

## **RUN BETTER WITH THE SAP® BUSINESS ONE STARTER PACKAGE**

### START QUICKLY AND MAINTAIN MOMENTUM AS YOUR BUSINESS GROWS

Maybe you've heard about the great things SAP® software can do to help companies run better, leaner, and smarter. Not just big companies, but companies of all sizes. In fact, over 77% of SAP's customers are small to midsize businesses like yours. Now, with the introduction of the starter package for the SAP Business One application, SAP has brought comprehensive business management software within reach of a broad range of small companies.

The starter package provides a version of the industry-proven SAP Business One application with the best features for small businesses, offered at a reduced price. The software is ideal for companies that need more than standard accounting or nonintegrated business software and understand the benefits of a fully integrated business management solution.

Available through SAP channel partners and designed for up to five software users, the SAP Business One starter package is ideal for companies that want to achieve greater efficiency, visibility, and control without the worry of having to switch software later as business needs evolve. Very often, the starter package is available as a fixed-price implementation from SAP partners. Plan to grow over time? No problem. You can upgrade to the full version of SAP Business One at any time without having to invest in new software.

#### **Ready to Use with Unlimited Potential**

SAP Business One is widely used as a single, affordable application for managing business processes. It helps streamline operations across finance, sales and

purchasing, customer relationship management (CRM), inventory, light manufacturing, light professional services, and operations.

The SAP Business One starter package addresses your fundamental business requirements with basic finance, sales, purchasing, CRM, and inventory functionality. This functional scope is particularly suited for companies in the wholesale distribution, high-value-item retail, and light professional services industries. It's available for all countries and languages supported by SAP Business One and is offered as a prepackaged solution for specific countries. The table compares functionality between the starter package and the full version of SAP Business One.

#### **Accounting and Financials**

The SAP Business One starter package helps you manage your general ledger, journals, and accounts payable and receivable. You can conduct all your banking activities – including processing payments by check, cash, credit card, bank transfer, and bill of exchange – as well as reconcile various accounts and create financial reports for profit and loss, cash flow, balance sheet, and aging. You can also update account postings at the exact time relevant business events occur.

#### **Sales and Customer Relationships**

With the starter package you can create quotes, enter orders, and provide better customer service. You can also track sales opportunities and activities from first contact to the close of sale. The software also lets you manage and maintain customer contacts with full Microsoft Outlook

Rather than toiling with spreadsheets or being limited by stand-alone business software, choose the starter package for the SAP® Business One application. Gain instant visibility and control while establishing an integrated software foundation to manage your business and support your evolving business needs.



	Functionality	Starter package	SAP® Business One
Accounting and financials	General ledger and journal entries	X	X
	Basic cost accounting		X
	Budget management		X
	Banking and payment processing	X	X
	Financial statements and reporting	X	X
	Fixed assets add-on from SAP		X
Sales and customer relationship management	Opportunities and pipeline management	X	X
	Customer contact and activity management	X	X
	Sales quotation to invoicing and crediting	X	X
	Service contract management		X
	Service-call management entry and tracking		X
Purchasing and supplier relationship management	Purchase quotation		X
	Purchase orders to invoicing and crediting	X	X
	Bills of materials (BOMs) for production, sales, and assembly, and a BOM template	BOM for sales and template	X
	Production orders		X
	Forecasting		X
Inventory and distribution	Material requirements planning		X
	Items management and item queries	X	X
	Receipt, release, stock transactions, transfers, and revaluation	X	X
	Serial number and batch management	X	X
	Price lists and special pricing	X	X
Reporting and administration	Pick and pack		X
	Fully integrated with SAP Crystal Reports® software	X	X
	Drag and relate, drill downs, search assistance, and alerts	X	X
	Approval procedures		X
	Employee directory and time	X	X
	Remote support platform	X	X
	Data migration workbench, data archiving	X	X
	Copy express add-on from SAP		X
User-defined fields and tables	X	X	
Mobile functionality	SAP Business One Software Development Kit		X
	Mobile applications for iPhone and iPad	X	X
Integration	Subsidiary integration		X
Add-on support	SAP add-ons	All except copy express and fixed assets	X
	Partner add-ons	X	X
Licensing options	Starter package users	X	
	All other SAP Business One user licenses including professional users, limited users, and indirect access users; data interface server; and SAP Business One Software Development Kit		X
Maximum users		Up to 5	Unlimited

synchronization, which results in increased sales effectiveness and stronger customer relationships.

### Purchasing and Supplier Relationships

Every small business needs a systematic approach to managing the procurement process, from creating purchase orders to paying vendors. The starter package helps manage the complete order-to-pay cycle, including receipts, invoices, and returns.

### Inventory and Distribution

The starter package also lets you readily manage your inventory and operations, including delivery, and billing. You can perform inventory valuation using different methods such as standard costing, moving average, and FIFO. You can monitor stock levels and track transfers in real time and across multiple warehouses. In addition, you can run real-time inventory updates and availability checks and manage pricing and special pricing by automatically applying volume, cash, and account discounts to transactions with vendors and customers.

