

REPORTING AND BUSINESS INTELLIGENCE IN SAP® BUSINESS ONE

IMPROVE TRANSPARENCY TO DRIVE SUCCESS FOR SMALL BUSINESSES

Converting raw business data into meaningful information remains an ongoing challenge for most small businesses. In many cases information is scattered all over the company or resides in employees' heads, forcing businesses to rely on manually reconciling data from various systems, people, and reports. Even if businesses have integrated business applications that gather data from various parts of the business, only a few have the tools to transform that data into a format that is useful for a business user.

The SAP® Business One application provides integrated reporting and analytic tools to help you access the critical business information you need with ease. With the SAP Crystal Reports® software, version for SAP Business One, you can

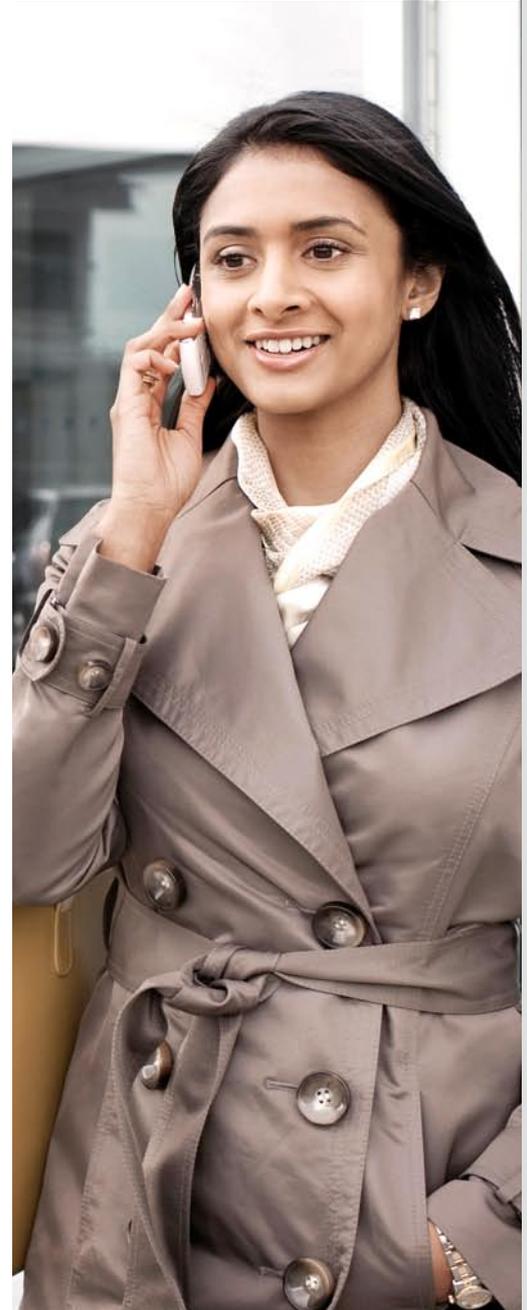
generate, explore, and deliver compelling graphical reports that complement the existing reports in SAP Business One (see the table below). **Prebuilt dashboards**, enabled by SAP Crystal Dashboard Design software, provide snapshots of key performance indicators such as sales performance, overdue receivables, year-to-date revenue, and service call turnover (see Figure 1).

SAP Crystal Reports bases its reports on live data drawn from all parts of your business, including accounting, sales, purchasing, production, inventory, service, and operations. It allows you to access data not only from SAP Business One but also from the applications of SAP software solution partners and other company software.

The SAP® Business One application, together with SAP Crystal solutions, delivers compelling reporting functionality and instant access to accurate, up-to-date information, enabling small businesses to get the information necessary to drive intelligent decision making.

Features of SAP Crystal Solutions

Creating and Customizing Reports	Viewing Reports	Publishing, Distributing, and Providing Access
Create reports in a variety of layouts with interactive drill-down functionality	View and export reports to Adobe PDF, Microsoft Word, Microsoft Excel, RTF, and XML files	Distribute reports across the enterprise by e-mail, fax, electronic file transport, and standard printing
Use powerful cross-tabs for rapid, enhanced financial reporting	Use on-report sorting, filtering, and reformatting without having to query the database	Publish reports to the Web with SAP Crystal Reports Server
Customize reports by adding any standard data field of the SAP® Business One application or a user-defined field	Access key company data via preconfigured dashboards	Assign access rights at user and group levels
Perform what-if scenario modeling directly in reports when the SAP Crystal Reports® software is combined with SAP Crystal Dashboard Design software	Drill down into transactional details while preserving security at user and report levels with SAP Crystal Reports Server software	Access files anywhere and anytime with the SAP Crystal Reports viewer, even without a network connection



With complete integration with the Microsoft Office products and a focus on data security, SAP Crystal Reports allows you to choose from a variety of report formats and to control access to the information displayed. You can create groups, assign users to the groups, and then specify access rights that allow only certain people to run the reports.

