

Microsoft  
Dynamics GP  
2018

# Licensing Guide



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## Using This Guide

Use this guide to improve your understanding of how to license Microsoft Dynamics GP 2018 under the Perpetual Licensing model. This guide also applies to Microsoft Dynamics GP 2013, Microsoft Dynamics GP 2015, and Microsoft Dynamics GP 2016 but not to other versions of Microsoft Dynamics GP. It does not apply to Microsoft Dynamics NAV, Microsoft Dynamics AX, Microsoft Dynamics 365 for Operations on-premises, Enterprise edition, or Microsoft Dynamics SL. This guide is not intended to influence the choice of Microsoft Dynamics products and services. The examples presented in this guide are illustrative. Microsoft Corporation reserves the right to review and/or update the existing version of this document without any advance notice.

For help determining the right technology solution for any given organization, including the license requirements for a specific product or scenario, consult with your Microsoft Dynamics Certified Partner or your Microsoft account team.

This guide does not supersede or replace any of the legal documentation covering use rights for Microsoft products. Specific product license terms are detailed in the Software License Terms (SLT) document, which is available at [Microsoft Dynamics GP Pricing and Licensing on PartnerSource](#).

### License Keys vs. License Entitlements

An important distinction to make is between license keys (activation keys) and license entitlements. You use license keys to activate the Microsoft Dynamics software. License entitlements are what you are entitled to run and use based on the licenses you have acquired as described in the SLT.

# Microsoft Dynamics GP 2018 Licensing Requirements

Microsoft Dynamics GP 2018 licensing is designed to help small and midsize businesses jumpstart their financial insights and distribution management and then easily extend into all functional areas.

The two license models available for Microsoft Dynamics GP 2018 provide customers with a simplified, yet flexible, purchase experience. The entire solution can be licensed with as little as one and as much as five core components: The Starter Pack, the Extended Pack, the Full User, the Limited User, and the Self Serve User. Additional functionality components may also be available.

With Microsoft Dynamics GP 2018, you must license:

- The solution functionality; and
- Access to the solution functionality by your users

## Licensing the Solution Functionality

Microsoft Dynamics GP 2018 functionality is delivered through the Starter Pack and the Extended Pack. The required **Starter Pack** gives you core financials and distribution functionality to help you:

- Gain control and insights over your finances
- Manage sales items and materials in a distribution environment
- Provide licensed users a singular view of the business from virtually anywhere through a variety of devices

The optional and additive **Extended Pack** adds functionality that integrates core financials and distribution management capabilities with industry specific functionality extensions such as:

- Manufacturing to support and control the manufacturing environment
- Advanced Supply Chain Management for extended distribution
- Project Accounting to manage the billables generated by consultants
- Field Service

## Licensing User Access to the Solution Functionality

Users accessing the solution must be defined according to the type of access they need: Full or Limited.

Figure 1: Full vs. Limited vs. Self Serve User Licenses

User Type	Read	Write
<b>Full User</b> Concurrent CAL	Full User	Full User
<b>Limited User</b> Concurrent CAL	Full	Limited
<b>Self Serve User</b> Named CAL	Self Serve	Self Serve

**Full Users** receive unrestricted direct or indirect access to all of the functionality in the licensed server software including setting-up, administering, and managing all parameters or functional processes across the ERP Solution. Full Users require more write capabilities than those available to Limited Users.

**Limited Users** receive restricted access to the ERP Solution to “Read” access to any data contained in the ERP solution through any client. This includes SmartLists, Inquiry Windows and Reports plus access to Self Serve User rights.

**Self Serve Users** receive access to employee personal data and tasks as well as workflow approvals and purchase requisitions.

Any access beyond the limitations of a Limited User or a Self Serve User requires Full User access.

When assigning security rights to users, the system administrator will designate them as Full Users, Limited Users, or Self Serve Users. When designating Self Serve Users prior to Microsoft Dynamics GP 2018, the administrator must restrict the access of these users to the authorized security role IDs. In Dynamics GP 2018 each window is tagged and users can only access base on the user type.

