USERMANUAL

Flexicoder



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Publication date: December 2017

Introduction

Welcome to Flexicoder, a Microsoft Dynamics GP add-on that allows you to automatically recode the General Ledger distributions within the Sales Order Processing, Receivables Management and Returns Management modules. Flexicoder recodes by changing the account segments of selected distribution types. The account segment is changed based on properties of the document.

Installing Flexicoder

This section covers the installation of Flexicoder.

System Requirements

The system requirements for Flexicoder are the same as those for Microsoft Dynamics GP. You can review the Microsoft Dynamics GP System Requirements documentation on CustomerSource or PartnerSource.

Flexicoder will work with the Microsoft Dynamics GP Web Client.

Prerequisites

Installing Flexicoder on Microsoft Dynamics GP requires that the Microsoft Dynamics GP version 18.8.xxxx. This is available in the Microsoft Dynamics GP October 2025 Release.

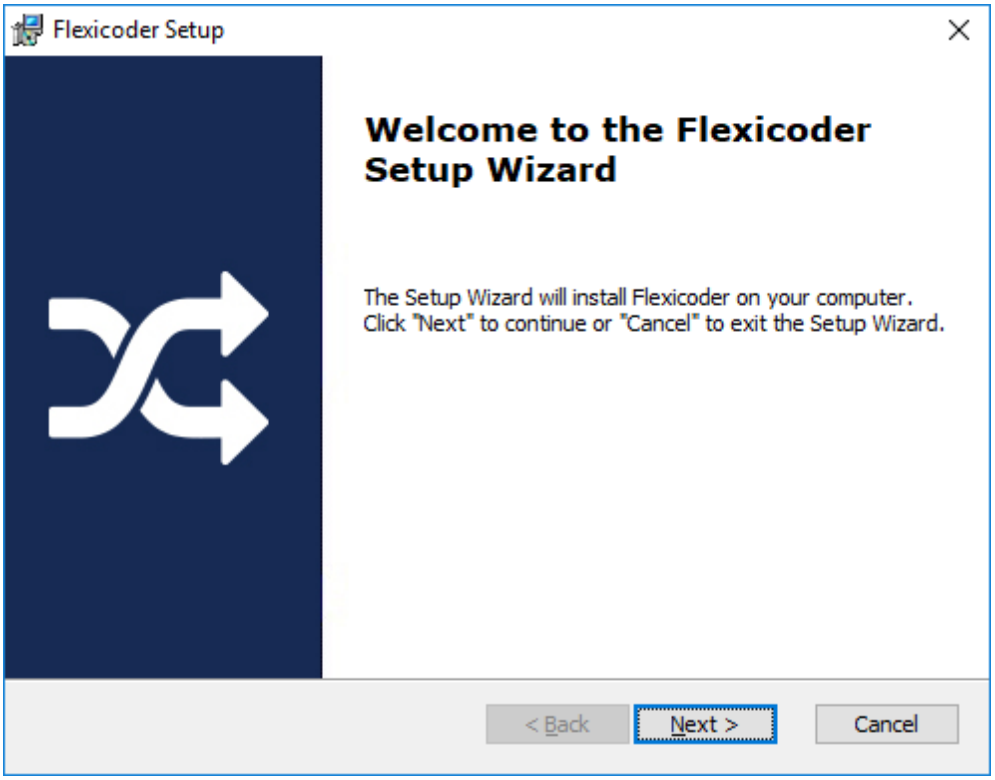
Release Notes

The Flexicoder upgrade follows the supported upgrade paths from 2018 and 2016 that are available for Microsoft Dynamics GP. You can find these on PartnerSource or CustomerSource in the Upgrading to Microsoft Dynamics GP Hot Topic.

Installation

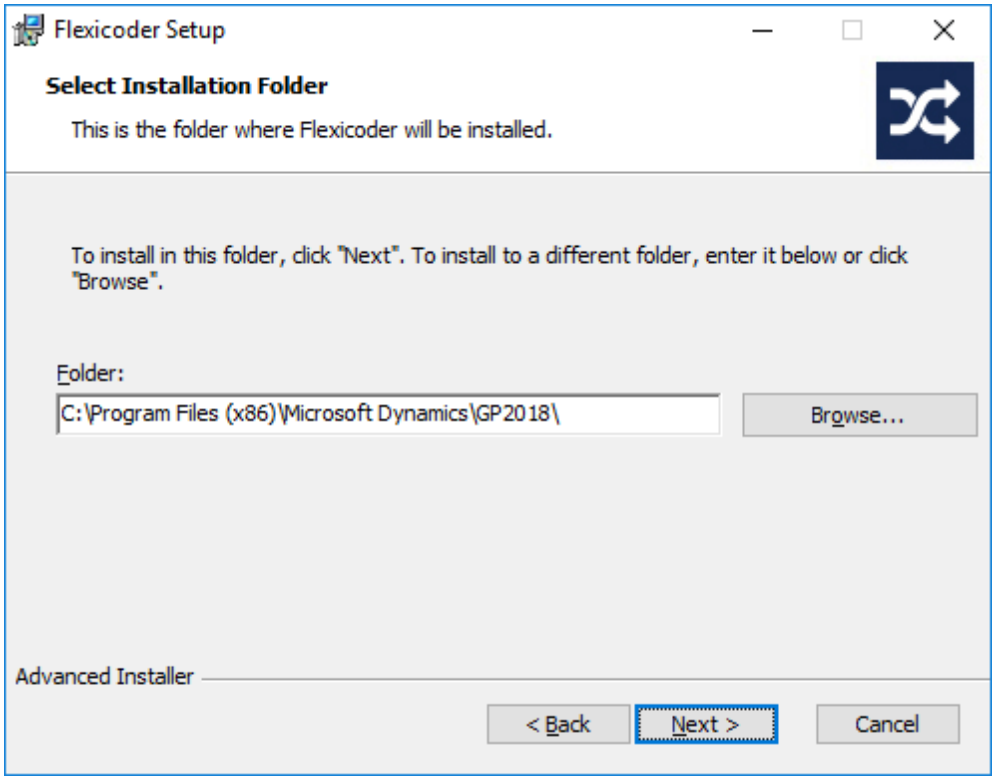
To install Flexicoder:

