



MICRO APPS

Drag & Drop

Installation and setup

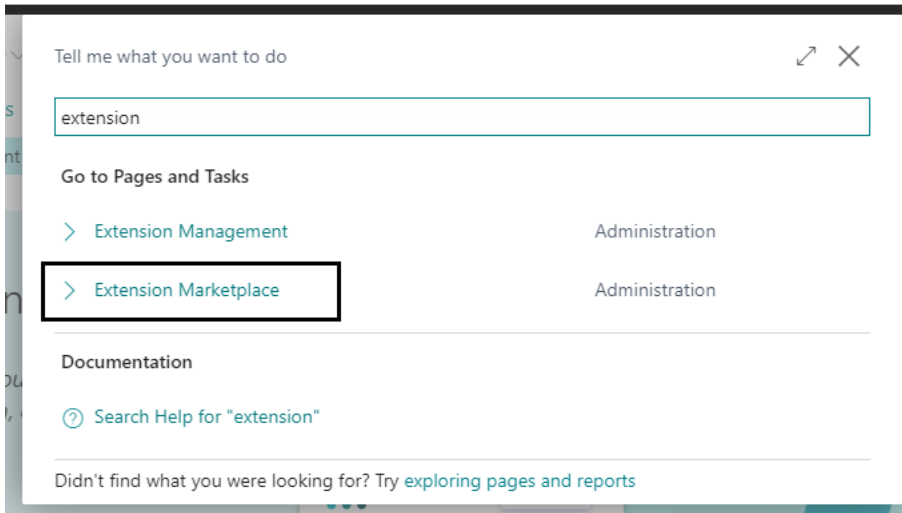


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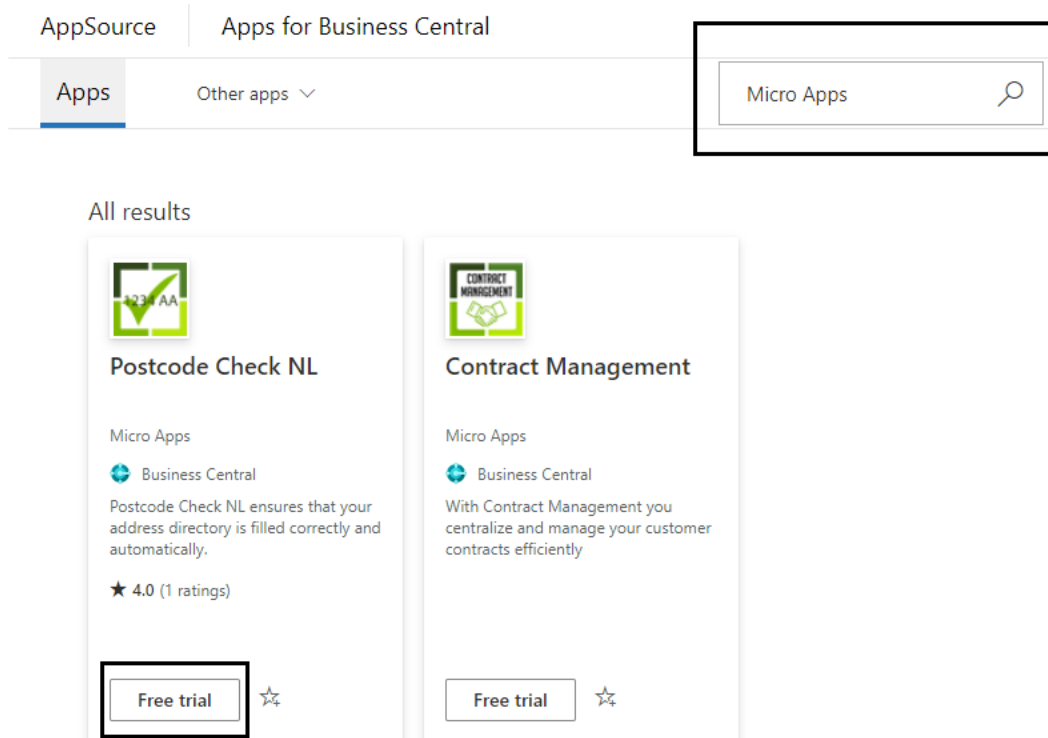
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Installation

All apps are available through the Microsoft Marketplace for Business Central extensions/apps. From here you can automatically install the extension and make it available within every company in your Business Central environment. Click on the search icon and type Extension to go to the extension marketplace page.

