

## **Introduction to Navision 2018 : 4 days training Table of Content**

### **Module 1: Functional Roles**

- What is an ERP?
- ERP Fundamentals
  - Why Navision is more successful?
- Modules in Navision?
- Role of Functional Person
- Characteristics of Functional

### **Module 2: Sales**

- Basic concepts of sales Lead/Sales Quotation/Sales order
- Sales & Receivable Setup
- Creation of Sales Order and Effect of Sales Order after Posting
- Sales Shipment/ Sales Invoice/Sales Shipment and Invoice
- Sales Shipment Return/Sales Return/Sales Credit Memo

### **Module 3: Purchase**

- Basic concepts of Purchase / Purchase Order.
- Purchase & Payable Setup
- Creation of Purchase Order and Effect of Purchase Order after Posting
- Purchase Receipt/ Purchase Invoice/Purchase Receipt and Invoice
- Purchase Return/Sales Credit Memo

### **Module 4: Configuration Package**

- What is Configuration Package? What is the use of Configuration Package?
- How to Create the configuration Package?
  - How to Export the data from Navision through Configuration Package
- How to Import the data from Different System to Navision through Configuration Package
- Modification of Master table data through Configuration Package within a minute

### **Module 5: Chart of Account**

- What is chart of Account and how it is created?
- Trial Balance
- Voucher Register

### **Module 6: Bank**

- How to create Bank Account?
- Bank Reconciliation

### **Module 7: Master**

- Item Master Creation and setup
- Customer Creation and Setup
- Vendor Creation and setup
- Location Creation and setup
- Company Creation and setup

### **Module 8: General Entries**

- Item Journal Entries
- General Journal Entries
- Journal Voucher
- Why we have need to Create General Entries.

### **Module 9: No. Series**

- What is No. Series?
- Terms and Condition of Creation No. Series
- Different No. series for One type of Voucher

#### **Module 10: Permissions**

- How to give the permission for users?
- User Setup
- General ledger Setup
- User personalization
- Responsibility Center
- Creation of users Role Center.

#### **Module 11: Inventory**

- Group/Category wise inventory
- Different costing methods
- Location wise posting accounts
- Profit/loss calculation
- Inventory valuation
- Inventory Ageing