

Dynamics 365 Finance: Bank Accounts Payable and Account Receivable

Duration: 3 days | **Focus Area:** Business/IT Alignment | **Difficulty:** 300

Intended Audience

This chalk talk is designed for those in your business responsible for maintaining the setup, design and configuration, as well as overseeing the daily procure-to-pay & quote-to-cash transactional processes in Microsoft Dynamics 365 Finance.

Target audience: Business Area Leads

Secondary audience: Accounting & Finance Leads

Overview

This chalk talk is intended to provide participants the opportunity to gain additional understanding and additional concepts awareness of how the Dynamics 365 Finance Cash and Bank Management, Accounts Payable and Accounts Receivable modules function (out-of-box) to enhance and/or in preparation(s) for:

- Post Dynamics 365 Finance go-live business processes and core concepts review
- A new implementation of Dynamics 365 Finance
- An upgrade from a prior version of Dynamics AX to Dynamics 365 Finance

Objectives & Key takeaways

Individuals who attend this course will retain a working knowledge of the Dynamics 365 Finance Cash and Bank Management, Accounts Payable and Accounts Receivable functionality (out-of-box) by covering the following areas:

- Cash and Bank Management setup and configuration
- Cash and Bank Management daily procedures
- Accounts Payable setup and configuration
- Accounts Payable daily procedures
- Accounts Receivable setup and configuration
- Accounts Receivable daily procedures

Agenda

Day 1

- Module 1
- Module 2

Day 2

- Module 3
- Module 4

Day 3

- Module 5
- Module 6

Course details

Module 1: Cash and Bank Management setup and configuration

- Bank transaction types review
- Bank transaction groups review
- Cash and Bank Management Parameters review
- Payment purpose codes
- Bank Groups review
- Bank Accounts review
- Check Layout review

Module 2: Cash and Bank Management daily procedures

- Create check review (Free vs. Fixed)
- Delete checks review
- Deposit slips review
- Deposit slip reversal review
- Refund check review
- Void unposted check review
- Check payment reversal review
- Bank transfers review
- Reconcile bank account review
- Electronic (Advanced) bank reconciliation (brief introduction)
- Multicurrency – Cash and Bank Management module revaluation review

Module 3: Accounts Payable setup components review

- Payment schedule setup
- Payment days review
- Terms of payment setup
- Cash discounts review
- Methods of payment setup
- Vendor groups review
- Accounts payable posting profiles review
- Accounts payable vendor setup
- Accounts payable parameters review

Module 4: Accounts Payable daily procedures

- Overview of types of accounts payable journals
- Invoice register journal review
- Approval journal review
- AP invoice journal review (including Voucher & Period Templates)
- Payment journal review (manual & proposal w/ automation)
- Settle open AP transactions review
- Undo settled/closed AP transactions review
- Multicurrency – Accounts Payable module revaluation review
- EFT Vendor payment setup / processing review
- Centralized vendor payment setup / processing review

Module 5: Accounts Receivable setup components review

- Payment schedule setup
- Payment days review
- Terms of payment setup
- Cash discounts review
- Methods of payment setup
- Customer groups review
- Accounts receivable posting profiles review
- Accounts receivable customer setup

Module 6: Accounts Receivable daily procedures

- Create a free text invoice
- Create recurring free text invoices
- Process a correcting free text invoice
- Payment journal review (manual & proposal)
- Settle open AR transactions review
- Undo settled/closed AP transactions review
- Process customer reimbursements
- Multicurrency – Accounts Receivable module revaluation review
- EFT Customer payment setup / processing review
- Centralized customer payment setup / processing review

Pre-requisites

The pre-requisites that allow candidates to inherit the most value from this course are:

- General knowledge of the Windows operating system.
- Knowledge of general accounting principles and procedures
- Knowledge of procure-to-pay & quote-to-cash business processes.
- Prior working experience and knowledge of ERP solutions

For more information

Contact your Microsoft Account Representative for further details.