batch of Customer Statements or Vendor Remittance Advices). In either case, the user clicks one button to email or fax the business documents to their intended recipients.

This occurs in the familiar environments of Dynamics NAV, Outlook and Windows Fax Services, so there is no further investment in IT infrastructure, and overall user training is minimal.



Benefits

• Reduced Mailing Costs

Printing and mailing business documents is expensive due to stationery, printing and postage costs. PDF Communicator saves money by sending business documents by email and fax in electronic PDF format.

• Increase Staff Productivity

A large batch of Customer Statements or Vendor Remittance Advices can be sent automatically with the press of a button. Staff no longer need to print and mail customer statements one by one, or stand next to the fax machine for hours sending individual faxes. Accounts staff can quickly and easily email or fax invoices for debt collection. Salespeople can email personalised Sales Quotes and Sales Order Confirmations. This amounts to real increases in staff productivity by reducing many time-wasting manual activities.

• Wide Range of Business Documents

A wide range of business documents can be emailed or faxed “out of the box” including Sales Quotes, Sales Order Confirmations, Posted Sales Invoices, Posted Sales Shipments / Delivery Dockets, Posted Credit Adjustment Notes, Purchase Orders, Customer Statements, Vendor Cheque Remittance Advices and Vendor EFT Remittance Advices. The optional PDF Communicator Service module extends this emailing and faxing ability to include Service Quotes, Service Order Confirmations, Posted Service Invoices, Posted Service Shipments / Delivery Dockets and Posted Service Credit Adjustment Notes.

• Increased Customer Service

Customers are sent professionally formatted documents via email or fax in a timely manner, with the ability to have these documents personalised before sending.

• Use of Standard Existing Technologies

In most cases, no further investment is required to use the PDF Communicator. Setup and processing is performed entirely within Microsoft Dynamics NAV. Emailing uses Microsoft Outlook and Microsoft Exchange. Faxing uses Windows Fax Services, which is included standard with Windows Server.

• Flexible Design

Using the Microsoft technology platform including Dynamics NAV, Outlook, Word, Excel and SharePoint means that specific business documents and specific rules can be quickly incorporated into the PDF Communicator to align with your corporate policies and procedures.

For more information on this solution please go to www.handson.com.au or email our sales team at sales@handson.com.au

PDF COMMUNICATOR FEATURES

Transmission Methods

- Send common business documents to customers and suppliers by email and fax
- Emails are sent via SMTP Mail or via the individual's Outlook email
- Faxes are sent via Windows Faxing Services

Business Documents Supported

- Sales Quote
- Sales Order Confirmation
- Posted Sales Invoice
- Posted Sales Shipment / Sales Delivery Docket
- Posted Sales Credit Adjustment Note
- Customer Statement
- Purchase Order
- Supplier Cheque Remittance Advice
- Supplier EFT Remittance Advice (requires EFT Granule)

Support for Additional Business Documents

- Additional business documents can be supported per specific requirements

Bulk or On Demand Transmission

- Supported Business Documents can be sent in bulk transmission (such as a Customer Statement run) or on demand / one at a time (such as Sales Quotes).

Send to Designated People / Contacts

- Documents can be sent to different people (contacts) at a customer or supplier. For instance Customer Statements may be sent to the Accounts Payable contact, whereas Sales Quotes can be sent to the Purchasing Officer or the individual that the Sale is quoted to.
- Documents can be sent to multiple email addresses or a group email address.

Send Automatically or Use Outlook to Personalise

- Faxes or Emails can be sent automatically using standard subject lines, and standard text body lines.
- Automatic emails can be sent from a specified "reply to" email address
- Emails can be sent via the individual's Outlook email; a new email message is created with the PDF as an attachment. The user can then personalise the email message before sending the email

Logging and Archiving

- Option to view archived documents by customers or suppliers
- Logs show status of transmission; e.g. pending, successful
- All faxes and emails sent are stored in Archive on Shared Directory
- All faxes and emails sent are linked to the Customer or Supplier card under the document links area

Transmission Error Checking

- Emails sent via individual Outlook mailboxes will show bounce backs / undeliverables in the individual's Outlook mailbox
- Emails sent via bulk queue will show bounce backs / undeliverables in the queue Outlook mailbox
- Windows Fax Services will show unsuccessful faxes

Multi Company

- Licensed for unlimited number of companies within the one database

Security

- Access only granted to authorised personnel

Available Versions

- Available for all Version 4 and 5 Dynamics NAV installations

Option: PDF Communicator Service

- All the features as per PDF Communicator Standard as well as the following business documents:
 - Service Quote
 - Service Order Confirmation
 - Posted Service Invoice
 - Posted Service Shipment / Sales Delivery Docket
 - Posted Service Credit Adjustment Note

