

Below is a conglomeration of answers and assistance for the Stabilization process with Orchestra Software. We are constantly looking to improve the information available to our clients so please let us know if there is anything you are unable to find in this group of links!

# Where Do I Begin?!

Links to Support Page to get you started as well as webinars, the OBeer Forum and the Ideas Portal where you can suggest changes to the software!

### **Best Practices**

Answers the common questions to questions involving closing old orders, maintaining/auditing Item Master Data and Business Partner Master Data as well as Month End Close procedures.

Basic Login / Troubleshoot Issues / Miscellaneous

Includes information on how to switch databases, restart the Add-On, handling common errors, etc.

### **Business Partners**

Answers to the most common questions such as updating BP data, pulling aging reports, and setting up Tax Codes

## Inventory

Here you will find an overview of managing your inventory, how to do inventory counts and auditing your database.

# Purchasing

Topics include how to close a document, create service type invoices and creating non-inventory items for purchasing purposes.

## Production



The production module is the most developed of all SAP Business One modules so there are a lot of questions answered here, including an overview of Production, adding non-inventory costs to production, variances and creating new brands.

#### Sales

A lot of questions come up when it comes to processing Sales documents. Here you'll find answers to common questions such as processing taproom sales, shipping types, "free" orders, and closing documents.

### Banking

Here you'll learn more about receiving payments, posting deposits, and reconciling bank statements.

### Financials

The Financials module often comes with a lot of questions. Here you'll find the common answers to questions about creating journal entries, locking periods, GL Determinations, and Month End Closing procedures.

### Utilities

The Utilities Module is specific to the Orchestrated Add-On and assists in mass updating Item Master Data and Business Partner Master Data, as well as updating GL Determinations or Price Lists.

### Reporting and Printing

Here you will find the most commonly used reports as well as common printing and reporting troubleshooting questions.

## Transition to Support

When your time in Stabilization ends, you'll be transitioned forevermore to our Support Department! Here you'll find commonly asked questions about the Support Team's hours of operation as well as best ways to contact them.