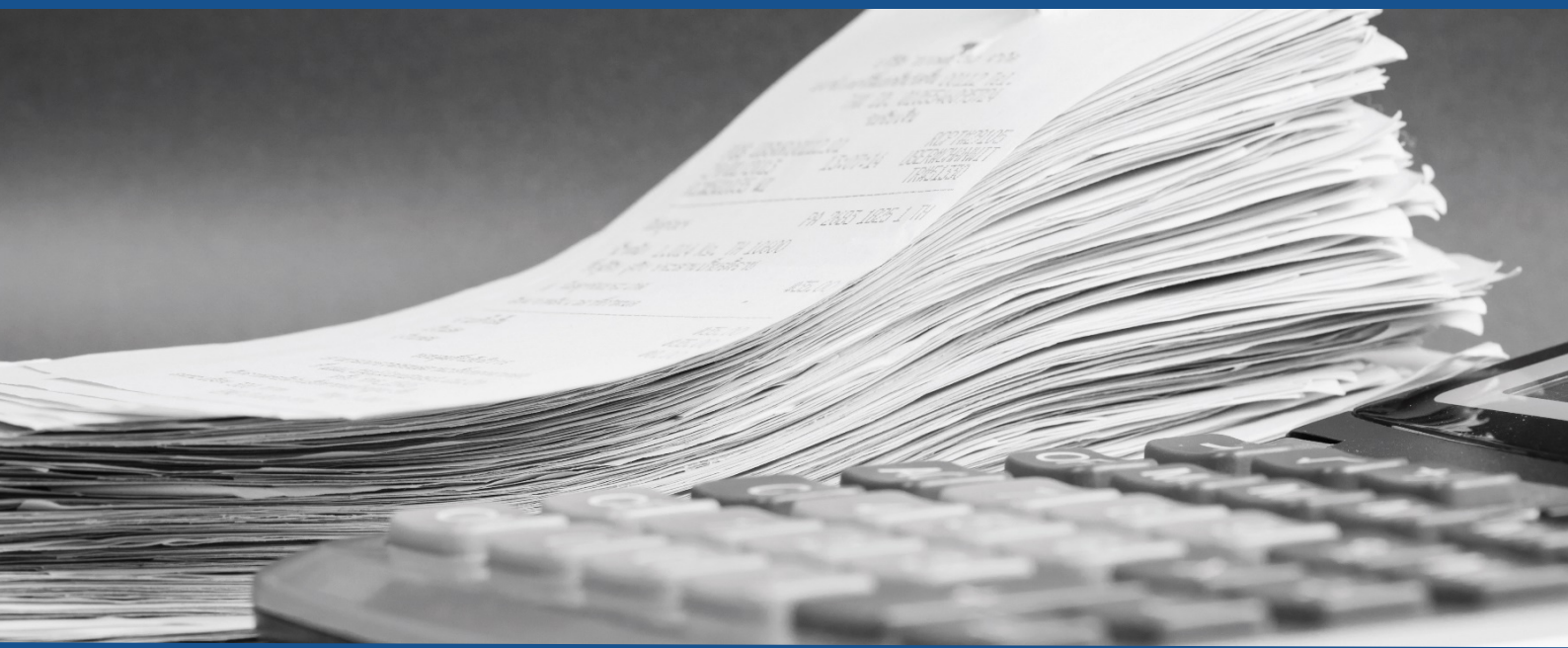


# Finance Operations

NP Retail og NP Entertainment based on Business Central 2018



Business Central Training Package



# Training Checklist

Company name: \_\_\_\_\_

NP Consultant: \_\_\_\_\_

Date: \_\_\_\_\_ Teaching start time: \_\_\_\_\_ Teaching end time: \_\_\_\_\_

## Finance Operations

### Basic functions of the Finance module

The teaching sessions are scheduled to last 2x2 hours + 2 hours for follow-up and questions.

Setting up and loading of the payroll file and payment of bank payments have to be done in advance and are included in the price.

In general, the teaching session deals with the principles of setting up data and using the elements. The full setup is to be completed by the customer afterwards.

	Yes	No
1. Accounting Start - Best Practice.....	<input type="checkbox"/>	<input type="checkbox"/>
a. Opening balance.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Opening stock.....	<input type="checkbox"/>	<input type="checkbox"/>
c. Manual book keeping entry on system accounts.....	<input type="checkbox"/>	<input type="checkbox"/>
2. Accounting Setup		
a. Accounting period.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Post to and from.....	<input type="checkbox"/>	<input type="checkbox"/>
3. Number Series		
a. Creation of number series and lines.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Number series relations.....	<input type="checkbox"/>	<input type="checkbox"/>
4. Use of filters		
a. Set filters.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Clear filters.....	<input type="checkbox"/>	<input type="checkbox"/>
5. Using date formulas.....	<input type="checkbox"/>	<input type="checkbox"/>
6. Navigate.....	<input type="checkbox"/>	<input type="checkbox"/>



	<b>Ja</b>	<b>Nej</b>
7. VAT Posting Setup		
a. Vat company posting groups.....	<input type="checkbox"/>	<input type="checkbox"/>
b. VAT Product Catalog.....	<input type="checkbox"/>	<input type="checkbox"/>
c. VAT posting set up.....	<input type="checkbox"/>	<input type="checkbox"/>
d. Calculate VAT payment.....	<input type="checkbox"/>	<input type="checkbox"/>
e. Reporting.....	<input type="checkbox"/>	<input type="checkbox"/>
8. Currency		
a. Creation of currencies.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Creation of exchange rates.....	<input type="checkbox"/>	<input type="checkbox"/>
9. Bank accounts		
a. Creation of bank credit cards.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Export of files to the bank.....	<input type="checkbox"/>	<input type="checkbox"/>
c. Import of payroll files.....	<input type="checkbox"/>	<input type="checkbox"/>
10. Dimensions		
a. Creating dimensions.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Activation of dimensions.....	<input type="checkbox"/>	<input type="checkbox"/>
c. Mandatory dimensions on the financial accounts.....	<input type="checkbox"/>	<input type="checkbox"/>
d. Reconciliation of the dimensions.....	<input type="checkbox"/>	<input type="checkbox"/>
11. Financial Year End		
a. Closing of period.....	<input type="checkbox"/>	<input type="checkbox"/>
b. Resetting of the result.....	<input type="checkbox"/>	<input type="checkbox"/>
c. Creation of a new financial year.....	<input type="checkbox"/>	<input type="checkbox"/>
d. Post entries.....	<input type="checkbox"/>	<input type="checkbox"/>

