Welcome to Vision 7.4: What's New?

Full Sail
PARTNERS

Agenda

1. Resources
2. WebEx Instructions
3. Presentation: Welcome to Deltek Vision 7.4: What’s New?
4. Questions

Other resources from Full Sail Partners:

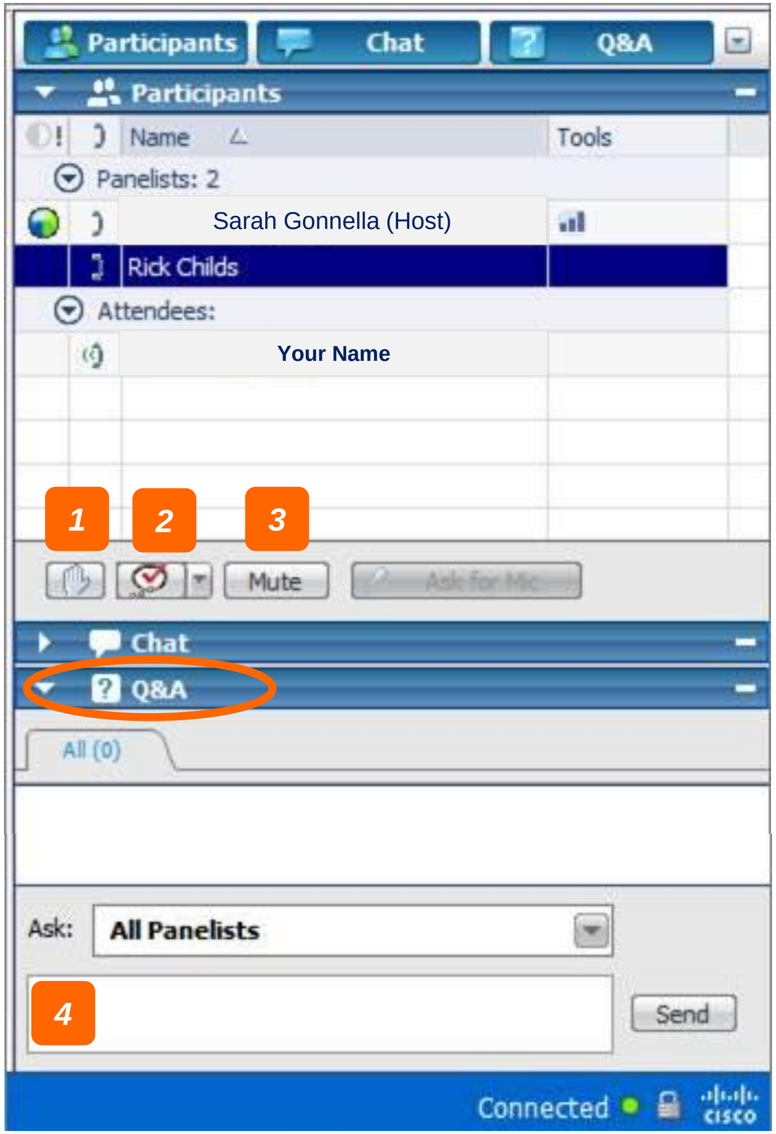
Whitepapers & Publications

- **Client Feedback – Don't Wait 'Till It's Too Late!**
  http://bit.ly/1sElgYg
- **Why Are CRMs So Important?**
  http://bit.ly/1CW6L9n

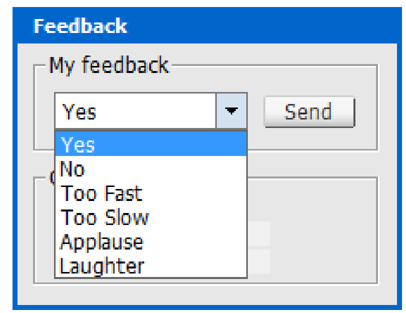
Events, Webinars and Resources

- **Full Sail Partners Online Events:**
  http://bit.ly/URI1K0
- **Understanding the Client Mind Utilizing Feedback:**
  http://bit.ly/1vyweFy
- **Client Innovation: Doing More With Your Deltek Vision CRM**
  http://bit.ly/18kRaFS

Join The Full Sail Partners' User Group Space on Kona:
Search for 'Full Sail Partners User Group' on Kona



1. **Raise Hand** *(be sure to click again to remove raised hand or feedback information)*
2. **Feedback Tool** *(use for yes/no questions or to provide the speaker feedback.*



3. **Mute** *(mute yourself when you need to talk to someone in your office or put the line on hold)*
4. **Q&A** *(Type in the Q&A dialogue box [Not Chat] to ask a question. Be sure to choose All Panelist)*

Welcome to Vision 7.4: What's New?

Fee Estimates

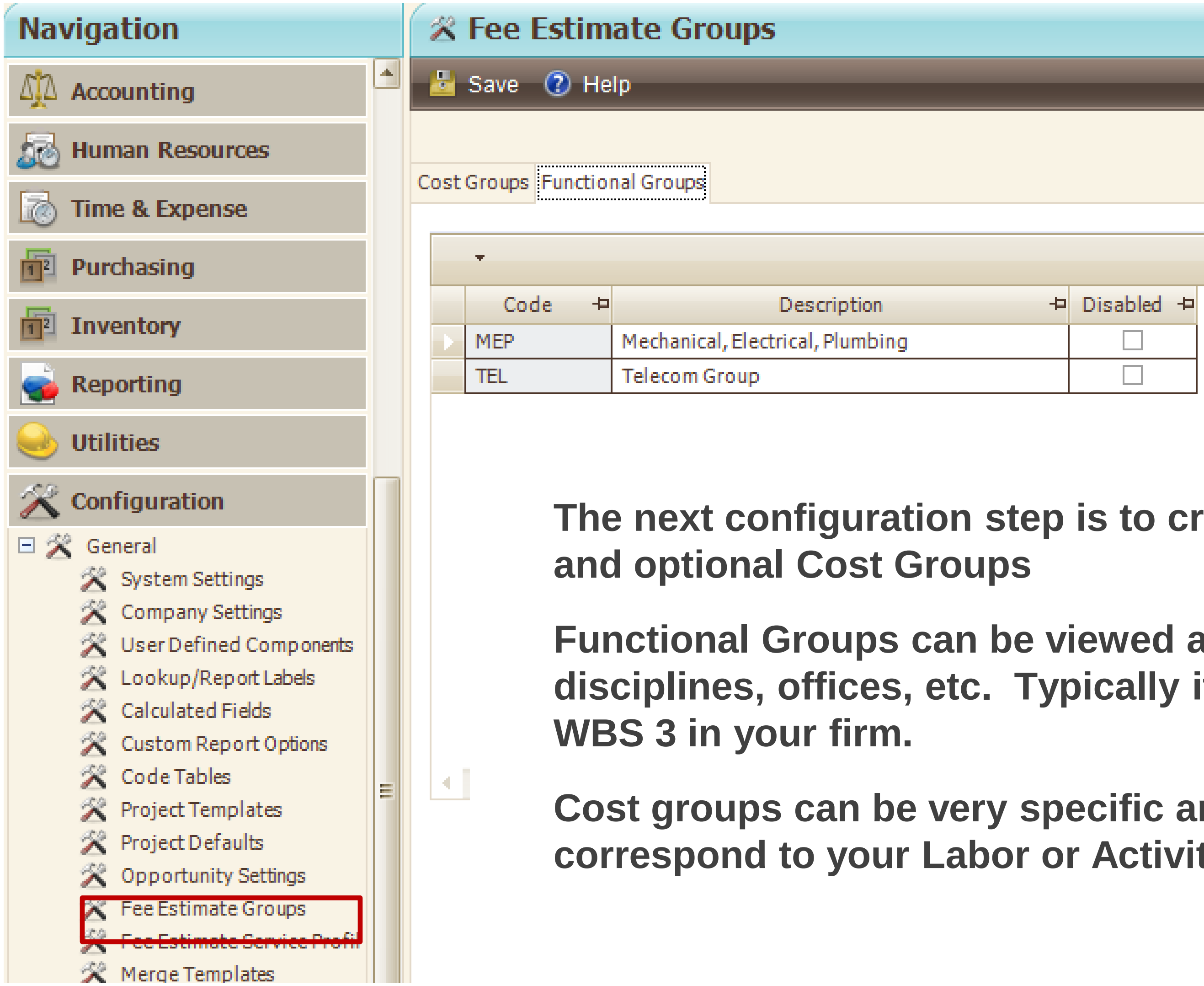
Fee Estimates

The new Fee Estimating tool is a part of the CRM Application.

With this tool Marketers and Accountants can work together to create a standardized fee structuring tool that can be used to create projects and build the Work Breakdown Structure within.

The Fee Estimate tool must be enabled in Opportunity Settings.

Fee Estimates

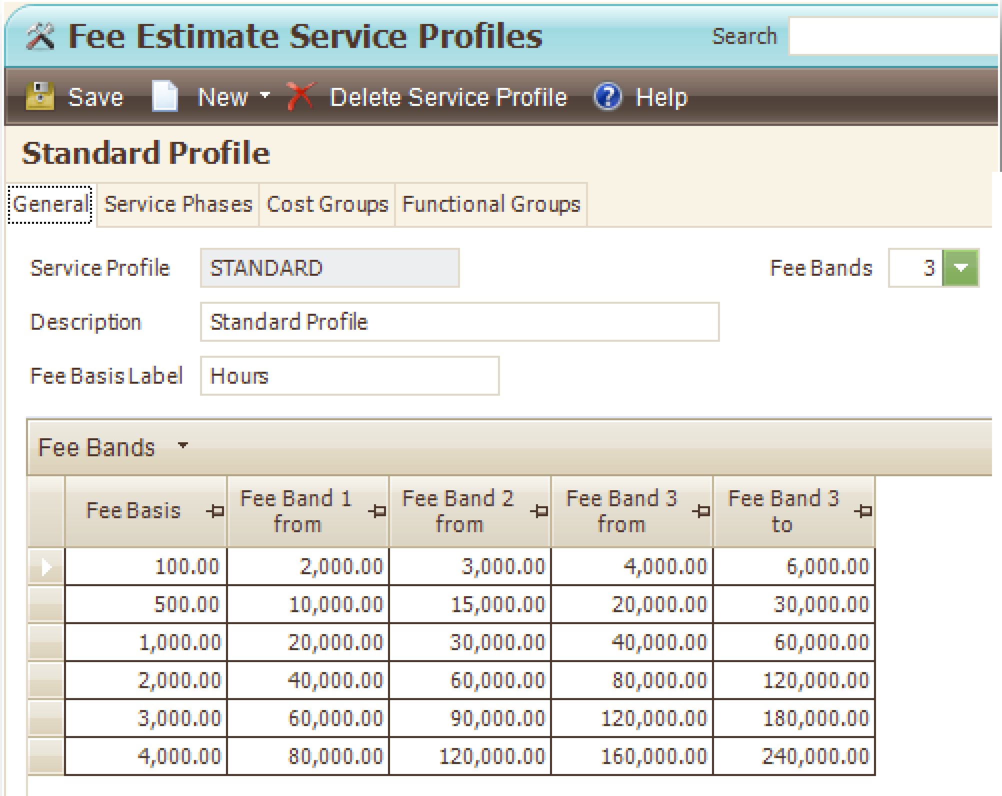


The next configuration step is to create Functional and optional Cost Groups

Functional Groups can be viewed as separate disciplines, offices, etc. Typically items found at WBS 3 in your firm.

Cost groups can be very specific and may correspond to your Labor or Activity Codes.

Fee Estimates



Fee Basis	Fee Band 1 from	Fee Band 2 from	Fee Band 3 from	Fee Band 3 to
100.00	2,000.00	3,000.00	4,000.00	6,000.00
500.00	10,000.00	15,000.00	20,000.00	30,000.00
1,000.00	20,000.00	30,000.00	40,000.00	60,000.00
2,000.00	40,000.00	60,000.00	80,000.00	120,000.00
3,000.00	60,000.00	90,000.00	120,000.00	180,000.00
4,000.00	80,000.00	120,000.00	160,000.00	240,000.00

Service Profiles drive the fee building process.

Fee Bands are created with 1 to 9 “strata” representing the levels of difficulty or risk.

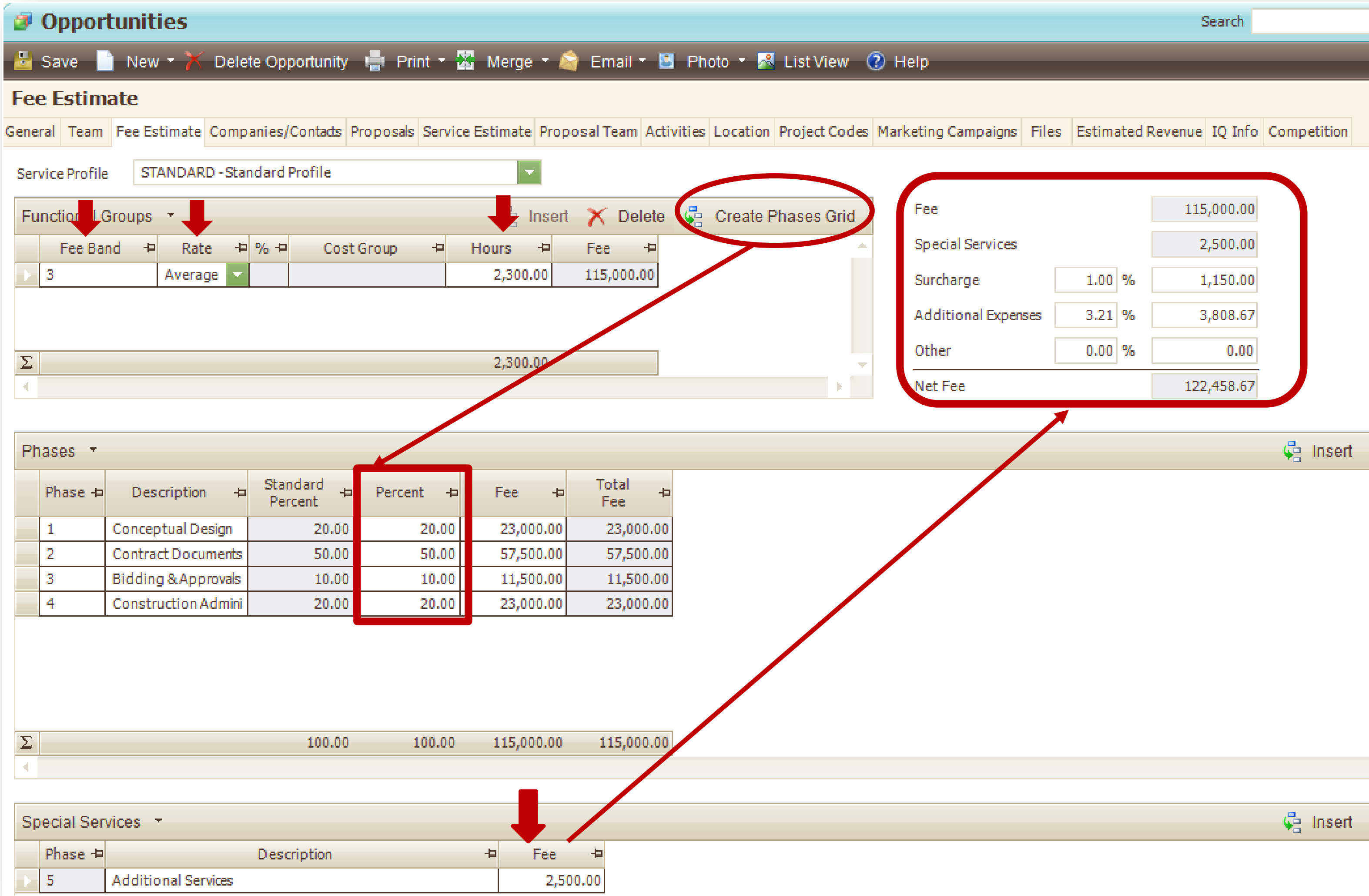
The Fee Basis is chosen according to the basis for the fee. Construction costs and Hours are popular.

