

Payables Management for Microsoft Dynamics GP 2010

HOURS	COST
7	\$499.00

The one-day Microsoft Dynamics™ GP Payables Management course examines the accounting cycle and the processes required to enter vendor invoices and process checks. This course also shows how to perform additional functions such as adjustments, prepayments, month-end closing, and cash flow control. A thorough understanding of these topics allows for capitalizing on vendor discount dates to reduce payable liabilities and easily select the right vouchers for payment by date, vendor, number, or custom query to control cash outlay.

This course teaches how to use comprehensive reporting features that present data in different ways, including many standard reports and inquiry windows. This course also provides guidance on how to define default values that automatically populate data fields and how to gather the information needed to make better business decisions by exploring powerful inquiry and lookup functions.

Audience

Customers wanting to learn the basic features and to develop a working knowledge of the typical day-to-day procedures required to effectively use Microsoft Dynamics GP Payables Management.

The class is targeted toward data entry clerks, administrators, office managers, CEOs, and consultants whoneed to understand the technical aspects of Payables Management and gain foundational knowledge of the application functionality.

Prerequisites

Before attending this course, students must have:

- ✓ General knowledge of Microsoft® Windows®
- ✓ Knowledge of accounting principles

Student Materials

The student materials include a comprehensive workbook and other necessary items for this class.