Microsoft®
Small Business
Manager

Top 10 Benefits of Small Business Manager:

Is your business ready for more than basic accounting software? Maybe it's time to step up to Microsoft® Small Business Manager! Here are 10 reasons for moving to this flexible, affordable business management solution.

1. **Connect the people, processes, and information that help you run your entire business.**
Small Business Manager offers powerfully integrated functionality for increasing productivity, improving business performance, and managing all aspects of your business—including financials, sales, purchasing, inventory, payroll, reporting, and more. You and your team can processs transactions efficiently, get a complete view of information across your business, and manage the complete customer, vendor, and product life cycle in one application.

2. **Enhance the value of existing information, as well as extend business capabilities, through powerful integration with other applications.**
Small Business Manager integrates easily with other applications and services to help you improve productivity and enhance sales and marketing efforts—among other applications, you'll be able to work easily with Microsoft Excel, Microsoft Word, Microsoft bCentral™ Web services, and Microsoft Retail Management. Additional integration capabilities include the ability to import information directly from an Excel (CSV) file, as well as integrate directly with existing applications, using industry standard technical tools such as ODBC or Microsoft Visual Basic®. Companies with specialized business needs can extend business capabilities through integration with industry-specific software, and develop customized solutions with the help of authorized Microsoft Business Solutions Developers.

3. **Get all the tools you need to monitor, manage, and improve business performance.**
Small Business Manager gives you the power to set and monitor financial goals, manage cash flow, and control spending with increased accuracy. For example, you can create budgets and compare projections with actual performance, using Excel-based tools and detailed financial reports. Just as important, you can maintain tight control over estimated and actual revenues and costs, using an automated cash flow calendar, detailed payment information for customers and vendors, and robust inventory management capabilities.

4. **Working with business information couldn't be easier.**
Data entry is easy and error-free with Small Business Manager, and you'll never find yourself chasing down information. Data input forms, more than 100 reports, detailed search capabilities, SmartList query tools, and inquiry windows make it easy for you to enter, update, access, and analyze information from all areas of your business. Plus, robust Microsoft Excel integration enables you to export data and reports for further analysis.

5. **If you're a product-based company, you'll manage inventory effectively.**
With Small Business Manager, you'll maintain flexible control over costs, quantities, and inventory processes, with advanced inventory features like multiple cost methods and price levels, kits, serial number and lot number tracking, item allocation, inventory adjustments, and automatic increases and decreases to inventory based on item receipt and product sales.

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6. **If your transaction volume increases, your system won't slow down.**
Small Business Manager is built on powerful Microsoft technologies, including Microsoft SQL Server™ technologies that offer unlimited storage capacity for records and transactions. No matter how many records and transactions you store, you'll be able to enter, process and retrieve information without slowing your system down.

7. **Tight financial controls ensure all your accounting information is accurate.**
Small Business Manager provides increased financial controls so that you can adapt to changing needs without compromising accuracy. True double-entry accounting keeps books in balance and serves as a secure audit trail that makes it easy to find and fix mistakes. You can easily set up flexible fiscal closing periods with password protection, as well as assign multiple user roles and privileges. And complying with government reporting requirements is easy, with free payroll tax table updates and the ability to generate Vendor 1099s and Federal W-2 Management Media files.

8. **Multiple users can access the system and work with the same information without causing system conflicts.**
You can easily set up customized user roles and privileges within Small Business Manager, as well as access for unlimited users and up to five concurrent users. Every user gets access to the information appropriate to their role and that they are allowed to retrieve at any time. And because Small Business Manager supports multi-user access for all transaction types, users won't need to juggle single and multiple user modes.

9. **Maximize your return on investment - You'll stay current and up-to-date with free system updates, upgrades, and new releases.**
Your Small Business Manager support plan includes new versions and updates—free of cost. This ensures that you always have the most current, up-to-date version of Small Business Manager. If you purchase the US Payroll Suite service plan with Small Business Manager, direct deposit is provided to you for free, along with updated tax tables.

10. **When you purchase Small Business Manager, you're investing in affordable, dependable software that you'll never outgrow.**
Microsoft Small Business Manager is built on reliable, stable Microsoft technologies and tested in a broad range of customer implementations. Designed to be scalable and customizable, it adapts to changing needs and grows with your business. If you decide to upgrade to a higher-end Microsoft Business Solutions application, your existing information will seamlessly migrate from Small Business Manager to the new system. Just as important: when you upgrade, you'll receive a full reimbursement for your initial purchase of Small Business Manager.

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