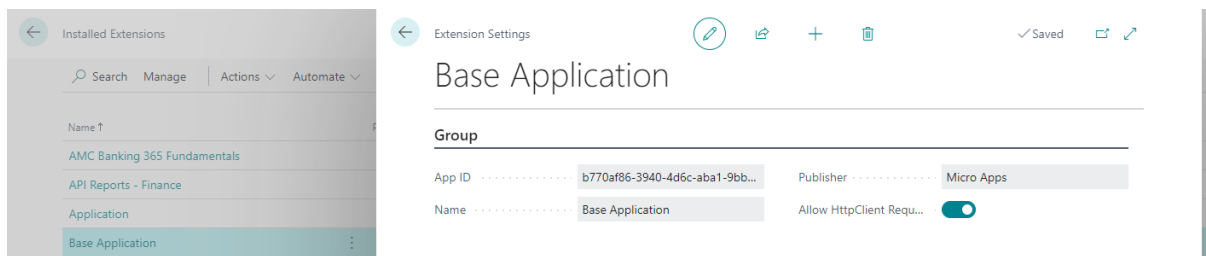


Search for your app and click on Free Trial. Confirm your details and click again on Free Trial. Your App is getting installed and is visible on the extensions page.



Configuration base application

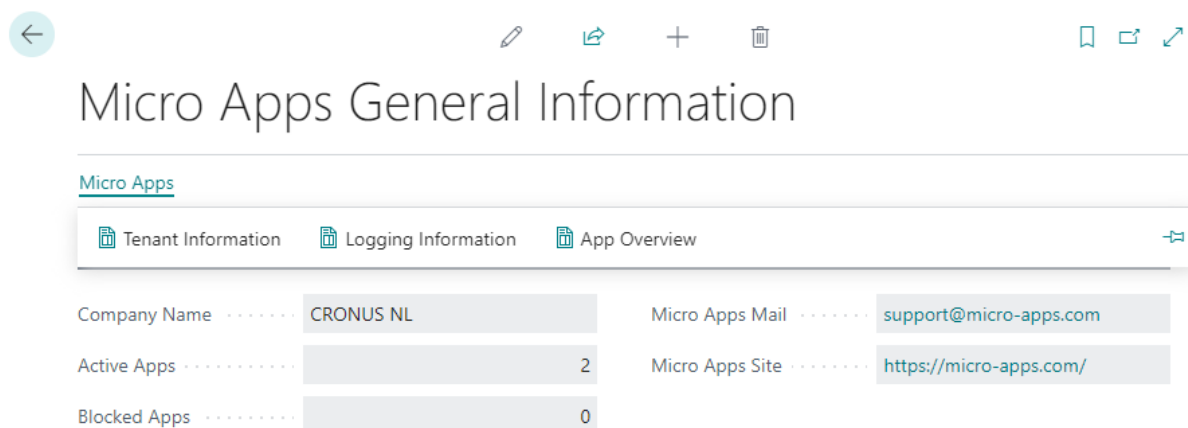
To be able to use the application correctly, you need to make sure that the field “Allowing HttpClient Request” is checked for the Base Application. During the setup you’ll get a message saying to activate this field. If the message did not appear, go to the page “Extension Management” and click on the Base Application by Micro Apps. You’ll see basic information of the app and the field “Allowing HttpClient Request”. Make sure that the field is checked.



After downloading and installing the application, the setup wizard will automatically show up. During the setup you’ll have to register at Micro Apps.

Registering

Before you can use the application, you’ll need to register. This can be done in the “Tenant Information” page. Navigate to “Micro Apps General Information” and click on “Micro Apps”. You’ll see 3 buttons: Tenant Information, Logging Information and App Overview. To register you’ll need to click on “Tenant Information”.



