



# Price & Item Management

**V1.18.0.0**

**IN MICROSOFT DYNAMICS 365 BUSINESS CENTRAL**

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**USER SCENARIO DOCUMENTATION**

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## Change Log

Version number	Date	Description
V1.0.0.0		Initial released version
V1.10.0.0		<p>Added support for the following languages:</p> <ul style="list-style-type: none"> <li>- German</li> <li>- Norwegian</li> <li>- French</li> <li>- Swedish</li> <li>- Spanish</li> <li>- Danish</li> </ul> <p>Deleted the item copy functionality (is now standard functionality in Dynamics 365 Business Central)</p> <p>Introduced two batches to close the old purchase and sales price records</p>
V1.12.0.0		The batches to close old purchase and sales price records now show a message once they are finished, also showing a count of updated records.
V1.16.0.0	01-11-2020	Rebranding of app.
V1.18.0.0	06-01-2021	<p>Integrated feature <i>New sales pricing experience</i> of Microsoft Dynamics 365 Business Central</p> <p>Optimized experience of import based on Item Vendor Nos. (no item per record is created if the item vendor no. is the same)</p> <p>Implemented option to start a subscription for the app</p>

## Introduction

The Price & Item Management extension provides a collection of features and improved and new functionalities that will benefit many Microsoft Dynamics 365 Business Central customers active in the trade sector. These functionalities are developed for companies active in the wholesale of technical goods, but not limited to those companies, as the functionalities will benefit many other customers who wholesale goods.

The extension is a collection of multiple features and will continually be improved and extended with new functionalities. Currently the extension comprises the following:

- ✓ Orig. Unit Price and Line Discount %
- ✓ Manual price
- ✓ Price Signaling
- ✓ Item Price Import/Export
- ✓ Close old purchase/sales price agreements

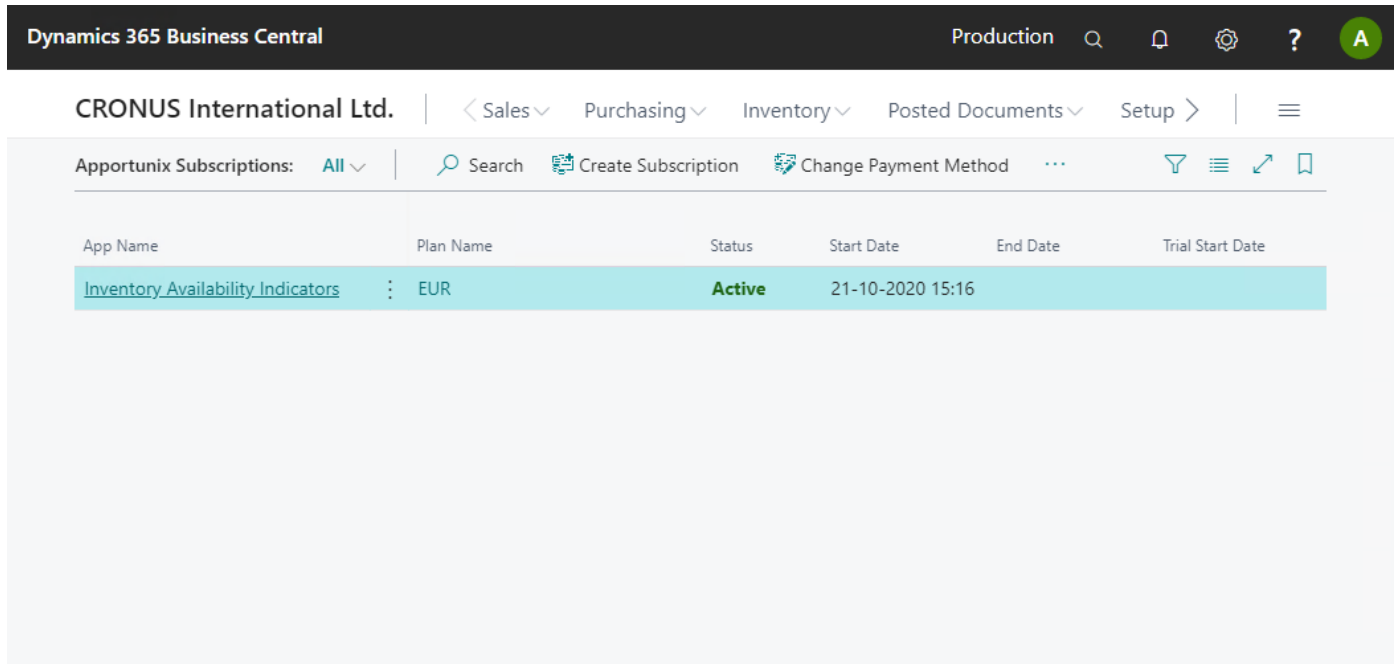
The details of these modules will be presented in the next chapters of this documentation.

## Free to Try

This extension can be used for free, without limitations in one or more of your Dynamics 365 Business Central *Sandbox* environments. When you use the features that would require a subscription for use in one of your *Production* environments, a notification will be displayed that informs you that you are using such a feature.

To use all the features of the extension in a *Production* environment you can start a free trial subscription that will automatically change to a paid subscription after the trial ends. You can cancel your subscription at any time you like and will be able to use the features of the app until the current invoicing period ends.

To manage your subscriptions, you can use the *Apportunix Subscriptions* page. On this page you can start or cancel subscriptions for Apportunix apps and view or update the payment methods that are used for your subscriptions.



The screenshot displays the 'Apportunix Subscriptions' page within the Dynamics 365 Business Central interface. The page header includes the company name 'CRONUS International Ltd.' and navigation options for Sales, Purchasing, Inventory, Posted Documents, and Setup. The main content area shows a table of subscriptions with the following data:

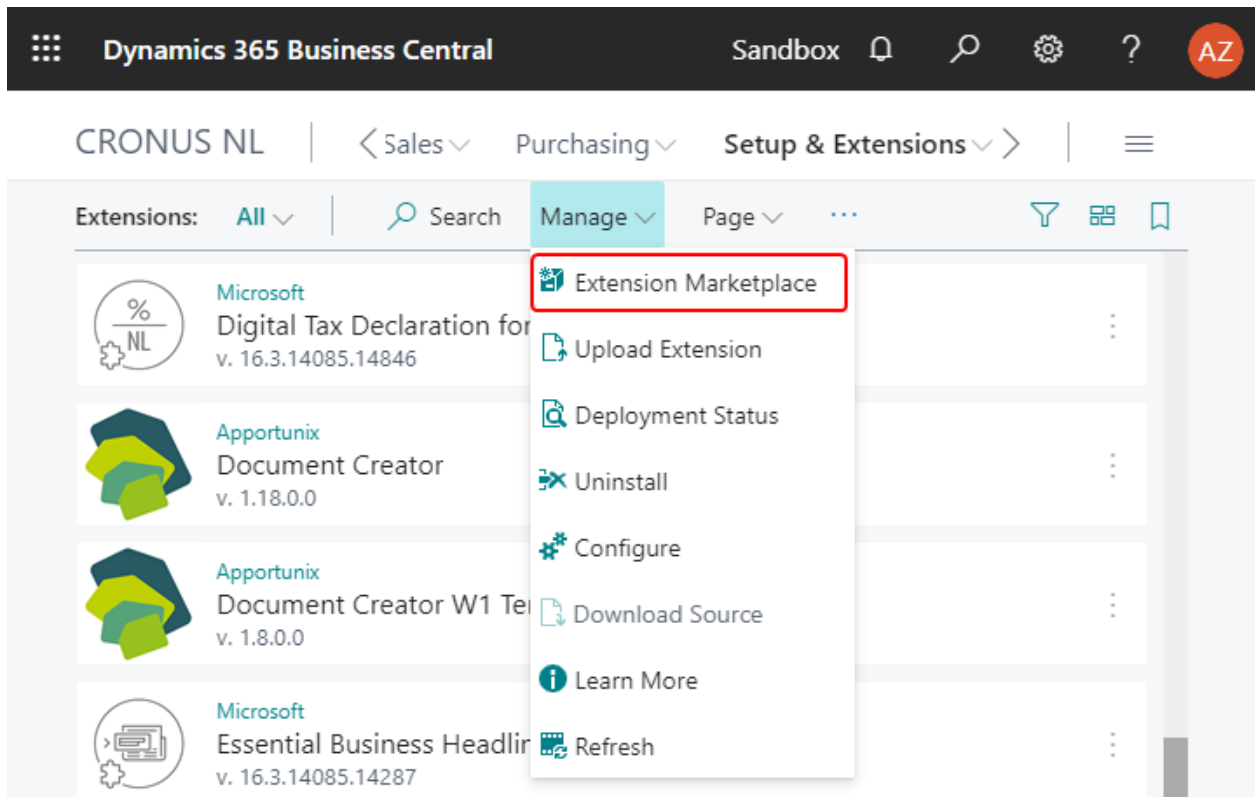
App Name	Plan Name	Status	Start Date	End Date	Trial Start Date
<a href="#">Inventory Availability Indicators</a>	EUR	Active	21-10-2020 15:16		

