

MB-310T00: Microsoft Dynamics 365 Finance Functional Consultant

Course Duration: 32 Hours (4 Days)

Overview

The Microsoft Dynamics 365 Finance course is designed to educate learners on how to set up, configure, and manage financial operations within the Dynamics 365 Finance application. It covers a range of essential financial practices such as financial management, Accounts receivable, Accounts payable, Budgeting, and Fixed assets management. Through hands-on lessons and knowledge checks, students will learn how to navigate the system, implement key financial processes, and utilize the software to support business finances effectively. Participants will gain the ability to Configure currencies, work with Fiscal calendars, and manage the Chart of accounts. They'll also delve into Daily procedures, Intercompany accounting, and Periodic processes. The course equips learners with the skills to handle Credit and collections, Expense management, and Budget planning, as well as to manage fixed assets from acquisition through disposal. By completing this comprehensive training, individuals will be well-prepared to optimize financial operations and contribute to their organization's financial health using Microsoft Dynamics 365.

Audience Profile

Target Audience for Microsoft Dynamics 365 Finance Course:

- Financial Analysts
- Accountants
- Finance Managers
- Controllers
- CFOs (Chief Financial Officers)
- ERP (Enterprise Resource Planning) Consultants
- Financial Consultants
- Dynamics 365 Functional Consultants
- IT Professionals working with financial software
- Business Analysts focusing on finance operations
- Project Managers overseeing financial system implementations
- Professionals aiming to transition into finance-focused roles
- Auditors who need to understand Dynamics 365 Finance for compliance purposes
- Operations Managers with a financial focus
- Compliance Officers dealing with financial regulations and reporting standards

Course Syllabus

Module 0: Introduction

- Set up and configure financial management
- Implement accounts receivable, credit, collections, and revenue recognition
- Implement and Manage Accounts Payable and Expenses
- Manage budgeting
- Manage fixed assets

Module 1: Set up and configure financial management

- Get started with Dynamics 365 Finance
- Configure currencies in Dynamics 365 Finance
- Create fiscal calendars, years, and periods in Dynamics 365 Finance
- Configure chart of accounts in Dynamics 365 Finance
- Configure ledgers and journals in Dynamics 365 Finance
- Perform general ledger daily procedures in Dynamics 365 Finance
- Intercompany accounting in Dynamics 365 Finance
- Configure ledger allocations and accruals in Dynamics 365 Finance
- Configure and perform periodic processes in Dynamics 365 Finance

Labs (Optional)

- Create and Post vendor, customer, general ledger payment
- Configure financial reports
- Configure tax ledger posting groups
- Configure a dimension value

Module 2: Implement accounts receivable, credit, collections, and revenue recognition

- Configure accounts receivable in Dynamics 365 Finance
- Perform accounts receivable daily procedures in Dynamics 365 Finance
- Configure credit and collections in Dynamics 365 Finance
- Process credit and collections in Dynamics 365 Finance.

Labs (Optional)

- Create a Temporary credit limit for a customer

- Configure payment methods, terms, and days for customers

Module 3: Implement and Manage Accounts Payable and Expenses

- Configure Accounts payable in Dynamics 365 Finance
- Perform Accounts payable daily procedures in Dynamics 365 Finance
- Work with accounting distributions, invoice validations and settlements in Dynamics 365 Finance
- Set up and use Intelligent OCR for vendor invoices in Dynamics 365 Finance
- Get started with Expense management in Dynamics 365
- Set up and configure Expense management in Dynamics 365
- Create and process expense reports in Dynamics 365
- Work with travel requisitions in Dynamics 365

Labs (Optional)

- Configure an expense category

Module 4: Manage budgeting

- Configure and use basic budgeting and budget control in Dynamics 365 Finance
- Configure and use budget planning in Dynamics 365 Finance

Labs

- Create a Budget Transfer Rule

Module 5: Manage fixed assets

- Configure fixed assets management in Dynamics 365 Finance
- Manage fixed assets in Dynamics 365 Finance
- Set up Asset leasing in Dynamics 365 Finance
- Work with Asset leasing in Dynamics 365 Finance

Labs (Optional)

- Acquire a fixed asset by using an AP Invoice Journal