### Reporting and Administration

The starter package provides powerful integrated analytic and reporting tools to help you access the critical business information you need. With fully integrated SAP Crystal Reports® software, you can gather data from multiple sources and generate timely and accurate reports based on critical company data across financials, sales, customers, inventory, and operations. The starter package offers additional functionalities such as “drag and relate” and the ability to drill down through multiple levels of relevant data to get complete information instantly.

### System Reliability and Performance

SAP offers a remote support platform for the SAP Business One starter package to help you maintain your software system more easily and prevent potential issues from impacting your business activities. With an automated monitoring tool, this remote support platform helps identify system bottlenecks by enabling SAP support services to collect information on your system status and check the system against known support issues. In addition, the tool provides several other services including automated database backups, preupgrade evaluations, and system installation health checks.

### What to Expect When You're Ready to Get Started

When you're ready to work with an SAP partner to implement the starter package, here's what you can expect. Depending on the scope of the project, the starter package can be implemented within 3 to 10 days with the basic configuration and data import from your legacy software. Before getting started, your partner will provide an implementation framework that outlines these four main elements:

- Starter package scope document
- Starter package implementation plan
- Predefined implementation work packages
- Preconfigured content

#### Starter Package Scope Document

In the scope document, or solution map, you'll see an overview of the business process functionality addressed by the software, as well as an overview of the implementation tasks and activities.

#### Starter Package Implementation Plan

The implementation plan provides structure and documents the tasks and activities that take place during the implementation. It includes project management and implementation baselines and defines the roles and responsibilities of parties involved.

#### Predefined Implementation Work Packages

To install your software as efficiently as possible, your partner will use work packages that define all the tasks that must be completed during the implementation. These implementation tasks are divided into tasks for the consultant and tasks you can do yourself, supported by the end-user documentation of the starter package.

#### Preconfigured Content

Your partner offers a localized template as part of the starter package that can be used to jump-start your standardized implementation.

#### End-User Documentation

As part of the starter package, end-user documentation is included to help minimize training. This documentation includes product help files, standardized work instructions, and Flash-based demos for key business process and implementation tasks.

#### How to Upgrade

If your business needs outgrow the starter package, upgrading to the full version of SAP Business One is a breeze. You simply keep your current starter package software and upgrade your user licenses. This risk-free approach is ideal for start-ups and

growing companies that have no more than five software users and want to get up and running quickly with minimal investment and risk. When you grow over time, simply import your new licenses and take advantage of the extended functionality in SAP Business One. No software updates are required. You don't have to buy new software, disrupt operations, or migrate your data. Should you need to extend your IT infrastructure because you're increasing the number of users significantly, or if you need additional support or consulting services, your SAP channel partner can help you navigate your options.

### Immediate and Long-Term Benefits

The starter package for SAP Business One offers a scalable solution that meets your fundamental business software needs and can be expanded as your business grows. You can adopt it with the peace of mind that your business is being supported by SAP, a leader in business management software with an extensive partner network. You will have streamlined business processes from day one to help ensure efficient and effective operations, with the ability to meet core business needs in a single, integrated software solution. By selecting the starter package, you can achieve faster time to value with software that can be implemented quickly, requires little maintenance, and minimizes end-user training.

### For More Information

To learn more about the SAP Business One starter package, call your SAP representative or visit us at [www.sap.com/sme/howtobuy/businessone/starter-package/index.epx](http://www.sap.com/sme/howtobuy/businessone/starter-package/index.epx).

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## Summary

The starter package for the SAP® Business One application is an integrated business management solution for small companies. It addresses your fundamental business requirements with basic finance, sales, purchasing, customer relationship management, and inventory functionality. You'll gain instant visibility and control while building a stable software foundation to support your evolving business needs.

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## Business Challenges

- Meet growing business needs with an integrated yet affordable business management software solution
- Access the right information to make key decisions
- Minimize duplicate data entries, errors, and delays
- Build and maintain closer customer relationships
- Optimize cash flow for business needs

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## Key Features

- **Accounting and financials** – Manage your general ledger, journals, and accounts payable and receivable
- **Sales and customer relationship management** – Track sales opportunities from first contact to the close of sale, and manage and maintain customer contacts
- **Purchasing and vendor relationship management** – Manage the complete order-to-pay cycle, including receipts, invoices, and returns
- **Inventory and distribution** – Manage your inventory and operations, including delivery and billing
- **Reporting and administration** – Access critical business information to generate timely and accurate reports

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## Business Benefits

- **Streamline business processes** and help ensure efficient and effective operations
- **Meet core business needs** in a single, integrated software solution that can be expanded as your business grows
- **Achieve greater peace of mind** knowing your business is being supported by SAP
- **Gain faster time to value** by using software that can be implemented quickly at a fixed price, requires little maintenance, and minimizes end-user training
- **Maximize your return on investment** by beginning with the starter package and upgrading to the extended functionality if needed

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## For More Information

Call your SAP representative, or visit us online at [www.sap.com/sme/howtobuy/businessone/starter-package/index.epx](http://www.sap.com/sme/howtobuy/businessone/starter-package/index.epx).

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