On the next page you need to fill in your information. After filling in your information, you can click on “Register or Update Tenant Information.” If there’re any changes to the company information, you can fill the fields again and click on the same button. The information will be updated in our systems.



✓ Saved



Micro Apps Tenant Information

Register or Update Tenant Information

Update Tenant Info...Company Information

More options

Company

Company Name	<input type="text" value="CRONUS NL"/>	Phone No.	<input type="text" value="0666-666-6666"/>
Address	<input type="text" value="De Ring 5"/>	Contact Name	<input type="text" value="Liam Wolthuis"/>
Address 2	<input type="text" value="Buitenveldert"/>	Contact E-mail	<input type="text" value="LiamWoltuis@cronus.nl"/>
Post Code	<input type="text" value="1111 DA"/>	IBAN	<input type="text" value="NL20CEBU 0699212979"/>
City	<input type="text" value="Amsterdam"/>	BIC	<input type="text"/>
Country Code	<input type="text" value="NL"/>	VAT Registration No.	<input type="text" value="NL777777770B77"/>

If you've bought Micro Apps through a Reseller, you'll need to fill in their information. This can also be done on the "Micro Apps Tenant Information" page. Billing will be done through the reseller.

Partner

Partner Company Na...	<input type="text"/>	Microsoft PSBC Accou...	<input type="text"/>
Partner Contact Person	<input type="text"/>	Billing from Micro Ap...	<input type="text" value="Reseller"/>
Partner E-mail	<input type="text"/>		

Activating Trial or Subscription

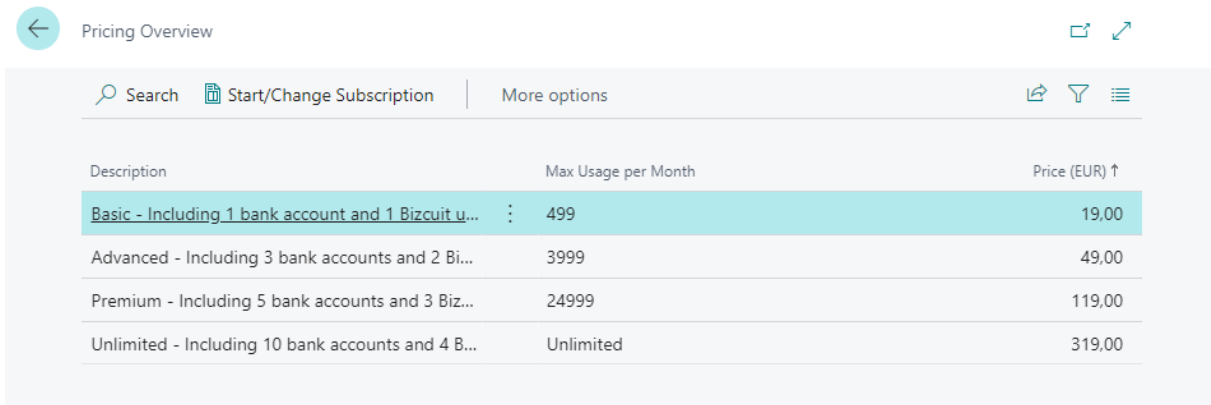
Before you finally can use your app, we need to activate before starting using it. Apps may contain different subscriptions see <https://micro-apps.com/> for pricing and contract details. By uninstalling one of your apps, don't forget to uninstall it within the base application to stop the billing process. (See the next page to uninstall your app). Go back to the "Micro Apps General Information" page and click on "Micro Apps" and select "App Overview". Select your app by clicking on the app name.

The screenshot shows the 'Banking NL' app card in the 'App Overview' section. The card displays the following details:

- Name:** Banking NL
- Max Usage per Month:** 499
- Start Date Trial:** (Empty field)
- Price Subscription (E...):** 19,00
- End Date Trial:** 10-1-2023
- Invoice per:** Month

At the top of the card, there are buttons for 'Start Free Trial' and 'Check Subscription Pricing', along with 'Automate' and 'Fewer options' options.