1. Start the Flexicoder Installation by running the Flexicoder.msi.
2. Click on the Next button to continue.

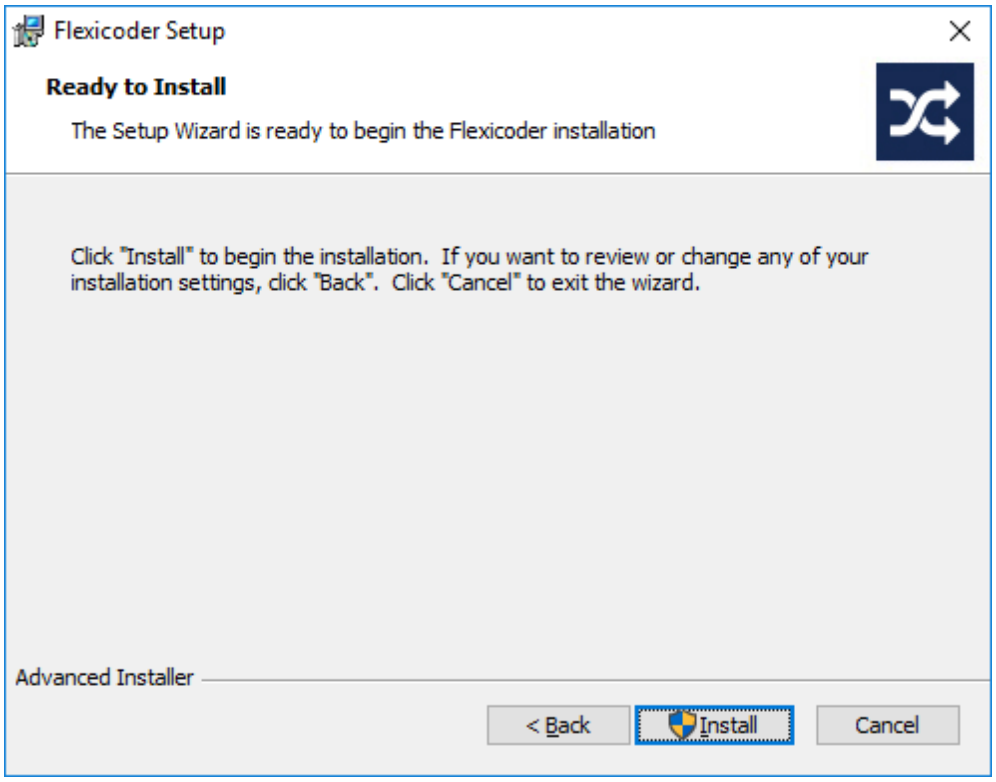




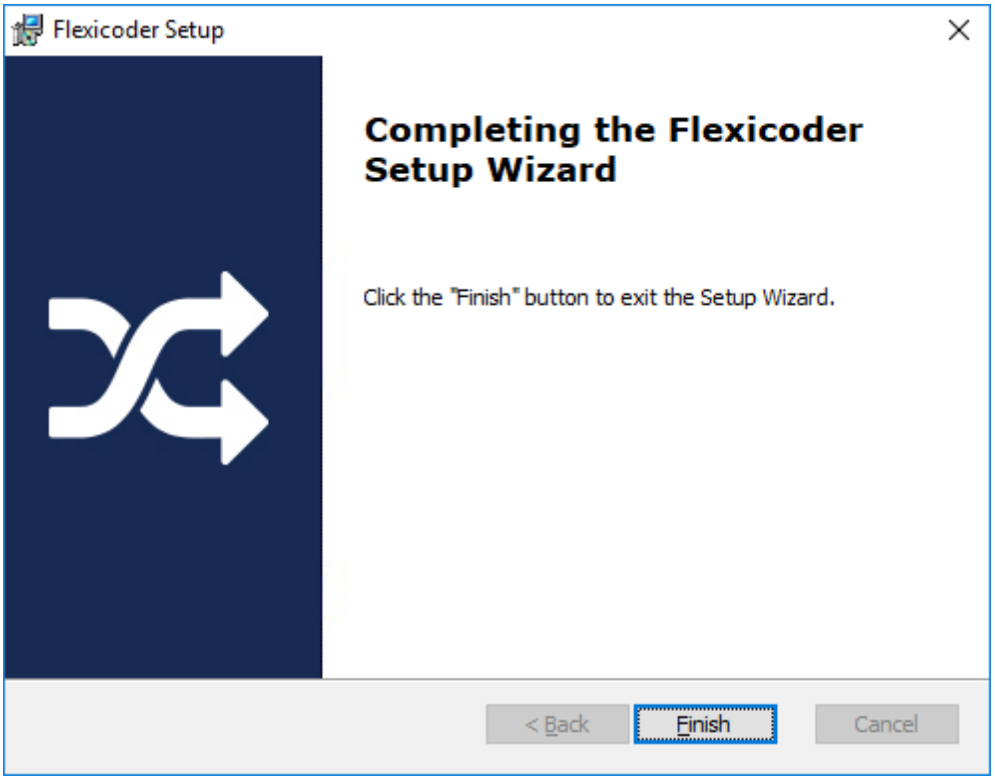
3. Select the location where your Microsoft Dynamics GP program is installed using the Browse button.