## Access License Types

Microsoft Dynamics GP 2018 offers three types of access licenses : **Concurrent Client Access Licenses (CALs)**, only available under the Perpetual Licensing model, **User Client Access Licenses (CALs)**, only available under the Perpetual Licensing model, and **User Subscription Access Licenses (SALs)**, only available under the Subscription Licensing model.

**Concurrent CALs** are licenses that allow any user to access the ERP solution. The number of concurrent CALs licensed refers to the maximum number of users that may access the ERP solution simultaneously. You may select the Full CAL or Limited CAL as concurrent CAL types.

**User CALs** are licenses that are specific to each user and may not be shared with other users. The Self Serve CAL is the only user CAL type.

**User SALs**, only available in the Subscription Licensing model, grant individual users the right to access the application irrespective of the number of users simultaneously accessing the application. Unlike Concurrent CALs, a unique User SAL must be assigned to each individual user that will access the solution functionality. SALs are specific to an individual and cannot be shared.

Refer to the [Perpetual Licensing and Subscription Licensing Models](#) section later in this document for additional details.

## Multiplexing

Multiplexing refers to the use of hardware or software that a customer uses to pool connections, reroute information, or reduce the number of devices or users that directly access or use Microsoft Dynamics GP 2018 Server. Multiplexing does NOT reduce the number of CALs of any type required to access the Microsoft Dynamics GP 2018 Server. Any user or device that accesses Microsoft Dynamics GP 2018 Server—whether directly or indirectly—must be properly licensed.

Microsoft Dynamics GP 2018 CALs are required for users or devices that directly input, query, or view data from the Microsoft Dynamics GP 2018 Server. Similarly, Microsoft Dynamics GP 2018 CALs are required for users or devices that input data into, query, or view data from Microsoft Dynamics GP 2018 Server through a pooling device. Pooled connections use a non-interactive user account in Microsoft Dynamics GP that can access the system but only via the web service layer. Internal users and devices accessing Microsoft Dynamics GP data indirectly through a portal or via an API to a separate software such as Microsoft Outlook must also be properly licensed, regardless of if they are set up as a Dynamics GP user in the server software. For example:

- Internal users and devices access Microsoft Dynamics GP 2018 data indirectly through a third party application must still be properly licensed for Microsoft Dynamics GP 2018.
- Users or devices that access the software files, data, or content provided by the product that is made available through an automated process require Microsoft Dynamics GP 2018 CALs.
- The number of tiers of hardware or software between the Microsoft Dynamics GP 2018 Server and the users or devices that ultimately use data, software, or functionality does not affect the number of CALs required.

**Note:** Licensed users may manually rekey information (coming from non-licensed users) into the Microsoft Dynamics ERP solution. This scenario is not considered to be multiplexing.

Figure 2: Multiplexing



Multiplexing does not reduce the number of user licenses required.

## Licensing Models

Microsoft Dynamics GP 2018 is licensed through one of two licensing models: Perpetual Licensing and Subscription Licensing.

With **Perpetual Licensing**, you license the software with permanent usage rights. You can use the version of the software you licensed for as long as you choose. Perpetual Licensing might be for you if you prefer an upfront investment or if you want to manage the solution internally, and will run the software on your premises (or, subject to license mobility rights, have it hosted by a third party Infrastructure as a Service [IaaS] provider acting as your agent).

With **Subscription Licensing**, you license Software as a Service (SaaS) from your partner and, as such, you receive non-perpetual rights to use the software during the term of your agreement with your SaaS provider, secured by periodic payments. This model lowers your initial licensing costs and provides you with the flexibility to increase or decrease subscription license counts from one subscription term to the next. You can use Subscription Licensing when you want to have the ERP solution hosted and managed as

Software as a Service (SaaS) by your partner or any third party. Alternatively, the software may be deployed on your premises, provided that your Microsoft Dynamics GP partner provides day-to-day management services and maintains sole control over the solution.