If you want to test our app, you can start a free trial period by clicking on “Start Free Trial”. If you want to start your subscription, click on “Check Subscription Pricing”. Select the subscription that fits your needs and click on “Start/Change Subscription”.

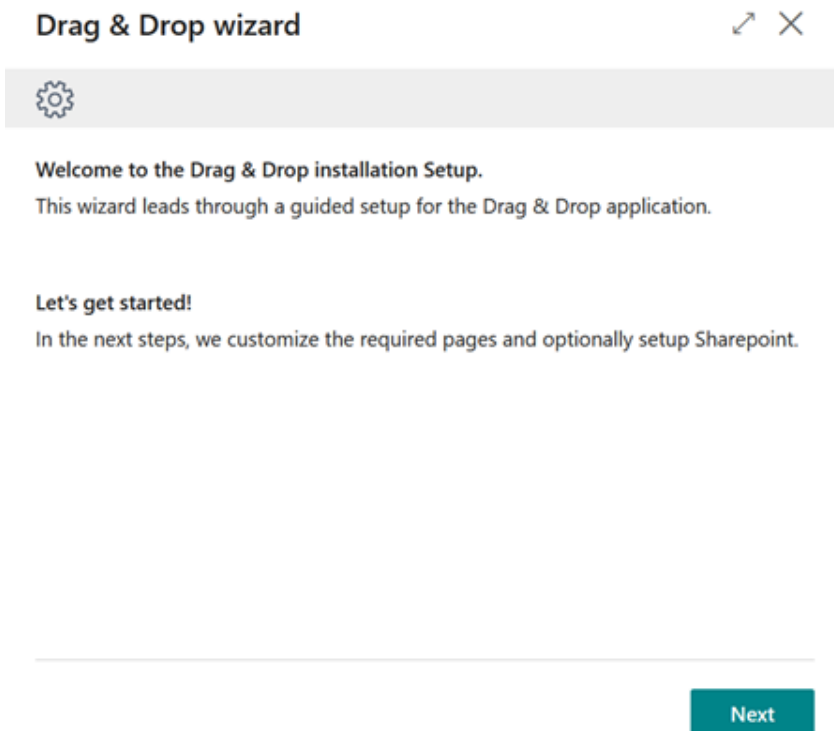


The screenshot shows a pricing overview table with the following columns: Description, Max Usage per Month, and Price (EUR) ↑. The table lists four subscription options: Basic, Advanced, Premium, and Unlimited. The Basic plan is highlighted in light blue.

Description	Max Usage per Month	Price (EUR) ↑
Basic - Including 1 bank account and 1 Bizcuit u...	499	19,00
Advanced - Including 3 bank accounts and 2 Bi...	3999	49,00
Premium - Including 5 bank accounts and 3 Biz...	24999	119,00
Unlimited - Including 10 bank accounts and 4 B...	Unlimited	319,00

Setup

Once the installation is completed, you’ll need to setup the app with the Drag & Drop Wizard. The wizard contains all the necessary steps to complete the setup for the application. It automatically pops up after installing the application from the AppSource.



The screenshot shows the "Drag & Drop wizard" interface. It features a gear icon in the top left corner. The main text reads: "Welcome to the Drag & Drop installation Setup. This wizard leads through a guided setup for the Drag & Drop application." Below this, it says "Let's get started!" and "In the next steps, we customize the required pages and optionally setup Sharepoint." At the bottom right, there is a prominent teal "Next" button.

Pre-setup

If this is your first time installing a Micro Apps application, then you’ll need to register. Click on the “Next” button. You will see the following page. On this page you can register yourself at Micro Apps and activate a trial or subscription.



Drag & Drop wizard



Beforehand - Activate trial/subscription

To use this app, you need to register yourself. If you have not registered yet, click on the 'Register' button, fill in the required information on the page and click on 'Register or Update Tenant Information'.

Tenant Information Registered

To use the this app, you need to start a free trial or subscription. If you have not done this yet, click on 'App Card' and activate a trial or subscription.

