

Master Data Manager



With the master data manager you are able to perform administration and maintenance tasks on common master data in the current database as a batch. This is done without the need for external tools like Data Transfer Workbench.

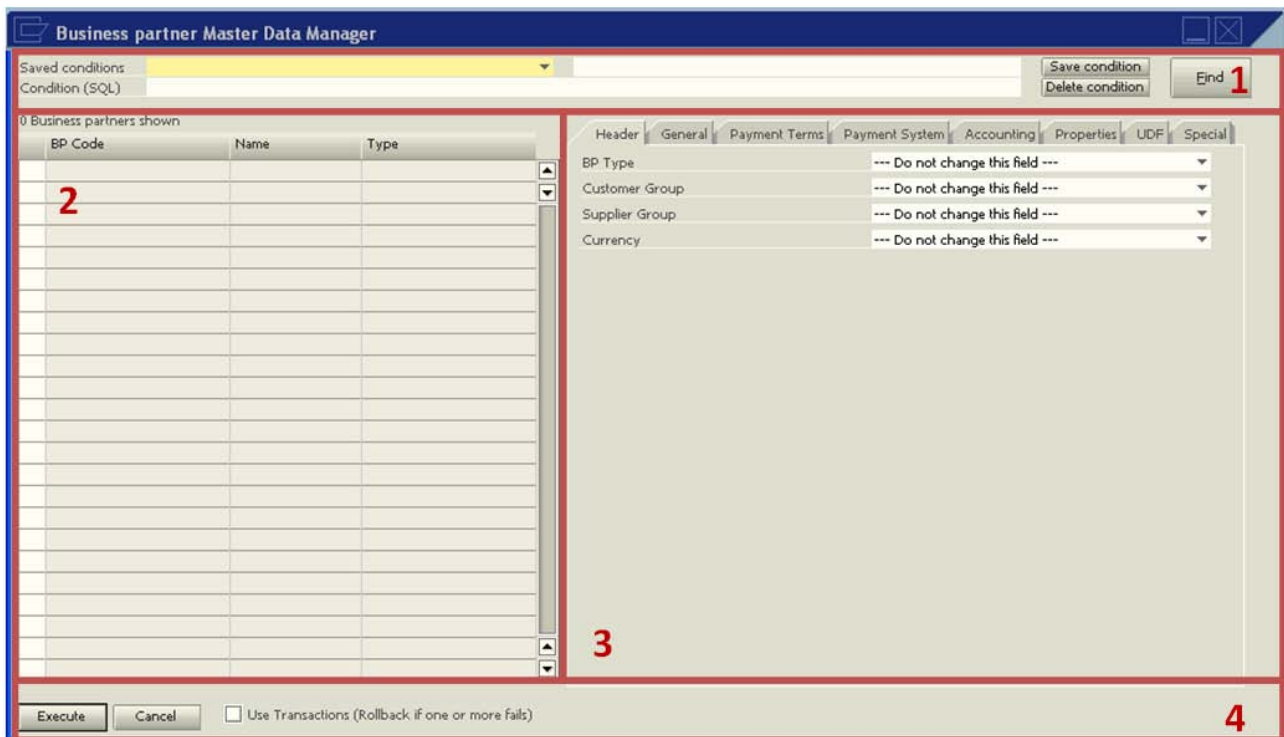
By default, only super-users have access to the tools but you can grant access to other users by going to the normal SAP Business One Authorizations.

Business Partner Master Data Manager / Item Master data Manager

NB: THE FOLLOWING ARE EXPLAINED WITH TERMS AND SCREENSHOTS FROM THE BUSINESS PARTNER MASTER DATA MANAGER, BUT THE TWO TOOLS WORKS EXACTLY THE SAME.

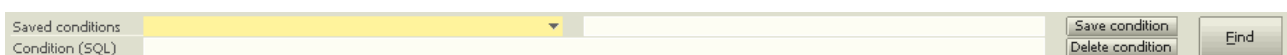
The Business Partner Master Data Manager is a tool that allows you to modify common data on existing Business Partners in the currently logged in database.

The tool is divided into 4 main sections/steps of usage:



(1) Apply conditions and find data

The first you need to do is find the Business Partners you want to modify (In step 2 you can get more specific if needed).



If you simply hit the Find-button all business partners will be shown, but if you know some common properties of the business partner you can apply conditions on what business partners are shown when you

hit the find button. By default we provide a few basic conditions but if you wish additional conditions you can create them either as a onetime run or save them for future use.