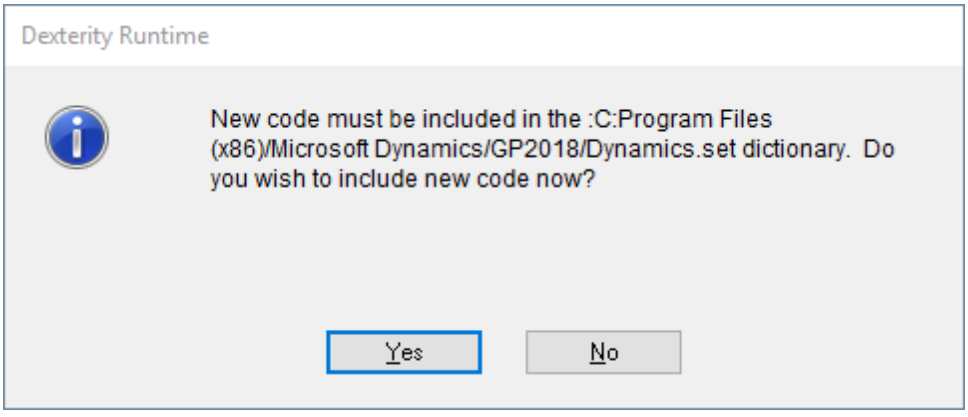
4. Click on the Next button to continue.
5. Click on the Install button to begin the installation.



6. The Flexicoder Installation will run. It may take a few minutes for this to complete.
7. Click on the Finish button to complete the installation.



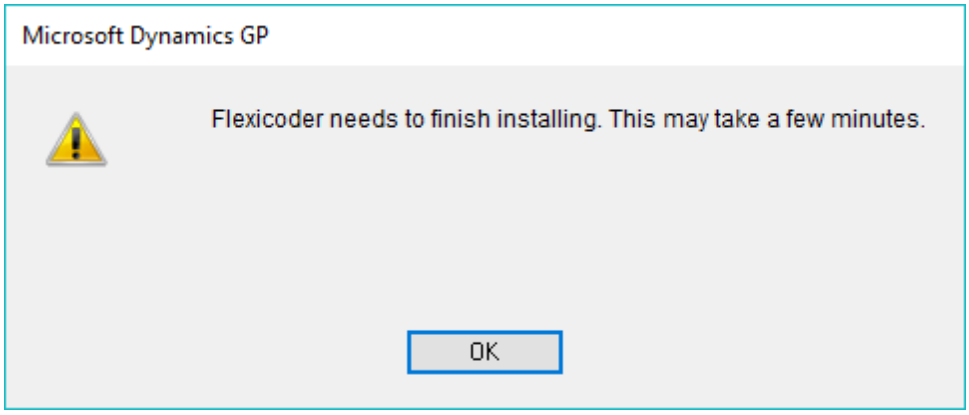
8. Launch Microsoft Dynamics GP.
9. Click on the Yes button to include the Flexicoder code into your Microsoft Dynamics GP workstation application. If you click on the No button, you will not be able to access the Flexicoder application.





If you the User Account Control setting in Windows is turned on, you may need to launch Microsoft Dynamics GP using the 'Run as Administrator' option in Windows to be able to successfully include the new code.

10. Log into Microsoft Dynamics GP as the 'sa' user and into any company. You will then receive the following message.



11. Click OK. At this point, it will create the Flexicoder SQL Objects needed for all companies.
12. Complete the installation process by enter registration keys. This is outlined in the next section.

Steps 1-9 will need to be completed on each workstation that is running Microsoft Dynamics GP to update the Flexicoder application files.

Upgrade

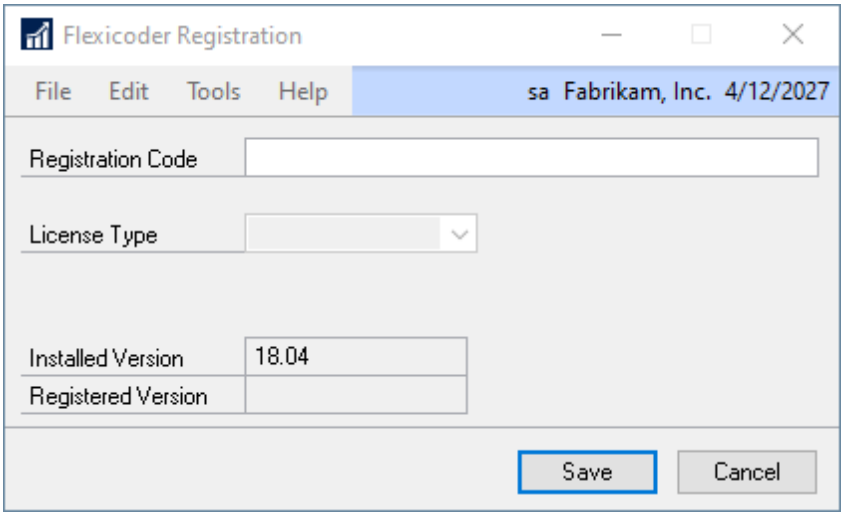
If you are upgrading to Microsoft Dynamics GP from Microsoft Dynamics GP 2018 or 2016, there is no separate update process that needs to be completed for Flexicoder. For Flexicoder, you will want to follow the steps in the Installation section on the machine where you want to run Flexicoder. This will install the Flexicoder application into your Microsoft Dynamics GP installation and the update will be completed automatically in that process.

Registration

Once Flexicoder is completely installed in Microsoft Dynamics GP, registration keys will need to be entered.

To register Flexicoder:

1. Open Flexicoder by going to Microsoft Dynamics GP - Tools - Setup - Sales - Flexicoder
2. On the Flexicoder window, go to Options - Register Flexicoder.