Fee Estimates

Use the Service Phases tab to build the elements of your WBS 2.

The Standard % of Fee can be Overridden.

Fee Estimates



Fee Band	Rate	%	Cost Group	Hours	Fee
3	Average			2,300.00	115,000.00
Σ				2,300.00	

Fee			115,000.00
Special Services			2,500.00
Surcharge	1.00	%	1,150.00
Additional Expenses	3.21	%	3,808.67
Other	0.00	%	0.00
Net Fee			122,458.67

Phase	Description	Standard Percent	Percent	Fee	Total Fee
1	Conceptual Design	20.00	20.00	23,000.00	23,000.00
2	Contract Documents	50.00	50.00	57,500.00	57,500.00
3	Bidding & Approvals	10.00	10.00	11,500.00	11,500.00
4	Construction Admini	20.00	20.00	23,000.00	23,000.00
Σ		100.00	100.00	115,000.00	115,000.00

Phase	Description	Fee
5	Additional Services	2,500.00

Fee Estimates

Fee Estimate

Apple & Bartlett, PC
Architects and Engineers
100 Cambridge Park Drive, 5th Floor
Cambridge, MA 02140

2/25/2015
Opportunity No: OPP20150224.0 1

Opportunity: Fee Estimate
Service Profile: STANDARD - Standard Profile

Basic Fee

	Phase	Description	Standard Percent	Contract Percent	Fee
(Fee Band: 3 Fee Rate: Average)					
	1	Conceptual Design	20.00	20.00	23,000.00
	2	Contract Documents	50.00	50.00	57,500.00
	3	Bidding & Approvals	10.00	10.00	11,500.00
	4	Construction Administraion	20.00	20.00	23,000.00
Total			**100.00**	**100.00**	**115,000.00**

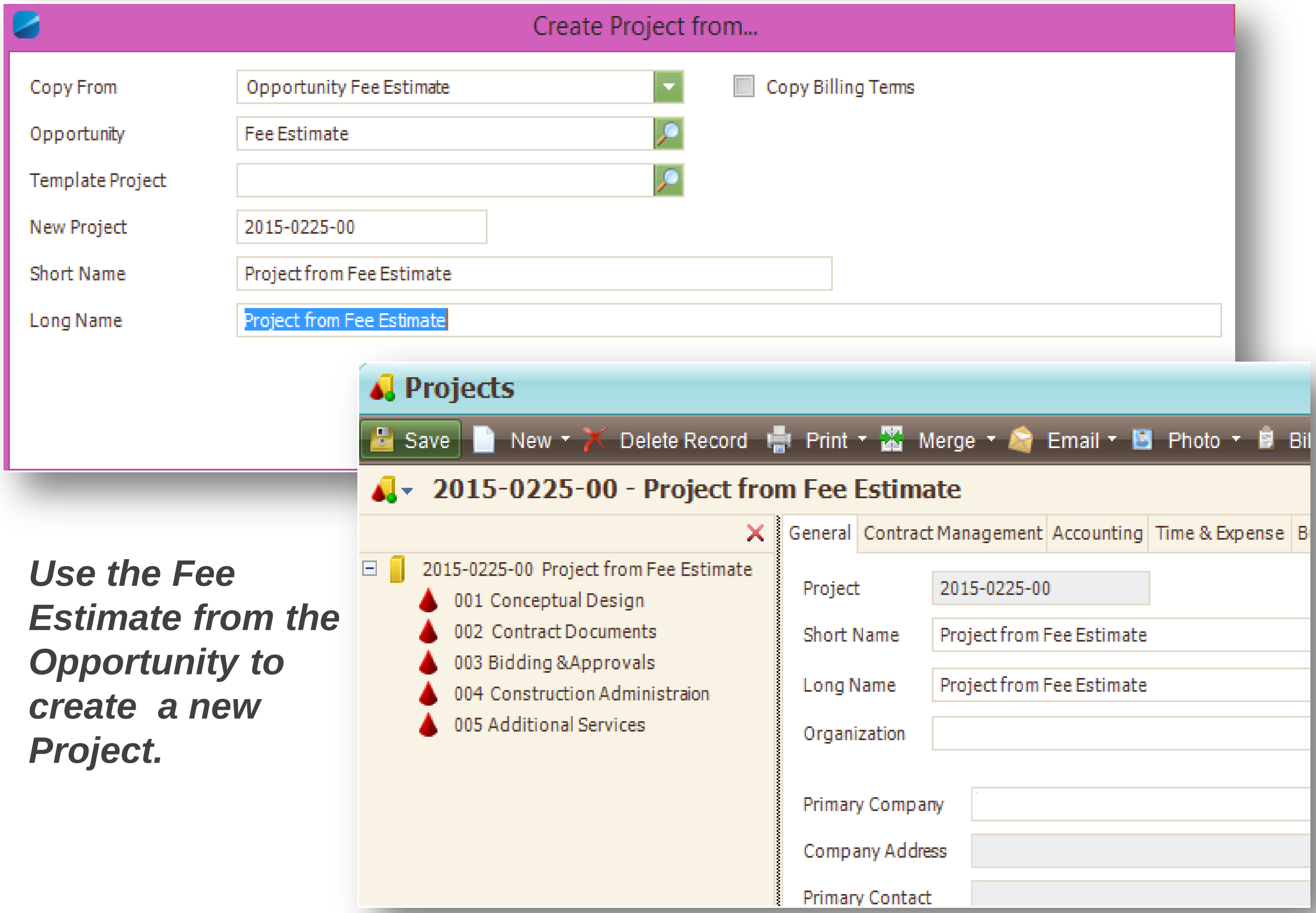
Special Services

	Phase	Description	Fee
	5	Additional Services	2,500.00
Special Services Total			**2,500.00**

		Fee
Surcharge	1.00	1,150.00
Additional Expenses	3.21	3,808.67
Total		**122,458.67**

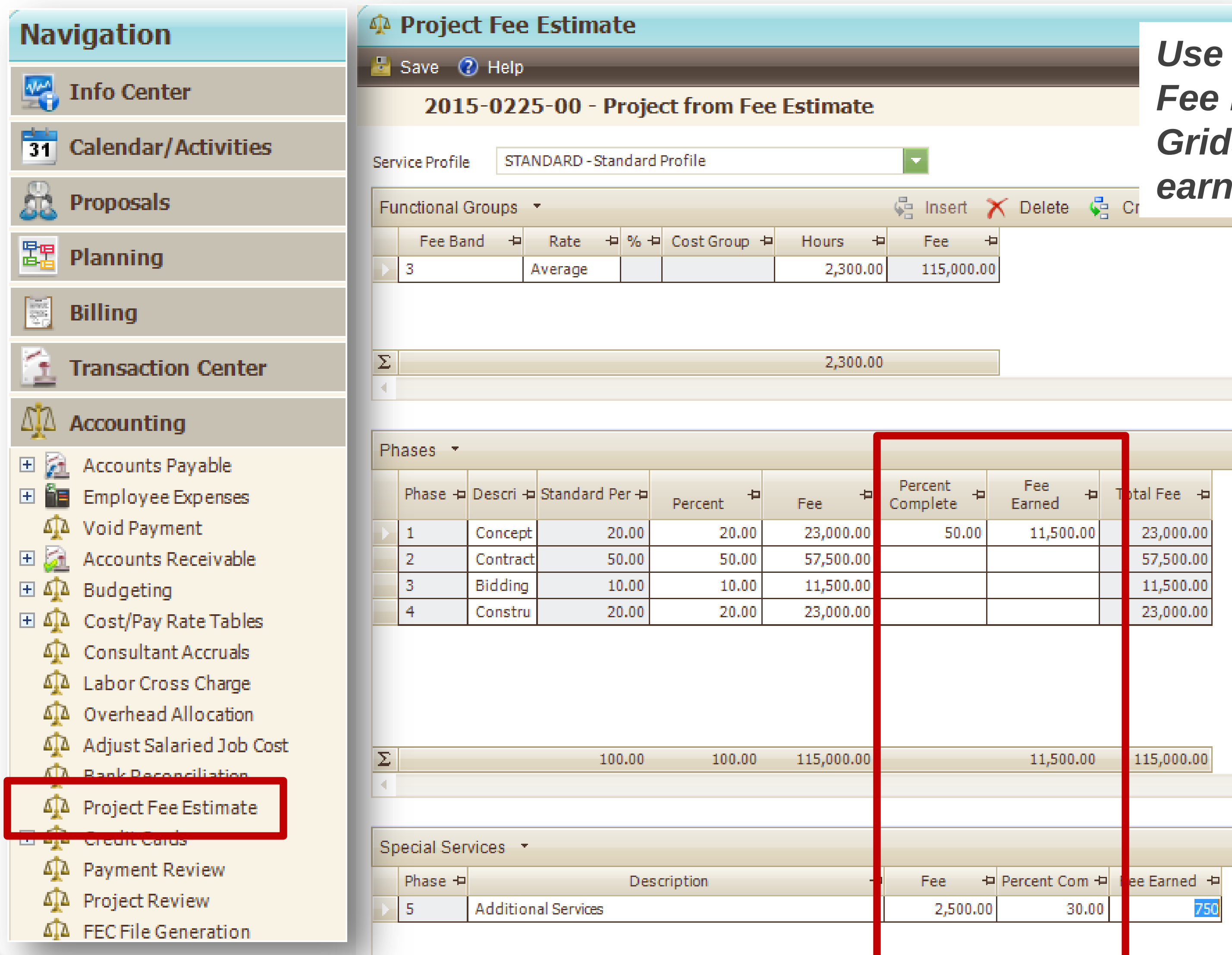
Use the Fee Estimate Report to present as a coversheet on your proposals.

Fee Estimates



Use the Fee Estimate from the Opportunity to create a new Project.

Fee Estimates



Use the Project Fee Estimate Grids to track earned fees.

Planning: Task Dependencies Return

Task Dependencies

Task Dependencies have returned to Vision.

At one point they existed in the software, but due to errors and difficulty of use, were removed.

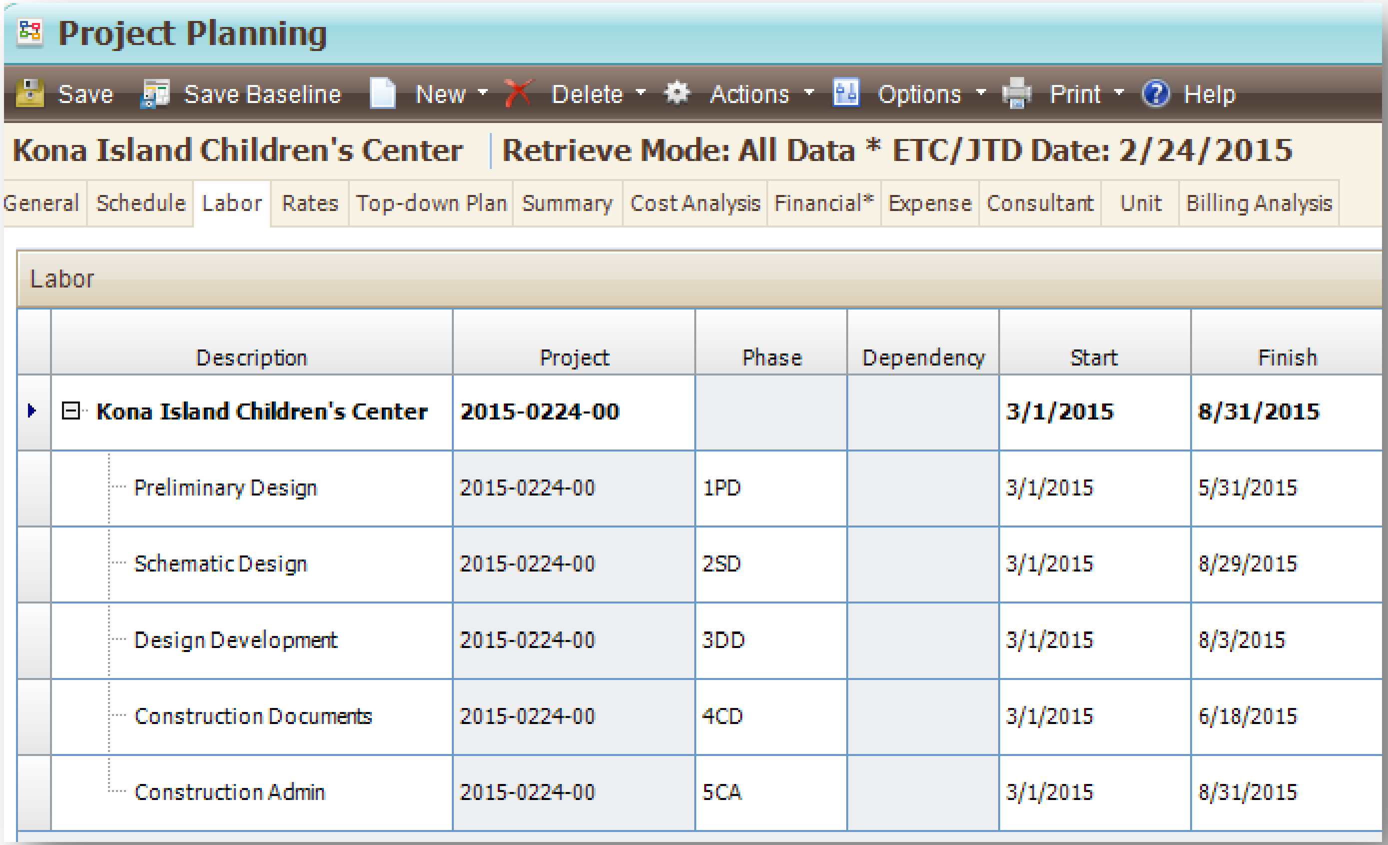
The Security settings are very limited and are toggled ON by default.

The "Schedule" tab is automatically visible to all users with access to the Planning Module.

The Dependency indicator column is available on ALL Planning grids by default.

You can turn off access to using Dependencies by hiding the tab in the User Defined Components area.

