



Accounting Module Training

DYNAMICS 365 BUSINESS CENTRAL



Qualiopi 
processus certifié

 RÉPUBLIQUE FRANÇAISE

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The training center

SBSI Consulting is a Microsoft partner on the Dynamics 365 Business Central solution. Its core business is the integration of the enterprise solution and the training of employees on the various modules.

Certification

Since February 2022, the training centre has been Qualiopi certified under the title “training actions”, which allows you to have your training funded by your OPCO. We can help you establish your administrative file with the latter.

Training

Theme: To manage the company's financial process and ensure the financial relationship between the company, its suppliers, and its customers.

Audience: Financial Directors, Accountants, Accounting Assistants, Management Controllers.

Duration: 3 days (this duration is adapted according to the client to provide tailor-made training).

Objectives

- Manage accounts receivable and accounts payable.
- Perform accounting.
- Analyze the analytical axes.
- Prepare accounting budgets.
- Complete the bank reconciliation.
- Manage costs.
- Cash management.
- Manage VAT
- Establish financial reporting.

Content

- Preamble: Prior learning assessment (5 min). Round table to learn each participant's skills (15 min).
- **Customer Account Management:** Lettering incoming payments, reconciling bank accounts during payment lettering and collecting matured balances.
- **Manage Accounts Payable:** Make payments, process outgoing payments and process cheques.
- **Bill Down Payments:** Make sure your customers send their payment before delivery or send the payment to your suppliers before they make the delivery.
- **Reconciling bank accounts:** Reconciling bank accounts and transferring funds between bank accounts.
- **Inter-company transaction management:** Set up inter-company partners and process transactions, manually or automatically, between legal entities in the same company.
- **Cost analysis:** Analyze the operating costs of your business by allocating actual and budgeted costs of operations, departments, products, and projects related to cost centres.
- **Cost Management:** Manage adjusted and manufacturing costs, generate cost statements, and reconcile costs with accounting.
- **Allocation of additional costs:** Allocate the additional costs, such as the freight and handling you incur during the transaction, to the items involved so that the costs are reflected in the stock assessment.
- **Accounting / Analytical axes / Budgets:**
 - Understand accounting entries and chart of accounts. Familiarize yourself with accounting entries and plans of accounts.

- Combining accounting entries of multiple companies in a virtual consolidated company for financial analysis.
- Add analytical axes for enhanced business intelligence.
- Create accounting budgets to forecast different financial activities and allocate analytical axes for business intelligence purposes.
- Record revenue or fees directly in accounting without validating appropriate business documents.
- Validate reversed entries to cancel value validations on the accounting sheet or quantity validations on purchase and sale documents.
- Break down an entry from an accounting sheet into different accounts when validating the sheet.
- Import pay transactions from your payroll provider into accounting entries.
- Validate employees' personal expenses for commercial activities and reimburse employees by making the payment on their bank account.
- **Billing:** Discover the options available to automate sending subscription bills to your customers and record recurring revenue (subscription).
- **Cash Management:** Control your company's inbound and outbound cash flow: Identify revenues and expenses in periods other than transaction validation.
- **Rate management (currencies):** Learn more about using additional currencies and update currency exchange rates automatically.
- **VAT management:**
 - Use functions to calculate Value Added Tax (VAT) on sales and purchase transactions to report amounts to tax authorities.
 - Prepare a return that lists the VAT of sales and send the return to the EU tax administration.
- **Financial Reporting:** Use Excel financial statements and snapshots. Analysis of financial statements in Excel
- **Vendor Billing:**
 - Save purchases: Create a purchase invoice to save your agreement with a supplier to purchase goods under certain delivery and payment conditions.
 - Create a purchase invoice for all lines or for lines selected on a sales invoice.
 - Validate purchases: Understand what happens when you publish purchase documents.
 - Correct or cancel unpaid sales invoices: Perform an action on a registered unpaid purchase invoice to automatically create a credit note and either cancel the purchase invoice or recreate it for you to make corrections.
 - Process returns or cancellations of purchases: Create a purchase credit to refund a specific validated purchase invoice to indicate the products you return to the supplier and the payment amount you recover.
 - Group receipts on a single invoice: Prepare the billing of multiple receipts from the same supplier at one time by grouping receipts on an invoice.
 - Receive and convert electronic documents: For example, converting electronic invoices from your suppliers into purchase invoices.
- Practical exercises.
- Questions / answers (15 min).

Followed of actions after training

- Tracking points in an Excel file.
- Periodic meetings.
- Satisfaction questionnaire.

Practical informations

Prerequisites: No prerequisites are required to access the training provided.

Duration: 3 to 5 days on average, duration adaptable according to your needs in order to offer you a tailor-made training.

Delay: the delay is approximately one month, according to our schedule, between the request and the start of the training.

Price: the daily rate of a training is 700€ excl. *

**You can have your training funded by your OPCO. We can help you establish your administrative file with it.*

Location: The training location according to your need:

- In your business.
- In our training room: 10 avenue du Gretay, 35310 MORDELLES.
- Remotely via videoconferencing.

Methods employed: They differ according to the type of training:

- On-site: Computer software (ERP), video projector, Microsoft documentation, training plan, e-learning platform.
- Distance: Computer software (ERP), Microsoft Teams software, Microsoft documentation, training plan, e-learning platform.

Evaluation methods: Exercises, quizzes and questionnaires are given throughout the training to assess the level of each person trained.

Accessibility: We offer training that can be accessible to people with disabilities.

For our distance training, we will do everything necessary to put in place the available technical means adaptable to our structure and your needs.

Regarding the pedagogical means, we will adapt to your request by setting up sessions and a duration adapted in individual sessions or in small group of people with similar needs.

On this site, you will find a whole list of specialized structures and professionals involved in the disability field [Disability Accessibility - SBSI Consulting](#).

Contact



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