

Created by MyCRM Ltd

MyTax Calculations

User Guide

REF – MyTax.User.Guide.pdf

About This Guide

The purpose of this guide is to give a high-level overview of how to make use of the extended functionality from the MyCRM MyTax 365 calculations solution, enabling your organisation to auto calculate Sales Tax in Dynamics 365.

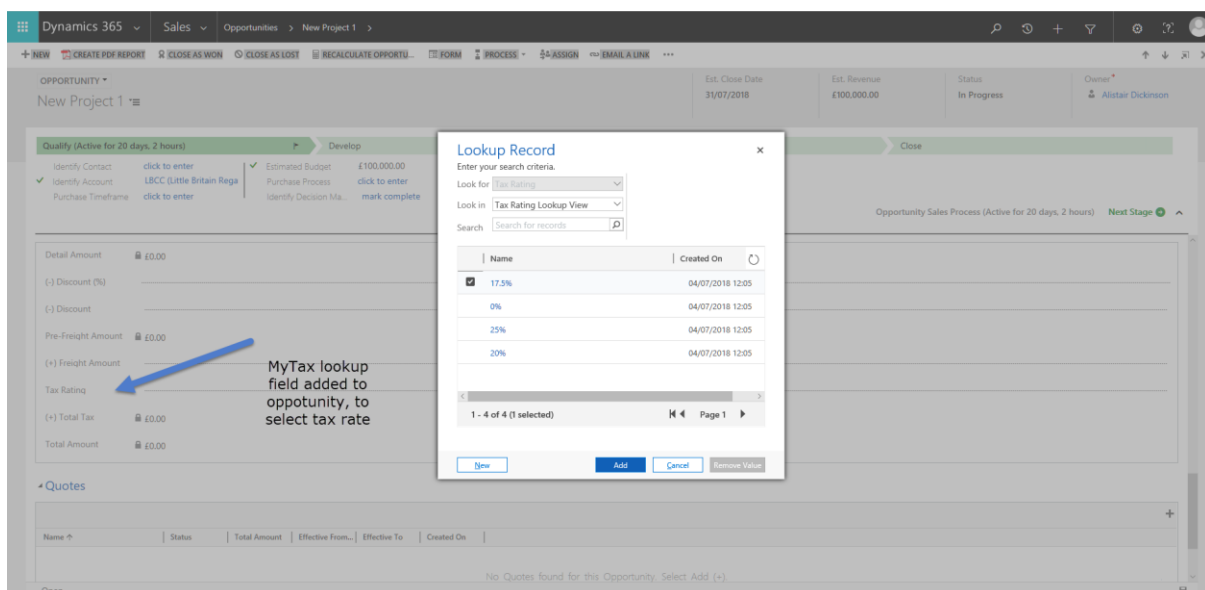
Installation

Please refer to the separate MyTax 365 Installation and Configuration guide for instructions. This guide assumes that MyTax has been installed and the setup of the configuration has been completed

Working with MyTax

MyCRM MyTax 365 is a downloadable solution for Microsoft Dynamics 365, MyTax extends the way Opportunity, Quote, Order and Invoice records calculate sales tax or VAT and allows an end user to select a tax rate for the particular record as it is being created.

As part of the 365 release MyTax has been extended and made more configurable, but in this user guide we cover the day to day use, using an opportunity record in Dynamics 365.



The screenshot shows the Dynamics 365 interface for an Opportunity record titled 'New Project 1'. The record details include 'Est. Close Date' (31/07/2018), 'Est. Revenue' (£100,000.00), and 'Status' (In Progress). A 'Lookup Record' dialog box is open, displaying a table of tax rates:

Name	Created On
<input checked="" type="checkbox"/> 17.5%	04/07/2018 12:05
<input type="checkbox"/> 0%	04/07/2018 12:05
<input type="checkbox"/> 25%	04/07/2018 12:05
<input type="checkbox"/> 20%	04/07/2018 12:05

The dialog box also shows '1 - 4 of 4 (1 selected)' and 'Page 1'. A blue arrow points to the 'Tax Rating' field in the opportunity form, with a text box stating 'MyTax lookup field added to opportunity, to select tax rate'.

On selecting a tax rating at this level and based on the configurations for MyTax 365 that have been set, the tax will automatically calculate on the opportunity or related record.

You can see that on the product lines that have been added to the opportunity, the tax is calculated based on the tax rate selected.

