

Microsoft Dynamics™

Key Data

Course Number: 8547A

Number of Days: 1

Available: January 2006

Format:

- **Instructor-Led Training**

Languages:

- **US English**

Student Materials:

- Student Courseware

Certification Exam:

Microsoft Solomon Financials

Certification Track: None

This course sales tips should be used to determine whether the course is appropriate for the students, based on their current skills and technical training needs.

Course content, prices, and availability are subject to change without notice.

Key Related Courses:

8315A, 8316A, 8317A

Microsoft Curriculum: Sales Tips

Course 8547A, General Ledger in Microsoft Dynamics™ SL

Course Description

In just one day, the Microsoft Dynamics™ SL General Ledger class explores the accounting cycle and the processes required to enter financial data into the system. This course will also show you how to perform additional functions such as account/subaccount validation, budgeting, allocation, month-end closing, and consolidation.

A thorough understanding of these topics allows you to streamline monthly and year-end closing processes by learning how to automate routine activities such as account allocations and reports. You will learn how to accelerate data entry with transaction batch options while reducing data entry errors by defining valid account and sub-account combinations. This course will also teach you how to define default values that automatically populate data fields and gather the information you need to make better business decisions by exploring powerful inquiry and lookup functions.

Selling Proposition

Learning to keep accurate records of all your financial data and to access it for timely business information will give you the assurance that a complete audit trail underlies your business transactions. This is an essential course for all end-users, consultants, and implementers who want to learn about this core module of the Microsoft Dynamics SL Financial system.

Classroom training provides serious, in-depth learning through hands-on interaction. From demonstrations to presentations to classroom activities, you will receive hands-on experience with instruction from our certified staff of experts and increase productivity and efficiency by learning tips and tricks from product specialists.

Target Audience

General Ledger training is recommended for anyone who plans to implement, use, maintain, consult, or support Microsoft Dynamics SL. The class is targeted toward data entry clerks, administrators, office managers, CEO's, and consultants who need to understand the technical aspects of General Ledger and gain foundational knowledge of the application functionality.

Key Course Benefits

After completing this course, students will be able to:

- Create journal transactions to update General Ledger accounts.
- Execute the posting process and view the results of the transactions in the General Ledger accounts.
- Identify the appropriate use for the types of batches available for journal transactions.
- Define Ledgers to track budgets, statistical accounts and foreign currency accounting records for use in financial reporting.
- Use appropriate General Ledger processes to perform accounting cycle functions such as creating journal transactions, posting to general ledger accounts, closing the accounting period, budgeting, and allocating account balances.

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- Use standard Microsoft Dynamics SL reports for financial analysis and verification of data entry.
- Identify transactions created in related modules and their effect on the General Ledger account balances.
- Troubleshoot and correct operator input errors including incorrect period to post, entries to incorrect accounts, and correcting batches from submodules that impact the General Ledger
- Define set up options for the module that allow you to customize your system to better fit your organization's unique needs.

Prerequisites

- General knowledge of Microsoft Windows®.
- Microsoft Dynamics SL navigation is helpful but not required for this course.

About the Technology

Microsoft Dynamics SL is a flexible business management solution that is targeted to dynamic small to mid-sized organizations. The rich functionality and features throughout Microsoft Dynamics SL are designed to meet the most common financial, project, service, distribution, manufacturing, customer relationship, and e-business needs. The durable platform on which Microsoft Dynamics SL is built is designed to address unique business challenges as they arise. Microsoft Dynamics SL is optimized for the following Microsoft technologies:

Operating System Platform: Microsoft Windows® Server 2003 and Microsoft Windows® XP

Database Platform: Microsoft SQL Server® 2000

Development Environment: Microsoft Visual Basic®

Customization Scripting Language: Microsoft Visual Basic for Applications (VBA)

In addition, Microsoft Dynamics SL employs the use of two off-the-shelf report writing technologies for all standard and custom reports: Microsoft FRx® and Seagate Crystal Reports. These report writers are fully integrated with the Microsoft Dynamics SL system.