

Microsoft® Business Solutions—Great Plains®

FOR FINANCIAL
MANAGEMENT

Collections Management

Improve your cash flow and reduce bad debt expense with the clear, customizable information views and automated bad debt management tools provided by Microsoft® Business Solutions—Great Plains® Collections Management.

NAVIGATE EASILY to the main Collections window via the Customers list.

ENTER AND VIEW COLLECTIONS from one central point in the Collections Management window.

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Microsoft®
Business
Solutions

Improve cash flow

Boost your bottom line with streamlined, customizable and highly efficient collections activities.

Access cash information quickly and easily

View all your collections information, including contact notes and To Do items, within a single window, using a customized interface that gives you the exact information you need.

Reduce bad debts expense

Centralize your customer contact and collection functions and lower your collection expenses with automated customer tracking and follow-up.

Target overdue customers effectively

Target customers that meet specific criteria for overdue payments and automatically send them collections letters, e-mails, statements, and invoices.

Increase sales productivity

Improve productivity by feeding collection contact notes and other customer details back to the sales force.

Manage collections effectively

Assign customers to credit managers, create To Do lists, and track all follow up activities.

AVAILABLE WITH:



Collections Management



FEATURES OVERVIEW

Unlimited Queries	Build and store an unlimited number of queries to target and view customers that meet user-defined criteria, such as balance, notes, customer, credit manager, and commitment status.
Automated Customer Letters	Automate printing and faxing of collections letters, e-mails, statements and invoices to customers with the push of a button, customized by customer and days overdue.
Task List Follow-up	Set automatic follow-up actions and reminder dates with the intuitive Collections Task List and view completed and uncompleted tasks, as well as completed or uncompleted payment promises by customers.
Tailored Overdue Notices	Send customized e-mail notices to customers tailored to their overdue status.
Automatic Updates	Automatically remove customers who have made a payment and add customers with newly overdue payments.
Instant Customer Information	Respond to customer inquiries with instant access to pertinent information.
Workload Management	Assign customers to a specific credit manager to divide and manage the collections workload.
Single Control Center	Use the main Collections Management window as the control center for all Accounts Receivables activities.
Seamless Integration	Control your cash flow and expenses more effectively with seamless integration to Microsoft Great Plains Receivables Management and General Ledger.