Product Line Items

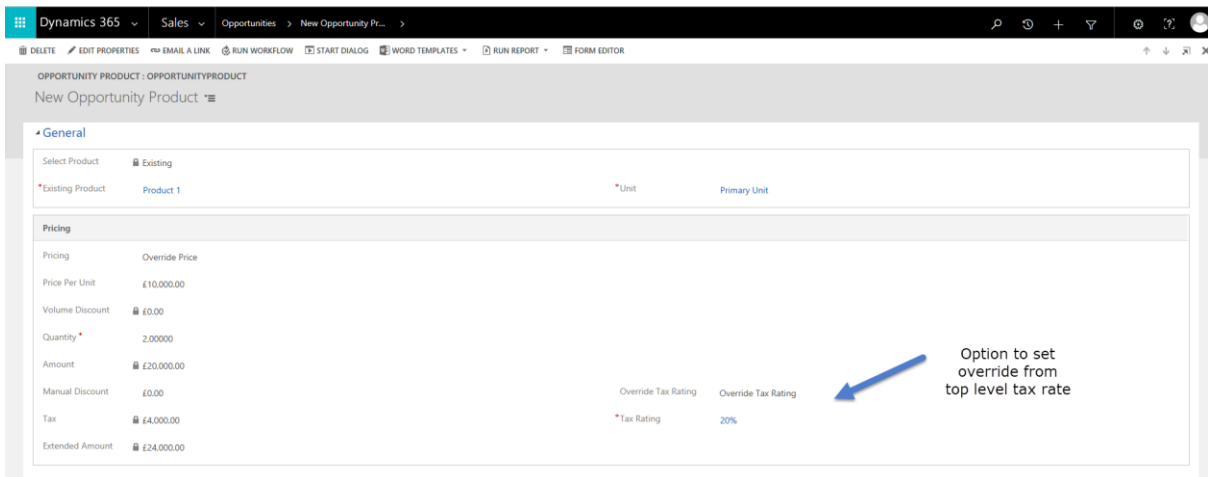
Price List: Default Price List

Revenue: System Calculated

Product Name	Property	Unit	Price Per Unit	Quantity	Discount	Extended Amount	Suggestions
Product 1		Primary Unit	£10,000.00	2,00000	£0.00	£24,000.00	

The tax rate can be selected on the main form, using a standard CRM lookup, an extension entity under setting is available to create tax rates.

Should you need to change the tax rating on the individual line items this is possible by opening the individual line items and selecting the override tax option.



OPPORTUNITY PRODUCT : OPPORTUNITYPRODUCT
New Opportunity Product

General

Select Product: Existing

Existing Product: Product 1

Unit: Primary Unit

Pricing

Price Per Unit: £10,000.00

Volume Discount: £0.00

Quantity: 2,00000

Amount: £20,000.00

Manual Discount: £0.00

Tax: £4,000.00

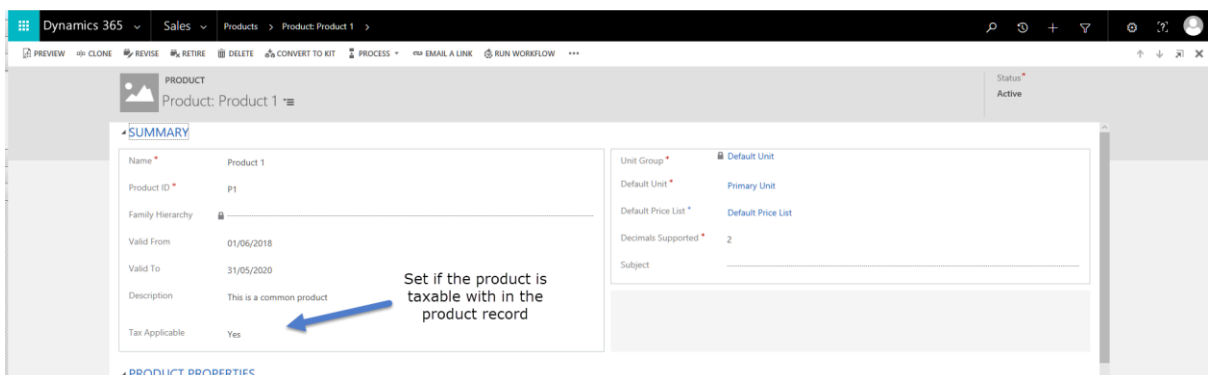
Extended Amount: £24,000.00

Override Tax Rating: Override Tax Rating

*Tax Rating: 20%

Option to set override from top level tax rate

MyTax 365 also includes the flexibility to set products as a taxable, the calculation of tax will only be performed if the product is configured with Tax Applicable = yes. If installing MyTax 365 into an existing environment, products will need to be configured accordingly.



Dynamics 365 Sales Products Product: Product 1

PRODUCT Product: Product 1

Status: Active

SUMMARY

Name: Product 1

Product ID: P1

Family Hierarchy: [locked]

Valid From: 01/06/2018

Valid To: 31/05/2020

Description: This is a common product

Tax Applicable: Yes

Unit Group: Default Unit

Default Unit: Primary Unit

Default Price List: Default Price List

Decimals Supported: 2

Subject: [empty]

Set if the product is taxable with in the product record

PRODUCT PROPERTIES

For Additional Information

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