

Microsoft Dynamics 365 Finance Functional Consultant

Online Course



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Microsoft Dynamics 365 Finance Functional Consultant

Course Modules



1. Set up and configure financial management

Define and configure the chart of accounts

- Describe use cases for financial dimensions
- Define and configure the chart of accounts and main accounts
- Main acc categories, ledger acc aliases, & balance control acc
- Configure financial dimensions and dimension sets
- Legal entity overrides for financial dimensions & main accounts
- Create and configure account structures and advanced rules

Configure ledgers and currencies

- Construct fiscal calendars, years, and periods
- Configure the ledger
- Describe and configure batch transfer rules
- Set up currencies and conversions for a legal entity
- Manually enter currency exchange rates

Implement and manage journals

- Describe options for implementing voucher numbers in journals
- Configure journal names
- Set up journal controls and posting restriction rules
- Describe and configure journal approvals
- Create voucher templates
- Describe use cases for periodic journals and deferrals
- Configure and apply accrual schemes
- Set up intercompany accounting



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Implement and manage cash and bank

- Create and maintain bank groups and bank accounts
- Describe electronic payment formats
- Configure and process bank reconciliations
- Configure cash flow reports



Implement cost accounting and cost management

- Describe cost accounting processes and terms
- Describe and configure the costing sheet and indirect costs
- Configure cost groups and cost categories
- Implement inventory costing versions
- Differentiate between inventory costing methodologies
- Configure item model groups
- Configure item groups and posting profiles
- Perform inventory closing and adjustment processes

Perform periodic processes

- Describe financial period workspaces and closing schedules
- Define Periodic closing processes & end-of-year processes
- Perform financial consolidation and elimination processes
- Describe use cases and options for performing allocations
- Implement foreign currency revaluation processes
- Create and manage financial reports

Configure, collect, and report taxes

- Config tax groups, tax codes, settlement periods, & jurisdiction
- Configure tax ledger posting groups
- Prepare periodic tax filings



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2. Implement accounts receivable, credit, collections, etc.,:

Implement and manage accounts receivable

- Set up customers and customer posting profiles
- Configure and process free text invoices
- Process orders, invoices, payments, and credit memos
- Configure customer payment setup
- Configure accounts receivable charges
- Configure bank accounts for customers
- Manage customer holds



Manage credit and collections

- Configure credit management processes
- Configure collections management processes
- Manage delinquent customers
- Prepare and send customer account statements
- Manage customer credit limits and credit holds
- Set up and process collection letters and interest notes

Configure revenue recognition

- Configure journals and parameters for revenue recognition
- Implement revenue schedules
- Enter and process revenue recognition transactions

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3. Implement and manage accounts payable and expenses



Implement and manage accounts payable

- Configure invoice validation policies
- Set up vendors and vendor posting profiles
- Process orders, invoices, and payments
- Configure vendor payments
- Config accounts payable charges and apply changes to an invoice
- Configure bank accounts for vendors
- Configure accounts payable journal approval settings
- Map expense categories to main accounts

Configure and use expense management

- Configure expense management
- Configure workflows for expense management
- Expense management policies and the audit workbench
- Describe and configure credit card processing
- Create and manage expense reports
- Configure and manage cash advance settings
- Create and manage travel requisitions

4. Manage budgeting

Implement basic budgeting

- Configure budgeting components
- Create and configure registry entries
- Compare budgeted values with actual values
- Implement budget register workflows

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Configure and manage budget controls

- Budget ctrl including cycle time spans, budget parameters, etc.,
- Create and configure registry entries
- Implement budget workflows
- Perform budget checks on documents and journals

Configure and process budget plans

- Define a budget planning process
- Create or generate a budget plan
- Budget plan by using scenarios, stages, allocation stages, etc.,
- Create a budget plan template

5. Manage fixed assets

Implement and manage fixed assets

- Create fixed assets groups and other fixed asset attributes
- Configure fixed asset posting profiles
- Configure fixed asset parameters
- Describe the fixed assets lifecycle
- Configure fixed asset books
- Select depreciation methods and configure depreciation
- Create and manage fixed assets

Process fixed asset transactions

- Enable integration with purchasing and free text invoices
- Acquire, depreciate, and dispose of fixed assets
- Fixed asset budgets & transfer the budgets to the budget module

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