



**IDT**  
putting paper in its place

**Integration Insider**

Volume 1, Issue 6



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It's so close you can almost smell the turkey. Thanksgiving is just about upon us. Keeping in the spirit of the holiday, we want to thank you for reading *Integration Insider*. If you've got questions or suggestions about our newsletter please send them to [feedback@idt-inc.com](mailto:feedback@idt-inc.com) and we'll be thankful for those too!

More thanks go out to those who participated in last month's contest to win a \$100 Best Buy gift card. Our lucky winner was Rob Ferrigan. Congratulations!

This month we take a look at two technologies that help streamline your business processes and get the right information to those who need it -- workflow and business portals. Check out the Put it to Work section to learn more.

Happy reading,  
The IDT Team

Congratulations to  
contest winner  
Rob Ferrigan!

Check out the new  
IDT Consulting  
Library web page.

Let us know what's  
on your mind!  
E-mail IDT here.



Put it to Work

## Business Portals Open the Door to Information and Extend the Value of Existing Investments

Having the information you need to get your job done. Sounds like a pretty basic requirement. However, think for a minute about what you or your customers go through to get what you need on a day to day basis. Now imagine what it would be like to have access to different data and services quickly, easily, and securely through the Web. That's just what a business portal does. This simple, secure technology allows you to extend the value of your ERP system and other enterprise applications across your entire business.

Want to know more about Business Portals? Read the white paper at the link below from Microsoft to learn the ABC's about Portals and the problems they were built to solve. You'll also learn from real-world examples of customers who have successfully leveraged portal

strategies to improve their business and the way they connect to each other and the world.

Download the white paper "[Business Portals: Unlock the door to greater profitability](#)" and find out more.

### **Keep Your Information Moving with Workflow Automation.**

Workflow automation is "the ability to convert existing manual tasks into electronically automated processes." With flexible, scalable technology, it enables the automatic routing and management of transaction information (like purchase orders, claims, invoices, and applications) throughout one's organization and over the Web.

Workflow automation results in streamlined procedures, increased productivity, improved efficiency, enhanced communications between all users, and better process management and tracking - which ultimately leads to reduced costs.

[Read More.](#)

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**Question: "We just upgraded to Office 2003. I heard there is a contact management option for Outlook. What's that all about?"**

**Answer:** Yes, Office 2003 is full of all sorts of [new features and options](#). One of them is the add-on Business Contact Manager for Outlook 2003 created to manage your business contacts, track sales opportunities, and run reports. Your Small Business can benefit without a steep learning curve because it is based on Microsoft Outlook, the program that many small businesses already use.

Learn more about how Microsoft's Outlook 2003 with Business Contact Manager can help your Small Business [here](#) or give us a call at 630.875.1100.

If you're a mid-sized business looking for Contact or Customer Relationship Management you may want to consider [Microsoft CRM](#) instead as it will have the features and functionality your larger business needs.

For a clearer picture of how Outlook 2003 with Business Contact Manager and Microsoft CRM differ check out:

<http://www.microsoft.com/office/outlook/contactmanager/prodinfo/comparison.msp>

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### **The IDT eStore is Coming!**

That's right. Soon you'll be able to order your hardware, peripherals, and consumable supplies quickly and securely right through IDT's web site. More details will be coming in next month's edition of Integration Insider.

### **Join IDT Consulting for a Current Customer Educational Event.**

Take the stress out of period end processing. Join us in December to learn valuable tips and tricks to streamline your month-end, quarter-end, and year-end procedures.

Topics for our **Period End Processing** seminar will include:

- Steps involved with closing a fiscal year when it is different from the calendar year
- Calendar year end tips, including a checklist of items to be completed before posting information for 2004
- Generate and edit 1099 and W-2 information
- And much more!

Each seminar will be held from **8:30 a.m. - 2:00 p.m.** and will cover a different Great Plains application series.

**Thursday, December 11, 2003** - Financial & Distribution

**Tuesday, December 16, 2003** - Financial Only

**Thursday, December 18, 2003** - Financial & Project/Payroll

Sign up today at [www.idtconsulting.com/library/event\\_registration.htm](http://www.idtconsulting.com/library/event_registration.htm).

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