



Microsoft® Business Solutions Curriculum: Sales Tips

Course 8399A, FRx® – Report Design Essentials I

Course Description

The two-day Report Design Essentials - I course covers the basic report design skills you need to create, maintain and distribute presentation quality reports using Microsoft® Business Solutions – FRx®. It also includes coverage of additional functionality designed to help you create new reports, and distribute and analyze your company's financial information. You learn about basic foundational skills, complex calculations, drag and drop reorganization, rounding adjustments and account sets.

Selling Proposition

A thorough understanding of these topics allows you to easily design and maintain standard and essential reports your organization needs to understand its financial position. You learn how to use templates or create customized report designs as well as how to setup self maintaining reports that will dynamically include newly added GL accounts and newly closed periods. This course also teaches you how to generate and electronically distribute reports using your in-house email system. These skills enable you to take control of the financial reporting process, allowing you to be more productive and efficient in the way you create, generate and distribute financial information, which in turn helps you to enable internal and external stakeholders to make well informed decisions to positively impact your organization as a whole.

Target Audience

This class is ideal for:

- Novice FRx users
- Intermediate and experienced FRx users who would like to refresh their skills or develop broader product proficiency
- FRx Software product resellers

Key Course Benefits

After completing this course, students should be able to:

- Learn basic navigation and report creation in FRx
- Learn techniques to drill down, analyze, print and export from the FRx® Drilldown Viewer™
- Explore ways to efficiently create and distribute many financial reports including:
 - Trial balances
 - Balance sSheets
 - Transaction detail reporting
 - Trended reports
 - Side-by-side presentation
 - Actual vs. Budget

Key Data

Course Number: 8399A

Number of Days: 2

Available: November, 2004

Languages:

- US English

Format:

- Instructor-Led Training
(lecture and labs)

Student Materials:

- Student Courseware

Certification Exams:

- Frx Certification Exam

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:

Microsoft Business Solutions –
FRx Report Design Essentials II

For a referral to a Microsoft Certified Partner for Learning Solutions in your area, see the Microsoft Training and Certification Web site at <http://www.microsoft.com/traincert>. Call your local Microsoft Certified Partner Learning Solution for more information and to register for classes.

- Examine tips and tricks for increasing speed and accuracy of month-end close
- Understand security settings within FRx
- Learn many ways to improve your company's financial reporting package

About the Technology

FRx Software Corporation, a Microsoft Business Solutions company, is the leading provider of advanced financial analytic applications to mid-market and emerging enterprise organizations seeking to bring more control to their financial analysis and reporting processes. Its flagship product, FRx Financial Reporter, is used by more than 100,000 sites worldwide to bring control to the financial reporting process. FRx Financial Reporter is also considered the financial reporting standard for mid-market companies and emerging enterprises, with interfaces to more than 50 industry-leading financial accounting systems.

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

GL Platform: FRx works with a variety of general ledger accounting systems

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