Please note that your payments are handled safely, in a PCI-compliant manner, in cooperation with our payment provider [Stripe](#). For more information, please feel free to contact us by visiting the [Contact](#) page on our website.

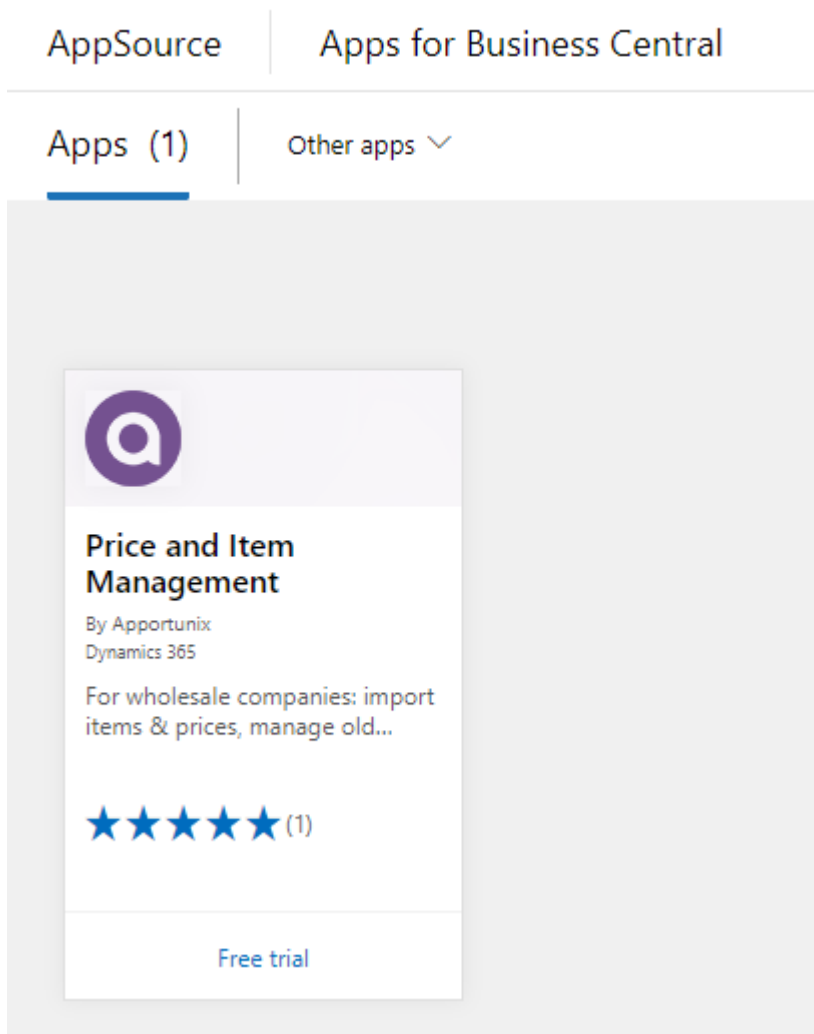
## Installation

The Price & Item Management extension can be installed from the Extension Marketplace (AppSource). To install the extension, please follow the following steps:

1. In Microsoft Dynamics 365 Business Central, go to **Setup & Extensions > Extensions**
2. Open the Extension Marketplace (AppSource) via: **Manage > Extension Marketplace**



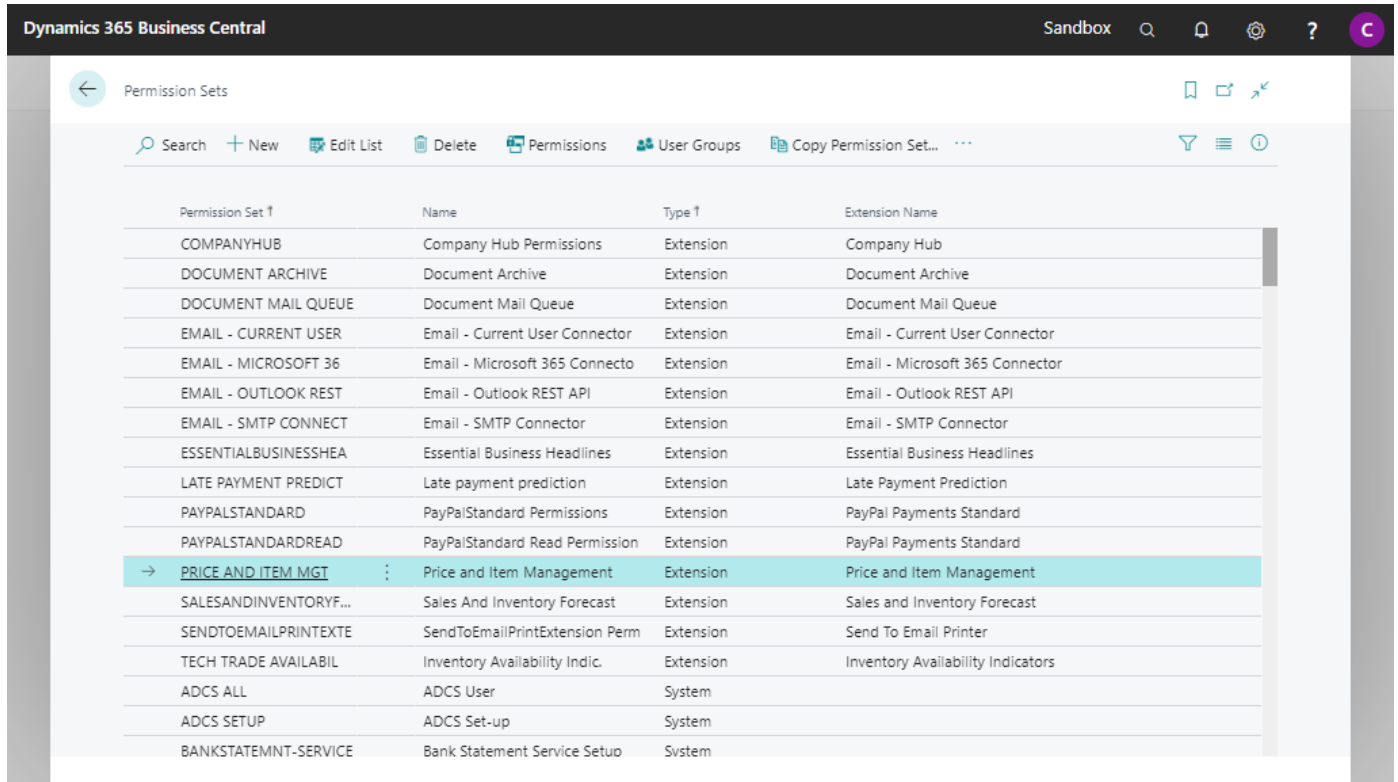
3. Search for and select "Price & Item Management" (By Apportunix)



4. Please take note of the End-User License Agreement and Privacy Statement
5. Choose **FREE TRIAL**, enter your details, and follow the further steps in the **Extension Installation** page that will open in Microsoft Dynamics 365 Business Central.