The condition system is based on SQL (SELECT OCRD.CardCode, OCRD.CardName FROM OCRD <your condition>) and is best shown with an example:

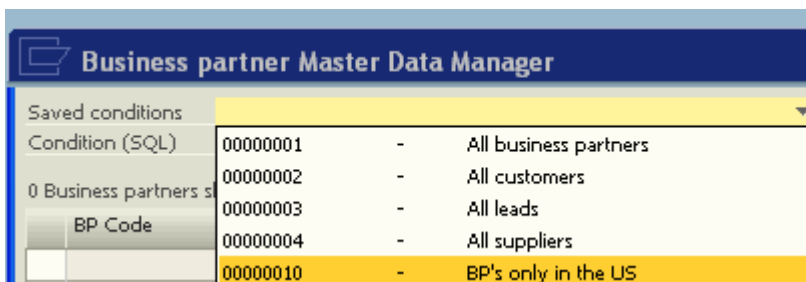
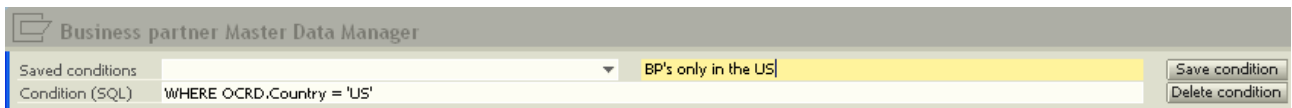
Example 1: Make a condition that only show BP's from USA

On the table OCRD there is a country field (Default 'Bill To' country) and in order apply this as a condition we write the following SQL-condition.



If I now hit Find it will only show business partners from the US.

To save this condition, simply provide a name for it and press the Save condition button, and it will show up in the saved conditions for future usage.



If you at some point need to update a saved condition, you simply make your changes and press save (if the name is the same the condition will be updated while if you change the name it will save a new version).

[TIP: IT IS ALSO POSSIBLE TO DO ADVANCED CONDITIONS USING JOINS AND/OR SUB-SELECTS.](#)

(2) Select Business Partners that need to be modified

Once you have the appropriate condition and hit find, all business partners who meet the condition is shown.

29 Business partners shown

	BP Code	Name	Type	
<input checked="" type="checkbox"/>	➔ C20000	Norm Thompson Airport Store	Customer	▲
<input checked="" type="checkbox"/>	➔ C23900	Parameter Technology	Customer	▼
<input checked="" type="checkbox"/>	➔ C30000	Microchips	Customer	
<input checked="" type="checkbox"/>	➔ C40000	Earthshaker Corporation	Customer	
<input checked="" type="checkbox"/>	➔ C40003	Stoneware Systems	Customer	
<input checked="" type="checkbox"/>	➔ C41000	Bees Computers	Customer	
<input checked="" type="checkbox"/>	➔ C42000	Mashina Corporation	Customer	
<input checked="" type="checkbox"/>	➔ C50000	ADA Technologies	Customer	
<input checked="" type="checkbox"/>	➔ C50008	Bodwell Associates	Customer	
<input checked="" type="checkbox"/>	➔ C60007	Avarlon Inc.	Customer	
<input checked="" type="checkbox"/>	➔ C60008	SED Technologies	Customer	
<input checked="" type="checkbox"/>	➔ C60009	Integrated Systems	Customer	
<input checked="" type="checkbox"/>	➔ C70002	Veda Applications	Customer	
<input checked="" type="checkbox"/>	➔ V10000	Acme Associates	Supplier	
<input checked="" type="checkbox"/>	➔ V1010	Far East Imports	Supplier	
<input checked="" type="checkbox"/>	➔ V20000	Lasercom	Supplier	
<input checked="" type="checkbox"/>	➔ V22000	Jeff Globes	Supplier	
<input checked="" type="checkbox"/>	➔ V2300	Bradford Insurance Group	Supplier	
<input checked="" type="checkbox"/>	➔ V23000	Anthony Smith	Supplier	
<input checked="" type="checkbox"/>	➔ V30000	Blockies Corporation	Supplier	
<input checked="" type="checkbox"/>	➔ V50000	Lumarx	Supplier	
<input checked="" type="checkbox"/>	➔ V5400	Office Outlet	Supplier	
<input checked="" type="checkbox"/>	➔ V5500	Public Service	Supplier	▲
<input checked="" type="checkbox"/>	➔ V5600	PA Telephone Company	Supplier	▼

At the top of the list you can see the number of total business partners in your search. However, you do not need to modify every single BP that fit your condition. Simply use the checkbox next to the codes to determine if you wish to include them or not in the modification.

(3) Select values that need to change

You have now selected the Business Partners you wish to modify and the next step is to decide what data you wish to modify. You have a lot of options here, but they can be divided into 5 types of modifications that will now be explained with a few samples:

NB: PLEASE NOTE THAT THIS STEP ONLY SELECTS THE MODIFICATIONS WHILE STEP 4 IS THE ONE EXECUTING THEM.

TIP: YOU CAN CHOOSE MORE THAN ONE MODIFICATION TO HAPPEN ON THE SAME TIME IF NEEDED.