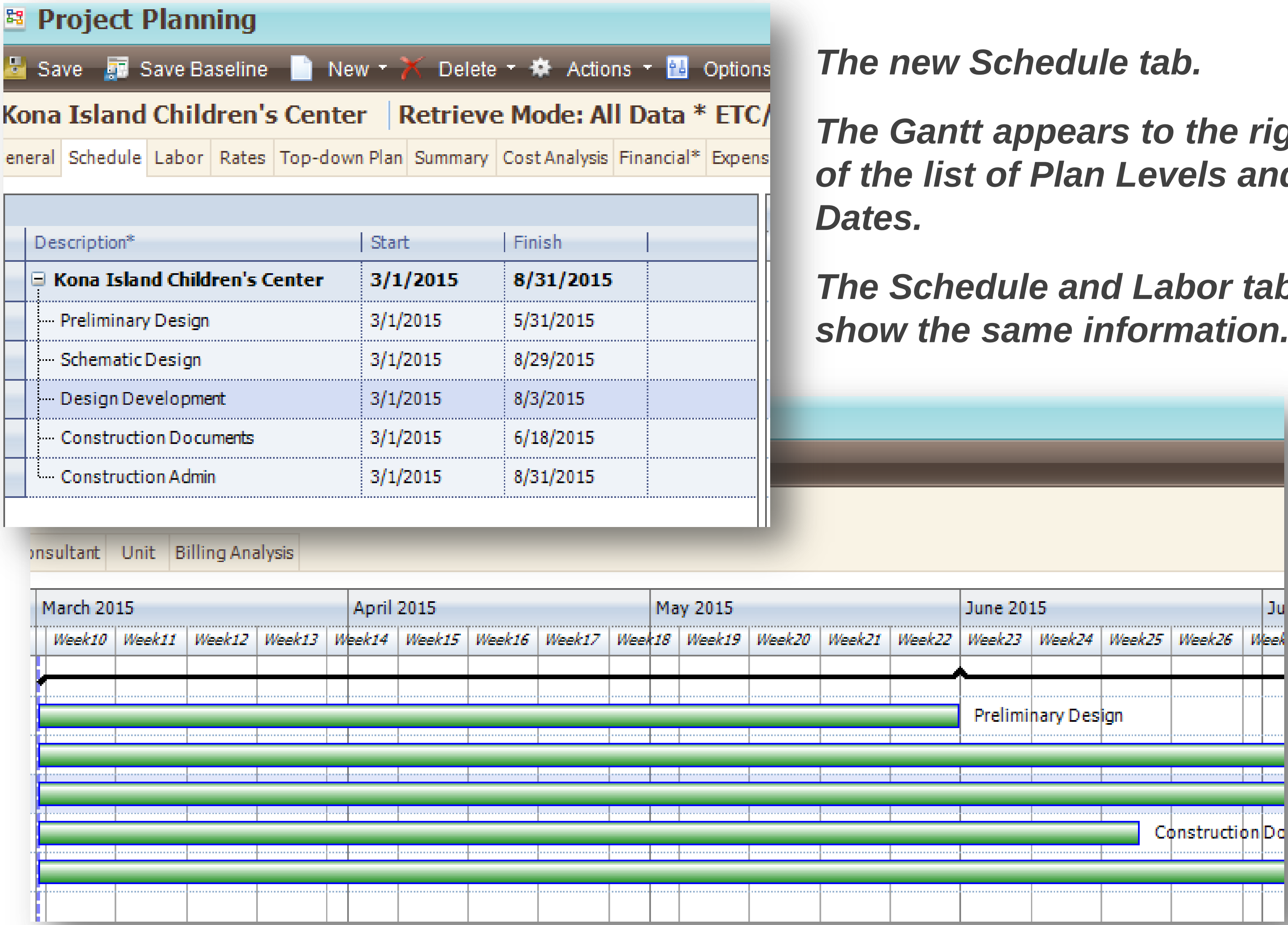
Task Dependencies



Description	Project	Phase	Dependency	Start	Finish
Kona Island Children's Center	**2015-0224-00**			**3/1/2015**	**8/31/2015**
Preliminary Design	2015-0224-00	1PD		3/1/2015	5/31/2015
Schematic Design	2015-0224-00	2SD		3/1/2015	8/29/2015
Design Development	2015-0224-00	3DD		3/1/2015	8/3/2015
Construction Documents	2015-0224-00	4CD		3/1/2015	6/18/2015
Construction Admin	2015-0224-00	5CA		3/1/2015	8/31/2015

The standard Labor tab with the new Dependency column

Task Dependencies

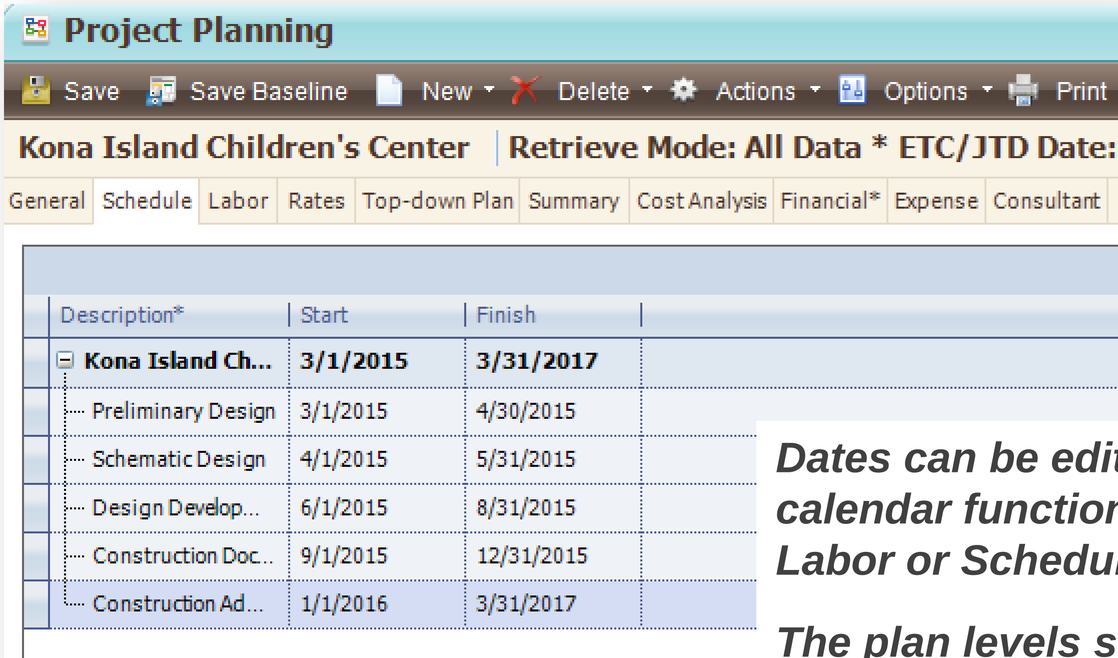


The new Schedule tab.

The Gantt appears to the right of the list of Plan Levels and Dates.

The Schedule and Labor tabs show the same information.

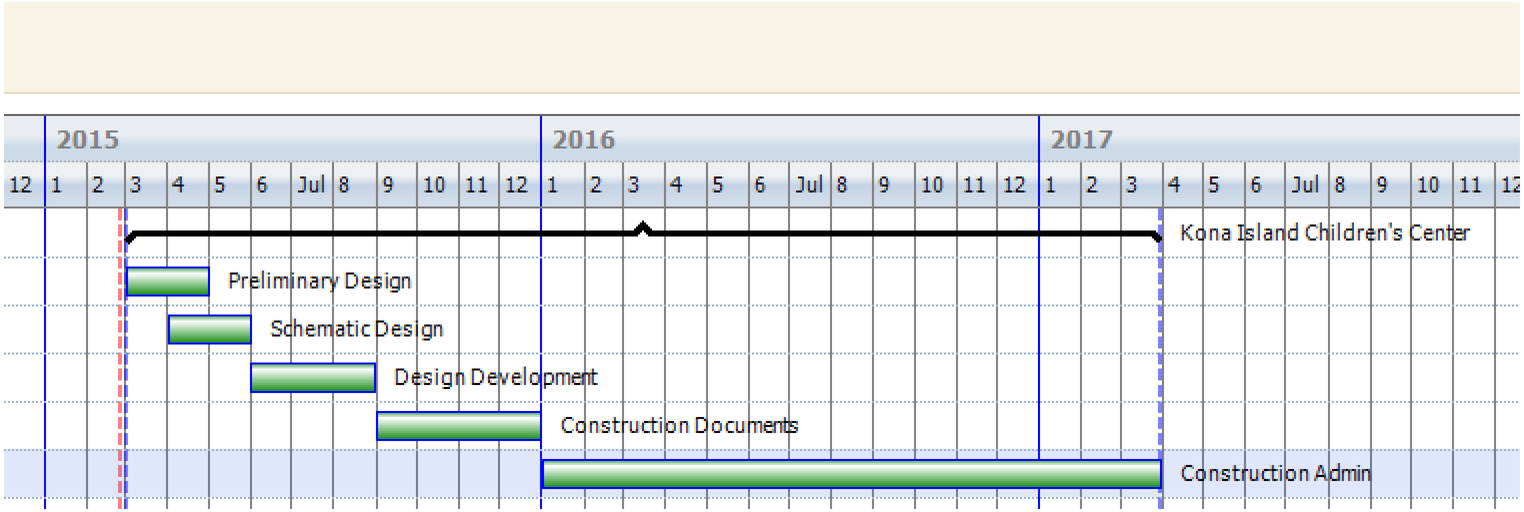
Task Dependencies



Dates can be edited using the calendar function on either the Labor or Schedule tabs.

The plan levels shown on the Schedule tab can only be edited from the Labor tab.

Task Dependencies

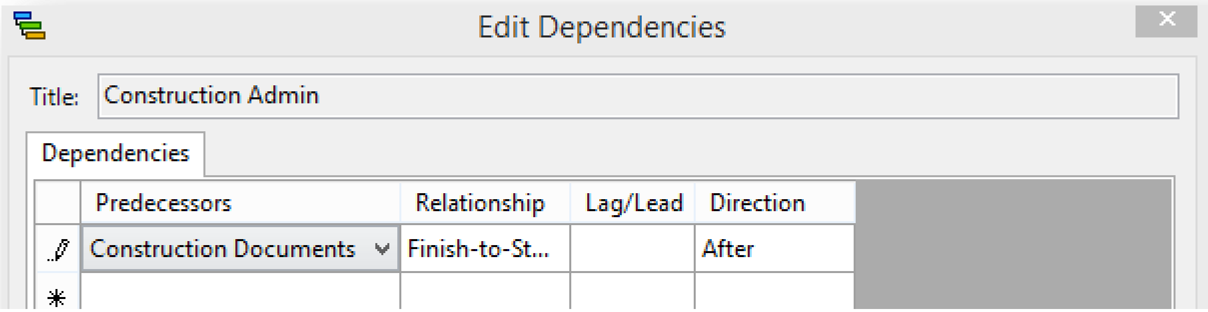


New functionality in Vision allows you to use the mouse-wheel to zoom in and out to see more or less information in the Gantt chart.

Also new to Vision is the ability to 'grab' the green bar element to move the dates around. Alternatively, you can hover to grab an edge to extend or shorten the bar.

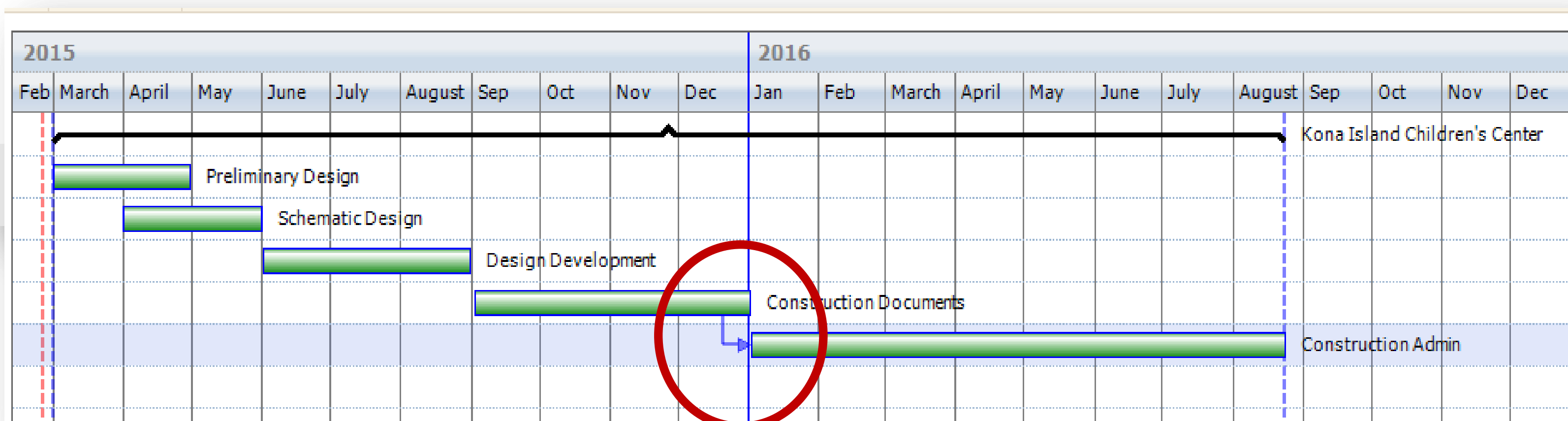
Hint: Click once to select. Click and hold to move.

Task Dependencies

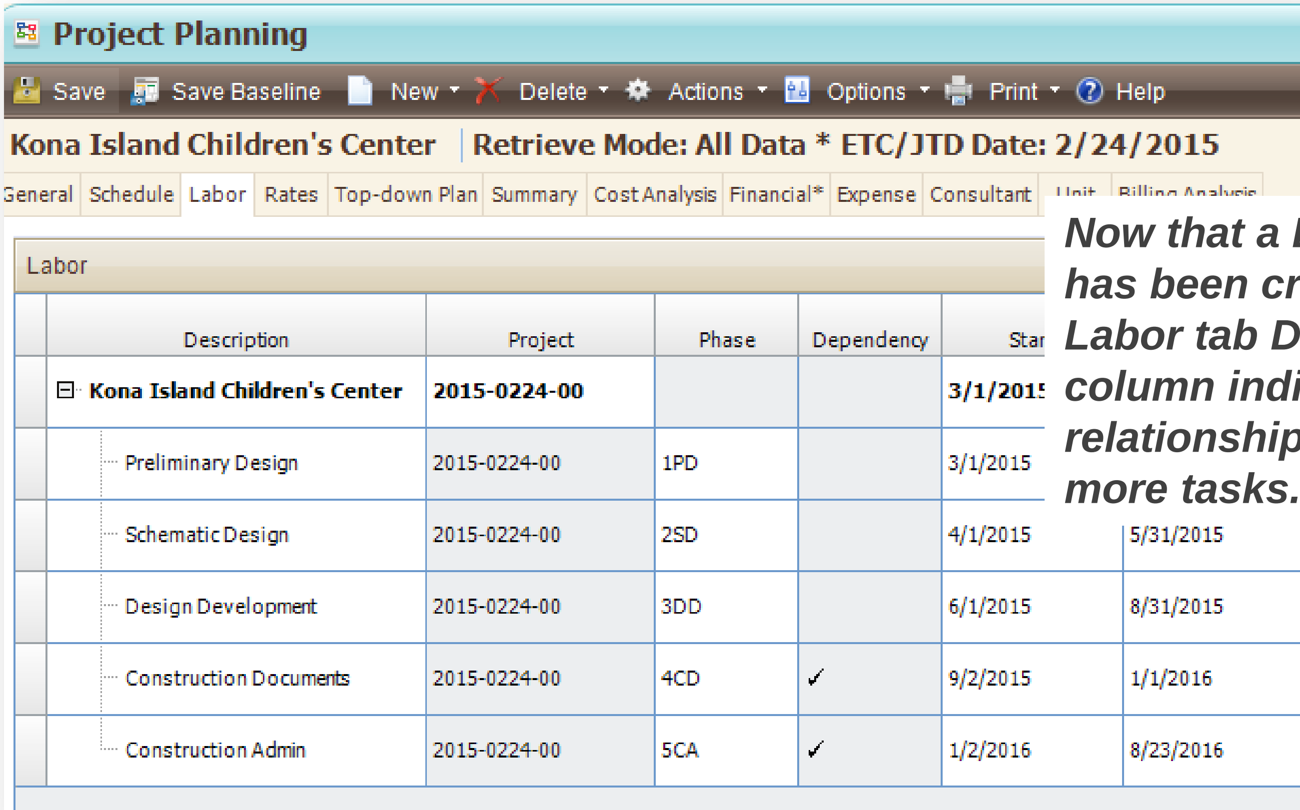


There are 4 types of Dependencies in Planning with Finish-to-Start being the most commonly used.

Like in MS Project, the ability to add Lag/Lead time is set on a relationship-by-relationship basis.



Task Dependencies

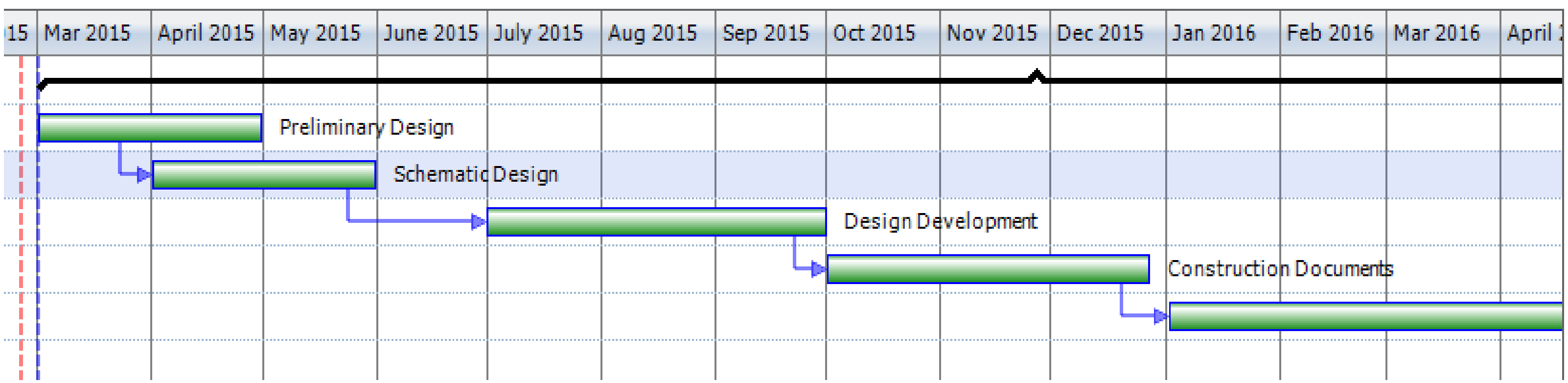


Now that a Dependency has been created, the Labor tab Dependency column indicates there is a relationship with one or more tasks.