There are significant licensing differences between Perpetual Licensing and Subscription Licensing, as illustrated below.

Figure 3: Perpetual and Subscription Licensing at-a-glance

	Perpetual	Subscription
Self-managed, on-premises deployment	✓	
Self-managed, hosted deployment (IaaS)*	✓	
Partner-managed, on-premises deployment		✓
Partner-managed, partner-hosted deployment (SaaS)		✓
Own your licenses	✓	
Lease your licenses		✓
Concurrent access licenses	✓	
Per User access licenses		✓

\*Requires an active Enhancement Plan

## Perpetual Licensing

With Perpetual Licensing, you license the desired solution functionality and access to that functionality is secured by licensing access licenses.

### Licensing the Solution Functionality under Perpetual Licensing

It is now easy for small and midsize businesses to quickly and affordably get started with Perpetual Licensing. The Starter Pack gives customers all application setup utilities, provides usage rights to core Financials and Distribution functionalities, plus includes the first three Full Concurrent CALs. You need only one Starter Pack license per ERP Solution deployment—even if your installation is deployed over multiple servers as long as you own those servers and that they are in the same physical location. For many organizations, the Starter Pack is the only Microsoft Dynamics license component they will need.

Figure 4: Starter Pack

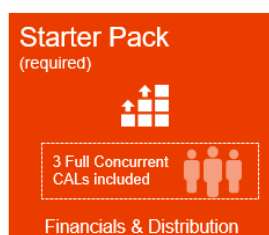
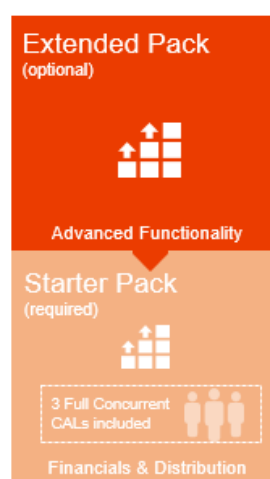


Figure 5: Extended Pack



If you want to deploy some of the advanced functionality delivered by Microsoft Dynamics GP 2018, you can license the optional and additive Extended Pack.

When you license the Extended Pack, the first three Full Concurrent CALs included in the prerequisite Starter Pack also get access to all of the advanced functionality.



If you have more than three Full Users that need to access the solution functionality at the same time, you must acquire additional Full Concurrent CALs beyond the first three included with the Starter Pack.

## Deploying Your Self-Managed Solution in an IaaS Environment

If you have an active enhancement plan, you have the licensing flexibility you need to manage your own solution, but deploy it in an Infrastructure as a Service (IaaS) environment, such as Microsoft Azure.

Through the License Mobility rights included with your enhancement plan, you may reassign your ERP solution licenses to:

- Any servers running physical operating system environments (OSEs) or virtual OSEs dedicated to you and located within the same Server Farm as often as needed, or
- From one Server Farm to another, but not on a short-term basis (i.e., not within 90 days of the last assignment).

Also, please note that SQL Server Runtime Use licenses, offered in Order Central, do not qualify for License Mobility rights. So, if you are deploying your ERP solution in an IaaS environment, you will be required to license SQL through other licensing programs.

“Server Farm” means a single data center or two data centers each physically located:

- In a time zone that is within four hours of the local time zone of the other (Coordinated Universal Time (UTC) and not DST), and/or
- Within the European Union (EU) and/or European Free Trade Association (EFTA).

## Licensing User Access under Perpetual Licensing

Under Perpetual Licensing, you license Full access to the solution with Full Concurrent CALs, Limited access to the solution with Limited Concurrent CALs, and Self Serve access to the solution with Self Serve User CALs. When assigning security rights to users, the system administrator will designate each user as a full user, a limited user, or a Self Serve user.

