

Pronto-Xi Accounts Payable 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 introductory session. They must also be familiar with normal business functions associated with accounts payable.

Products Covered:
Pronto-Xi

Course Description

This course is the first of two workshops covering the Accounts Payable business function. Included in the course are all the procedures necessary to create suppliers and 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 Accounts Payable business function.

Audience

This course will benefit those responsible for the set up and maintenance of accounts payable account codes in Pronto.

Objectives

On completion of this course, attendees should understand how to set up the various tables and flags associated with Accounts Payable and be able to create, maintain and enquire on suppliers.

Topics Covered

- Major function flags which affect Accounts Payable
- Setting up important tables
- Creating new suppliers
- Maintenance and enquiries
- Other functions

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