Integrated Reporting and Analytics

The integration of SAP Crystal Reports with SAP Business One allows you to work with the industry's leading business intelligence functionality in SAP Business One and provides a single, consistent user experience.

After you install the SAP Crystal Reports software using a simple, guided procedure, you can access it from the main menu in SAP Business One. You can use prebuilt reports that incorporate best practices, or create and deploy your own reports based on your requirements. Any report designed with SAP Crystal Reports can be imported into the associated menu area in SAP Business One to be natively used within the application.

Reports with Powerful Visualizations

SAP Business One and SAP Crystal Reports allow you to create new reports and customize existing ones using a variety of presentation formats that include **interactive drill-down** functionality and sophisticated formatting. Together, the software provides reporting for all business processes supported by SAP

Business One, including accounting, sales, purchasing, production, inventory, service, and management.

“With our former system, we needed a designer and a programmer to make any changes on our forms. Having SAP Crystal Reports integrated with SAP Business One, we can make our own changes on the fly and everything looks professional.”

Joshua Kissee, General Manager, Alison's Pantry LLC

You can customize reports by adding standard data fields of SAP Business One or any **user-defined fields** to a report layout. You can attach messages

with personalized information, helping to increase reading rates.

Reports can be exported in formats that best fit your specific business needs, including Adobe PDF, Microsoft Word, Microsoft Excel, RTF, and XML. You can print, fax, or e-mail them. You can download the SAP Crystal Reports viewer, which enables you to interactively explore SAP Crystal Reports files with or without a network connection – whether in client meetings or on a business trip. With this flexibility, you can stay in touch with your business wherever you are.

Moreover, unlike most other enterprise resource planning (ERP) applications on the market, SAP Business One provides prebuilt dashboards ready for immediate use. This eliminates the need to develop dashboards as well as that cost factor, speeds deployment, and increases the satisfaction of users.