App Activated

Click on 'Next' if you have a trial or subscription for this app.

Back

Register

App Card

Next

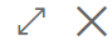
To register, click on the "Register" button. After registering, you also need to activate the trial or subscription. To activate the trial or subscription, press the "App Card" button. This will take you to the card page of the application. When choosing the trial, keep in mind that you can use the app for 2 weeks free of charge. After the trial period, you'll need to activate the subscription. When you've registered at Micro Apps and activated a trial or subscription, the 2 fields in the image above are checked.

Setup Drag & Drop objects.

This wizard page displays the pages on which the drag & drop app currently is enabled, you may change here the pages on which the drag & drop fact box is shown. You may not add pages that aren't in the list yet. Micro-Apps will be updating the list in newer versions with more pages. If you wish to exclude the fact box from one of the provided pages, simply uncheck the corresponding checkbox at the end of the line.



Drag & Drop wizard



Select which pages need to be Drag & Droppable (We recommend leaving all pages selected).

Drag & Drop Objects



	Page ID ↑		Page Name	Drag & Droppable	
→	21	⋮	Customer Card	<input checked="" type="checkbox"/>	↑
	22		Customer List	<input checked="" type="checkbox"/>	
	26		Vendor Card	<input checked="" type="checkbox"/>	
	27		Vendor List	<input checked="" type="checkbox"/>	
	30		Item Card	<input checked="" type="checkbox"/>	
	31		Item List	<input checked="" type="checkbox"/>	
	41		Sales Quote	<input checked="" type="checkbox"/>	↓

Connect to SharePoint.

It's optional to connect the Drag & Drop application with SharePoint. If you want to use SharePoint to store your files. Enable the *Use SharePoint* field.

Drag & Drop wizard



Do you want to use Sharepoint?

Use Sharepoint

If you have enabled SharePoint in the step before, then you need to authenticate with your SharePoint account by clicking on the Authenticate button.

Drag & Drop wizard

Click on the authenticate button to connect your SharePoint account, after this your drives are visible. Select the preferred drive and click next.

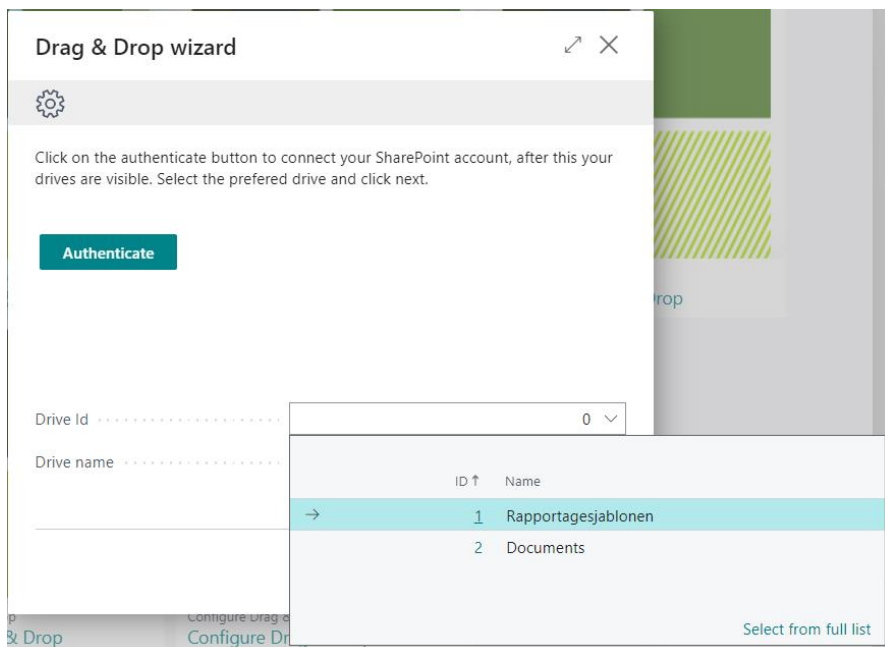
Authenticate

Drive Id ▾

Drive name

Back **Next**

Select the drive and go further.