## Permissions Configuration

Once Price & Item Management extension has been installed, the permission set PRICE AND ITEM MGT has been added to the system.



The screenshot shows the 'Permission Sets' page in Dynamics 365 Business Central. The page title is 'Dynamics 365 Business Central' and the environment is 'Sandbox'. The page contains a table of permission sets. The 'PRICE AND ITEM MGT' permission set is highlighted in blue. The table has four columns: 'Permission Set', 'Name', 'Type', and 'Extension Name'.

Permission Set ↑	Name	Type ↑	Extension Name
COMPANYHUB	Company Hub Permissions	Extension	Company Hub
DOCUMENT ARCHIVE	Document Archive	Extension	Document Archive
DOCUMENT MAIL QUEUE	Document Mail Queue	Extension	Document Mail Queue
EMAIL - CURRENT USER	Email - Current User Connector	Extension	Email - Current User Connector
EMAIL - MICROSOFT 36	Email - Microsoft 365 Connecto	Extension	Email - Microsoft 365 Connector
EMAIL - OUTLOOK REST	Email - Outlook REST API	Extension	Email - Outlook REST API
EMAIL - SMTP CONNECT	Email - SMTP Connector	Extension	Email - SMTP Connector
ESSENTIALBUSINESSHEA	Essential Business Headlines	Extension	Essential Business Headlines
LATE PAYMENT PREDICT	Late payment prediction	Extension	Late Payment Prediction
PAYPALSTANDARD	PayPalStandard Permissions	Extension	PayPal Payments Standard
PAYPALSTANDARDREAD	PayPalStandard Read Permission	Extension	PayPal Payments Standard
→ PRICE AND ITEM MGT	Price and Item Management	Extension	Price and Item Management
SALESANDINVENTORYF...	Sales And Inventory Forecast	Extension	Sales and Inventory Forecast
SENDTOEMAILPRINTEXTE	SendToEmailPrintExtension Perm	Extension	Send To Email Printer
TECH TRADE AVAILABIL	Inventory Availability Indic.	Extension	Inventory Availability Indicators
ADCS ALL	ADCS User	System	
ADCS SETUP	ADCS Set-up	System	
BANKSTATEMNT-SERVICE	Bank Statement Service Setup	System	

This permission set should be assigned to relevant users or user groups.

To assign the PRICE AND ITEM MGT permission set to users:

1. Choose the Lightbulb icon on the top right corner of the Microsoft Dynamics 365 Business Central to open search, enter **Users**, and then choose the related link.
2. Select the user that you want to assign permission to. Any permission sets that are already assigned to the user are displayed in the **Permission Sets** FactBox.
3. Choose the **Edit** action to open the **User Card** page.
4. On the **User Permission Sets** FastTab, on a new line, fill in the Permission Set field with PRICE AND ITEM MGT

For more information, please refer to Dynamics 365 Business Central documentation - [Managing Users and Permissions](#)



## Setup and Usage

This chapter provides details about how to set-up and use the various modules of this extension and will present several examples and scenarios to demonstrate the functionalities. A basic understanding of how to work with Microsoft Dynamics 365 Business Central is presumed.

### Orig. Unit Price and Line Discount %

Two fields are added to the Sales Line table, i.e. "Orig. Unit Price" and "Orig. Line Discount %". These fields will contain the original "Unit Price Excl. VAT" and "Line Discount %", which were suggested by Microsoft Dynamics 365 Business Central based on the best price principle, when the line was entered. When a user decides to overrule the "Unit Price Excl. VAT" or "Line Discount %" these fields will not be changed.

The fields "Orig. Unit Price" and "Orig. Line Discount %" are also added to all other tables associated to the sales process, i.e., "Sales Quote Line", "Sales Order Archive line", "Posted Sales Shipment Line" and "Posted Sales Invoice Line" as well as in the return order process tables and pages.

### Manual price

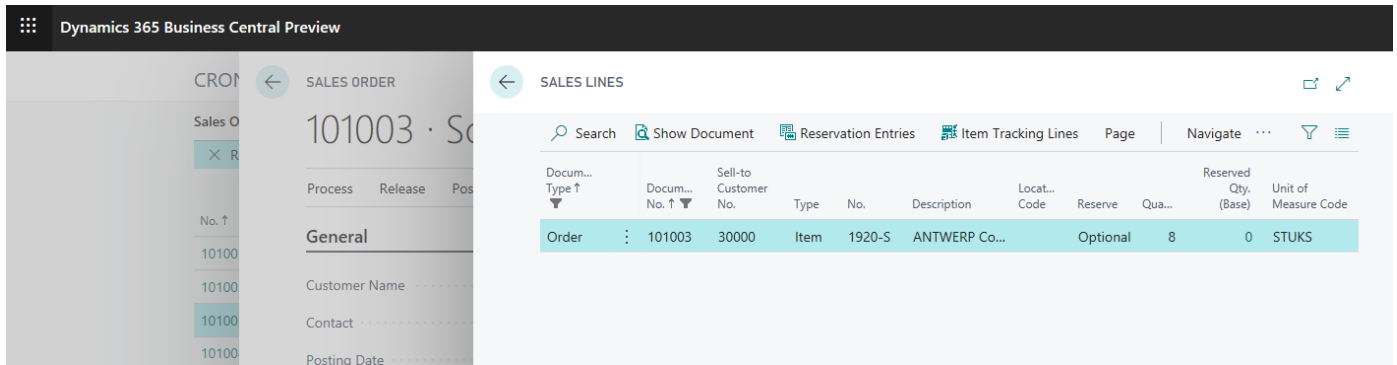
This module is built on the previous module. An additional field called "Manual Price", is added to the Sales Line. When a user decides to change the "Unit Price Excl. VAT" or "Line Discount %" manually, this Boolean field will change its value to True. This is triggered by the fact that either the "Unit Price Excl. VAT" or the "Line Discount %" deviates from the "Orig. Unit Price" resp. "Orig. Line Discount %".

In example below in the first line the "Unit Price Excl. VAT" was changed manually and in the third line the "Line Discount %" was added manually.

The screenshot displays the Dynamics 365 Business Central interface for a Sales Order. The order number is 101013, and the customer is School of Fine Art. The 'General' tab is selected, showing various order details. The 'Manual price' field is highlighted with a red box and set to 'Yes'. Below, the 'Lines' table shows three items with their respective quantities, unit prices, and manual price checkboxes. The first and third items have their 'Manual price' checkboxes checked, also highlighted with red boxes.

Type	Quantity	Qty. to Assemble to Order	Reserved Quantity	Unit of Measure Code	Unit Price Excl. VAT	Line Discount %	Line Amount Excl. VAT	Manual price
Item	1	-	-	STUKS	400.00		400.00	<input checked="" type="checkbox"/>
Item	2	-	-	STUKS	55.20		110.40	<input type="checkbox"/>
Item	4	-	-	STUKS	193.70	10	697.32	<input checked="" type="checkbox"/>

The “Manual Price” is added to the “Sales Header” as well. When one or more of the “Sales Lines” in the “Sales Order” contains a manual price, the value of this field in the header will change to **Yes**, see picture above. You can select the value Yes to display a list of all the lines in the Sales Order, which contain a manual price:



The field “Manual Price” is also added to the header and lines of all other tables and pages associated to the sales process, i.e., “Sales Quotes”, “Sales Order Archive”, “Posted Sales Shipments” and “Posted Sales Invoices” as well as in the return order process tables and pages.