Modification via a combo box-selection

Header	General	Payment Terms	Payment System	Accounting	Properties	UDF	Special
BP Type	--- Do not change this field ---						
Customer Group	--- Do not change this field ---						
Supplier Group	-999 - --- Do not change this field ---						
Currency	100	-	Customers				
	102	-	Large Accounts				
	103	-	Government				
	104	-	High Tech				
	105	-	Distributors				
	106	-	Small Accounts				
	107	-	Construction				
	108	-	Production				
	109	-	Non-Profits				

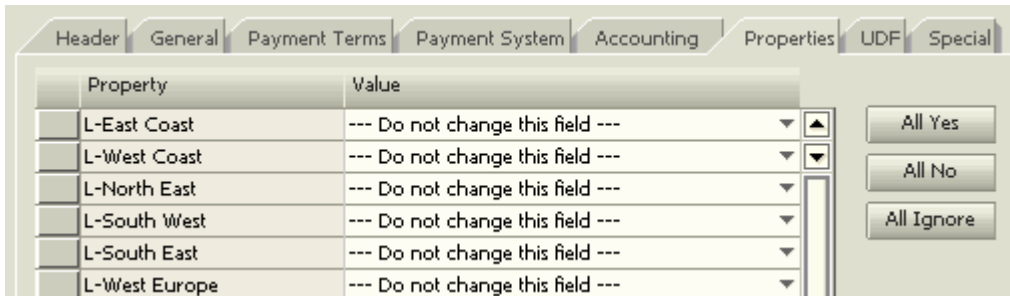
This is the most common modification. As default all fields that are changed in this way start on the value “-- Do not change this field ---” which is the indication that no changes will be made. Should you as an example wish to change the customer group on the selected business partners you simply choose the new group that should be applied to all of the partners. (As you might have guessed if some of the business partners in the current selection are suppliers they will of cause not need a customer group (they need a supplier group and will therefore ignore the selection)).

Modification via a checkbox + entered value selection

Header	General	Payment Terms	Payment System	Accounting	Properties	UDF	Special
Payment Terms	--- Do not change this field ---						
Interest On Arrears %	<input type="checkbox"/>	0.000					
Pricelist	--- Do not change this field ---						
Total Discount	<input checked="" type="checkbox"/>	10					
Credit Limit	<input type="checkbox"/>	0.00					
Commitment Limit	<input type="checkbox"/>	0.00					
Dunning Term	--- Do not change this field ---						
Priority	--- Do not change this field ---						
Allow Partial Delivery On Sales Order	--- Do not change this field ---						
Allow Partial Delivery Per Row	--- Do not change this field ---						

Some common values cannot simply be chosen from a dropdown list like a customer group. An example here is that if you wish to give all selected Business Partners a certain total discount, it will need you to put in the value. Such modification happens in a field where you enter the value and tick on what you wish to modify to the entered value. (The tick of the checkbox is needed due to the fact that you might in the example wanted to set all Total discounts to 0 and in such a case, only the checkbox could indicated if you wished to set the value to zero or make no change (0 also being the ignore value)).

Modification of properties



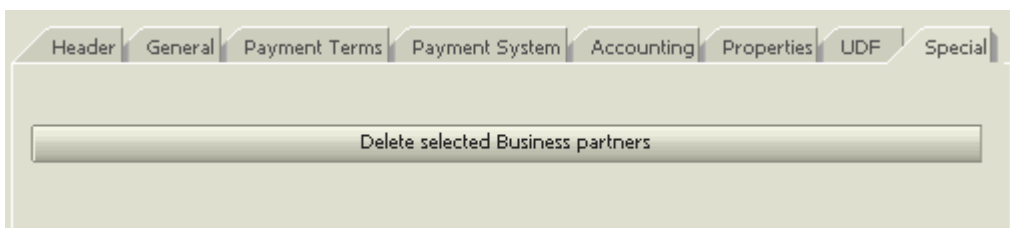
Modification of the 64 properties works in the same manner as Modifications via combobox but with a slightly different interface that provides buttons for quickly marking each property as yes, no or ignore.

Modifications of user-defined fields



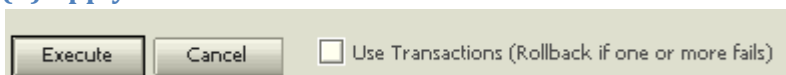
You also have the option to modify the User-defined fields (UDF). This works in the same way as Modification via checkbox + value. Simply tick on the UDFs you wish to modify and provide a value for them.

