

Accounts Payable: Accounting and Management Best Practices

Module 1: Basics of Accounting

Module 2: Accounting Concepts

Module 3: Types of Accounts

Module 4: Journal Entries

Module 5: Ledger Posting

Module 6: Introduction to Accounts Payable

Module 7: Accounts Payable – Trade Creditors

Module 8: Purchase System and Sales System

Module 9: Recording

Module 10: Payments

Module 11: Internal Controls

Module 12: Case Study

Microsoft Copilot for Office