3. Enter your supplied Registration Code.
4. Click on the Save button.

Flexicoder Setup

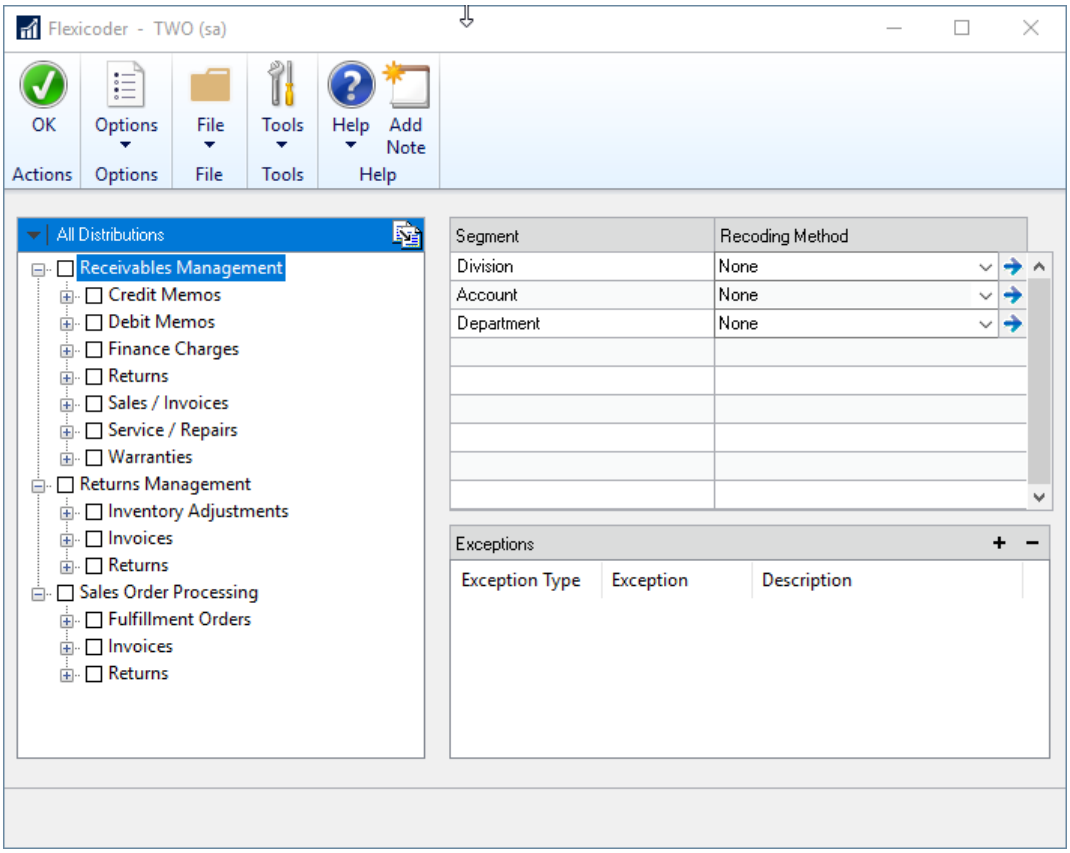
This section describes how to enable and specify how you would like Flexicoder to recode.

Flexicoder Setup

You can use the Flexicoder Setup window to specify which types of documents you want recoded, which distributions you want to recode, which segments will be recoded and which property of the document they will be using for recoding.

To setup Flexicoder recoding Options:

1. Open the Flexicoder window (Microsoft Dynamics GP - Tools - Setup – Sales - Flexicoder).



2. Mark the document types and distribution types that you want to recode by marking the distribution types in the distributions list.
3. For each distribution type, select the Recoding Method option for each segment in your General Ledger account structure. See the Assigning Segments topic for more information.
4. Select exceptions for each distribution. These are documents and accounts that will not be replaced by the recoding process.

Using Flexicoder with Receivables Management

The Receivables Management documents that Flexicoder can recode are:

- Sales / Invoices
- Debit Memos
- Finance Charges
- Service / Repairs
- Warranty
- Credit Memos
- Returns

All distribution types for these documents can be recoded. The fields that can be used for recoding a Receivables Management transaction are:

- Customer
- Customer Class
- Salesperson
- Sales Territory
- Currency
- Extender Fields (see the Assigning Segments using Extender fields topic for more details)

Using Flexicoder with Sales Order Processing

The Sales Order Processing documents that Flexicoder can recode are:

- Invoices
- Returns
- Fulfilment Orders

All distribution types for these documents can be recoded. The fields that can be used for recoding a Sales Order Processing transaction are:

- Customer
- Customer Class
- Document Type ID
- Item
- Item Class
- Location
- Salesperson
- Sales Territory

- Currency
- Extender fields (see the Assigning Segments using Extender fields topic for more details)

Using Flexicoder with Returns Management

Flexicoder recodes the transactions that are generated from the Returns Management RMA transaction:

- Sales Order Processing Invoices
- Sales Order Processing Returns
- Inventory Adjustments (posted through to the General Ledger)

When you assign segments for Returns Management, only transactions that originated from Returns Management will be recoded. Invoices and Returns entered through the Sales Transaction Entry screen and Inventory Adjustments entered through the Item Transaction Entry screen will not be recoded.

When a return is generated from an RMA transaction, there are no Cost of Goods or Inventory distributions. All other distributions can be selected and recoded.