Special tasks

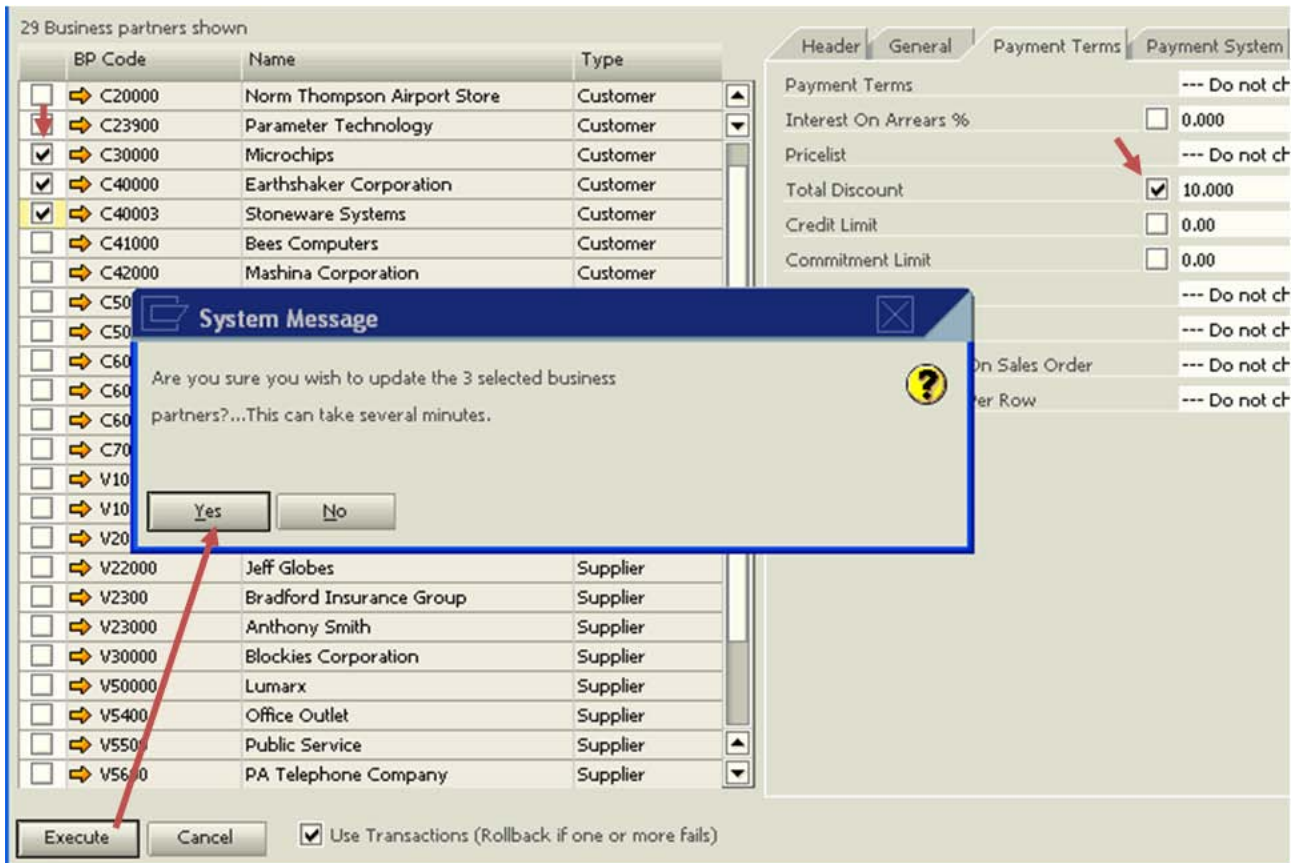


Last tab in the modification options provides special tasks, like deleting selected business partners. These tasks are executed when the button is pressed and does not involve step 4's execute button (but it does apply the transaction option from step 4).

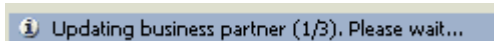
(4) Apply transactions if needed and execute



You have now selected which business partners you wish to modify and what to modify so the final step is to execute the modifications. You do this by pressing the execute button and confirm the batch-run

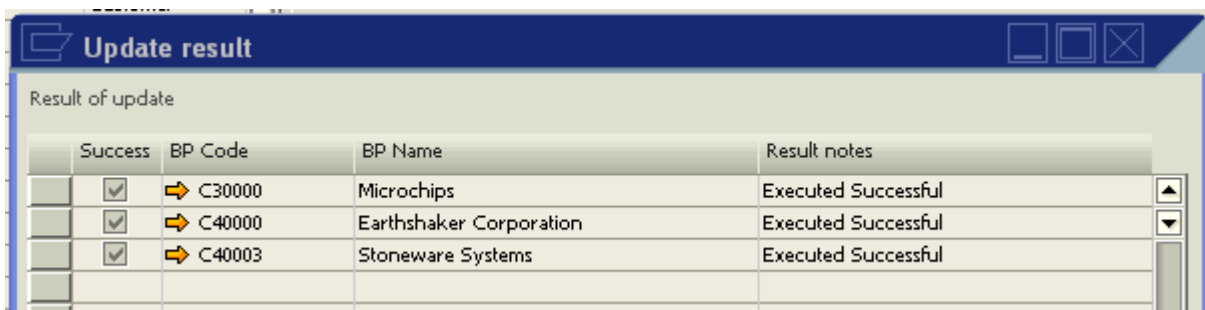


In this sample we have selected 3 Business partners to change the total discount to 10%. When we press “Yes” to confirm, the batch-run will begin.