Task Dependencies

General | Schedule | Labor | Rates | Top-down Plan | Summary

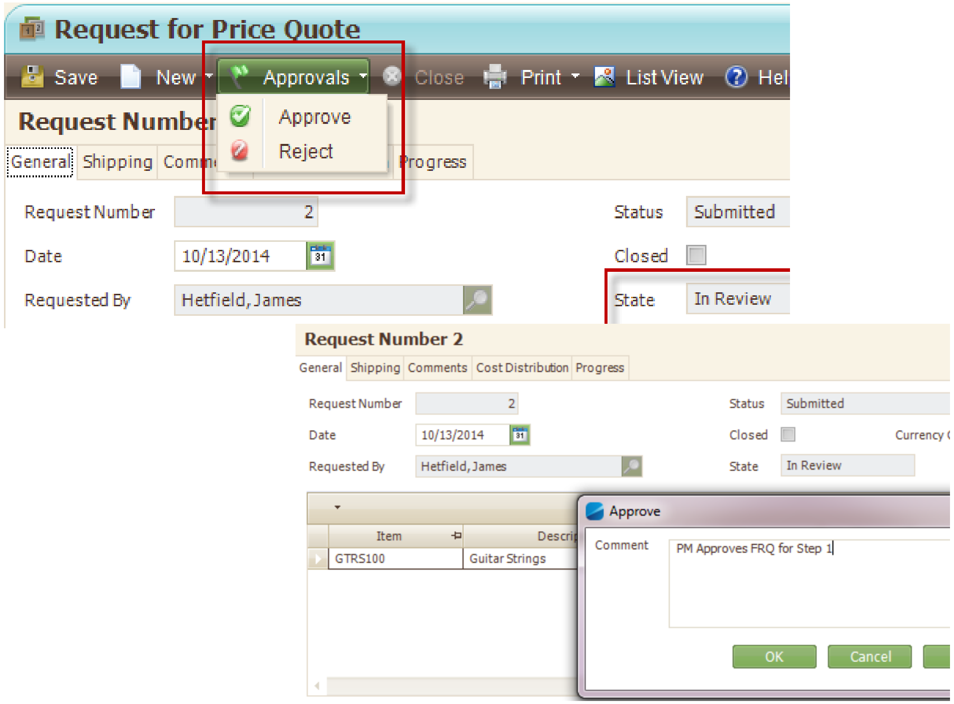
Description*	Start	Finish
Kona Island Ch...	**3/1/2015**	**8/23/2016**
Preliminary Design	3/1/2015	4/30/2015
Schematic Design	4/1/2015	5/31/2015
Design Develop...	7/1/2015	9/30/2015
Construction Doc...	10/1/2015	12/27/2015
Construction Ad...	1/2/2016	8/23/2016



Use the ASAP feature to absorb any unwanted date gaps.

Purchasing Approval Workflows

New Approval Workflows



Simplify PO approval by using the new approval workflows in Vision 7.4. Delegate approvals, track comments and check status in one place.

Tired of tracking people down for a signature or endless email chains for an approval? With the new Approvals, you can let Vision do the work for you. Design simple or complex workflows to automate your purchasing approvals all in one centralized system.

Approval Workflows

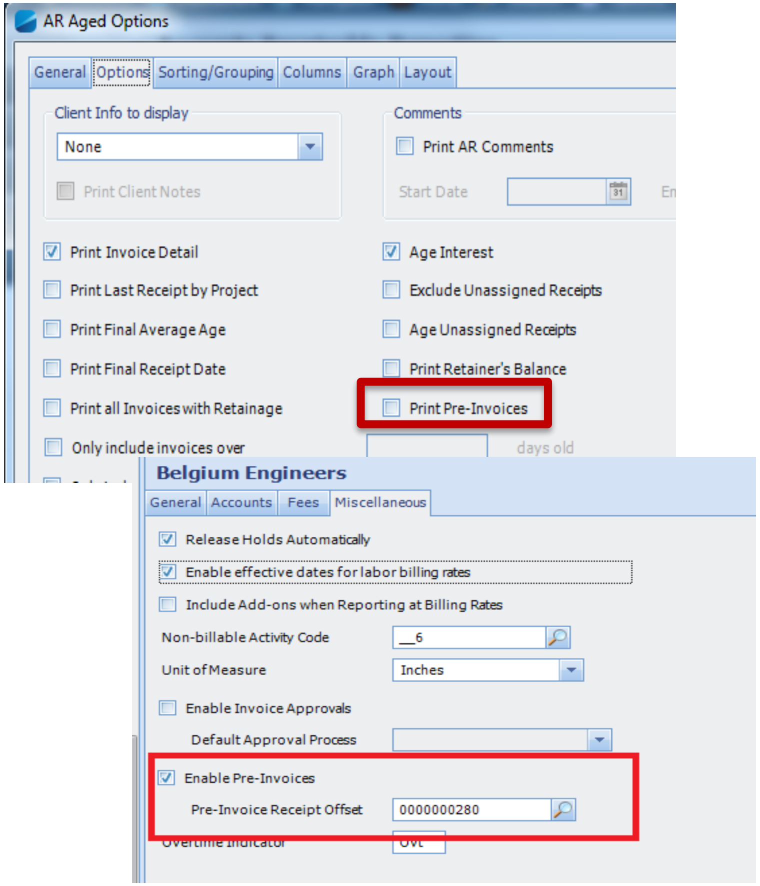
For Purchasing, you choose whether or not purchase requisitions, request for price quotes, and purchase orders (including change orders and release orders) must go through an approval process that uses the new workflows.

Approval workflows identify:

- Steps in the approval process
- Approvers assigned for each step
- Notification alerts to send for each step to keep the approval process on schedule.

Pre-Invoicing

Pre-Invoices



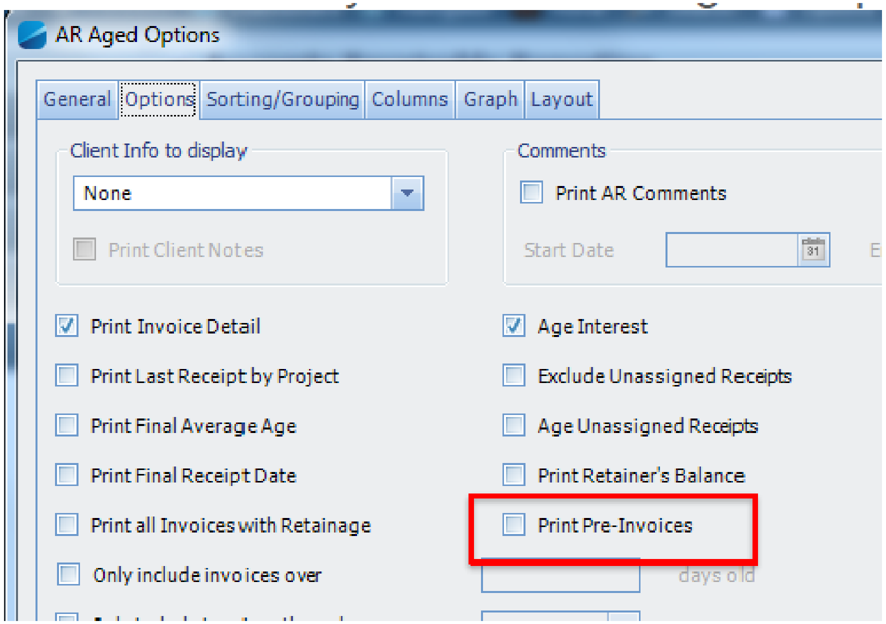
Some projects require more invoicing flexibility. With pre-invoices, you don't have to wait until the project is complete. You can send a request for payment or retainer at anytime during the project lifecycle.

Pre-Invoices

1. Upon payment the pre-invoice will be treated like and act similar to a retainers. It can be applied (if paid), or canceled (if unpaid) when an actual invoice is generated.
2. New invoice template section determines pre-invoice presentation on an invoice.
3. Pre-invoicing needs to be enabled in configuration and then processed using the new fields in the billing terms of the project for “Process Pre-Invoice” using only current unit or fee.
4. Cash Receipt entry will also show a new field column for Pre-Invoice to be selected for payment. The entry will debit cash and credit the pre-invoice offset and any tax credits to be applied.

Pre-Invoices

The AR Aged report options allow you to include the pre-invoices. Unpaid pre-invoices are included in the report. Outstanding pre-invoices will only show on the AR Aged report if selected.



JTD billing amounts on reports will not include the pre-invoices.

Cash receipts that are applied to the pre-invoices will increase the project receipts and the retainer amount.

Once the pre-invoice is applied to a regular invoice, the retainer amount is reduced and billings are increased. Tax reports will not include pre-invoice tax amounts until they are paid.

Pre-Invoices

The pre-invoice feature allows you to produce a “request for payment” invoice that is not recorded in the GL

Payments can be applied to pre-invoices through the cash receipts entry. The fee amount from the paid pre-invoice is applied automatically to the next regular invoice that you generate for the project. It reduces the total billed amount on the regular invoices.

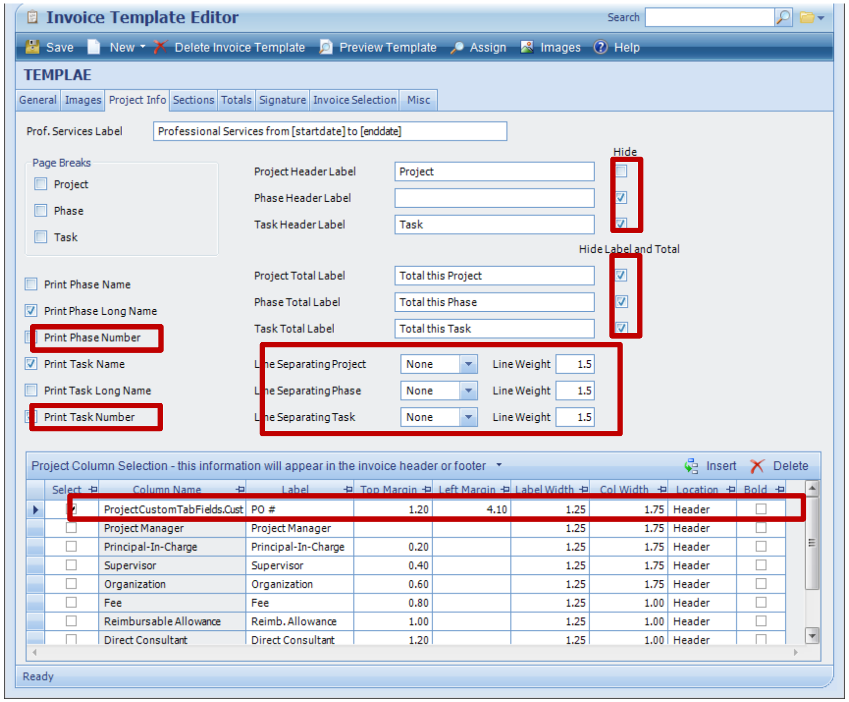
The paid pre-invoice will appear in the Pre-Invoice section of a regular invoice.

Canceled pre-invoices: when an invoice is created in interactive billing or batch billing for projects with pre-invoices, all unpaid pre-invoices are automatically cancelled. You can add the unpaid amounts to a regular invoice by entering them in the Fee field on the fees tab in the billing terms. The unpaid pre-invoices will appear in the pre-invoice section of the regular invoice and show that they are canceled.

Pre-invoices can be seen in Interactive Billing in the invoices on file. From here they can be printed or previewed, or manually canceled using the new Cancel button.

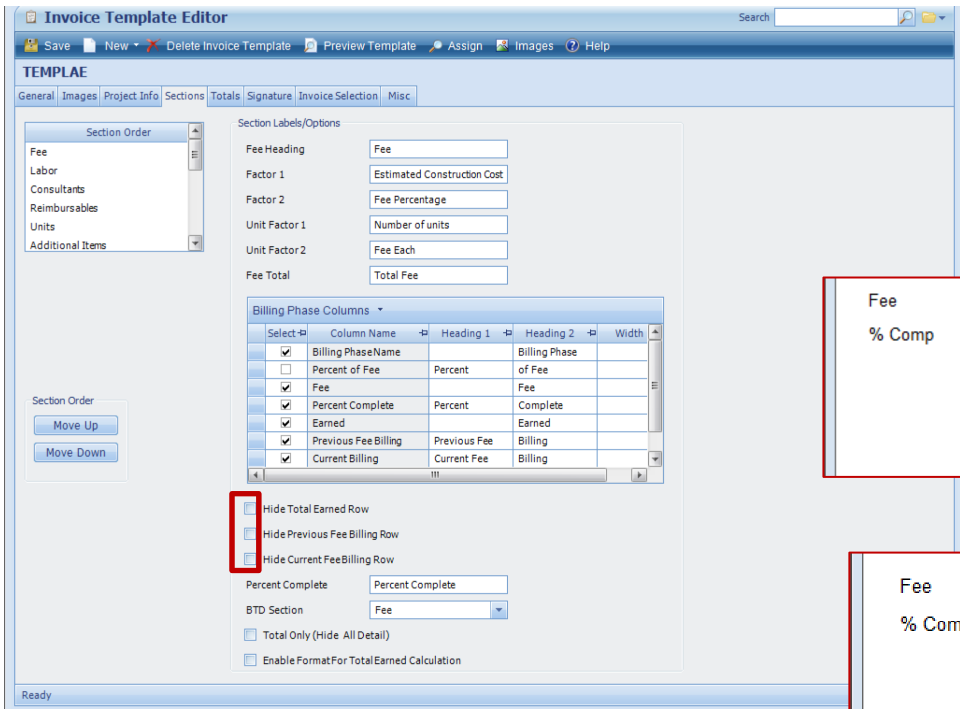
Invoice Template Editor

Invoice Template Editor

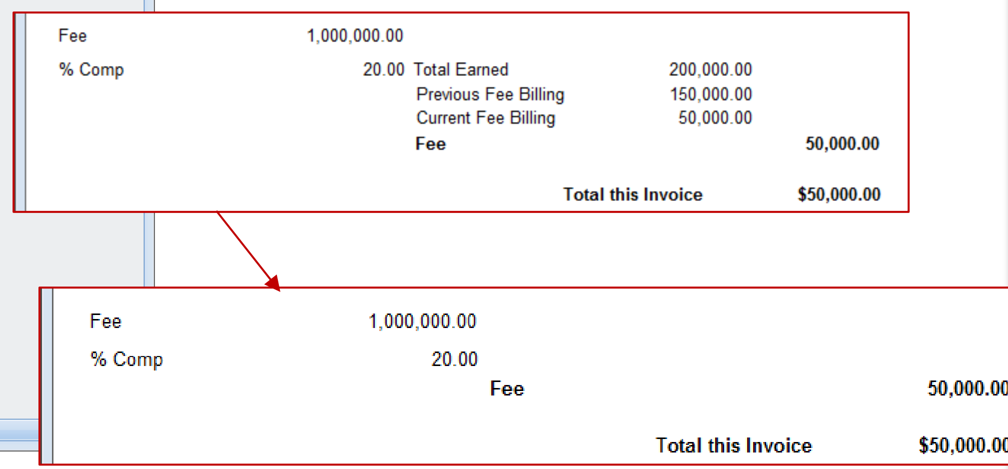


- Choose whether or not to print the Phase and Task Numbers
- Hide the Project/Phase/Task label fields in the headers
- Hide the Project/Phase Task Labels and Sub-totals
- Change (or remove) the lines between Projects/Phases/Tasks
- Add any field (standard or user defined) from the Project Info Center