For Invoices and Returns generated from Returns Management, the following fields can be used for recoding:

- Customer
- Customer Class
- Document Type ID
- Item
- Item Class
- Location
- Salesperson
- Sales Territory
- Currency
- Office (from RMA)
- RMA Type (from RMA)
- Reason Code (from RMA)
- Extender fields (see the Assigning Segments using Extender fields topic for more details)

For Inventory Adjustments generated from Returns Management, the following fields can be

used for recoding:

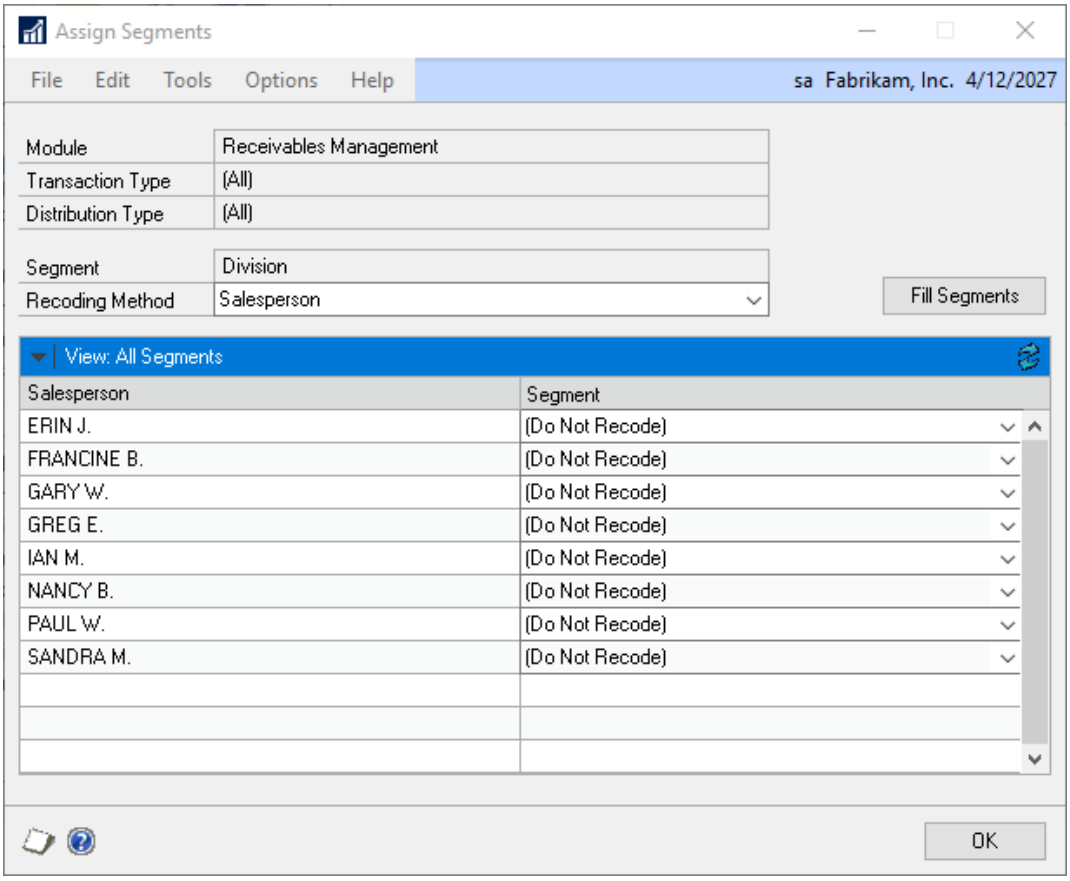
- Customer (from RMA)
- Customer Class (from RMA)
- Item
- Item Class
- Location
- Office (from RMA)
- RMA Type (from RMA)
- Reason Code (from RMA)
- Extender fields (see the Assigning Segments using Extender fields topic for more details)

Assigning Segments

You can use the Assign Segments window to assign segment values to the properties of the document.

To assign segment values:

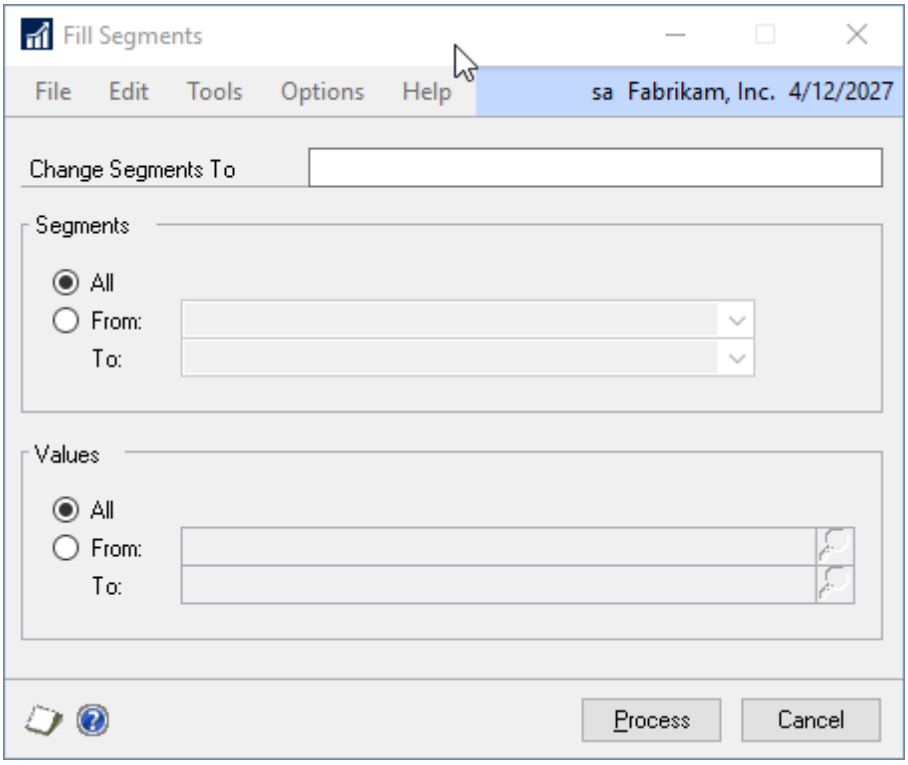
1. Select the distribution type from the Distributions list.
2. Select the segment from the Segments list.
3. Click on the expansion button to open the Assign Segments window.