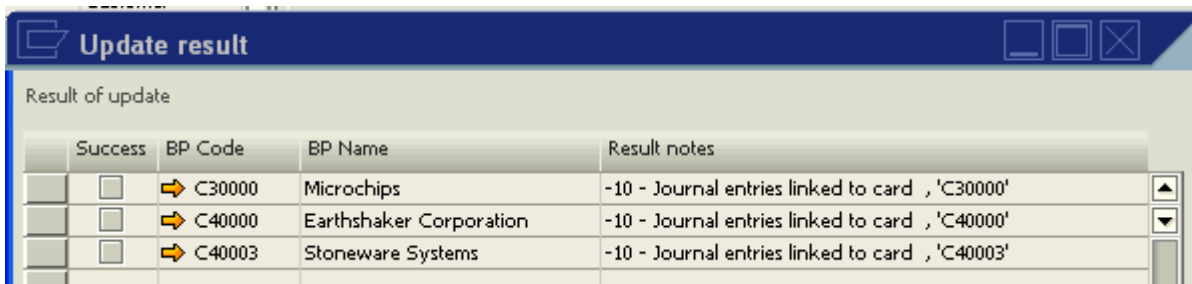
NB: THE EXECUTION SPEED OF THE BATCH-RUN DEPENDS ON HOW MANY BUSINESS PARTNERS THAT NEEDS TO BE MODIFIED, THE NUMBER OF MODIFICATIONS AND THE PERFORMANCE OF YOUR SYSTEM. LARGE BATCHES CAN TAKE MINUTES/HOURS ALL DEPENDING ON THE ABOVE. ALSO PLEASE NOTE THAT IF YOU USE TRANSACTIONS OTHER USERS MIGHT NOT BE ABLE TO USE THE SYSTEM WHILE THE BATCH IS RUNNING.

Once complete the update result is shown



In this case everything went well and the changes was made, but the tool is still bound to the same rules as business one so if you try something that is not legal in the client you will get a negative result. In the

following example we try to change the same 3 business partner into becoming suppliers (something that is not possible since all 3 have been used as customers). In such a case we get the following result.



	Success	BP Code	BP Name	Result notes
<input type="checkbox"/>	<input type="checkbox"/>	➔ C30000	Microchips	-10 - Journal entries linked to card , 'C30000'
<input type="checkbox"/>	<input type="checkbox"/>	➔ C40000	Earthshaker Corporation	-10 - Journal entries linked to card , 'C40000'
<input type="checkbox"/>	<input type="checkbox"/>	➔ C40003	Stoneware Systems	-10 - Journal entries linked to card , 'C40003'

The “-10 - Journal entries linked to card” error indicating that the update is not possible.

As one or more changes can potentially fail (either if they are invalid or a crash happen, you have the option to make all modifications in a transaction ensuring that either all or no modifications are applied. It is not activated as default, but if you wish to use it then simply mark the “Use Transactions (Rollback if one or more fails)” option).

TIP: THE “USE TRANSACTIONS (ROLLBACK IF ONE OR MORE FAILS)” OPTION ALSO APPLIES TO THE SPECIALS TASKS

Form-Settings Manager

NB: THE FOLLOWING TOOL ONLY WORKS FOR SBO2007A SP00 PL49 / SBO2007B SP00 PL12 OR HIGHER DUE TO A BUG IN THE SAP SDK; SEE SAP NOTE 956850 FOR MORE.

One of the great features of SAP Business One is that each user can have his/her own style of windows when it comes to columns in line-level structures (Example: what columns to show in an A/R Invoice). This is however difficult to maintain and is the reason for this tool. Please note that as of SBO2007A SP01, SAP is also providing similar functionality (new button in the User-management window; see SAP note 1369613 for more) but we extend their functionality in the following places:

- Option to apply form-settings to only specific windows instead of all.
- Option to Import/Export form-settings from one database to another.
- Use XML as templates for form-settings.

When opening the form-settings manager you will be presented with following window.

Form Settings Manager

Step 1. Source (Where to copy from)

Folder (from XML) ...

Existing user

	FormType	Description
<input checked="" type="checkbox"/>	392	Financials > Journal Entry
<input checked="" type="checkbox"/>	229	Financials > Journal Vouchers
<input checked="" type="checkbox"/>	670	Financials > Recurring Postings
<input checked="" type="checkbox"/>	800	Financials > Posting Templates
<input checked="" type="checkbox"/>	75	Financials > Reverse Transactions
<input checked="" type="checkbox"/>	320	Sales Opportunities > Sales Opportunity
<input checked="" type="checkbox"/>	149	Sales A/R > Sales Quotation
<input checked="" type="checkbox"/>	139	Sales A/R > Sales Order
<input checked="" type="checkbox"/>	140	Sales A/R > Delivery
<input checked="" type="checkbox"/>	180	Sales A/R > Return
<input checked="" type="checkbox"/>	65308	Sales A/R > A/R Down Payment Request
<input checked="" type="checkbox"/>	65300	Sales A/R > A/R Down Payment Invoice
<input checked="" type="checkbox"/>	133	Sales A/R > A/R Invoice

Step 2. Target (Where to copy to)

Folder (to XML) ...