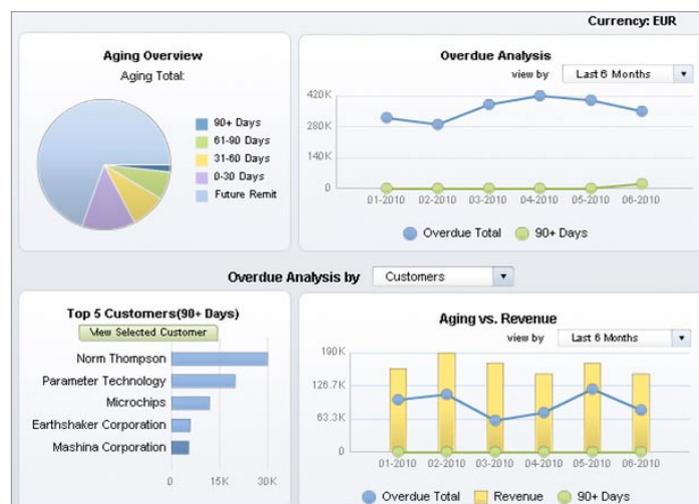


Figure 1: Prebuilt Financial Aging Dashboard in SAP® Business One

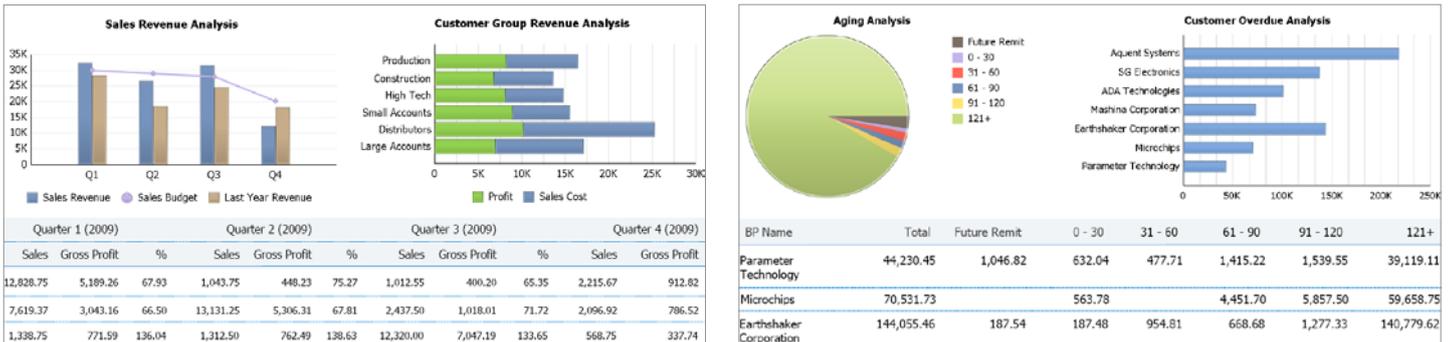


Figure 2: Prebuilt Report Excerpts with SAP® Crystal Reports® from SAP Business One

Maximize Productivity with Interactive Reports

On-report sorting, filtering, and reformatting allow you to explore information interactively without having to requery the database. This means that you can answer business questions faster and with fewer reports, which significantly reduces report proliferation and dependence on IT. For example, you can access the specific report information you need in seconds by selecting the desired data view from the report viewer's parameter panel.

You can improve your operational efficiency by integrating reporting with existing processes and executing business decisions from within reports. By embedding Adobe Flex applications, you can integrate **operational workflows** in your reports to perform such tasks as database write-back. Reports can be customized to provide users with "approve" and "reject" buttons. A comments box can be included, allowing readers to send instant feedback. You might integrate a "buy" button in a report that links to an

online store, enabling readers to place an order directly from the report.

By using SAP Crystal Dashboard Design software in conjunction with SAP Crystal Reports, you can perform **what-if scenario** modeling directly in your reports and visualize the potential outcome of your decisions. This strong decision-support tool delivers answers to any number of business questions within a single report, thereby reducing report proliferation in your organization.

Expand the Scope by Adding Crystal Reports Server

By adding SAP Crystal Reports Server software, you can expand the scope of your application and enhance the value to your business in many ways. SAP Crystal Reports Server provides all the data access and features of SAP Crystal Reports in a managed, secure server environment.

You can automate the production of reports at prescheduled times and set

up automated delivery using e-mail or print. You can save reports to a shared directory on the server or directly to the business intelligence portal.

SAP Crystal Reports Server adds security at both the report level and the data level. Reports and folders can be made visible only to certain users or groups. Data-level security allows the same report to show different rows of data to different users.

By utilizing the business intelligence portal, which is an online user portal, you can deploy SAP Crystal Reports Server as a Web-based information solution and enable your employees to access, view, and interact with reports securely over the Web.

Learn More

To learn more about the synergy between SAP Business One and SAP Crystal solutions, call your SAP representative or visit us at www.sap.com/sme.

Summary

Together, the SAP® Business One application and SAP Crystal solutions deliver compelling reporting functionality. Taking advantage of this software will significantly increase your productivity, whether you are developing new reports, customizing existing ones, or distributing reports across the enterprise.

Business Challenges

- Gather data from various applications across the company and generate timely reports
- Distribute information to those who need it and provide access to it anywhere and anytime
- Control access to sensitive business data

Key Features

- **Report creation and customization** – Access data from multiple sources, create new reports, and customize existing ones in a variety of layouts with minimal IT overhead
- **Report viewing** – Enable powerful visualizations and interactivity using integrated tools such as Adobe Flash and Adobe Flex
- **Publishing and distribution** – Export reports to electronic formats that best fit your business needs and deliver them either over the Web or embedded in other applications, including portals, while preserving security

Business Benefits

- **Faster and better decision making** thanks to timely and accurate reports based on critical company data across financials, sales, customers, inventory, service, production, and operations
- **Cost savings** resulting from reduced time and effort required to generate reports and reduced dependence on IT
- **Improved access** to critical business information anywhere people require it, in the format in which they need it, and at any time

For More Information

Call your SAP representative, or visit us online at www.sap.com/sme.

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