The screenshot shows the 'Drag & Drop wizard' interface with a dropdown menu open over the 'Drive name' field. The dropdown menu contains the following items:

ID ↑	Name
→ 1	Rapportagesjablonen
2	Documents


At the bottom right of the dropdown menu, there is a link: [Select from full list](#)




Permission sets

To be able to use the app, users need additional permissions. Users that have the “Super” permission set have sufficient permissions. To make sure that the users have the correct permissions to add files via the Drag & Drop app, the permission set ‘Drag & Drop’ is automatically assigned to every user. Click on Next.

Drag & Drop wizard







Permission Sets

The users of the app do not need additional permissions to use the app. The permission set 'Drag & Drop' is automatically assigned.

You are finished with the setup of the application. Click on “Finish” to leave the wizard.

Container Shipment wizard





Finish!

You are now able to use the container shipment app. To close this setup, choose Finish.

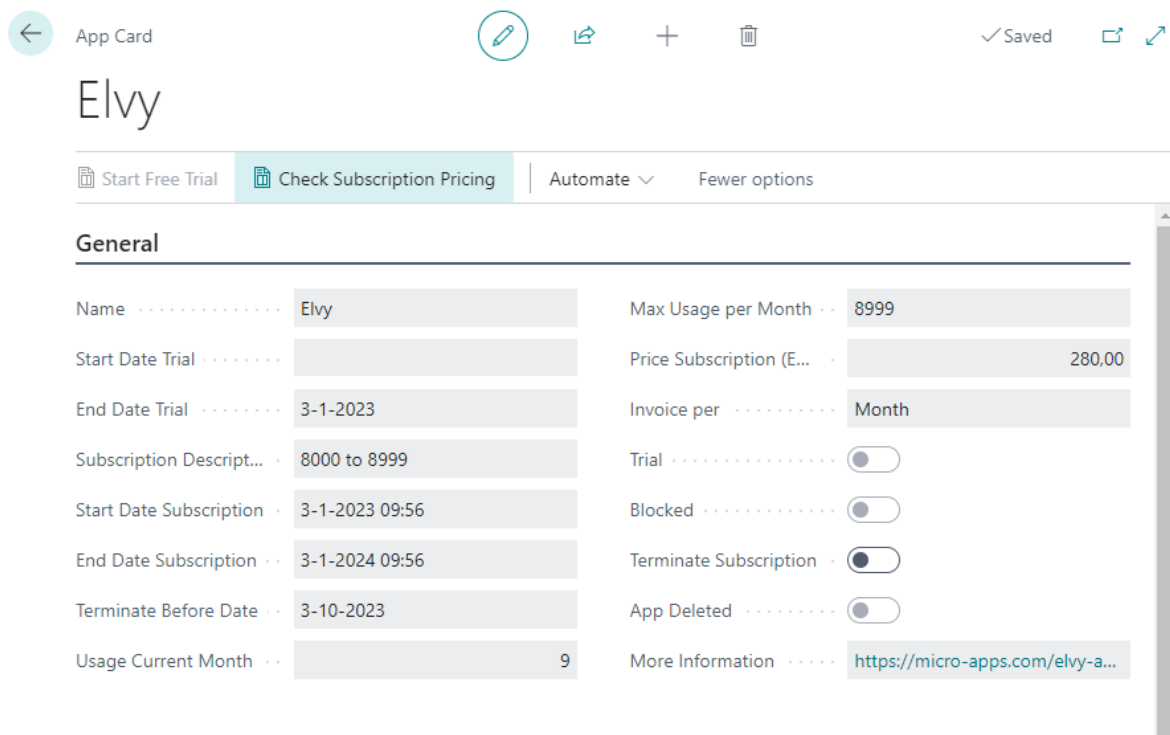
Particularities

When using the drag & drop app somethings need to be taken in consideration. In the case of using SharePoint, all files are being stored in the same SharePoint folder. This means that none of the files may have the same file name. Users may need to rename their files before using the drag & drop app.