4. Select the Segment for each field value. Select (Do Not Recode) if you do not want the segment to be recoded for the selected field value.
5. Click on the OK button. If you have selected a top-level distribution type, it will take a few seconds while the settings that you have entered roll down to the lower levels.

To fill a range of segment values:

1. Click on the Fill Segments button to open the Fill Segments window.



2. Select the segment that you want to change the range of segments to.
3. Select the range of segments that you want to change.
4. Select the range of values that you want to change the segments for.
5. Click on the Process button.

Assigning Segments using Extender Fields

When you add Extender fields to certain windows in Dynamics GP, those fields are available to be used for recoding in Flexicoder. Only list, lookup and checkbox fields can be used for recoding.

When creating your Extender window, you must select the correct key fields, or your transaction will not be recoded. The windows that can be used and the correct key fields are listed in the table below.

Form	Key Fields	Transaction Types
Customer Maintenance	Customer Number	All
Salesperson Maintenance	Salesperson ID	All
Sales Territory Maintenance	Sales Territory	All

Item Maintenance	Item Number	Sales Order Processing Returns Management
Location Setup	Location Code	Sales Order Processing Returns Management
Receivables Transaction Entry	RM Document Number-Work RM Document Type-All	Receivables Management
Sales Transaction Entry	SOP Number	Sales Order Processing
Sales Transaction Entry – Line Scroll	SOP Number Line Item Sequence	Sales Order Processing

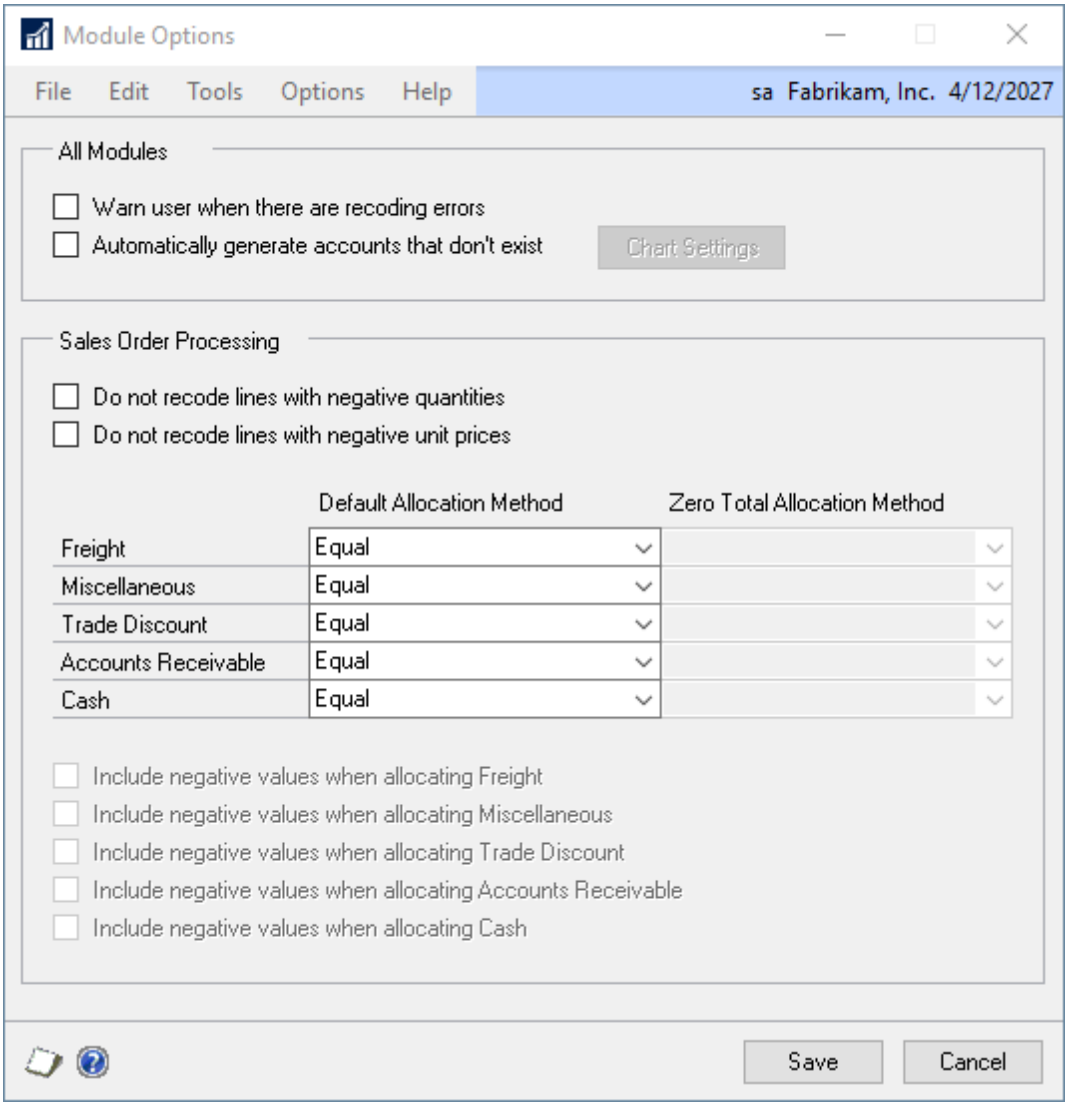
Options

The Options window specifies how Flexicoder handles special recoding cases. These special cases are:

- Accounts that do not exist
- Negative quantities
- Negative unit prices
- Allocation of freight, miscellaneous, accounts receivable, trade discount and cash distributions
- Allocation of freight, miscellaneous, accounts receivable, trade discount and cash distributions when the document subtotal is zero
- Allocation of freight, miscellaneous, accounts receivable, trade discount and cash distributions with negative document amounts

To set Flexicoder options:

1. Open the Flexicoder window (Microsoft Dynamics GP - Tools - Setup - Sales - Flexicoder)
2. Click on the Options button and select Module Options to open the Module Options window.