Microsoft Dynamics GP 2018 contains two concurrency “counters”— for Full Users and Limited Users—to help you make sure that the number of users concurrently logged into the solution does not exceed your licensed number of Full and Limited Concurrent CALs. When a user attempts to log in, they will automatically be routed through the appropriate counter based on their assigned user type. If the maximum number of licensed concurrent users has already been reached, the user will not be able to log in until someone logs out. Self Serve Users are named system users and cannot be shared.

**Note:** Please note that users accessing the application indirectly, such as through a third party application, require to be licensed with and consume the appropriate CAL type, even if those users are not directly logging into the ERP solution. The responsibility for ensuring proper concurrency usage falls to the third party application provider.

## Subscription Licensing

Under Subscription Licensing, the Solution Functionality and User Access is licensed through three Subscriber Access Licenses (SALs):

- **Standard User SAL** is a required SAL that entitles the licensed user to perform Full User tasks across the ERP Solution using all of the functionality included in the Starter Pack. Every Full User requires a Standard User SAL. The Standard User SAL grants all licensed users the right to use the functionality contained in the Starter Pack.
- **Extended Use Additive SAL** is an optional functionality license type, additive to the Standard SAL, which expands the rights of all licensed users to perform tasks using all of the functionality in the



Extended Pack. The Extended Use Additive SAL grants all licensed users the right to use the functionality contained in the Extended Pack as long as every Full User licensed with a Standard User SAL is also licensed with an Extended Use Additive SAL.

- **Limited User SAL** is an optional access license type that entitles the licensed user to perform Limited User tasks across the ERP Solution using the same functionality footprint available to the Full Users. Every Limited User requires a Limited User SAL. Limited Users also have rights to self serve user functionality.
- **Self Serve User SAL** is an optional access license type that entitles the licensed user to view, update and approve employee information, workflow approvals and other tasks.

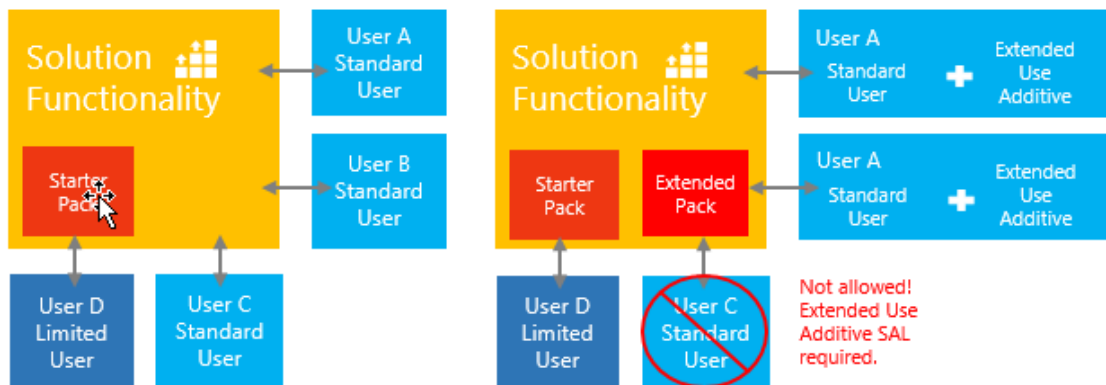
Refer to [Appendix A: Microsoft Dynamics GP 2018 for Subscription Functionality](#) for a list of the included functionality in the Starter Pack and Extended Pack.

## Choosing the Appropriate SAL Type

To choose the appropriate SAL type, determine the functionality you require for the ERP solution. If you require only the functionality included in the Starter Pack, then license Standard User SALs (or a combination of Standard User SALs and Limited Use SALs). If you also require the functionality of the Extended Pack, then license Extended Use Additive SALs for all Standard User SALs.

**Note:** You must license Extended Use Additive SALs in the same quantity as Standard User SALs.

Figure 6: Choosing the appropriate SAL type



**Note:** Microsoft Dynamics GP 2018 includes at no charge one SAL for an External Accounting User using the client software only for the sole purpose of providing supplemental professional accounting or bookkeeping services related to the auditing process, and one SAL for a System Administrator User for an employee of your Microsoft Dynamics partner to manage your application and provide support.