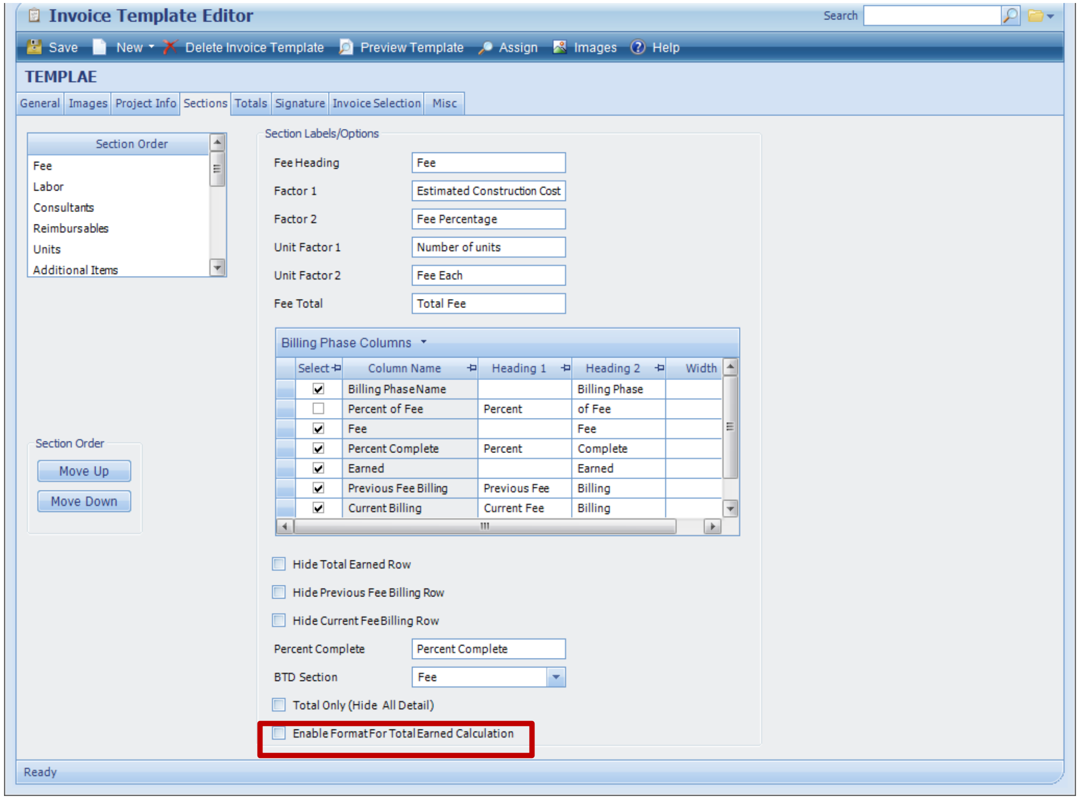
Invoice Template Editor



On Fee Billed projects, hide the Total Earned, Previous Fee and Current Fee Billing rows



Invoice Template Editor



Include Add-Ons and Tax amounts in your Previous Fee Billed Amounts.

NOTE: You will need to "Enable Format for Total Earned Calculation".

Invoice Template Editor

First Invoice

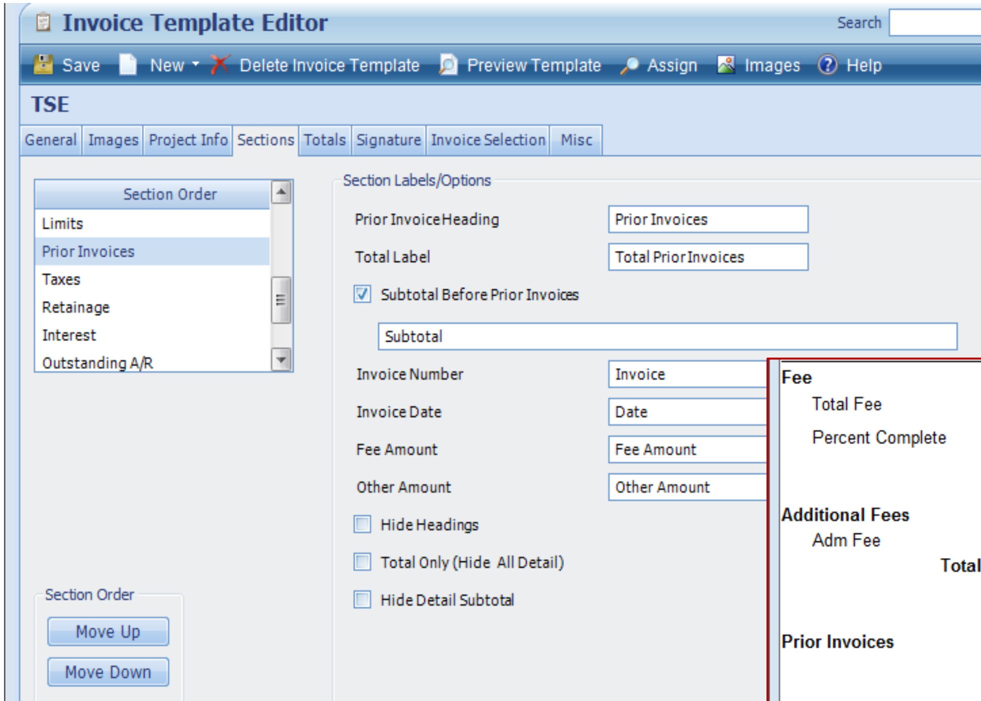
Fee				
Total Fee	50,000.00			
Percent Complete	50.00	Total Earned	25,000.00	
		Total Fee		**25,000.00**
Additional Fees				
Adm Fee			250.00	
Total Additional Fees			**250.00**	**250.00**
		Total this Invoice		**$25,250.00**

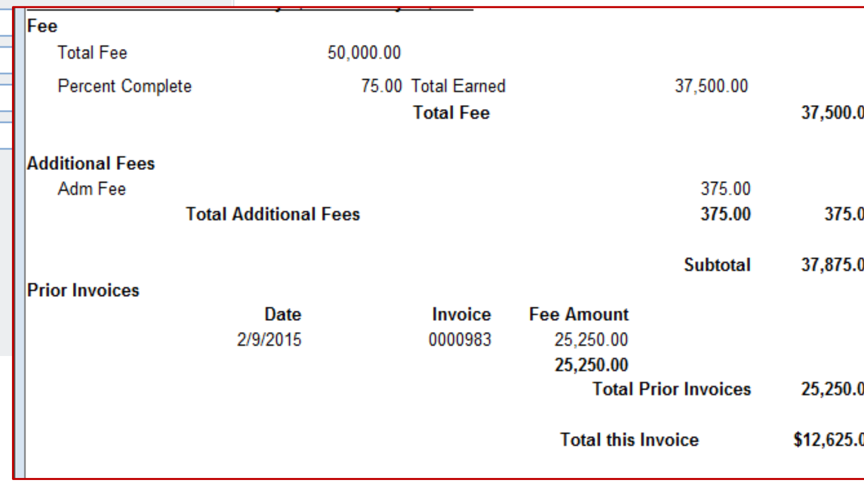
Notice how Vision is calculating the subtotal and then subtracting the Total amount billed on the first invoice to calculate the "Total This Invoice" amount on the second Invoice

Second Invoice

Fee				
Total Fee	50,000.00			
Percent Complete	75.00	Total Earned	37,500.00	
		Total Fee		**37,500.00**
Additional Fees				
Adm Fee			375.00	
Total Additional Fees			**375.00**	**375.00**
			Subtotal	**37,875.00**
Prior Invoices				
	Date	**Invoice**	**Fee Amount**	
	2/9/2015	0000983	25,250.00	
			25,250.00	
			Total Prior Invoices	**25,250.00**
			Total this Invoice	**$12,625.00**

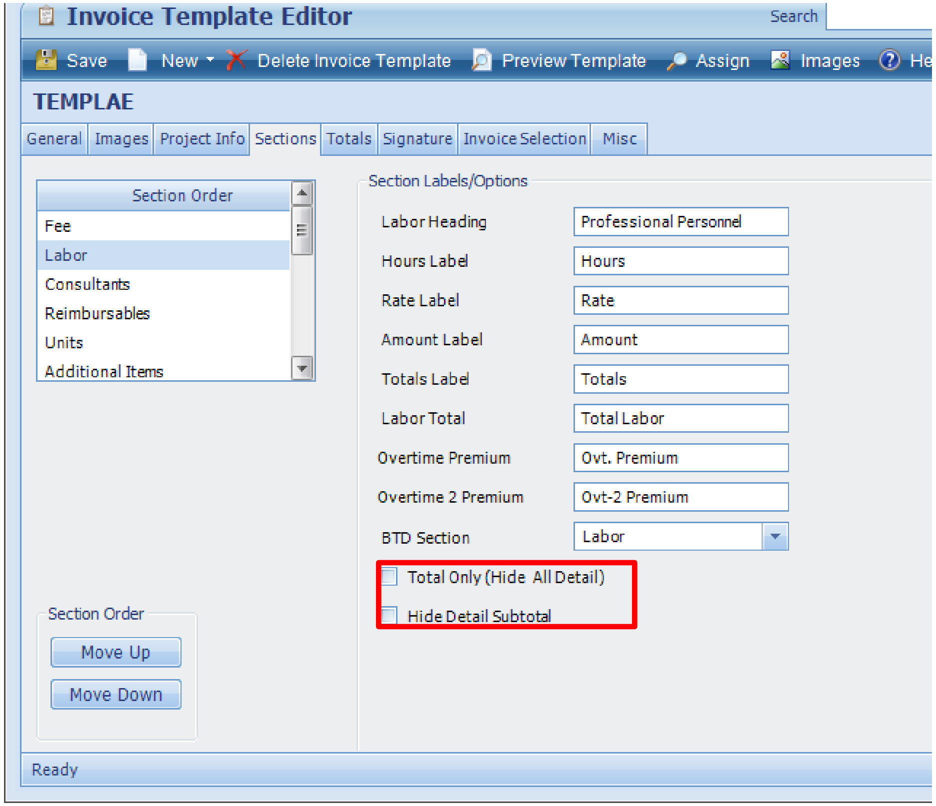
Invoice Template Editor





You can format the Prior Invoice section by selecting "Prior Invoices" from the Section Order dialog.

Invoice Template Editor



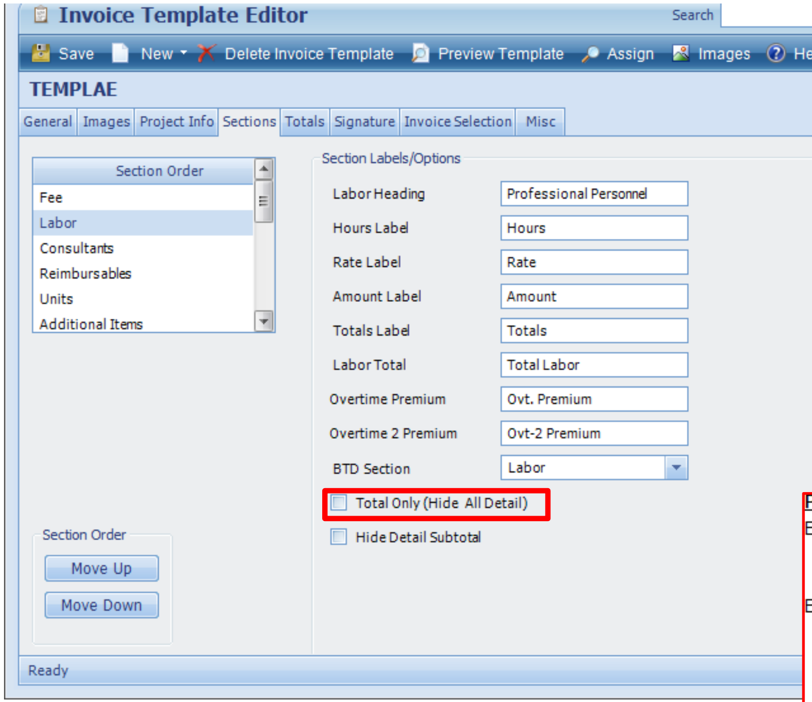
Hide all the detail on the invoice

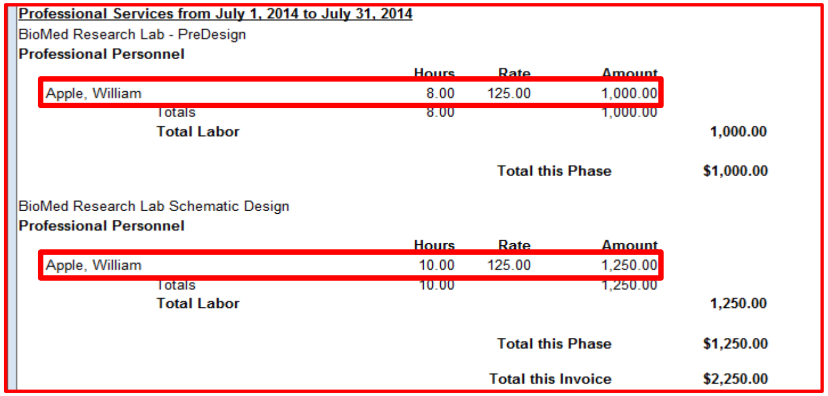
OR

Hide the subtotal of the detail

NOTE: You can not hide both

Invoice Template Editor





Professional Services from July 1, 2014 to July 31, 2014

BioMed Research Lab - PreDesign

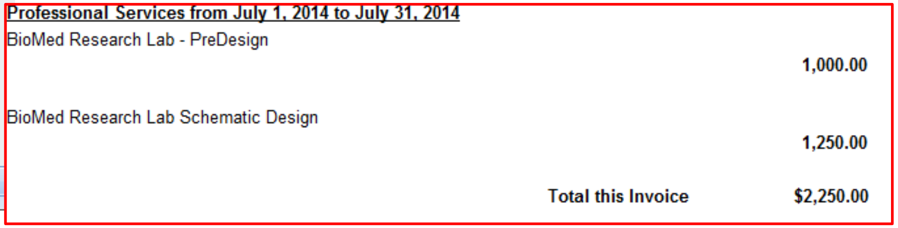
Professional Personnel

	Hours	Rate	Amount	
Apple, William	8.00	125.00	1,000.00	
Totals	8.00		1,000.00	
Total Labor				**1,000.00**
			Total this Phase	**$1,000.00**

BioMed Research Lab Schematic Design

Professional Personnel

	Hours	Rate	Amount	
Apple, William	10.00	125.00	1,250.00	
Totals	10.00		1,250.00	
Total Labor				**1,250.00**
			Total this Phase	**$1,250.00**
			Total this Invoice	**$2,250.00**