3. Mark the “Warn user when there are recoding errors” checkbox if you want an error message to be displayed if Flexicoder fails while recoding. This will usually happen if an account does not exist.
4. Mark the ‘Automatically generate accounts that don’t exist’ checkbox to create a new account if the account that is generated by Flexicoder doesn’t exist. The Chart Settings have to be set up before the charts will be automatically generated. See the next section on Chart Settings for more details.
5. Mark the “Do not recode lines with negative quantities” checkbox if you do not want to recode sales distributions if the quantity is negative.
6. Mark the “Do not recode lines with negative unit prices” checkbox if you do not want to recode sales distributions if the unit price is negative.
7. Select the Freight Allocation method. You can select from:
    - Equal – distributions are allocated equally amongst each sales line
    - Base on Quantity – distributions are allocated based on the quantity on each

sales line

- Base on Extended Price – distributions are allocated based on the extended price of each sales line
- Base on Extended Cost – distributions are allocated based on the extended cost of each sales line
- Base on Shipping Weight – distributions are allocated based on the total shipping weight of each sales line. The shipping weight is calculated by multiplying the quantity from the sales line by the shipping weight from the item.
- Greatest Quantity – a single distribution is created, the account is determined by the properties of the line item with the greatest quantity
- Greatest Extended Price – a single distribution is created, the account is determined by the properties of the line item with the greatest extended price
- Greatest Extended Cost - a single distribution is created, the account is determined by the properties of the line item with the greatest extended cost
- Greatest Shipping Weight - a single distribution is created, the account is determined by the properties of the line item with the greatest shipping weight

If you select Base on Quantity, Base on Extended Price, Base on Extended Cost, or Base on Shipping Weight, you will also need to select how to allocate freight when the total of the quantities, extended prices, extended costs, or shipping weights is zero. You can select from:

- Equal – distributions are equally distributed amongst each sales line
- Do not recode – distributions are not recoded and the default account is used

If you do not want to include negative values when allocating freight, unmark the 'Include negative values when allocation Freight' checkbox.

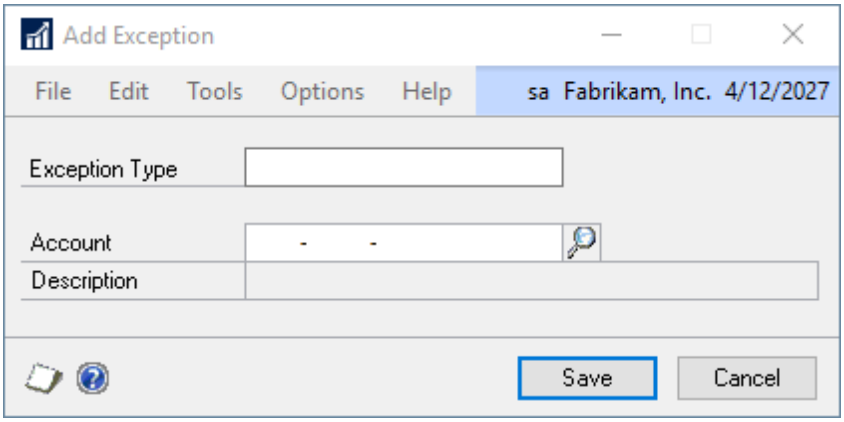
8. Select the Miscellaneous, Trade Discount, Accounts Receivable, and Cash Allocation methods in the same manner as the Freight allocation.
9. Click on the Save button.

Exceptions

Exceptions are used to stop a particular account, customer or batch from recoding.

To add an exception:

1. Select the distribution type that you want to add an exception for.
2. Click on the Add button above the Exceptions list to open the Add Exception window.



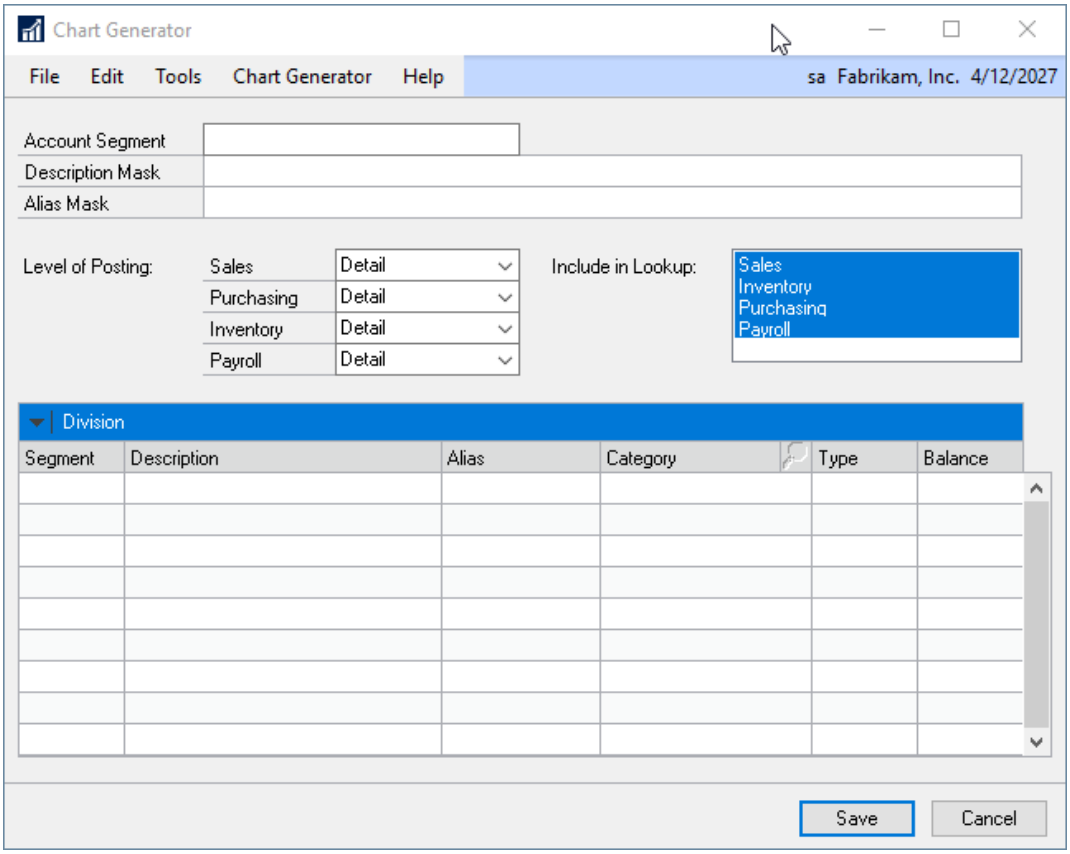
3. Select the exception type.
4. Enter the batch, customer or account that you want to stop from being recoded.