Furthermore, files that are being stored in SharePoint may only be deleted via the use of the drag & drop app. In case files are being delete from SharePoint they may not be re-added later as the link between the SharePoint file and the Business Central record may not be restored. The files need to be re-added via the drag & drop fact box.

Deactivating subscription

To deactivate tour subscription, go to “Micro Apps General Information”, click on “Micro Apps” and then on “App Overview”. On this page choose your app.

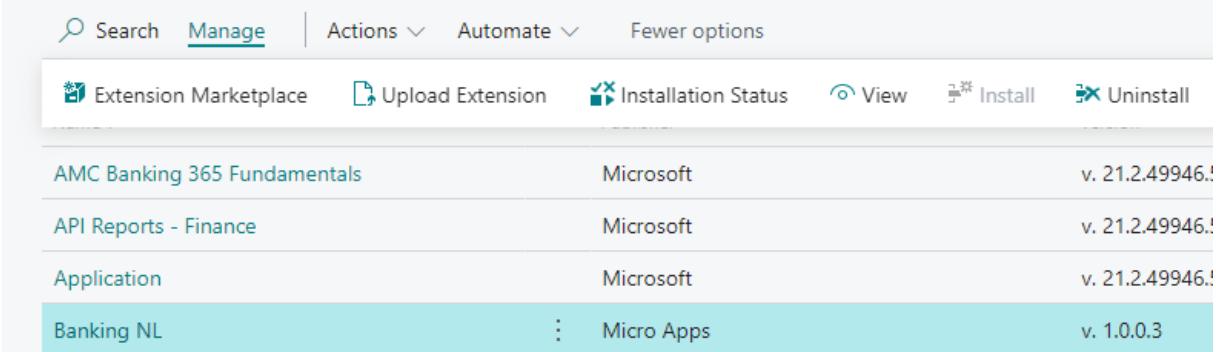


General	
Name	Elvy
Max Usage per Month	8999
Start Date Trial	
Price Subscription (E...)	280.00
End Date Trial	3-1-2023
Invoice per	Month
Subscription Descript...	8000 to 8999
Trial	<input type="checkbox"/>
Start Date Subscription	3-1-2023 09:56
Blocked	<input type="checkbox"/>
End Date Subscription	3-1-2024 09:56
Terminate Subscription	<input checked="" type="checkbox"/>
Terminate Before Date	3-10-2023
App Deleted	<input type="checkbox"/>
Usage Current Month	9
More Information	https://micro-apps.com/elvy-a...

On this page you’ll see a field called “Terminate Subscription”. Check this field to deactivate your Subscription. At the end of your subscription date the app will be blocked. During the period of when you’ve checked this field and the end of your subscription date, you can change your mind by unchecking the field. **Be aware of the fact that 3 months before your subscription end, you cannot change this field.** If the field is checked, you’ll need to make new subscription. If the field is not checked, your current subscription will extend by 1 year.

Uninstalling

To uninstall your app, you can follow the default step of Business Central to uninstall. Go to “Extension Management” and choose the app that you want to uninstall. Next click on “Manage” and then “Uninstall”.



Extension Name	Publisher	Version
AMC Banking 365 Fundamentals	Microsoft	v. 21.2.49946.!
API Reports - Finance	Microsoft	v. 21.2.49946.!
Application	Microsoft	v. 21.2.49946.!
Banking NL	Micro Apps	v. 1.0.0.3

A new screen will open, and Business Central will ask you if you want to delete the extension data. To completely uninstall the app, check this field. After uninstalling the app, you can choose to unpublish the app or not. You can do this by clicking on “Unpublish” under the “Manage” tab.

Extension Uninstallation

Uninstall Extension

Uninstall extension to remove added features.

Name	Banking NL
Description	Banking NL Application
Version	1.0.0.3
Publisher	Micro Apps
App ID	62bbfa1b-2fec-4a2b-beaf-be2c79b47000
Published As	Dev
Delete Extension Data	<input checked="" type="checkbox"/>

Uninstall