Professional Services from July 1, 2014 to July 31, 2014

BioMed Research Lab - PreDesign

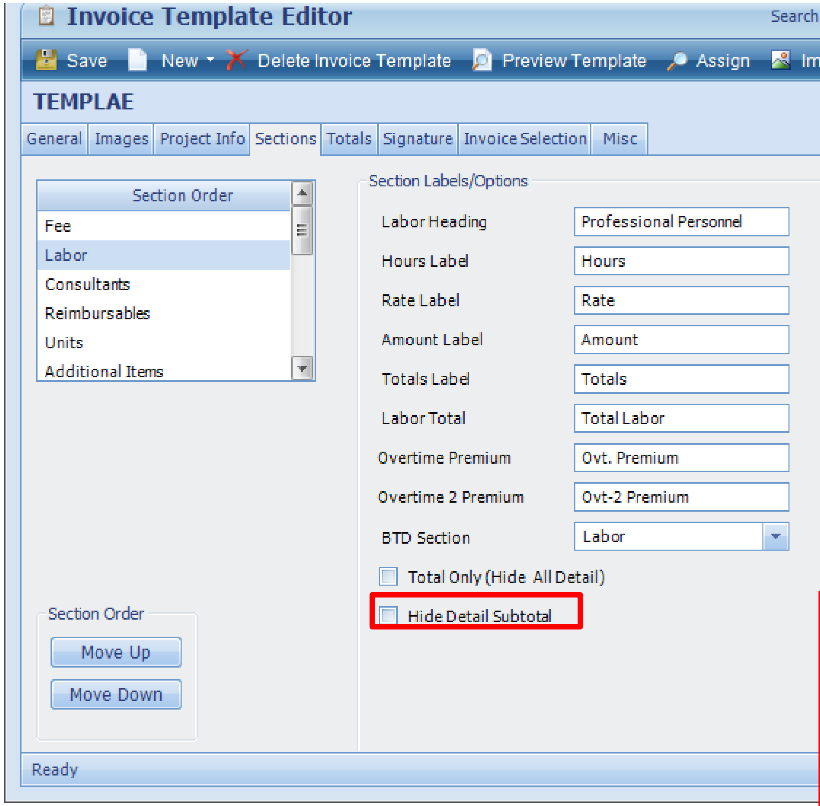
1,000.00

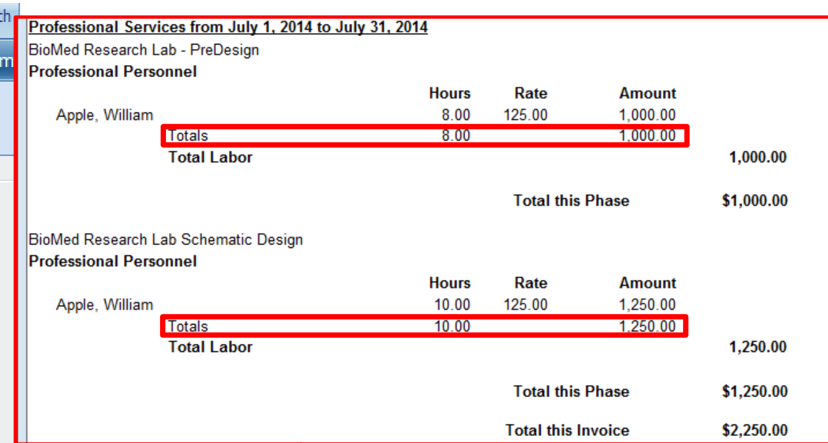
BioMed Research Lab Schematic Design

1,250.00

Total this Invoice **$2,250.00**

Invoice Template Editor





Professional Services from July 1, 2014 to July 31, 2014

BioMed Research Lab - PreDesign

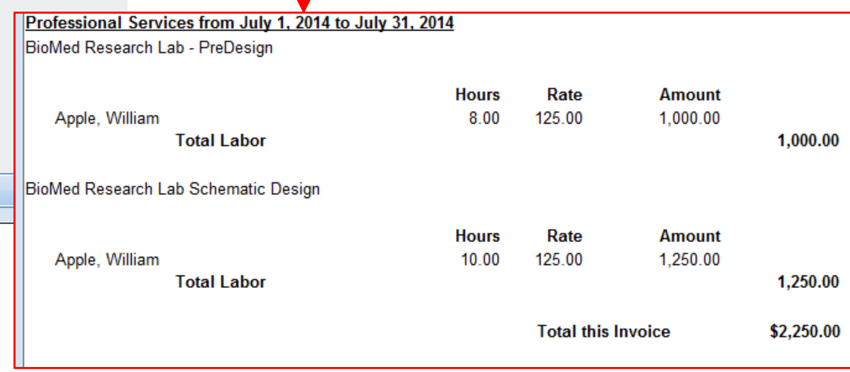
Professional Personnel

		Hours	Rate	Amount	
Apple, William		8.00	125.00	1,000.00	
	Totals	8.00		1,000.00	
	Total Labor				1,000.00
			Total this Phase		**$1,000.00**

BioMed Research Lab Schematic Design

Professional Personnel

		Hours	Rate	Amount	
Apple, William		10.00	125.00	1,250.00	
	Totals	10.00		1,250.00	
	Total Labor				1,250.00
			Total this Phase		**$1,250.00**
			Total this Invoice		**$2,250.00**



Professional Services from July 1, 2014 to July 31, 2014

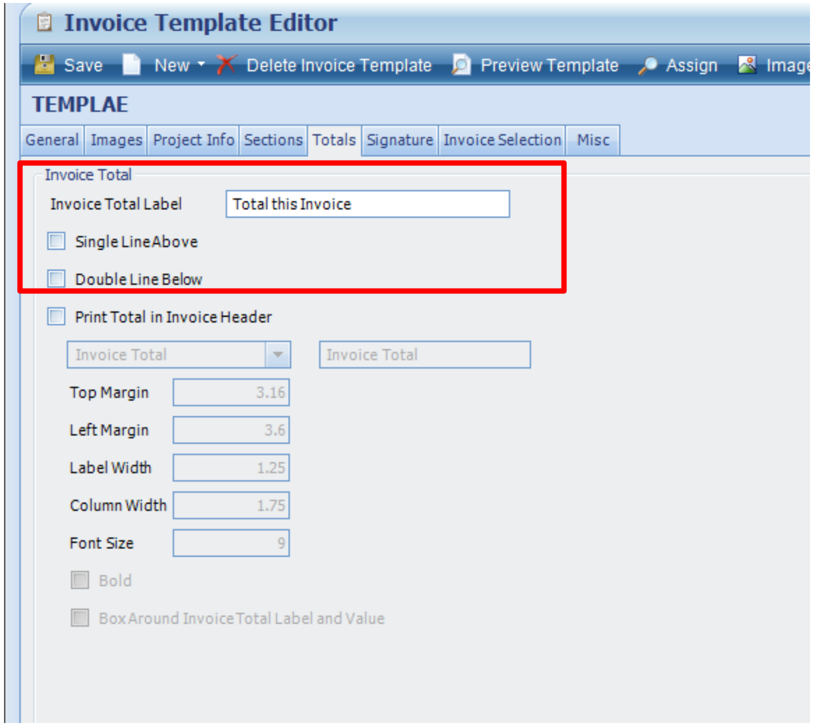
BioMed Research Lab - PreDesign

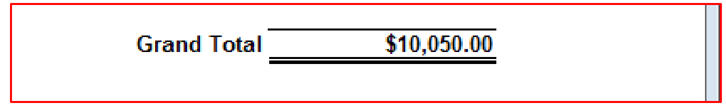
		Hours	Rate	Amount	
Apple, William		8.00	125.00	1,000.00	
	Total Labor				1,000.00

BioMed Research Lab Schematic Design

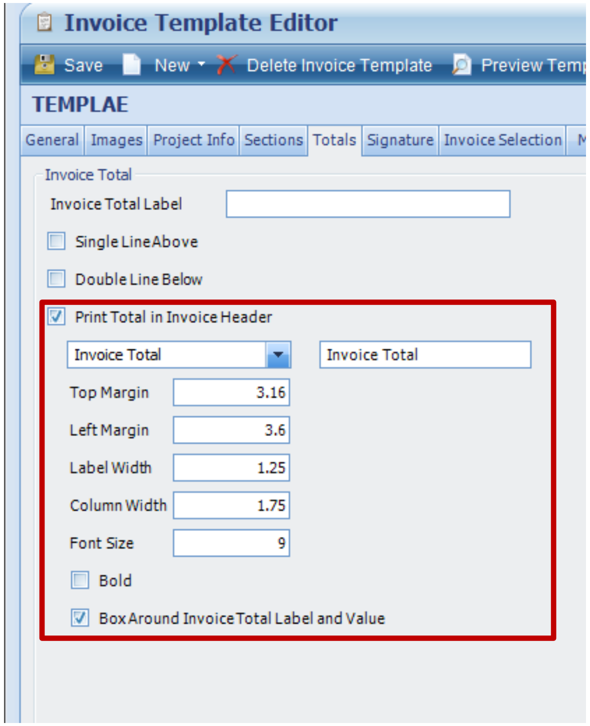
		Hours	Rate	Amount	
Apple, William		10.00	125.00	1,250.00	
	Total Labor				1,250.00
			Total this Invoice		**$2,250.00**

Invoice Template Editor

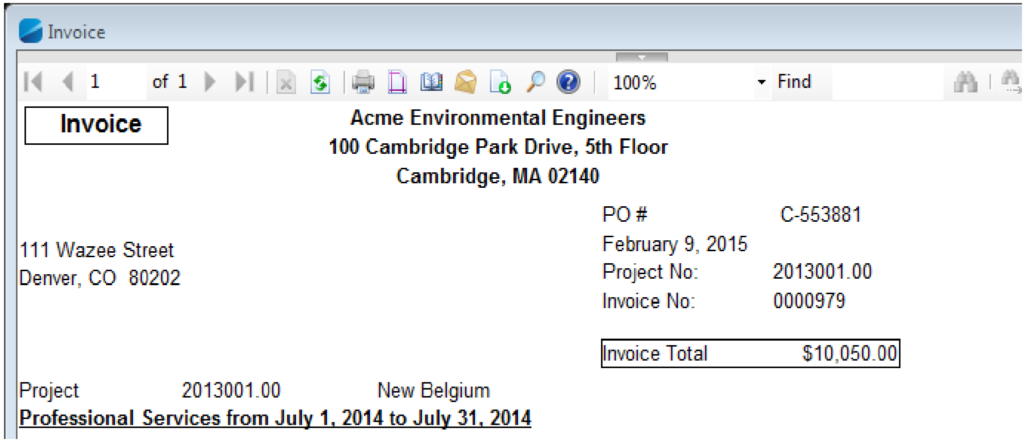




Invoice Template Editor



You can have the invoice total (or the Total Amount Due) display in the header or footer of the invoice. It will still show in the body of the invoice



Invoice Template Editor

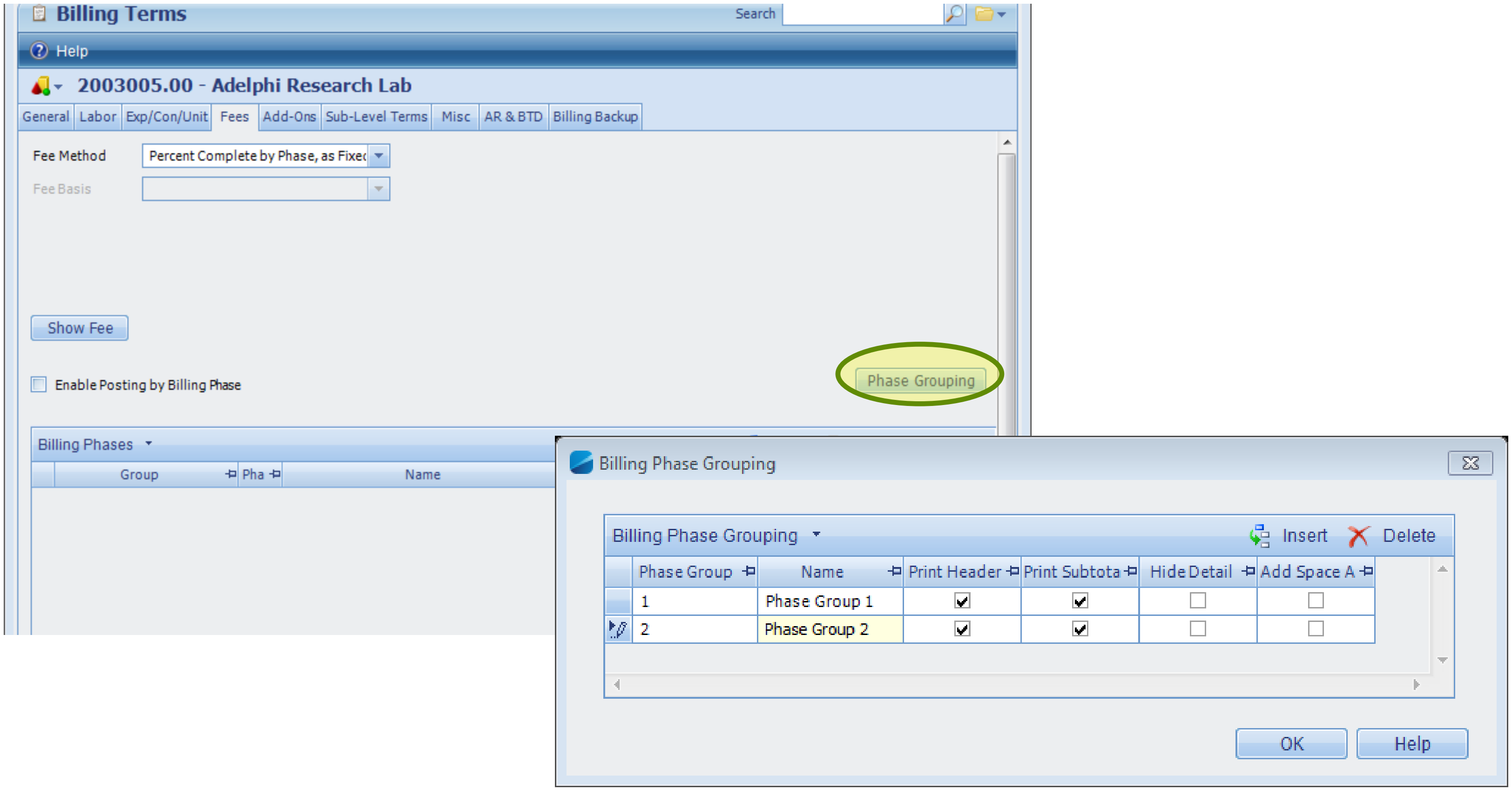
Other Invoice Template Enhancements:

- **Hide 2nd page header - Checkbox on General Tab**
  This hides all the header information that would typically show on all pages after the first page of the invoice. There is a new checkbox on the General Tab to hide the 2nd page header

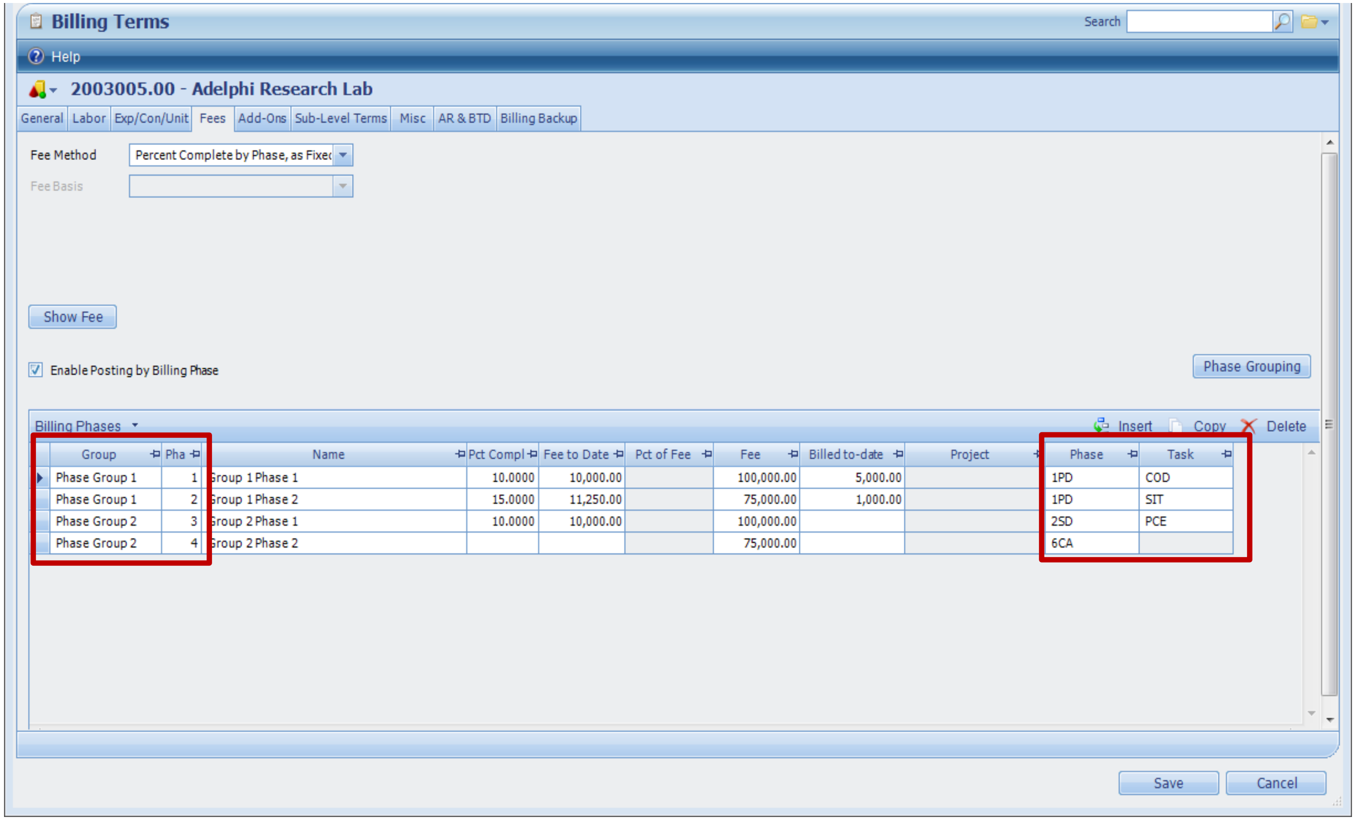
- **Show Currency Symbol on Section Totals as well as Invoice Totals – Drop down on the Miscellaneous tab**
  If you display currency on invoices, it typically only shows on the Invoice Total. There is a new dropdown on the Misc. tab that allows you to show currency on the Section Subtotals as well as the Invoice Total

Billing Terms

Billing Terms – Billing Phase Groups



Billing Terms – Billing Phase Groups



This allows you to group multiple phases together…

While still mapping revenue to the correct Project/Phase/Task

Billing Terms – Billing Phase Groups

You can now display the invoice by billing phase grouping. If you wish to hide the detail lines in the billing phase grouping you can by selecting the "Hide Detail" option in the Phase Grouping set up.

