

Pronto-Xi General Ledger Set Up

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, or alternatively have completed a Pronto Overview session. They must also be familiar with basic accounting procedures and terminology.

Products Covered:
Pronto-Xi



Course Description

This course is the first of two workshops covering the General Ledger accounting function. Included in the course are all the procedures necessary to create a chart of accounts to suit any organisation, and the set up of associated data, ready for the processing of transactions.

This course contains a combination of demonstrations and hands-on exercises designed to help users achieve competency in the General Ledger accounting function.

Audience

This course will benefit those responsible for setting up and maintaining the chart of accounts and reconciling the other ledgers, and those responsible for entering in journals, maintaining budgets and reporting.

Objectives

On completion of this course, attendees should understand how to create the essential codes and tables associated with the set up of Pronto General Ledger, be able to create a suitable chart of accounts and perform maintenance and enquiries.

Topics Covered

- Setting major function flags
- Other important tables
- Chart of accounts set up
- Maintenance and enquiries
- Alternate sequences
- Special account names
- Reports

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