## Subscription Licensing Term

Microsoft Dynamics GP 2018 is licensed on a monthly basis, giving you the flexibility to adapt your SAL counts from one month to the next as required by your changing business trends.

When adding SALs, the cost of the license will be pro-rated based upon the time remaining in the current month's term based on a standardized 30 day month. So, for example, if there are 10 days left until the end of the term, you will pay the monthly charge divided by 30 times 10. When removing SALs, the reduced SAL count takes effect at the start of the subsequent monthly term.

The only commitment for Subscription Licensing is a monthly term so, except for having to let your subscription run its course until the end of the current month's term, you can cancel at any time without any penalties.

## Licenses for Additional Software

Licenses for additional software that may be required for the solution—such as Microsoft Windows Server, Microsoft SQL Server, and Microsoft SharePoint Server—and their corresponding Access Licenses are not included with the Microsoft Dynamics GP 2018 licenses. You must acquire any necessary licenses for these additional products under the licensing model for the particular product (which may be different than the model used for Microsoft Dynamics GP 2018). To learn more or acquire licenses for additional software, find and contact a **Microsoft Volume Licensing partner** [click here](#).

Figure 7: Licenses for Additional Software are not included with Microsoft Dynamics GP licenses

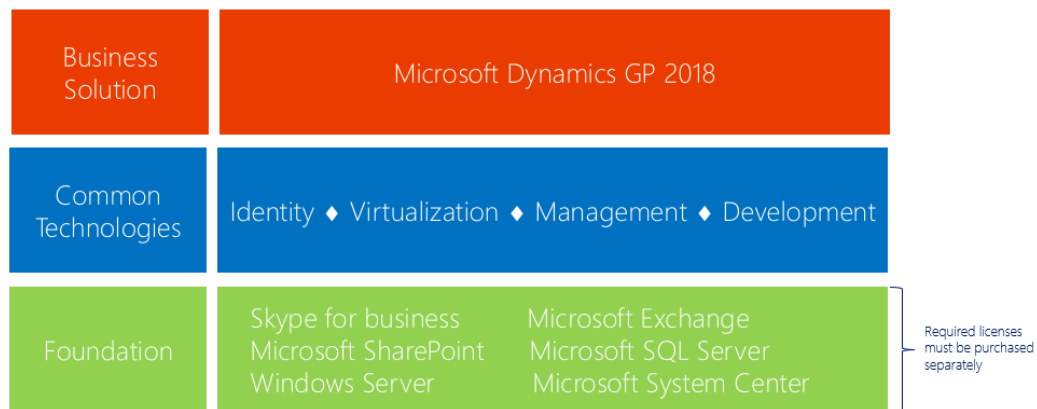
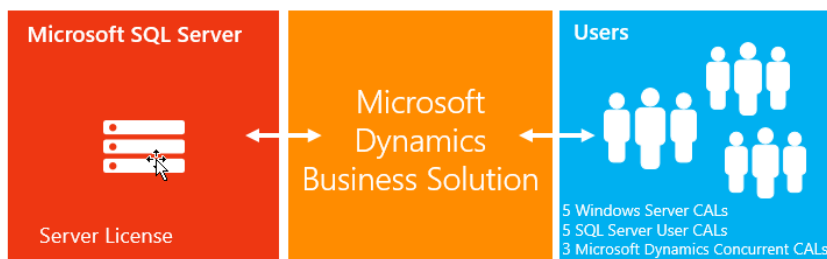


Figure 8: Windows Server and SQL Server Licenses



In this example of a customer on the Perpetual license model, five individuals are accessing the Microsoft Dynamics ERP solution, which is connecting to a SQL Server database sitting on a Windows Server, through three Microsoft Dynamics Concurrent CALs. Windows Server and SQL Server are being licensed through a server/CAL model, so the customer requires the appropriate number of Windows Server and SQL Server licenses and CALs. Because Windows Server and SQL Server CALs are also licensed on a Named User (or device) basis, each individual user (or device) requires a Windows Server and a SQL Server CAL along with a Microsoft Dynamics license.

