



Financial Reporting Training and Deliverables for Dynamics 365 Finance & Operations

Training

- Introduction to Financial Reporting
- Accessing Financial Reporting
- 3 key modules of a Financial Reporting report
- 3 optional modules of a Financial Reporting report
- Demo a report

Deliverables

- Basic income statement
- Basic balance sheet
- Basic cash flow statement
- Advanced security for roles to generate, design and/or view

Details of training

- Introduction to Financial Reporting
 - Used to create financial statement reports such as balance sheet, cash flow and income statement
 - Report designer – allows users to design, create and modify reports
 - Depending on security/ security role
 - Report viewer – allows users to view reports
- Accessing Financial Reporting
 - In GL under reports
 - Desktop shortcut
 - Separate application from DYNAMICS 365
- 3 key modules of a Financial Reporting report
 - Report definition which define each report
 - Default reports come out of the box
 - Row definition which define the rows of your report
 - Go into Dynamics 365 to show the link between main accounts/ main account categories
 - Column definition which define the columns of your report
 - Row/ column definitions can be saved and used in multiple report definitions
- 3 optional modules of a Financial Reporting report
 - Reporting tree definition

- Used to define legal entity and financial dimension structure
 - Show link to organization hierarchies in Dynamics 365
 - Report groups
 - Who can view certain reports
 - Report schedules
 - Generate reports on a scheduled basis
- Demo a report
 - Show row/ column definitions and how to access them
 - Explain the row definition
 - Description
 - Format code
 - Formulas
 - Normal balance
 - Print control
 - Column restriction – determine what data is shown in the selected columns
 - Row modifier – overrides fiscal period definition from column
 - Link to financial dimensions – main account categories or main accounts themselves
 - Explain column definition
 - Column type
 - Book code
 - Fiscal year
 - Period
 - Period covered
 - Formula
 - Column width
 - Extra space before column
 - Format/ currency override
 - Print control
 - Column restrictions
 - Reporting unit
 - Currency display
 - Currency filter
 - Reporting tree
 - Ties to the organization hierarchies which exist in Dynamics 365
 - Optionally create a new tree
 - Company or legal entity
 - Name and description – user defined
 - Dimensions
 - Output and distribution of the report
 - Header and footer
 - Settings
 - Run a report (generate)
 - Show drill down capabilities