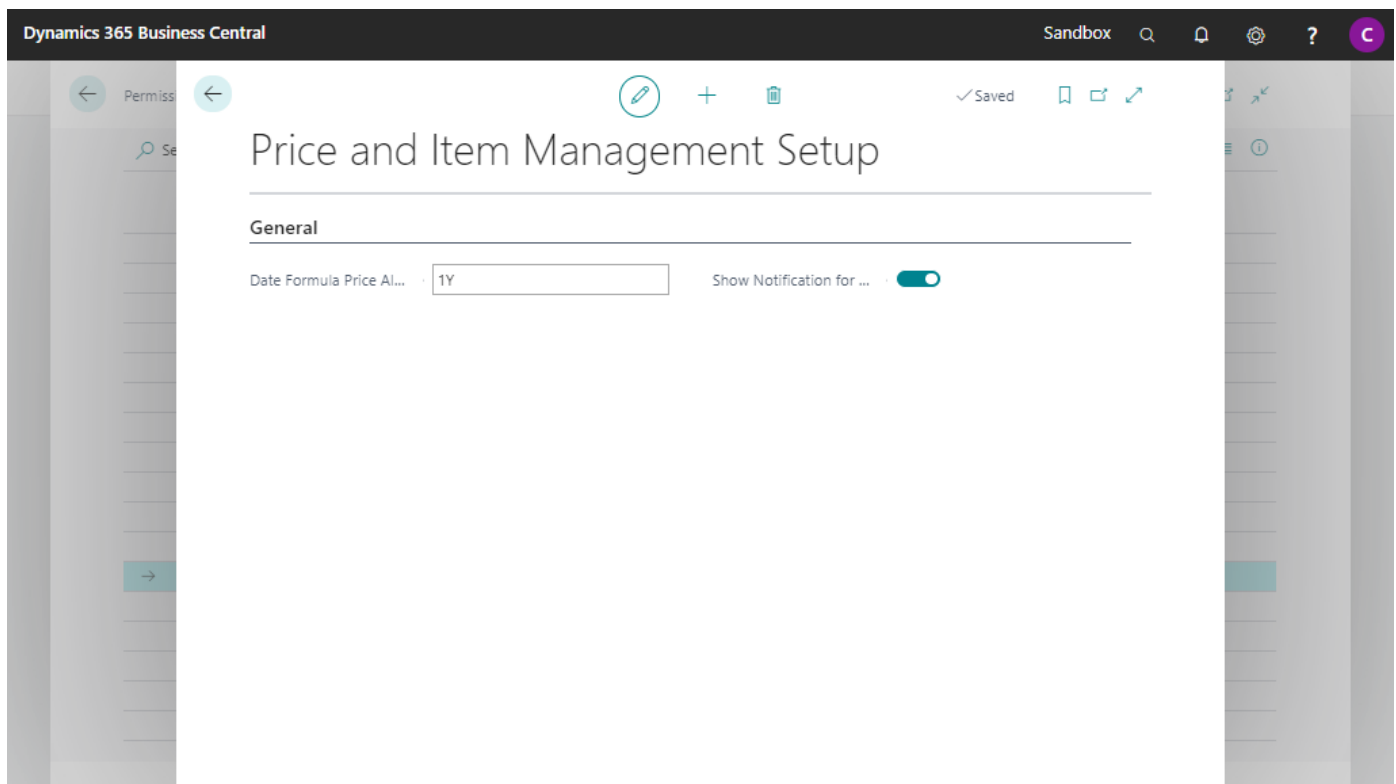
You can use this functionality to control margins and sales performances and keep track of how often prices and discount % are changed manually. You can also use this functionality for example in a workflow as a criterion for approval.

## Price Signaling

Many wholesale companies regularly receive price and discount lists from their suppliers, on which their own pricing is based. Since these lists often contain large amounts of items and prices, these tables are quite complex to manage and you want to make certain that the “Sales prices” and “Sales discount lines” contain actual information when a “Sales Order” or “Sales Quote” is made.

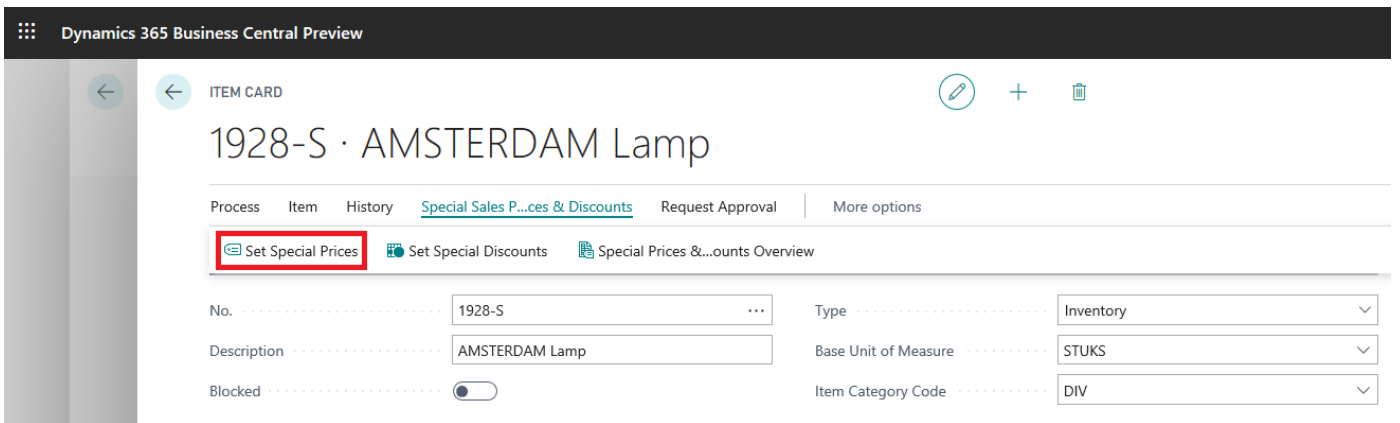
If a “Sales Line” is entered that contains a price, based on an “old” “Sales Price” or “Sales Line Discount %”, the value of the “Unit Price Excl. VAT” will be displayed in red.

To use this signaling, navigate to “Price and Item Management Setup” to set a “Date Formula Price Alert”.

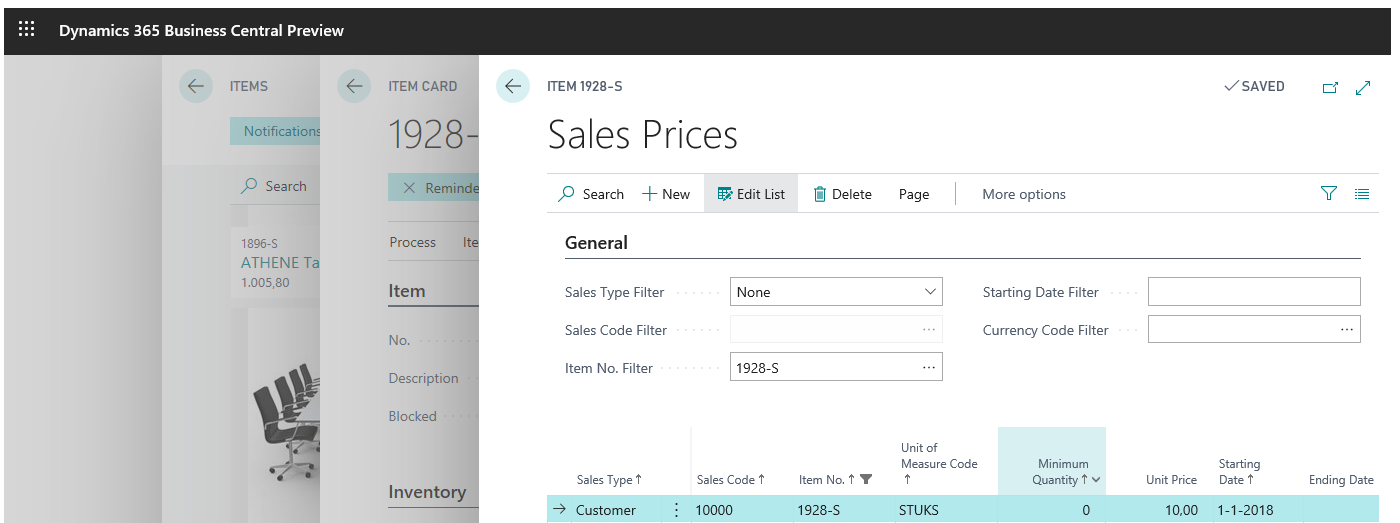


This “Date Formula” will calculate whether signaling should be applied. The calculation is based on the “Starting Date” of the “Sales Price” or “Sales Discount Line” for the particular Item (Group) and Customer (Group).