Phase	Contract Amount	% Comp	Earned	Previous Billed	Current Billing
Group 1 Phase 1	100,000.00	10.00	10,000.00	5,000.00	5,000.00
Group 1 Phase 2	75,000.00	15.00	11,250.00	1,000.00	10,250.00
Total Phase Group 1	**175,000.00**		**21,250.00**	**6,000.00**	**15,250.00**
Group 2 Phase 1	100,000.00	10.00	10,000.00	0.00	10,000.00
Group 2 Phase 2	75,000.00	0.00	0.00	0.00	0.00
Total Phase Group 2	**175,000.00**		**10,000.00**	**0.00**	**10,000.00**
Total Fee	350,000.00		31,250.00	6,000.00	25,250.00

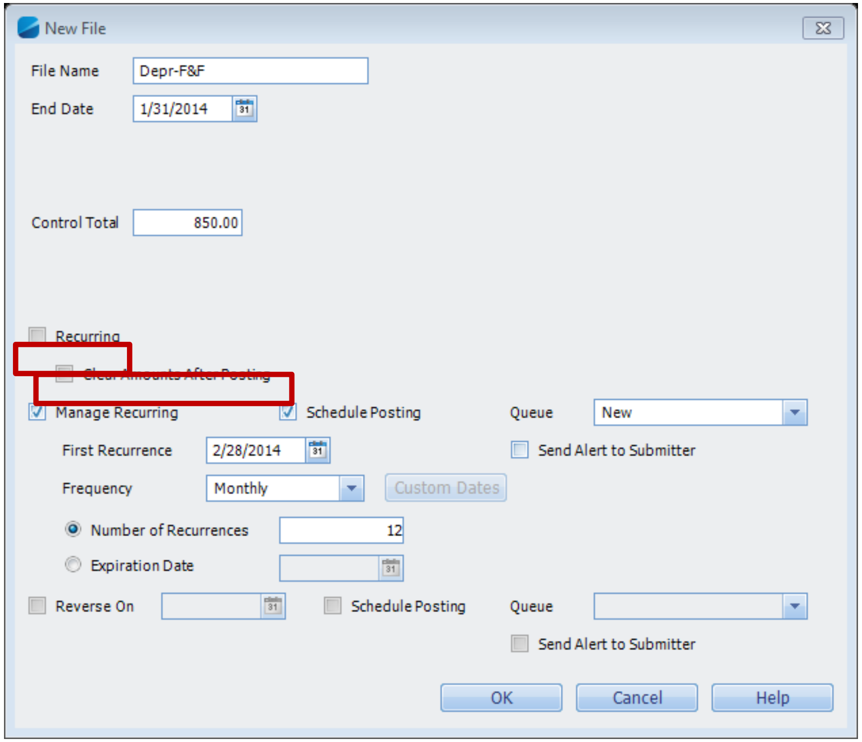
Accounting

Schedule Journal Entries

Schedule Recurring Journal Entries

Recurring Journal Entries can operate just like always (open, re-create and change dates

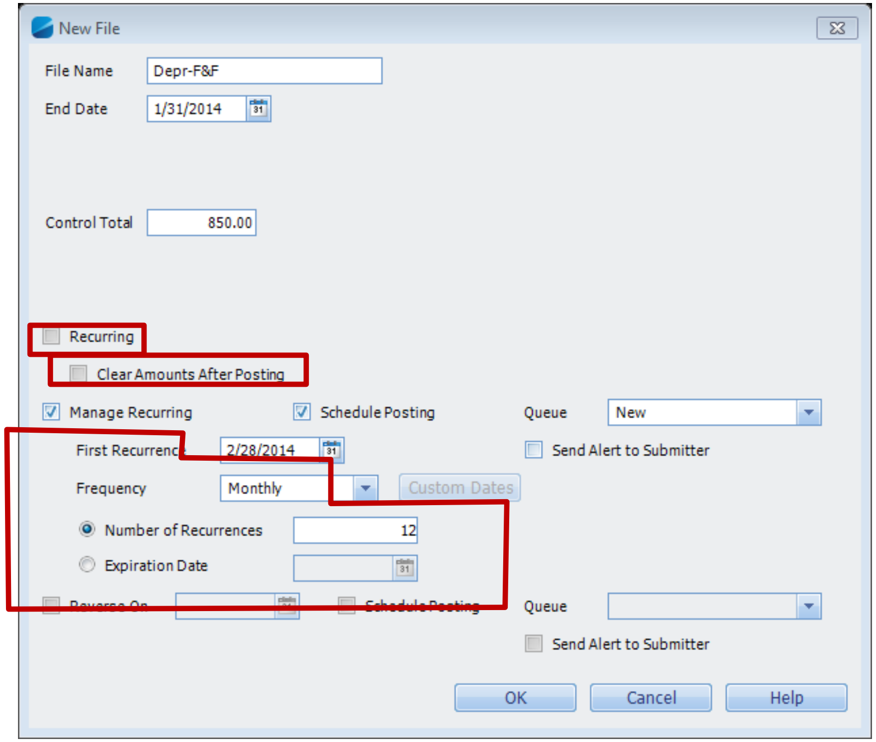
The Clear Amounts After Posting checkbox will clear the JE Amounts once the file is posted



Schedule Recurring Journal Entries

To have the dates update after posting, Select Manage Recurring, enter a recurring date, frequency, and # of recurrences.

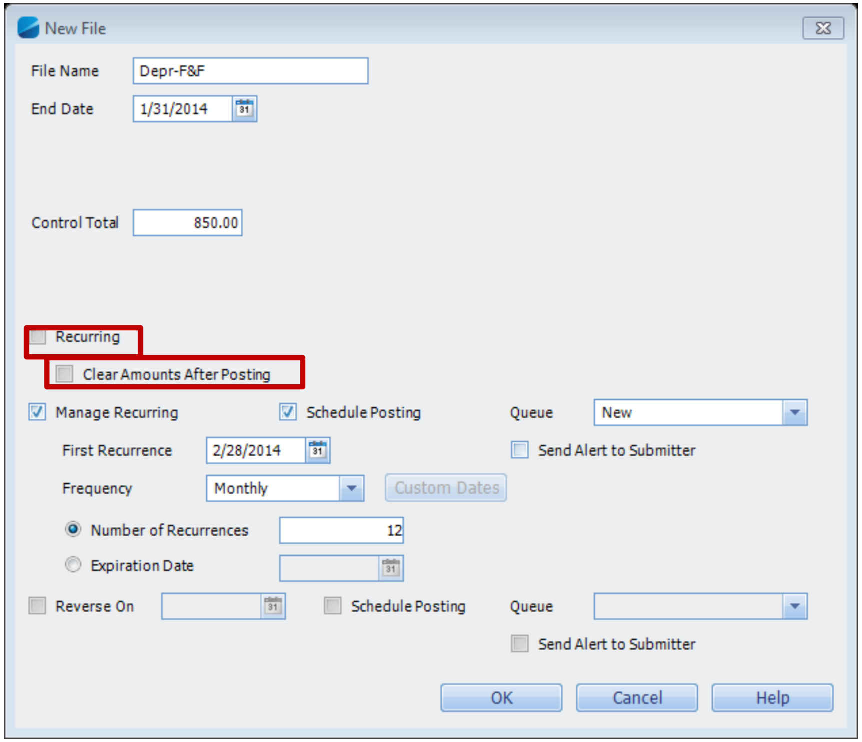
Posting remains a manual process, but the dates will update to the next date automatically.



Schedule Recurring Journal Entries

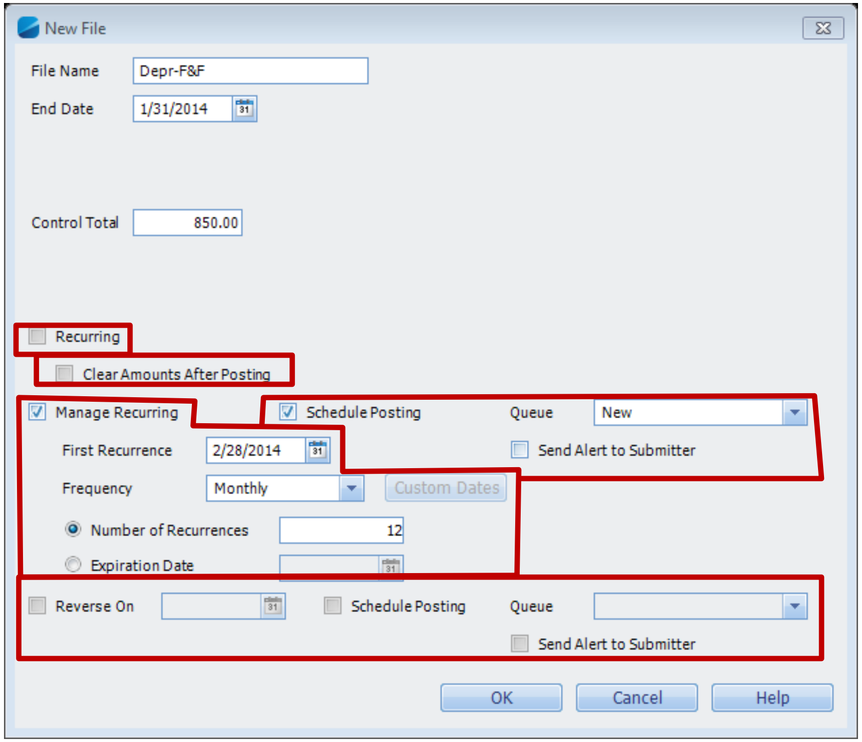
Schedule posting automatically schedules the file to post with the frequency needed.

The file posts with the most recent open period date.



Schedule Recurring Journal Entries

Reverse works the same as "Manage Recurring" except it reverses the entry automatically.



Profit Planning Monitor

Profit Planning Monitor

In the past the Profit Planning Monitor would only display open periods. The new enhancement will allow the inclusion of periods that have not been opened but are included in the budget

Profit Planning Monitor

Acme Environmental Engineers

Open Periods — As of period 7/31/2014 — Not Open Periods

Tuesday, February 10, 2015
3:01:40 PM

	Actual Q1 2014	Acutal Q2 2014	Acutal 07 2014	Actual YTD 2014	Budget 08 2014	Budget 09 2014	Budget 10 2014	Budget 11 2014	Budget 12 2014	Budget 8-12 2014	Expected 2014
Revenue											
50 PSMJ - Revenue	560,850	625,000	135,300	1,321,150	91,233	91,233	91,233	91,233	91,233	456,165	1,777,315.00
Total Revenue	**560,850**	**625,000**	**135,300**	**1,321,150**	**91,233**	**91,233**	**91,233**	**91,233**	**91,233**	**456,165**	**1,777,315.00**
Reimbursables											
55 PSMJ - Outsde Prof Service					2,226	2,226	2,226	2,226	2,226	11,130	11,130.00
62 PSMJ - Project Travel			1,280	1,280	3,152	3,152	3,152	3,152	3,152	15,760	17,039.63
Total Reimbursables			**1,280**	**1,280**	**5,378**	**5,378**	**5,378**	**5,378**	**5,378**	**26,890**	**28,169.63**
Revenue Less Reimbursables	**560,850**	**625,000**	**134,020**	**1,319,870**	**85,855**	**85,855**	**85,855**	**85,855**	**85,855**	**429,275**	**1,749,145.37**
Directs											
71 PSMJ - Direct Labor	24,103	28,000	15,134	67,237	26,709	26,709	26,709	26,709	26,709	133,545	200,781.82
Total Directs	**24,103**	**28,000**	**15,134**	**67,237**	**26,709**	**26,709**	**26,709**	**26,709**	**26,709**	**133,545**	**200,781.82**
Revenue Less Reimbursables, Directs	**536,748**	**597,000**	**118,886**	**1,252,634**	**59,146**	**59,146**	**59,146**	**59,146**	**59,146**	**295,730**	**1,548,363.55**
Indirects											
90 PSMJ - Indirect Labor (non BD)	147,555		107,839	255,394	15,833	15,833	15,833	15,833	15,833	79,165	334,558.83
98 PSMJ - Training & Ed	1,000	1,500	350	2,850	845	845	845	845	845	4,225	7,075.00
104 PSMJ - All Other General Overhead	12,450	500	500	13,450							13,450.00
80 PSMJ - Payroll Taxes	11,413		8,559	19,972	3,229	3,229	3,229	3,229	3,229	16,145	36,117.29
82 PSMJ - Group Insurance	8,720	8,720	2,200	19,640	2,426	2,426	2,426	2,426	2,426	12,130	31,770.00
83 PSMJ - Annual Pension Expense	25		27	52							52.24
Total Indirects	**181,163**	**10,720**	**119,475**	**311,358**	**22,333**	**22,333**	**22,333**	**22,333**	**22,333**	**111,665**	**423,023.36**
Total Operating Expenses	**205,266**	**38,720**	**135,889**	**379,875**	**54,420**	**54,420**	**54,420**	**54,420**	**54,420**	**272,100**	**651,974.81**
Total Operating Profit/Loss	**355,584**	**586,280**	**(589)**	**941,275**	**36,813**	**36,813**	**36,813**	**36,813**	**36,813**	**184,065**	**1,125,340.19**

