

## MICROSOFT BUSINESS SOLUTIONS-AXAPTA

### MICROSOFT BUSINESS SOLUTIONS-AXAPTA QUESTIONNAIRE

Microsoft® Business Solutions-Axapta® Questionnaire is a powerful tool for designing, constructing and analyzing surveys.

#### Key Benefits:

- Easy design and execution of questionnaires
- Deploy questionnaires over corporate intranets and websites
- Turn raw data into useful information through analysis

Business reporting systems tell you what is going on in your business, Microsoft Axapta Questionnaire helps you identify why. You can design effective questionnaires quickly and simply without any technical experience. Business managers, human resources, marketing and administrative personnel can all design and implement basic questionnaires in a matter of minutes.

Microsoft Axapta Questionnaire supports Web integration, so questionnaires can be deployed via a corporate intranet as well as over public websites. The questionnaire functionality is divided into two modules:

**Microsoft Axapta Questionnaire 1:** Provides integration to sales and marketing functionality. Issue a questionnaire as part of a campaign and collect responses over the Web. You can design a questionnaire as part of your Human Resources procedure, or to support Customer Relationship Management (CRM) processes, or to coach telemarketing personnel, or send it to a target group as part of a campaign and collect responses via the Web.

**Microsoft Axapta Questionnaire 2:** Carry out advanced statistical calculations and get an overview by viewing survey results graphically. Distribution functionality allows you to select a specific group of respondents and e-mail them a link to a questionnaire designed for them to answer.

#### Design Questionnaires for specific target groups

Microsoft Axapta Questionnaire supports your business processes and can be used to gather feedback from your customers, vendors or employees.

You can design questionnaires for a range of activities including customer or employee satisfaction surveys, market research, job development dialog, ethical and environmental measurements and management and staff testing

Microsoft Axapta provides extensive help with finding and addressing target audiences for questionnaires, as long as they are already listed in the system. Microsoft Axapta Questionnaire give you one evaluation tool that functions across your entire business, ready to cross-analyze with existing business information.

#### Plan your questionnaire process

It is easy to plan and distribute questionnaires for a range of audiences. The planning functionality offers easy administration of mail correspondence with target groups inside and outside your organization. Questionnaire respondents can answer with multiple choice and free-text answers. Questions can be delivered sequentially or randomly and can be accompanied by instructions to advise the user. You can also incorporate rich media such as pictures, audio and video in your questionnaires.

#### Analyze results with statistical tools

Large volume evaluations need analysis to be effective. The Questionnaire module supports a large number of statistical analysis tools such as calculation and graphical functions, including Pivot Graphics. You can make a calculation on any data set in a questionnaire. There is demographic support for all employees, recorded in the Microsoft Axapta Human Resource Management modules, so that you can cross-reference employee groups across organizational dimensions such as gender, age, length of employment in company, working place, role and salary level.

#### Make historical comparisons

If you repeat surveys, you can compare results with previously saved questionnaires. Questionnaires can also be used as a management evaluation. Whether it is leadership/manager evaluation or business excellence surveys, the results can be easily measured in the Microsoft Axapta Balanced Scorecard module. Data is easy to analyze by running reports from within the module or via an On-Line Analytical Processing (OLAP) interface in third party software.

#### Works with Microsoft Axapta Enterprise Portal

Microsoft Axapta Questionnaire uses Microsoft Axapta Enterprise Portal, a Web solution which can significantly shorten the time and effort involved in making a survey. Your respondents can access to the questionnaire via the Web, and business decision

makers can have instant access to the results of the survey.

#### For more information about Microsoft Axapta

To learn more about Microsoft Axapta, contact your local Microsoft Business Solutions office, a Microsoft Certified Business Solutions reselling partner, and/or visit [www.microsoft.com/BusinessSolutions](http://www.microsoft.com/BusinessSolutions).

#### About Microsoft Business Solutions

Microsoft Business Solutions offers a wide range of integrated, end-to-end business applications and services designed to help small, mid-market segment and corporate businesses become more connected with customers, employees, partners and suppliers. Microsoft Business Solutions applications optimize strategic business processes across financial management, supply chain management, customer relationship management and analytics. The applications are designed to provide insight to help customers achieve business success. More information can be found at [www.microsoft.com/BusinessSolutions](http://www.microsoft.com/BusinessSolutions).