Consider the scenario below by Navigating to “Items” and selecting an Item, i.e., “1928-S” in example below and select “Special Sales Prices & Discounts” and subsequently “Set Special Prices”:



Create a “Special Price” for a Customer with a Starting Date in the past that is longer ago than the “Date Formula Price Alert” based on the “Working Date”



Create a “Sales Order” for this customer and a “Sales Line” with this “Item No.” and for example an “Order date” of 4/8/2019, see picture below. The price in the field “Unit Price Excl. VAT” will be shown in red color as a signal that the “Sales Price” or “Sales Discount %” is overdue:

**Dynamics 365 Business Central Preview**

SALES ORDER

# 101005 · Adatum Corporation

✕ Starting Date of current price is 01-01-18 for item 1928-S.

Process Release Posting Prepare Order Request Approval Print/Send Navigate Actions Navigate Fewer options

### General Show more

Customer Name	Adatum Corporation	Due Date	8-5-2019
Contact	Loek Walravens	Requested Delivery Date	
Posting Date	8-4-2019	External Document No.	
Order Date	8-4-2019	Manual price	No

**Lines** | Manage Line Order Page Fewer options

Type	No.	Description	Location Code	Quantity	Reserved Quantity	Unit of Measure Code	Unit Price Excl. VAT	Line Discou %	Line Amount Excl. VAT	Manual price
→ Item	1928-S	AMSTERDAM I		1	-	STUKS	10,00		10.00	<input type="checkbox"/>
										<input type="checkbox"/>
										<input type="checkbox"/>
										<input type="checkbox"/>

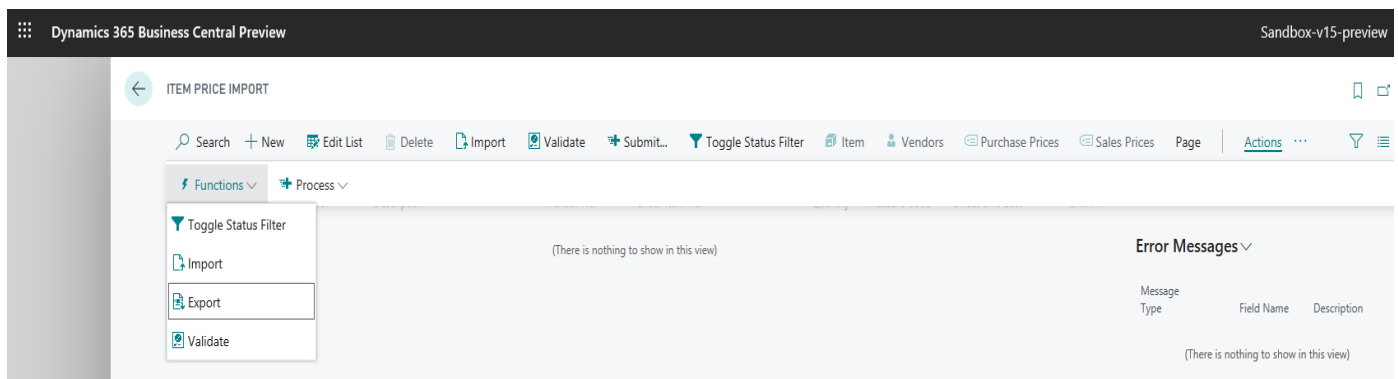
## Item Price Import/Export

As indicated before, managing and maintaining the large Sales and Purchase Price tables can be quite cumbersome. It is quite common that suppliers provide new price lists once or more times each year and that you as a wholesale trader need to update your sales prices as well at the same rate. Furthermore, these lists may contain items that are not present in Microsoft Dynamics 365 Business Central yet. Although RapidStart provides the opportunity to import such data, this functionality is not very flexible.

Price & Item Management comes with a flexible import functionality that can not only import purchase and sales prices at the same time, but also create items if the item is new. It is also not required to have your own "Item No." in the import document, as the import function will also recognize the item based on the "Vendor Item No." and "Vendor No."

Furthermore, this function circumvents several issues you may encounter with differences in the formatting of the dates and numbers between the import files and Microsoft Dynamics 365 Business Central, because this function is based on a csv-format (comma separated).

To use this functionality, navigate to "Item Price Import". It is advised to start with an export, even though the table may be empty, to create a csv-export file in which it is clear what the order of the columns in the import file should be. To do this select Actions > Functions > Export.



A file under the Name "ItemPricesExport.csv" is saved in your local Downloads folder. When you open this document in Excel you will find the following columns which are used for the import:

	A	B	C	D	E	F	G	H	I	J	K	L
1	Vendor No.	Vendor Item No.	Item No.	Description	Minimum Quantity	Direct Unit Cost	Unit Price	Starting Date	Ending Date	Tariff No.	Country/Region of Origin Code	Net Weight
2												
3												

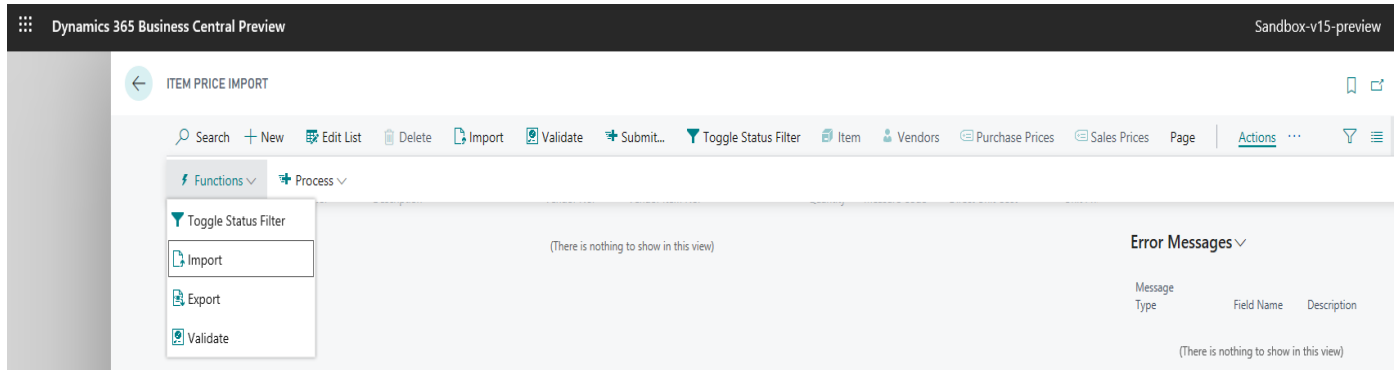
With this mapping you can convert your data to this lay-out. Once you have done this, you need to save the file as a csv-file. You do not need to delete the first row containing the column headers as the import will automatically discard these.

