

Pronto-Xi End of Year (EOY) General

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 a basic understanding of the system administration functions in Pronto-Xi. No programming skills are required.

Products Covered:
Pronto-Xi

Course Description

End of year processing is an important accounting function requiring particular attention be paid to file maintenance and management, and ensuring that proper procedures are followed.

The End of Year (General) course is designed to enable users to understand and follow the procedures required to ensure smooth end of year processing on standard Pronto-Xi financial modules.

This course contains a combination of theory and real life examples designed to help users achieve year end in a correct and timely manner.

Audience

This course will benefit Systems Administrators, Accounts Receivable & Payables staff, Accountants and any others involved in the End of Year process.

Objectives

On completion of this course, attendees will be able to follow correct procedures for end of year processing. These skills will enable attendees to:

- Perform appropriate checklists;
- Conduct end of year processes;
- Better understand end of year processing outcomes.

Topics Covered

- Developing the processing method
- End of year processing
- Debtors
- Creditors
- General Ledger
- Inventory

Other Workshops Available:

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

