



# Dynamics GP Financials General Ledger

## Agenda

### *Curriculum Highlights:*

- General Ledger Setup
- Account Structure
- Creating Charts of Accounts, Budgets, and Quick Journals
- Recording and Posting General Ledger Transactions
- Reports and Inquiries
- Year-End Procedures

## Synopsis:

This course is designed to teach the basic features of the Microsoft Dynamics GP General Ledger module and how to use it effectively. In this class you will learn setup procedures, how to enter and post transactions, the purpose and use of the utility functions, how to use key reports and inquiries, proper period-end and year-end procedures, and tips to speed data entry.

## By actively participating in this class, you should learn how to:

- Customize the setup of the general ledger module to fit your business
- Set up key records
- Enter and post transactions using various methods
- Maintain the data that is stored in your system
- Use inquiries and reports to get information you wish to access
- Complete period and year-end procedures

## Who Should Attend?

Customers wishing to learn the basic features and develop a working knowledge of the typical day-to-day procedures required to effectively use the Microsoft Dynamics GP General Ledger module