Consider the following scenario in which there are 4 records in an import file:

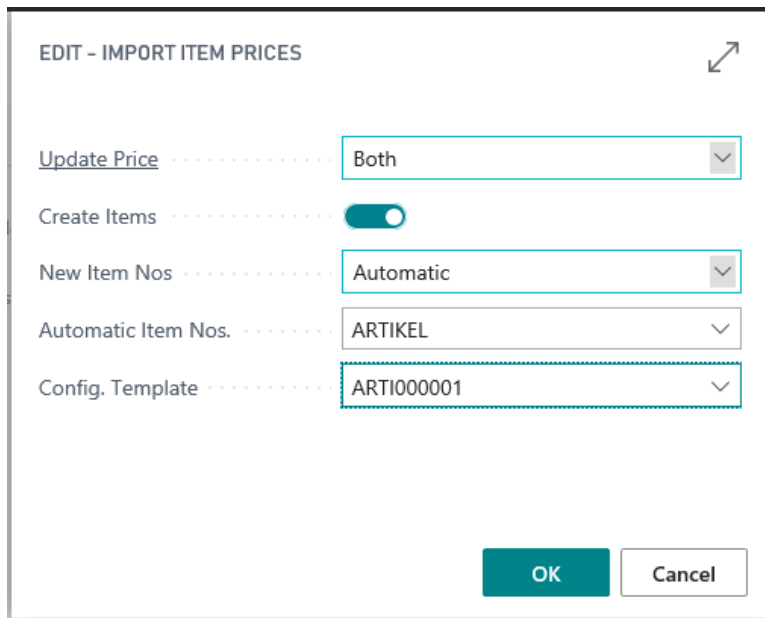
	A	B	C	D	E	F	G	H	I	J	K	L
1	Vendor No.	Vendor Item No.	Item No.	Description	Minimum Quantity	Direct Unit Cost	Unit Price	Starting Date	Ending Date	Tariff No.	Country/Region of Origin Code	Net Weight
2	20000	45455		Item 01	1	10	20	1-1-2019	12-31-19		CN	
3	20000	11111		Item 02	1	20	40	1-1-2019				
4	60000	AG0123		Item 03	1	30	60	2-1-2019				
5	30000		1928-S	Item 04	1	40	80	3-1-2019				

In the first 3 records there is no “Item No.,” but “Vendor No.” and “Vendor Item No.” are given. Furthermore, for all rows there is a “Direct Unit Cost” and “Unit Price” and a “Starting Date”. Furthermore, there is also the possibility to import / adjust the “Tariff No.,” “Country/Region of Origin Code” and/or “New weight” of the items.

To import a file, select Actions > Import from the “Item Price Import” page.



A pop-up appears where there are several options to choose:



If “Update Price” you can select “Unit Cost”, “Unit Price” or Both.

- ✓ If you select “Unit Cost” both the “Unit Cost” on the Item card as well as a record in the “Purchase Price” table is updated or inserted. The “Unit Cost” on the Item card can only be modified if the Microsoft Dynamics 365 Business Central logic allows that. For example, the “Unit Cost” of items with “Item ledger entries” present cannot be modified.
- ✓ If you select “Unit Price” both the “Unit Price” on the Item card as well as a record in the “Sales Price” table is updated or inserted. This “Sales Price” record will be a record for all Customers.
- ✓ If you select Both, obviously both options above will be executed.

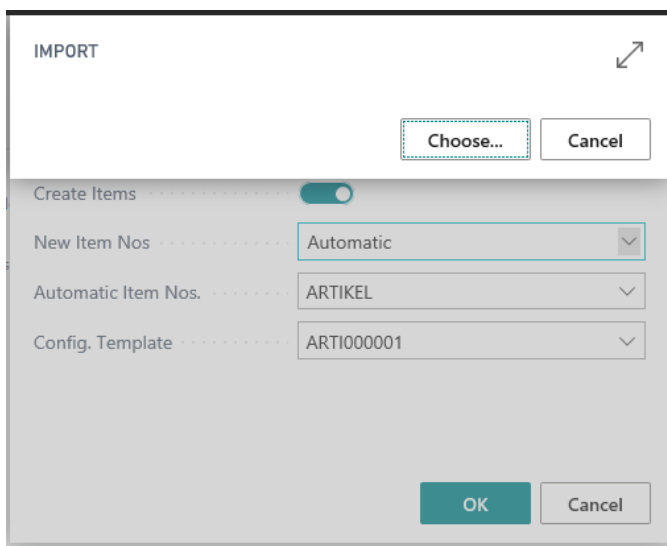
If “Create Items” is selected, new items will be created for records in the import file for which no items could be found in the database. In that case both the “Item No.” in the import must have been empty or not existing as well as the combination “Vendor No.” and “Vendor Item No.” could not be traced to an existing item.

If “Create Items” is selected, you can choose out of 3 options how the new item should be numbered in the field “New Item Nos”.

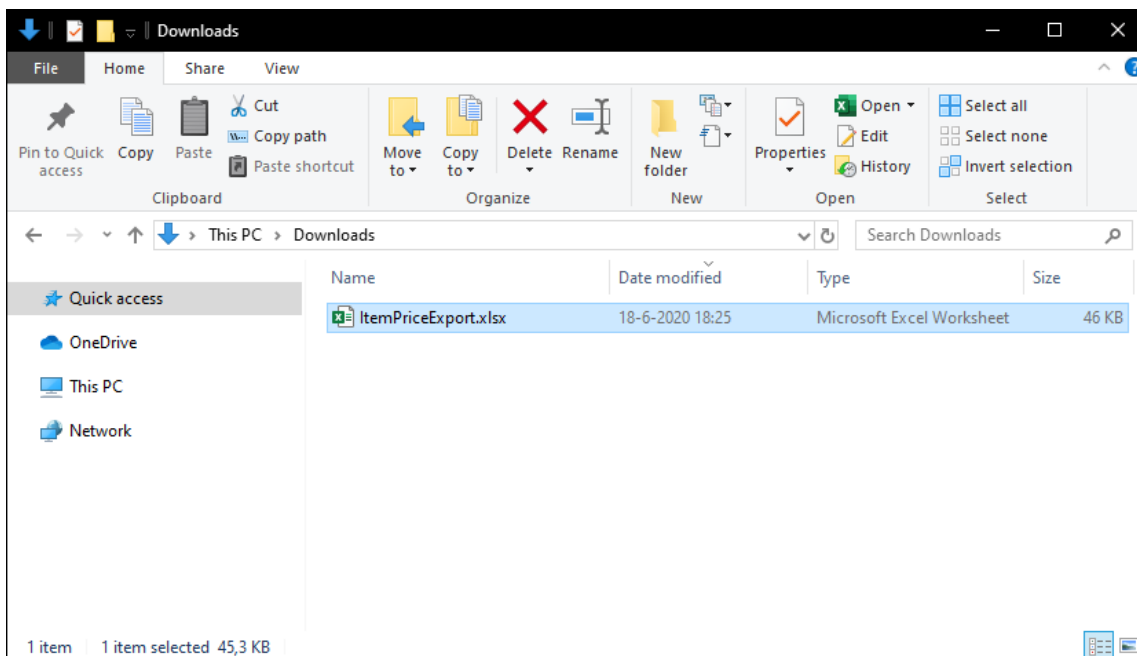
- ✓ In case “Item No.” is selected, the value in the column “Item No.” in the import file is used as the new “Item No.”
- ✓ In case “Vendor Item No.” is selected, the value in the column “Vendor Item No.” in the import file is used as the new “Item No.”
- ✓ In case Automatic is selected, a new “Item No.” is generated based on the number series properties you can select in the next field “Automatic Item Nos.”

In the last field “Config. Template” you can select the configuration template that will be used for the creation of new items. This template will be used for all new items in the same import file.

After filling out this pop-up, you can select OK, after which the following pop-up appears:

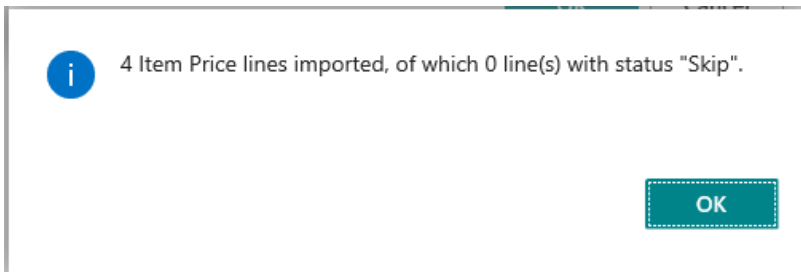


By selecting Choose, Explorer will be opened where you can select the file that you wish to import:



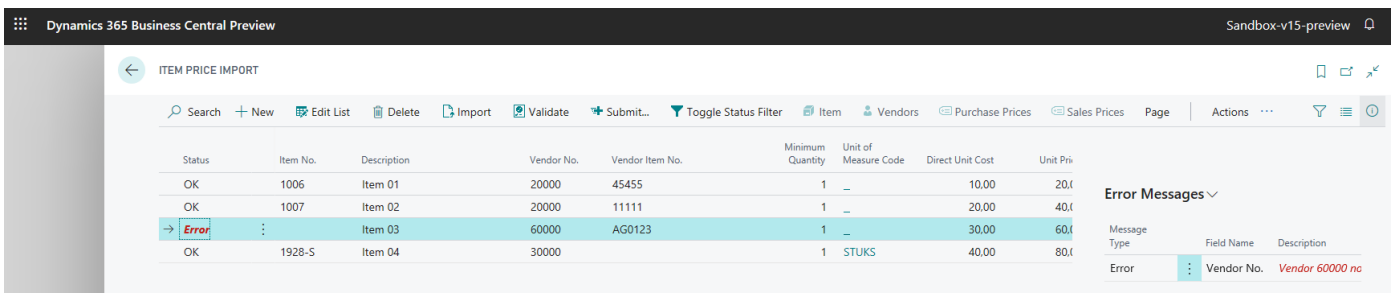


By selecting "Open" the import will start and after this has been done a message will appear, indicating how many lines have been imported:



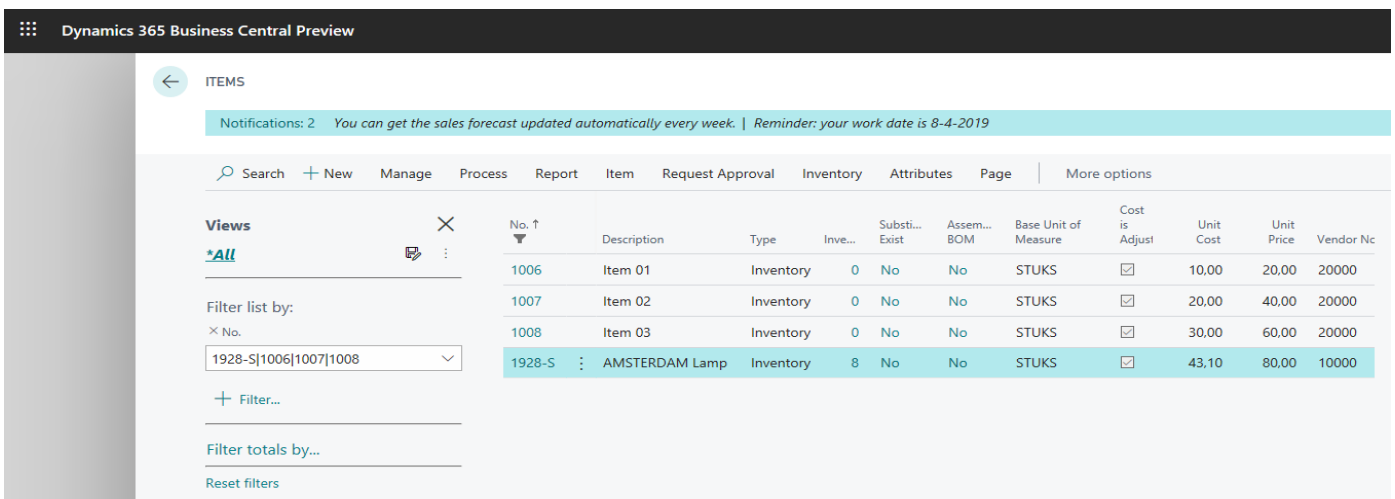
The import of the example file shown above will result in the situation, presented below. For lines 1 and 2 the "Item No." was found based on the "Vendor No." and "Vendor Item No." present on the item card. Line 4 contained an item present in the database. Line 3 apparently contains a new item.

In this page you can still make changes before these lines are submitted. You can select Process > Validate to check whether the data are valid. If not, an error message will appear in the Fact box for the invalid lines. You can resolve the error messages or delete the line to proceed. If these errors are not resolved these lines will be skipped.



After the data have been checked, adjusted where necessary and revalidated you can select Process > Submit to submit the lines.

The following screenshot displays the item list, filtered for the items in the scenario, after submitting. You can see that the "Unit Cost" and "Unit Price" have been adjusted for these items except for the "Unit Cost" of item "1928-S", where it was not allowed.



If you navigate to the Sales Prices from a random item and adjust the filter settings to the items in the scenario, you will also see that records are generated for these items as well:

SALES PRICES ✓ SAVED

Reminder: your work date is 8-4-2019 Use today | Change to... | Turn off reminder

Search + New Edit List Delete Page More options

**General**

Sales Type Filter: None Starting Date Filter:

Sales Code Filter:  Currency Code Filter:

Item No. Filter:

Sales Type ↑	Sales Code ↑	Item No. ↑	Unit of Measure Code ↑	Minimum Quantity ↑	Unit Price	Starting Date ↑	Ending Date
All Custome...		1006	STUKS	1	20,00	1-1-2019	
All Custome...		1007	STUKS	1	40,00	1-1-2019	
→ All Customer: :		1008	STUKS	1	60,00	2-1-2020	
All Custome...		1928-S	STUKS	1	80,00	3-1-2021	

## Close old price records

When new prices are imported, chances are that there are old prices records, that have a starting date prior to the new records and an open end date:

ITEM 1928-S ✓ SAVED

### Sales Prices

Search + New Edit List Delete Page More options

**General**

Sales Type Filter: None Starting Date Filter:

Sales Code Filter:  Currency Code Filter:

Item No. Filter: 1928-S

Sales Type ↑	Sales Code ↑	Item No. ↑ ▼	Unit of Measure Code ↑	Minimum Quantity ↑	Unit Price	Starting Date ↑	Ending Date
All Custome...		1928-S	STUKS	0	10,00	1-1-2018	
→ All Customers :		1928-S	STUKS	0	11,00	1-1-2019	

In case the prices in the new agreements are higher, the system will still select the old price in the sales or purchase document. To prevent this, the old records should receive an end date. For this, two batches are included in the Item Price Import screen:

- Close Previous Purchase Prices
- Close Previous Sales Prices

These batches can be selected from the actions menu:

When the batch is executed, the system will Search for records that have a blank ending date. If a record is found, it then searches for records with:

- the same minimum quantity
- the same item number
- the same Sales Type & Code
- the same Unit of Measure code
- new Starting Date

In case a record is found, the record with the older starting date will be updated with an ending date that is one day before the starting date of the newer record:

ITEM 1928-S ✓ SAVED

## Sales Prices

Sales Type ↑	Sales Code ↑	Item No. ↑	Unit of Measure Code ↑	Minimum Quantity ↑	Unit Price	Starting Date ↑	Ending Date
→ All Customers	:	1928-S	STUKS	0	10,00	1-1-2018	31-12-2018
All Customers		1928-S	STUKS	0	11,00	1-1-2019	

## New sales pricing experience

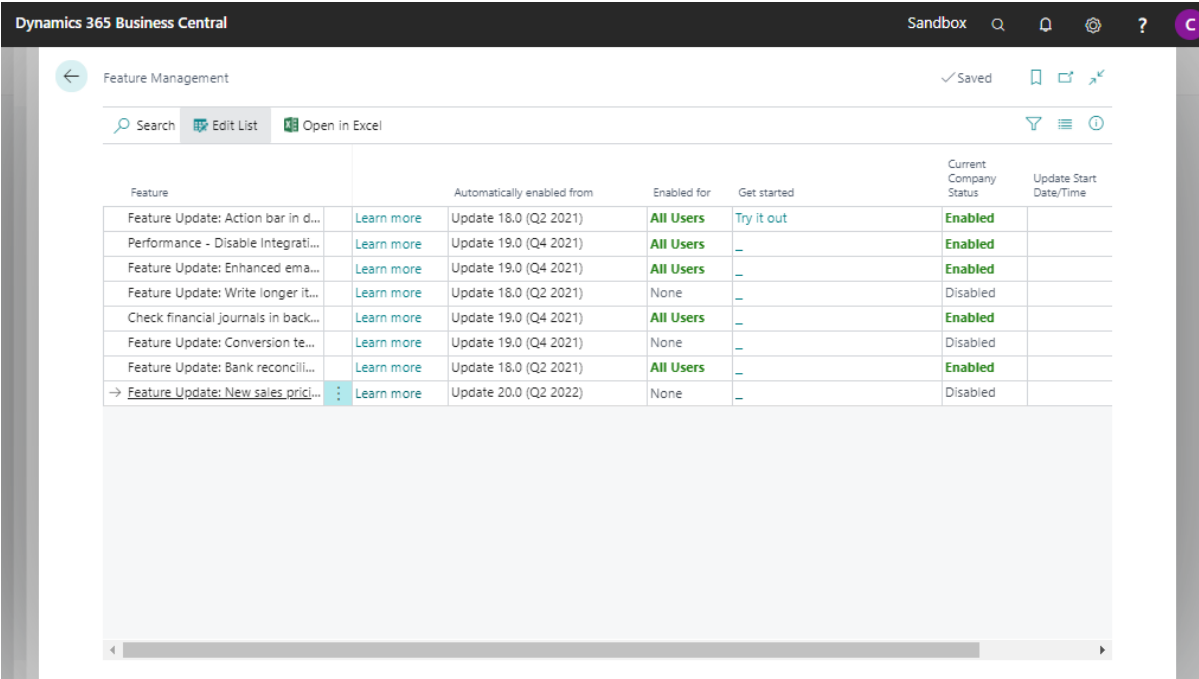
Microsoft Dynamics 365 Business Central has a new feature: *New sales pricing experience*. This feature uses *Price Lists* for the setup of Purchase and Sales Prices.