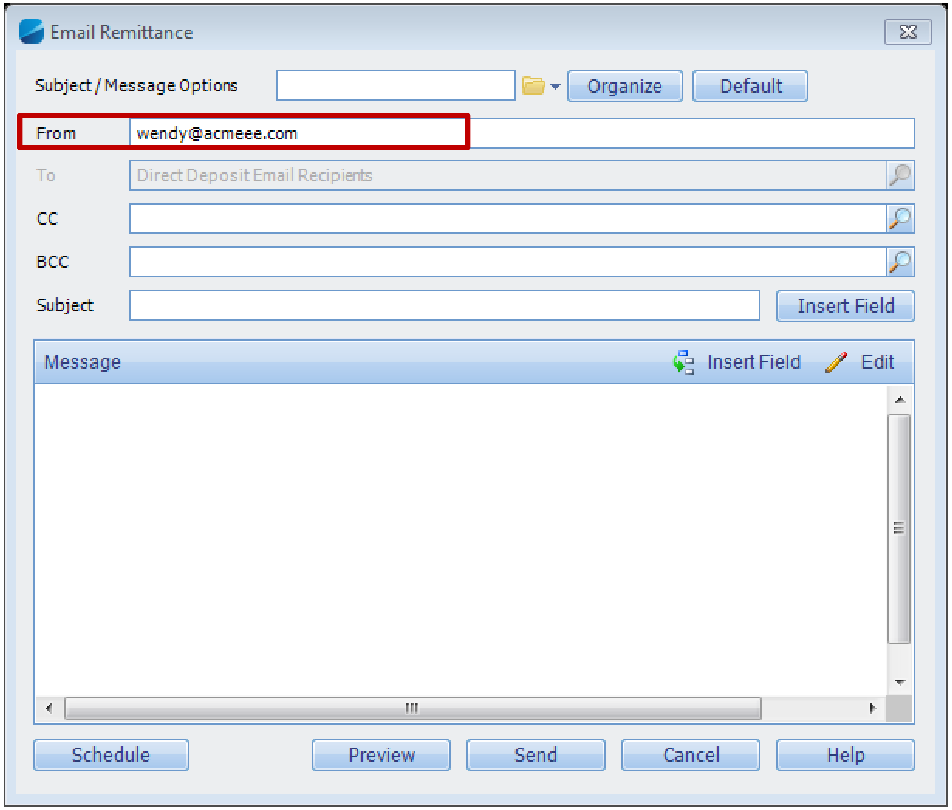
v7.4.700 (ADMIN) -

Page 1 of 1

Other Enhancements

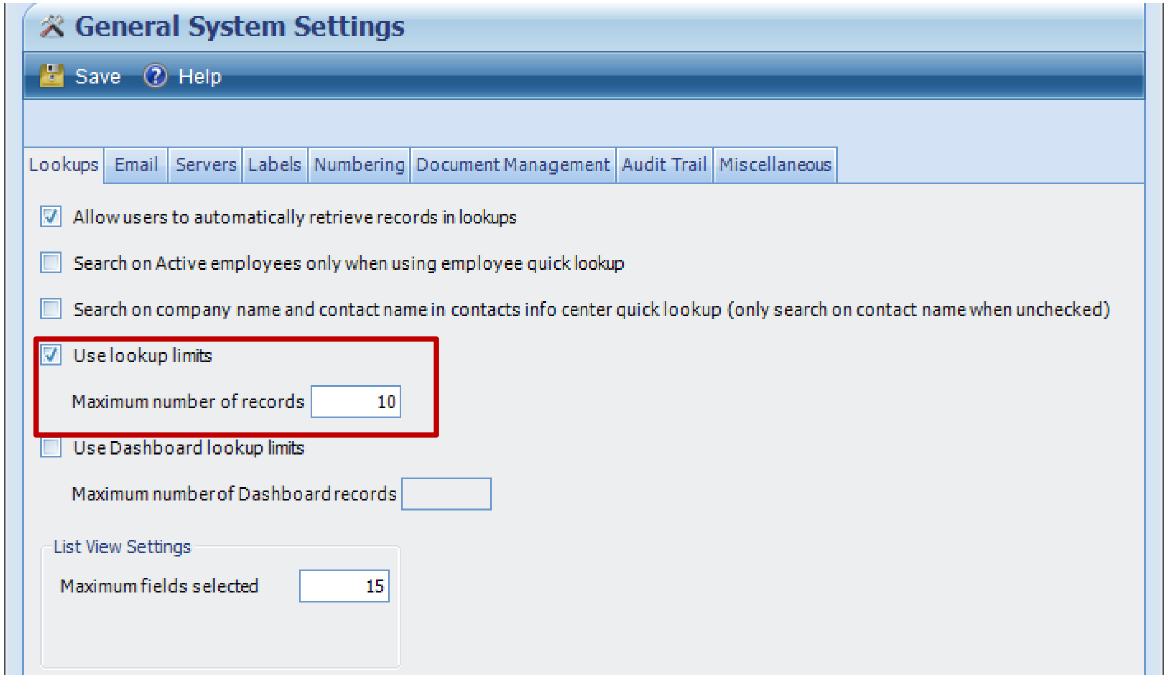
Email Remittances

In the past, Remittance Emails came from the user logged in and there was no way to change it. Now when an Email Remittance are prepared, the sender email can be edited



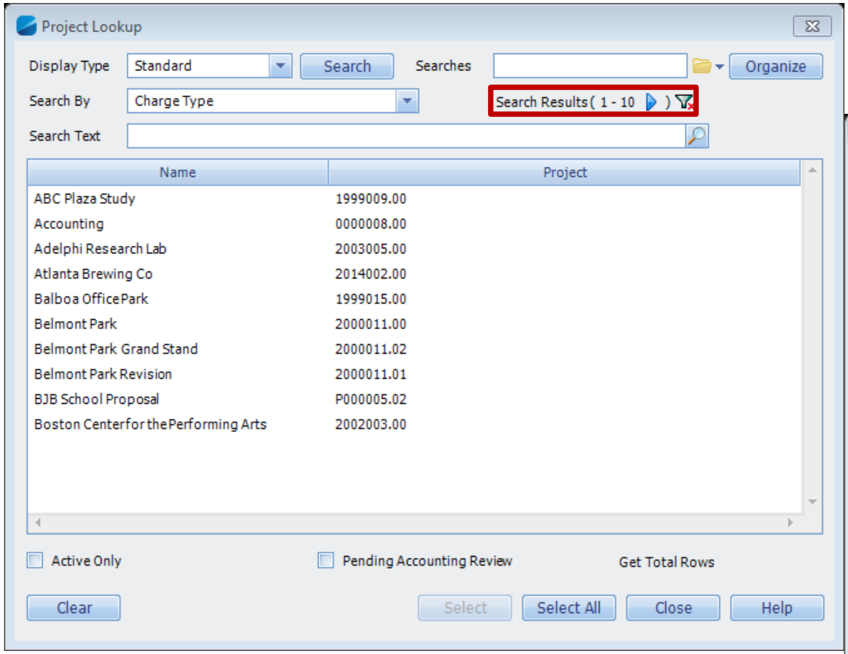
Lookup Limit Override

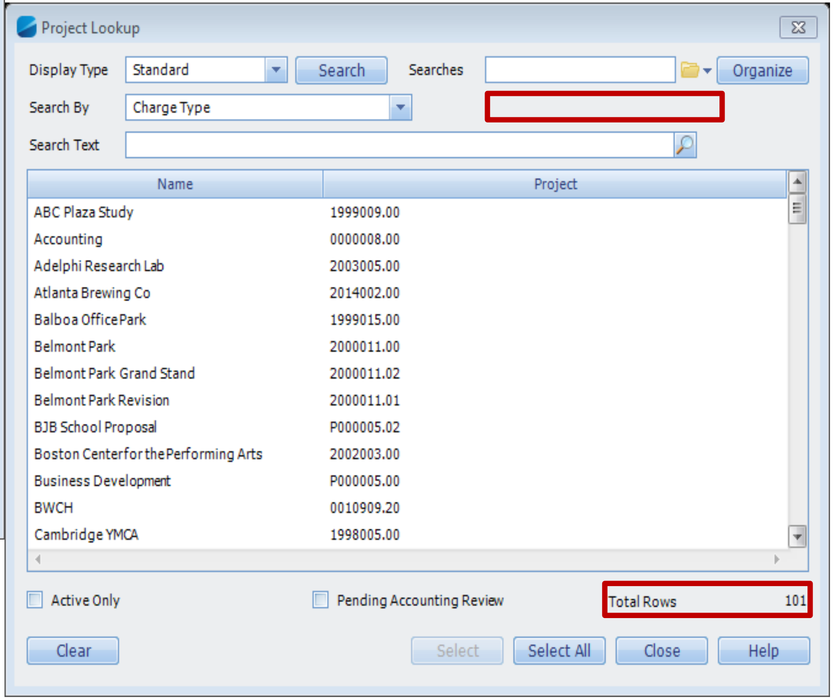
Lookup limits were created to improve processing time and provide some control over the number of records a user was "subjected" to



Lookup Limit Override

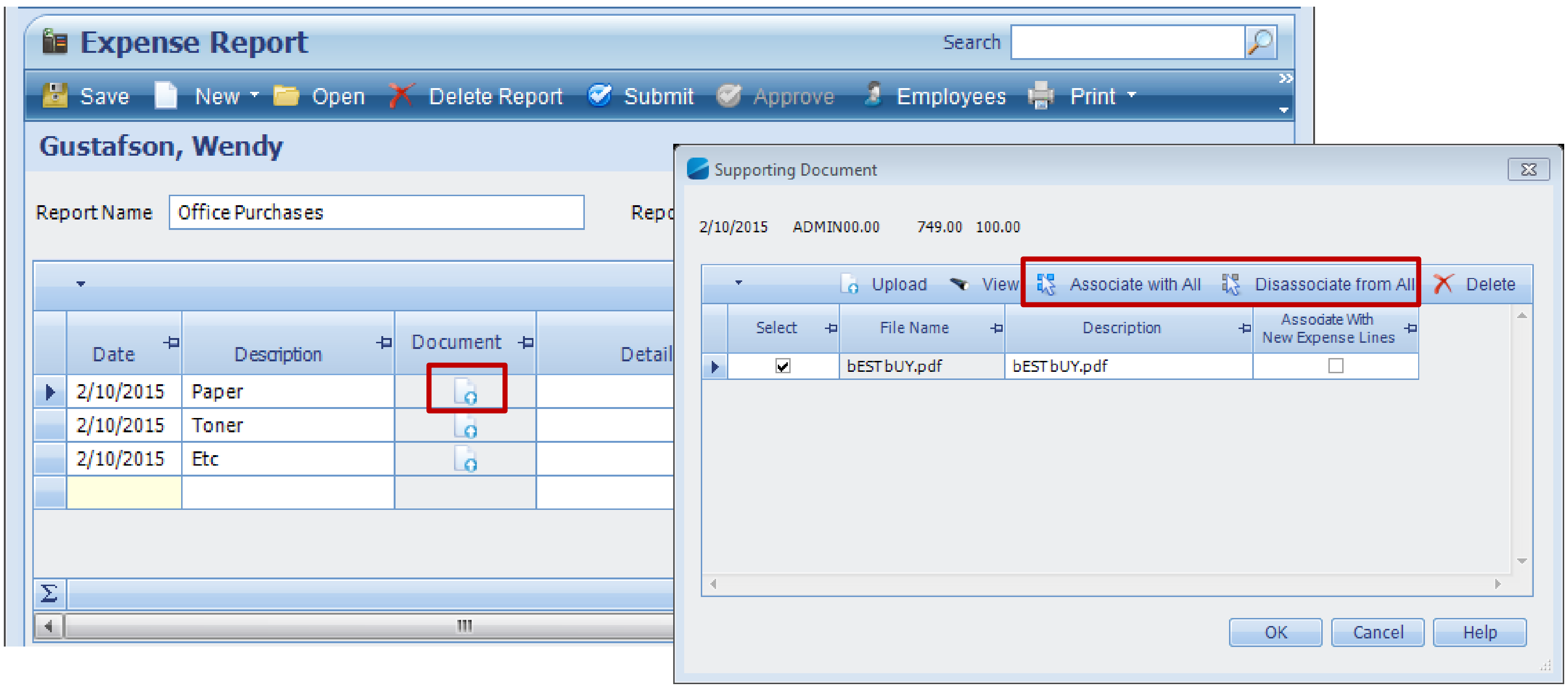
Individual Roles can be given the ability to override the standard lookup limits so they can view all records in the search (including list views).





TDM – Associate with all lines

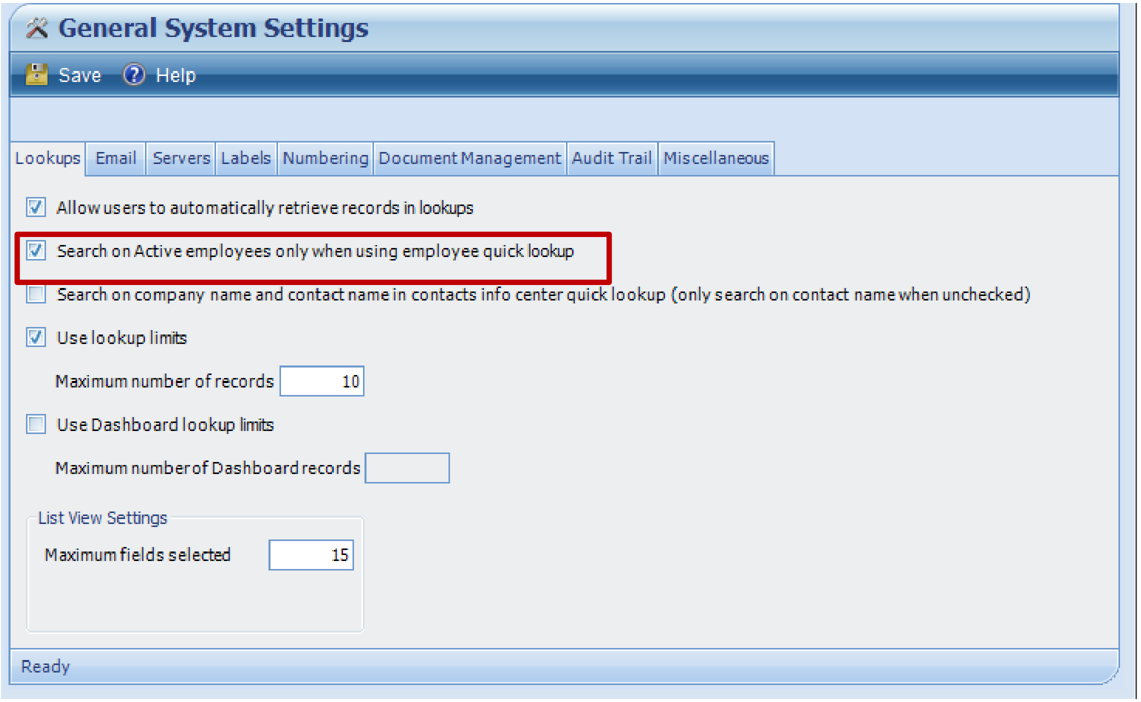
Once line items have been entered into an expense report, TDM documents would have to be associated one line at a time. The enhancement is to allow TDM documents to be associated with all lines of the report



Employee Quick Find

When performing a quick find (entering a name in the search field) all employees returned regardless of their status (Active, Terminated).

In configuration, there is now the ability to set the system to only return active employees (you can still access terminated in the standard or advanced lookups).



Features Announced for 7.5

Release in Fall 2015

- **Asset Management available in Vision core**
- **Transfer Employees from one company to another**
- **Approvals Workflow Expanded to Accounts Payable plus Activities for Vendors**
- **Employee Time-Off Requests**
- **CRM Proposal & In-Design Enhancements**
- **Commission Reporting**
- **KPIs and Metrics on General Ledger Reports**
- **Profit Planning across Fiscal Years**
- **Bank Reconciliation – Import Bank Statements & Create Misc. Transactions**

Mobility Enhancements

Navigator Enhancements Coming in Summer 2015

- Graphical changes to Employee Workspace
- Business Development Workspace

Touch Enhancements Coming in Summer 2015

- Timesheet Auditing & Timesheet Approvals
- CRM Interaction with device Contacts and Calendar
- Activity Editing Enhancements

Questions?

Thank you for attending!

For more information contact:

Rana Blair	Wendy Gustafson	Nicole Temple
Sr. Consultant	Controller / GM	Sr. Consultant
E-Mail Rana!	E-Mail Wendy!	E-Mail Nicole!

info@fullsailpartners.com

Hearing what you have to say, whether criticism or praise, helps us provide you better information and service.

Please fill out the survey and provide your feedback.

www.fullsailpartners.com