Selected users

	Username	Name
<input type="checkbox"/>	Doris	Doris Labour
<input type="checkbox"/>	Fred	Fred Buyer
<input type="checkbox"/>	George	George Profit
<input type="checkbox"/>	Michael	Michael Spear
<input type="checkbox"/>	Bill	Bill Levine
<input type="checkbox"/>	Sophie	Sophie Klogg
<input type="checkbox"/>	Brad	Brad Thompson
<input type="checkbox"/>	Jim	Jim Boswick
<input type="checkbox"/>	Mary	Mary Crane
<input type="checkbox"/>	Donna	Donna Brown
<input type="checkbox"/>	Bob	Bob Shone

NB: Users copied to need to be logged out in order to take effect

Using the tool consists of 2 steps and executing the selections.

(1) Select where to copy from

First you need to choose the source of where you wish to get the form-settings. You can either select an xml folder (Exported files from another database) or choose one of the existing users in the currently logged in database. If you choose an existing user you get the option to decide which windows (Form Types) to include.

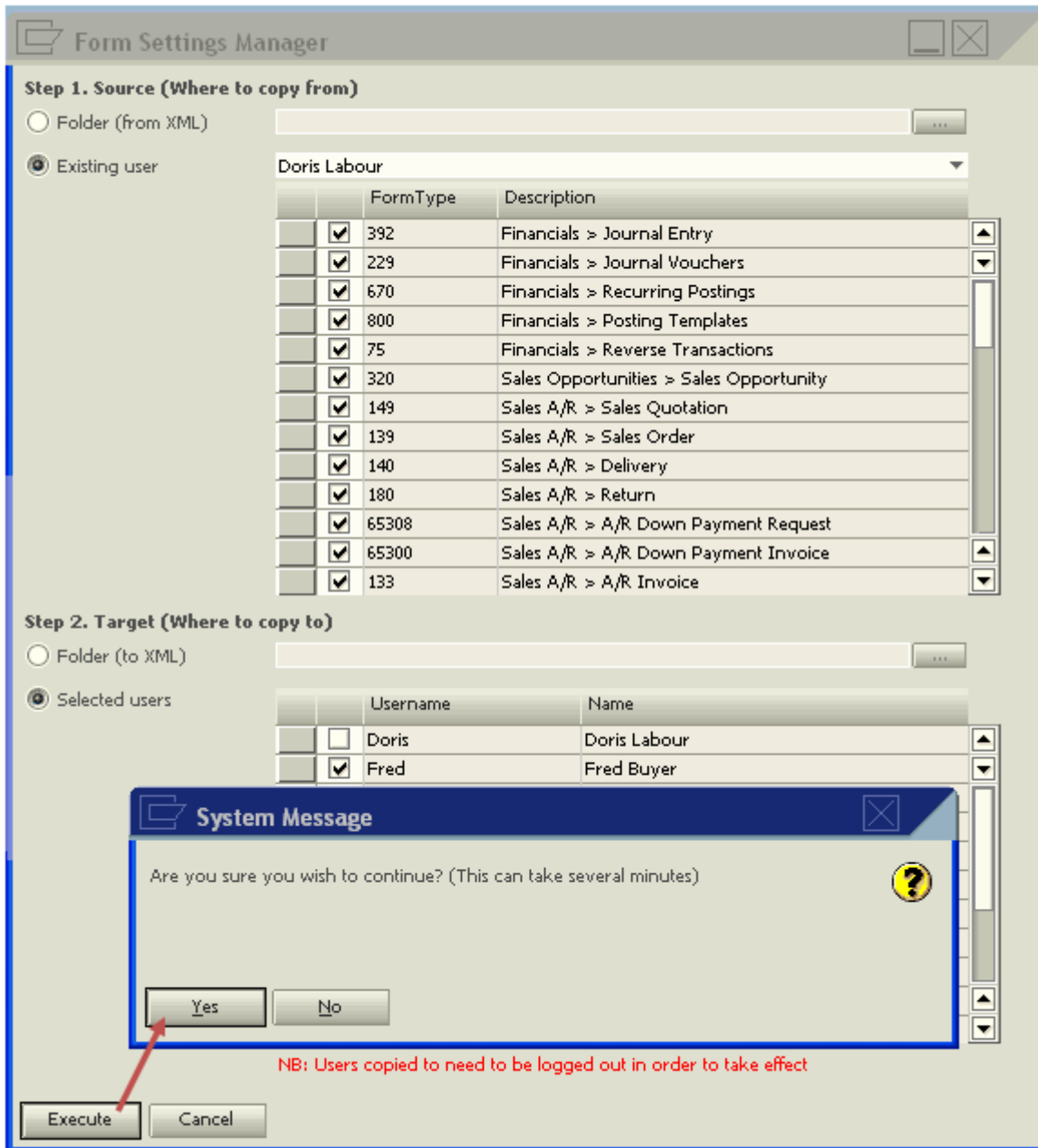
(2) Select where to copy to

Once the source is selected you need to provide your target, which are either other users in the database (Check the user you wish to have the settings) or to an XML-folder for import into another database (click the “...” button and define a folder for where to save the form-settings).