#### Address:

Microsoft  
One Lone Tree Road  
Fargo ND 58104-3911  
USA  
Tel +1 888-477-7989; +1 701 281 6500  
Fax +1 425 936 7329  
[www.microsoft.com/BusinessSolutions](http://www.microsoft.com/BusinessSolutions)

Key Features	Description
EASY TO USE	<ul style="list-style-type: none"> <li>▪ Intuitive layout and structure</li> <li>▪ User-adjustable menu</li> <li>▪ User-adjustable layout of master files and journals</li> <li>▪ Windows commands including 'copy and paste' to and from Microsoft Axapta</li> <li>▪ Direct access to master files from journals</li> <li>▪ Advanced sorting and filter options</li> <li>▪ Built-in user help including an integrated manual</li> <li>▪ Option to mail and fax directly from Microsoft Axapta</li> <li>▪ Application can be run in different languages</li> </ul>
DESIGN AND EXECUTION	<ul style="list-style-type: none"> <li>▪ Rapid design and deployment of surveys</li> <li>▪ Individual questions can be accompanied by instructions to advise the user</li> <li>▪ Each question is linked to an answer mode identified by text, date, numeric value or an answer collection defined by the questionnaire administrator</li> <li>▪ It is possible to enable free-text answers to any type of question.</li> <li>▪ Response options can be openly defined</li> <li>▪ Multiple choice or data types</li> <li>▪ When designing a questionnaire, the questions can be delivered sequentially or in random order</li> <li>▪ Possible to show the percentage of questions in a specific questionnaire that need to be answered in order to obtain a valid result</li> <li>▪ Questions can be accompanied by rich media (pictures, audio video, etc.)</li> <li>▪ Hierarchical questions can be validated</li> <li>▪ Response groups can be presented sequentially or randomly</li> <li>▪ Management of access control and user profiles</li> </ul>
SCHEDULING	<ul style="list-style-type: none"> <li>▪ Management of questionnaire planning</li> <li>▪ Easy scheduling of employees and other individuals engaged in surveys related to applicants, business partners, course participants, networks or organizations</li> <li>▪ Mail correspondence with all respondents before, during and after response</li> <li>▪ On line tracking of respondents and responses</li> </ul>
REPORTS AND QUESTIONNAIRE ANALYSIS	<ul style="list-style-type: none"> <li>▪ Response history by questionnaire and individual</li> <li>▪ Advanced statistical analysis tool supporting: SUM, AVG., MIN., MAX. COUNT, variance and standard deviations</li> <li>▪ Statistics for % points or number of correct answers</li> <li>▪ View statistics on individuals including age, geography, etc.</li> <li>▪ Graphical support and use of pivot table and pivot graphics, integrated to Microsoft Excel</li> <li>▪ Feedback analysis for 360 degree feedback and other evaluations</li> <li>▪ Result report, answer report and "wrong answers" report</li> </ul>
QUESTIONNAIRE WEB PORTAL	<ul style="list-style-type: none"> <li>▪ Web execution</li> <li>▪ Viewing and analyzing results online</li> </ul>
QUESTIONNAIRE AND ERP IN ONE	<ul style="list-style-type: none"> <li>▪ Unique planning and tracking with questionnaires linked to all Microsoft Axapta processes</li> <li>▪ Specific integration to Microsoft Axapta Sales and Marketing – Tele-Marketing</li> <li>▪ Specific integration to Microsoft Axapta Human Resource Management and Employee Development for Microsoft Axapta Enterprise Portal</li> <li>▪ Specific integration to Microsoft Axapta Balanced Scorecard</li> </ul>

### System Requirements

TO OBTAIN ALL OF THE FEATURES MENTIONED IN THIS FACT SHEET, THE FOLLOWING MODULES AND TECHNOLOGIES ARE REQUIRED:

- Microsoft Business Solutions–Axapta 3.0
- Microsoft Business Solutions–Axapta Questionnaire I
- Microsoft Business Solutions–Axapta Questionnaire II
- Microsoft Business Solutions–Axapta Enterprise Portal Framework
- Microsoft Business Solutions–Axapta Employee role
- Microsoft Business Solutions–Axapta Questionnaire for Enterprise Portal

15 December 2003

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