Chart Settings

This section will describe how Chart Settings can be used to automatically generate accounts based on a defined set of account segments. Only the accounts that are defined by the Chart Settings will be automatically generated.

Entering Chart Settings:

1. Click on the Chart Settings button on the Flexicoder Options window to open the Chart Settings window. This button will only be available if the 'Automatically generate accounts that don't exist' checkbox is marked.



2. Select the Account Segment. This is the segment that controls the posting type and typical balance of the account. (In the World Online, this segment is Segment 2)
3. Enter the Account Description Mask and Account Alias Mask. You can use the following variables to replace part of the account description with the segment specific string:

Variable	Replacement
%D1	Segment 1 Description
%D2	Segment 2 Description
%D3	Segment 3 Description
%D4	Segment 4 Description
%D5	Segment 5 Description
%D6	Segment 6 Description
%D7	Segment 7 Description
%D8	Segment 8 Description

Variable	Replacement
%A1	Segment 1 Alias
%A2	Segment 2 Alias
%A3	Segment 3 Alias
%A4	Segment 4 Alias
%A5	Segment 5 Alias
%A6	Segment 6 Alias
%A7	Segment 7 Alias
%A8	Segment 8 Alias

%D9	Segment 9 Description
%D10	Segment 10 Description
%D11	Segment 11 Description

%A9	Segment 9 Alias
%A10	Segment 10 Alias
%A11	Segment 11 Alias

Variable	Replacement
%S1	Segment 1
%S2	Segment 2
%S3	Segment 3
%S4	Segment 4
%S5	Segment 5
%S6	Segment 6
%S7	Segment 7
%S8	Segment 8
%S9	Segment 9
%S10	Segment 10
%S11	Segment 11

4. Select the Level of Posting for Sales, Purchasing, Inventory or Payroll as Detail or Summary.
5. Select the Series to include in lookups
6. Select the segment from the drop down list above the segment list.
7. Enter segments, descriptions and aliases for each of the selected segments. If the account segment has been selected, you will also be able to select the category, posting type and typical balance.

Recoding

This section describes when recoding occurs, how distribution accounts are recoded, and what occurs when the account generated by the recoding process does not exist.

Recoding Timing

Recoding occurs whenever the Sales Order Processing, Receivables Management or Returns Management document is saved. This is to ensure that all fields required for the recoding process are available.

To check if the recoding process has generated the correct distributions before posting, you must first save the document, reopen the document and then select the Distributions button.

Because all documents are saved before they are posted, distributions are always recoded just before it is posted. This applies to transactions entered through the Dynamics GP interface as well as transactions imported using Integration Manager or eConnect.

Recoding Method

New distribution accounts are generated by replacing account segments. For example, the first segment of the sales distribution is to be recoded based on the customer. The segment 100 is assigned to the customer Aaron Fitz Electrical and segment 200 is assigned to the customer Adam Park Resort. When the document is saved, the default sales account of 000-1100-00 will be changed to 100-1100-00 for Aaron Fitz Electrical and 200-1100-00 for Adam Park Resort.

When recoding Sales Order Processing documents, multiple distribution accounts can be generated for line specific Replace By options (i.e. Item Number, Item Class, Salesperson, Sales Territory, Location). For example, the third segment of the freight distribution of a Sales Order Processing invoice is being recoded based on the salesperson. The segment 10 is assigned to salesperson Gary Wood and the segment 20 is assigned to Sandra Martinez. Two items are added to an invoice, one where the salesperson is Gary Wood and one where the salesperson is Sandra Martinez. The default freight account of 000-7041-00 is split into 2 distributions; 000-7041-10 and 000-7041-20. The amounts for each of these distributions is proportional to the extended prices of each line item. The total of the 2 distributions is equal to the freight amount.

Distribution lines are consolidated if the account and distribution type are the same. For example, if you recode a Sales Order Processing invoice with 3 line items, 3 sales distributions will be generated. If 2 of the accounts recoded are the same, Flexicoder will

consolidate to only 2 sales distributions.

If the new account generated by the recoding process is not a valid account number, the account will not be changed. The invalid account number will be saved in a table so that it can be reported upon.

Enhancements

- Release 18.08.0054

18.09.0065

This release is a compatibility release for Flexicoder 18.9. It allows Flexicoder to be compatible with Microsoft Dynamics GP 18.9.xxxx. It will contain the same features/fixes as the Flexicoder 18.8 build 18.08.0054 for Microsoft Dynamics GP 18.8.

Release Date: 11/6/2026
Compatible GP Versions: Microsoft Dynamics GP (18.9.xxxx)