For more information see the link below:

[Use new sales pricing experience - Dynamics 365 Release Plan | Microsoft Docs](#)

This feature is automatically enabled from update 20.0 (Q2 2022). If you want to use this feature ahead of time you can enable this feature in the *Feature Management Page*.

**Note:** After you enable this feature for all users, you cannot turn it off again. Please first experience this feature in a sandbox environment.

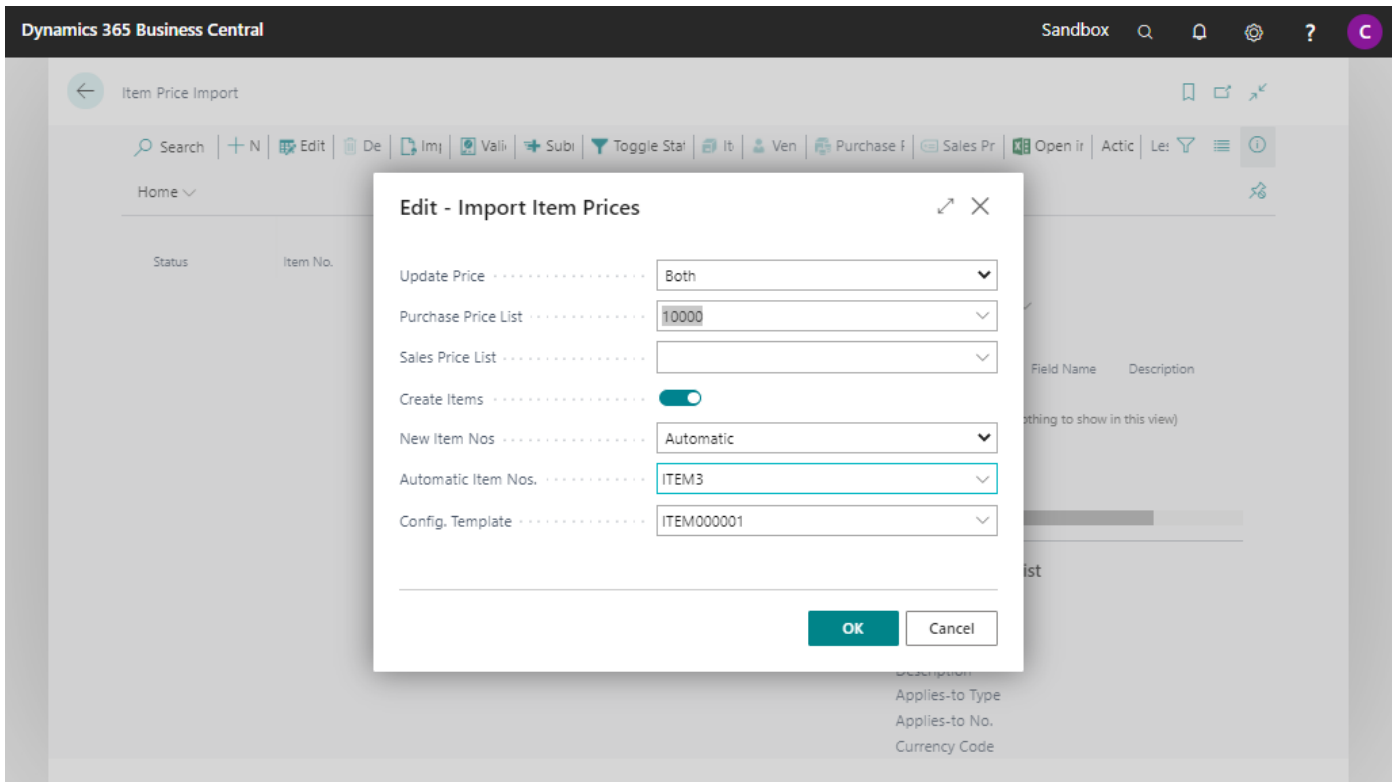


Feature	Learn more	Automatically enabled from	Enabled for	Get started	Current Company Status	Update Start Date/Time
Feature Update: Action bar in d...	<a href="#">Learn more</a>	Update 18.0 (Q2 2021)	All Users	Try it out	Enabled	
Performance - Disable Integrati...	<a href="#">Learn more</a>	Update 19.0 (Q4 2021)	All Users	—	Enabled	
Feature Update: Enhanced ema...	<a href="#">Learn more</a>	Update 19.0 (Q4 2021)	All Users	—	Enabled	
Feature Update: Write longer it...	<a href="#">Learn more</a>	Update 18.0 (Q2 2021)	None	—	Disabled	
Check financial journals in back...	<a href="#">Learn more</a>	Update 19.0 (Q4 2021)	All Users	—	Enabled	
Feature Update: Conversion te...	<a href="#">Learn more</a>	Update 19.0 (Q4 2021)	None	—	Disabled	
Feature Update: Bank reconcili...	<a href="#">Learn more</a>	Update 18.0 (Q2 2021)	All Users	—	Enabled	
→ Feature Update: New sales prici...	<a href="#">Learn more</a>	Update 20.0 (Q2 2022)	None	—	Disabled	

When this feature is enabled it automatically affects the *Item Price Import* functionality of the *Price & Item Management* app.

The important changes are listed below.

1. *Purchase Price List* and *Sales Price List* fields are included in the pop-up of the *Import Item Prices*. For the *Purchase Price List* the price list must apply for a vendor and the *Sales Price* must apply for *All customers*.  
**Note:** Only price lists where the *Status = Draft* can be used for the import.



2. The fields *Purchase Price List* and *Sales Price List* are included in the import / export file and the *Item Price Import* page.
3. The *Purchase Price List* and *Sales Price List* are mandatory fields during the validate & submit of the import
4. The following fields are removed from the import / export file and the *Item Price Import* page. These fields are to be set up in the purchase and sales price list.
  - Vendor No. (only for purchase price lists)
  - Starting Date
  - Ending Date
5. Factboxes *Purchase Price List* and *Sales Price List* are added to the *Item Price Import* page. These Factboxes provide more details of the purchase and sales price list of the selected line.
6. After the submit of the import the price lines are added to the price list specified in the import lines.

Dynamics 365 Business Central Sandbox

Item Price Import

Search + New Edit List Delete Import Validate Submit... Toggle Status Filter Item

Status	Item No.	Description	Vendor Item No.
→ <b>Error</b>	:	Item 01	45455

**Error Messages**

Message Type	Field Name	Description
<b>Error</b>	:	Sales Price ... <b>Sales Price List ca</b>

**Purchase Price List**

General

Code	10000
Description	Vendor 10000
Applies-to Type	Vendor
Applies-to No.	10000
Currency Code	
Starting Date	1/1/2021
Ending Date	12/31/2021

**Sales Price List**