(3) Execute

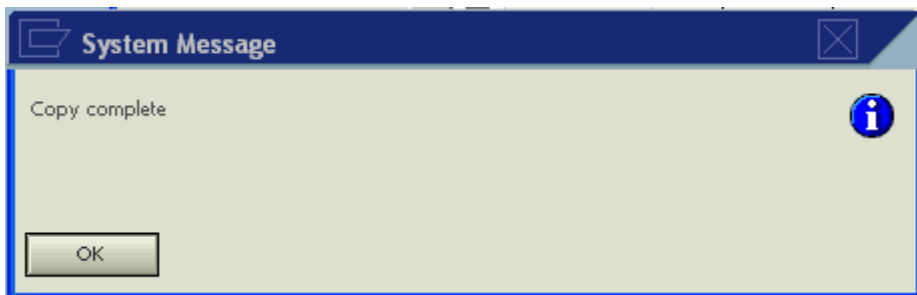
NB: DUE TO THE NATURE OF HOW SAP SAVES FORM-SETTINGS UPON EXIT OF THE SAP BUSINESS ONE APPLICATION, IT IS IMPORTANT THAT THE USERS SELECTED AS TARGET IS LOGGED OUT OF SAP BUSINESS ONE WHILE THE COPY HAPPENS (IF NOT THE CHANGES MIGHT BE DISCARDED)

Once the above selections are done you can press Execute and after confirmation of your selection begin to copy the form-settings.



In this sample we export all form-settings from Doris Labour and copy them to Fred Buyer.

After you confirm the selection the copy takes place and finally presents you with the following screen.

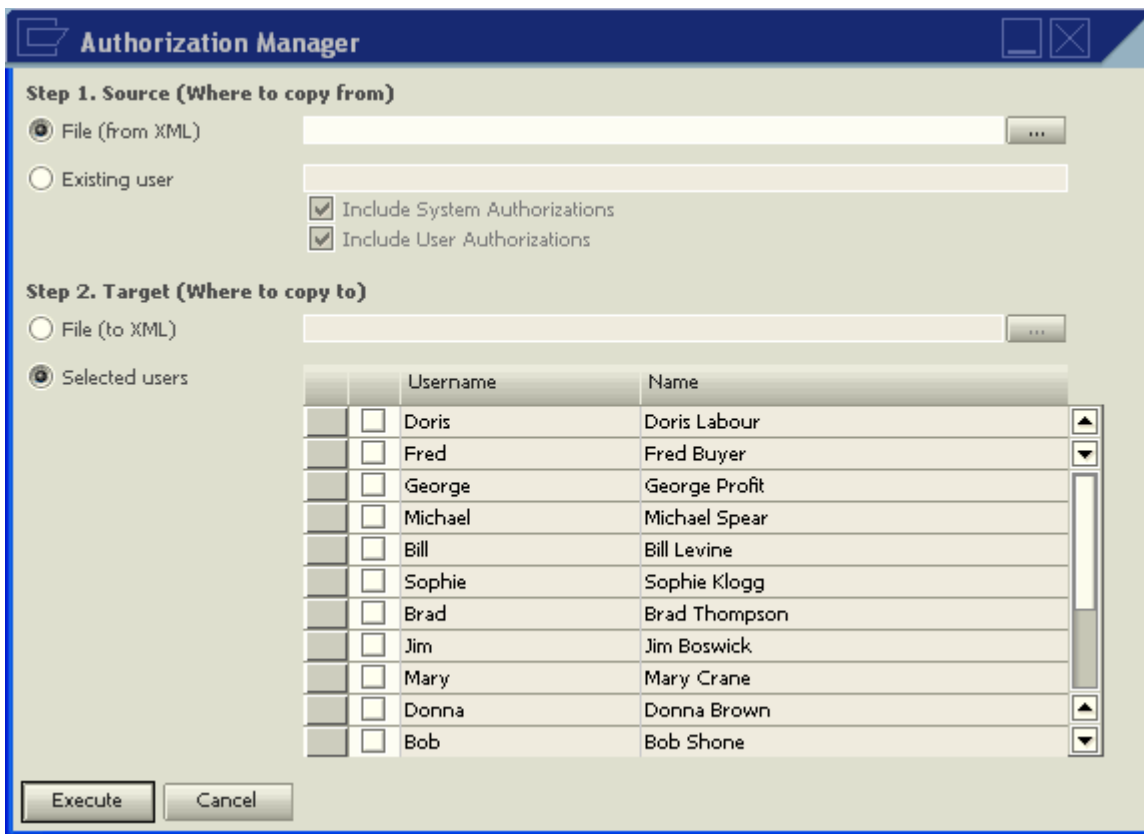


Authorization Manager

The Authorization manager is a tool that extends the normal drag and drop authorization assignment in SAP Business One. The extension-points are:

- Option to apply authorizations to a number of users instead of needing to do multiple drag and drops.
- Option to Import/Export authorizations from one database to another.
- Use XML as templates for authorizations.

