# SRP: CONFIGURING NETSUITE FOR YOUR BUSINESS

## Course Description

Are you implementing NetSuite Services Resource Planning (SRP)? Learn how to take full advantage of this comprehensive solution to drive on-time and on-budget delivery of your projects!

**SRP: Configuring NetSuite for Your Business** introduces you to the essential concepts of NetSuite SRP and teaches the critical skills needed to set up, plan and execute projects in NetSuite.

The course begins with a "big picture" overview with demonstrations of core functionality and capabilities to introduce you to NetSuite SRP. Then you examine core tasks and best practices while practicing techniques for planning and collaborating on projects, reducing dependence on resource management spreadsheets, ensuring projects are completed on time and within budget, and much more!

## Who Should Attend

NetSuite administrators, project managers and project resource managers.

### Key Tasks
How do I:

- Set up users, roles and skill categories?
- Manage projects using resource allocation charts and task assignments?
- Generate revenue recognition parameters and set up project billing rules?
- Manage time and expenses as applied to projects?
- Use key analytics to manage my business?

## Prerequisites

Prior completion or the equivalent knowledge of NetSuite Essentials is recommended.

Course participants should be familiar with NetSuite navigation and features. To learn how to navigate NetSuite and perform common tasks, view the Getting Started training videos available on SuiteAnswers.

## Course Objectives

- Set up projects using templates and duplication options.

- Track financial metrics including budgets, estimates, work in progress, invoices and more.

- View project plans with easy-to-read Gantt charts and get comprehensive, real-time snapshots of project status.

- Automate resource utilization and allocation with graphic, interactive reports.

- Track and allocate resources by defining multiple booking types and specific timeframes.

- Customize time entry to meet business rules and tailor timesheet layout.

- Monitor project profitability and get real-time visibility into project finances against budget.

## Day 1 Agenda

**SRP Configuration and Set Up:** Define NetSuite SRP functionality and standard workflows to ensure the appropriate project management features are enabled, access and successfully navigate the SRP training account, and setup a work calendar.

**Set Up Users, Roles and Clients:** Create a custom role with permissions to set up employee records to provide the appropriate data access and create client/vendor records.

**Related Courses**
Take these courses for more training:

- NetSuite Essentials
- SuiteAnalytics: Financial Reports and Searches

**Create Resource Categories and Skill Sets:** Review resource allocation terminology, create billing classes, generic resources, set up skill categories and resource skills to manage project employee records and billing rates.

**Set Up Revenue Recognition and Item Records:** Obtain an overview of revenue recognition and templates, set up (Service/ Product) items and expense items/categories.

**Set Up Projects:** Create the initial project structure, including project phases, tasks and predecessors, assign generic resources to project tasks, create project templates, and examine project records and sales order relationship.

**Set Up Billing and Expenses:** Consider how to set up project billing rules/expenses, focusing on "charged-based billing" and creating other project billing rules (Charge Rules).

**Day 2 Agenda**

Set Up Job Costing and Project Budgeting: Explore job costing, project expense types and how to post/void 'time' transactions, billing setup, focusing on charged-based billing and creating project billing rules (Charge Rules), examine project budgeting from the task or project level and look at project budgeting reports.

Set Up and Staff Projects: Study how to use resource allocation features, allocate resources from the project level, allocate (by Skills) from Allocation Grid/Chart and examine how to use the project task manager to manage all projects.

Timesheets, Expenses and Managing Invoices: Create, approve and reject timesheets and/or expense reports, examine how these entries affect projects, explore project record finances, the various methods to create customer invoices, and how to apply revenue recognition to invoices/payments and accept and/or apply funds to the appropriate GL account.

Dashboard Set Up and Management: Set up and customize appropriate dashboard portlets, including reminders, Key Performance Indicators (KPIs) and saved searches for specific roles.

**SuiteAnswers**
Get answers to your support and training related questions:

- Go to the Learning Center to find related self-paced training videos.
- Take New Feature Training to learn about the latest NetSuite release.

**Live Training Webinars**
Participate in free webinars to get practical tips and tricks for using NetSuite better:

- Go to suitetraining.com > Webinars and Events to view the schedule and register for an event.

Reporting and Saved Searches: Review key reports associated with job costing, project budgets charged-based billing, resource allocation and other project management reports, and identify which custom saved searches to use for customizing portlets, reminders and KPIs.