

Pronto-Xi Accounts Receivable Processing

IN BRIEF

Delivery: Instructor Led

Duration: ½ day

Class size: 10 Students Max.

Cost: \$350.00 per person + GST

Inclusions: Certified instructor, comprehensive course manual, individual computer access and refreshments.

Prerequisites: Attendees must have been working with Pronto-Xi for at least three months, and have completed the Accounts Receivable Set Up workshop. They must also be familiar with the concepts of Accounts Receivable processing and credit control.

Products Covered:
Pronto-Xi

Course Description

This course is the second of two workshops covering the Accounts Receivable business function. Included in the course are all the procedures necessary to process core Accounts Receivable transactions.

This course contains a combination of demonstrations and hands-on exercises designed to help users achieve competency in the Accounts Receivable business function.

Audience

This course will benefit those responsible for processing accounts receivable transactions in Pronto.

Objectives

On completion of this course, attendees should understand how to process the various types of transactions which are typically used in Accounts Receivable.

Topics Covered

- Transaction types
- Journals, invoices and credits
- Cash receipts
- Bad debts
- Enquiries
- Reports

Other Workshops Available:

- Accounts Payable
- Customised Pricing
- End of Year
- Fixed Assets
- General Ledger
- Inventory
- Local Purchasing
- ODBC
- Payroll
- Roles & Securities
- Sales Order Processing
- Spreadsheet Financial Reporting
- SQL
- Warehouse

