

Bank Reconciliation I in Microsoft Dynamics GP 10.0

Course Number 8671

The one-day Microsoft Dynamics GP Bank Reconciliation training material explores the accounting cycle and the processes required to manage cash receipts, cash disbursements, and other transactions that affect checkbook balances. This training material shows you how to perform the reconciliation process, ensuring accuracy of your financial data and its relation to your financial institution.

A thorough understanding of these topics allows you to reconcile your checkbooks with your bank statements, keeping information consistent and accurate. You will learn to use comprehensive reporting features to preview data in different ways prior to performing the reconciliation process, as well as how to use the Checkbook Register report, which may be printed at any time. This training material also teaches 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.

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 Bank Reconciliation.

Bank Reconciliation training is recommended for anyone who plans to implement, use, maintain, consult, or support Microsoft Dynamics GP. The training material is targeted toward data entry clerks, administrators; office managers, CEOs, and consultants who need to understand the technical aspects of Bank Reconciliation and gain foundational knowledge of the application functionality.

At Training Material Completion

After completing this training material, individuals should be able to:

- Customize the setup of Bank Reconciliation to fit their business needs.
- Perform all Bank Reconciliation related data entry functions, including bank transactions, bank deposits, and bank transfers.
- Perform maintenance on Bank Reconciliation documents and records such checkbooks.
- Print standard reports for audit trail purposes, financial analysis, and to verify data entry.
- Identify the impact of the Bank Reconciliation module on other modules.
- Troubleshoot and correct input errors, including incorrect posting date or incorrect document amounts.
- Perform the bank reconciliation process.

Prerequisites

Before reviewing this training material, individuals must have:

- General knowledge of Microsoft Windows
- Basic knowledge of accounting principles

Price

\$250.00

Accepted payment methods: Check, Visa, Mastercard, American Express

Agenda

½ Day / 3:30-6:30