When opening the authorization manager you will be presented with following window.



Using the tool consists of 2 steps and executing the selections.

(1) Select where to copy from

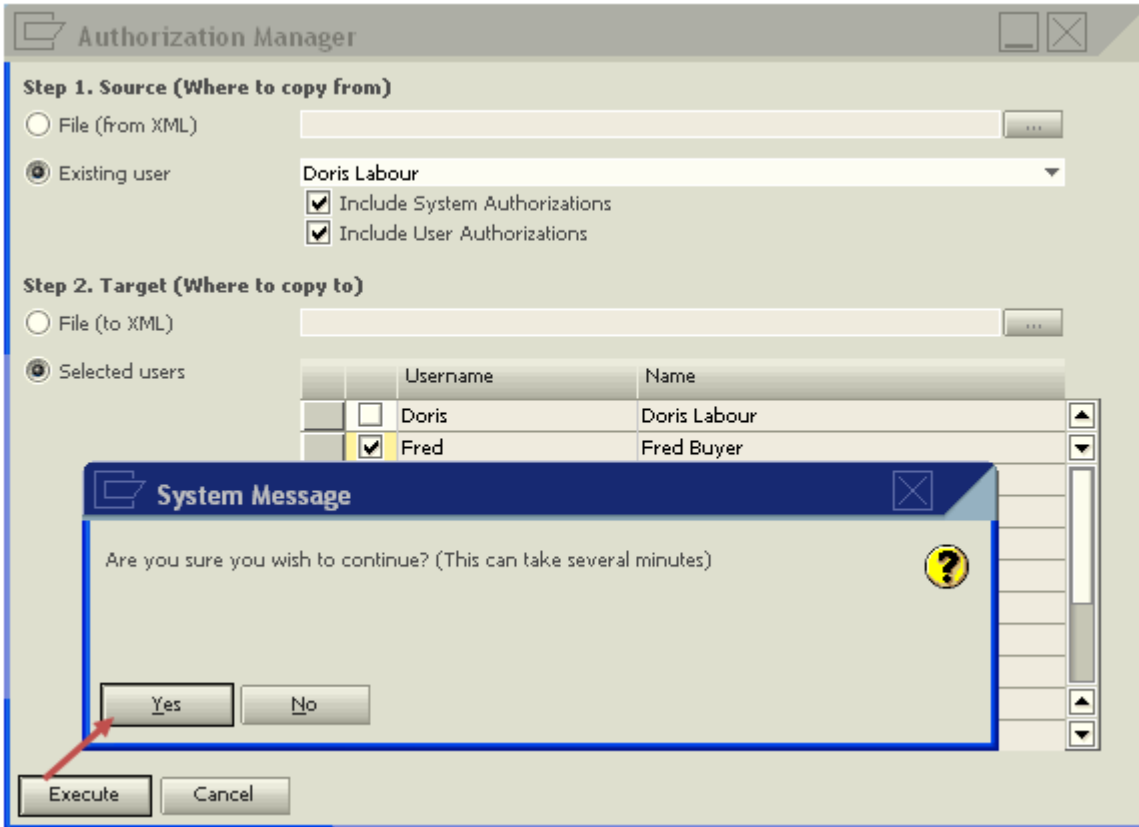
First you need to choose the source of where you wish to get the authorizations. You can either select an xml file (Exported from another database) or choose one of the existing users in the currently logged in database. If you choose an existing user you get the option to include System Authorizations (standard authorizations defined by SAP) or/and User Authorizations (custom authorizations provided by users/add-ons via the "Additional Authorization Creator").

(2) Select where to copy to

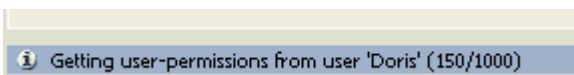
Once the source is selected you need to provide your target which is either other users in the database (Check the user you wish to have the authorizations) or to an XML-file for import into another database (click the "..." button and define a filename for where to save the authorization)

(3) Execute

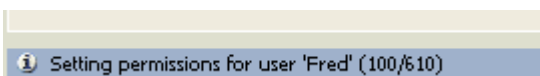
Once the above selections are done you can press Execute and after confirmation of your selection begin to copy the authorizations.



In this example we export all authorizations from Doris Labour and copy them to Fred Buyer.



The system will first find all Doris authorizations.



And then apply them to Fred as needed.

Once complete you get the confirmation of the copy is complete



NB: DUE TO THE NATURE ON HOW THE SAP SDK READ AND APPLY THE AUTHORIZATIONS THE PROCESS CAN BE RATHER LENGTHLY THE MORE USERS YOU APPLY IT TO.