For more information about licensing Windows Server and SQL Server, refer to <http://www.microsoft.com/en-us/server-cloud/pricing-and-licensing.aspx>.

Licenses for other products required for the solution must be acquired separately in accordance with the applicable licensing requirements for these products.

## Additional Resources

### Microsoft Dynamics Website

Learn about what Microsoft Dynamics solutions can do for your organization and how to get started.

<http://www.microsoft.com/dynamics/en/us/default.aspx>

### Software License Terms

Get specific product license terms.

[Microsoft Dynamics GP Pricing and Licensing on PartnerSource](#)

### Customer Support Plans

For information on the availability of the Advantage Plus Plan, or for more detailed information on the benefits, visit <https://mbs.microsoft.com/partnersource/northamerica/partner-essentials/service-and-support/customerserviceplans>.

### CustomerSource

Microsoft Dynamics CustomerSource is a password-protected site for customers who use Microsoft Dynamics products. Included as a benefit of your service plan, CustomerSource allows you to search a powerful Knowledge Base for Microsoft Dynamics, view online training for Microsoft Dynamics, download updates, and find other timely information and resources virtually 24 hours a day. (Sign-in required.)

<http://www.microsoft.com/dynamics/en/us/customersource.aspx>

# Appendix A: Microsoft Dynamics GP 2018 Functionality Map

Starter Pack Functionality			
Financial Management	BI & Reporting	Config & Development	
General Ledger with AFA Account Level Security Cash Flow Management Fixed Asset Management Intercompany National Accounts Multicurrency Management Analytical Accounting Revenue/Expense Deferrals Bank Reconciliation Electronic Banking Suite Safe Pay Cashbook Bank Management Electronic Bank Management Electronic Reconciliation Management Payable Management Receivables Management Customer/Vendor Consolidations Lockbox Processing Refund Checks Grant Management Encumbrance Management Field Level Security Dynamics Process Server	Management Reporter Designer User Analysis Cubes Library Advanced Analysis Cubes Library Management Reporter Viewer User Management Reporter Web Viewer Business Analyzer Smartlist Designer Smartlists Built in Excel Reports Built in SQL Reporting Services Reports	Contracts Administration Depot Management Preventive Maintenance	
			<b>Human Resource Mgmt</b>
			Human Resources Unlimited Employees Payroll (US) Unlimited Employees Payroll (Canada) Unlimited Employees Payroll Direct Deposit Federal Magnetic Media Payroll Connect Position Control Employee Profile Employee Pay Time Management (Time & Expense) Time Management App
			<b>System</b>
			Web Client or Desktop Client Workflow Service Based Architecture Identity Management
		<b>SCM</b>	
		Invoicing Sales Order Processing w/Adv Invoicing Extended Pricing Order Management Inventory Control Bill of Materials Purchase Order Processing/Receivings Landed Cost PO Generator Requisition Management Time and Expense	
		<b>Languages</b>	
		Multiple Language Pricing	

Extended Pack Functionality	
Manufacturing Solutions	Field Service
Manufacturing Bill of Materials Manufacturing Order Processing Manufacturing Suite Master Production Scheduling Material Requirements Planning	Contracts Administration Depot Management Preventive Maintenance
	<b>Project Accounting</b>
	Project Accounting Project Time Project Expense
<b>Supply Chain Management</b>	
Extended Pricing Advanced Distribution Advanced Picking Available to Promise Returns Management	

Additional Components	
Customization Pack	Extended Human Resource & Payroll
<ul style="list-style-type: none"> <li>Dexterity</li> <li>Integration Suite</li> <li>eConnect Web Services</li> <li>Integration Manager</li> <li>Customization Suite</li> </ul>	<ul style="list-style-type: none"> <li>Advanced Human Resources</li> <li>Advanced Payroll</li> <li>PTO Manager</li> <li>Benefits Self Service</li> </ul>

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