

Overview

Across a span of five days, this virtual program provides guidance on fundamental to intermediate subjects, with a specific emphasis on utilizing the accounting features in the DELMIAWorks ERP system. During the initial two days, participants will delve into the processes of customer and vendor billing cycles. The third day is dedicated to financial aspects, covering tasks like maintaining the general ledger and configuring accounting settings. Progressing to the fourth day, attendees will gain comprehensive insights into various inventory valuation choices and the setup procedures for efficient tracking of inventory costs within the system. Finally, on the fifth and concluding day, participants will receive instruction on Bank Manager & Bank Reconciliation, along with guidance on executing month-end and year-end closing protocols using the DELMIAWorks accounting system.

Target Learners

- Key employees involved with accounting, finance or costing in your company

Class Prerequisites

- Basic DELMIAWorks software experience and knowledge

Learning Objectives

- Review and update customer billing cycles (including maintaining master customer records, invoicing, receiving payments, and paying sales commissions)
- Review and update vendor billing cycles (including maintaining master vendor records, invoicing, and issuing payments)
- Review basic system setup for inventory valuation, transactional processing for perpetual costing systems, and comparing standard to actual inventory costs
- Discuss and configure financial accounting items, maintain General Journal entries, view account activity and print financial reports
- Review the process for month-end and year-end closing procedures.
- The accounting functionality covered in this class is applicable to all system installations regardless of licensing

Virtual Class Cancellation Policy

- Cancellation notice received 15 or more days prior to the class start date incur no fee, those received 14 or less days prior incur a 50% cancellation fee.
- DELMIAWorks reserves the right to cancel low capacity classes. To confirm class availability please contact DELMIAWorks.training@3ds.com.

Class Schedule

Day 1

- Orientation
- Customer Maintenance, Customer Status and Sales Analysis
- Accounts Receivable Invoicing
- Vendor Managed Inventory (VMI) – if applicable
- Cash Receipts
- Customer RMAs and Credit Memos

Day 2

- Vendor Maintenance and Vendor Status
- Accounts Payable Invoicing
- Cash Disbursements
- Vendor RMAs and Debit Memos
- 1099 Forms
- Sales Personnel and Posting Commissions - if applicable

Day 3

- General Ledger Account Maintenance
- General Journal Entries/Import GJ
- GL Account Analysis
- Account Activity and Trial Balance
- Financial Reports
- Budgets/Import Budgets

Day 4

- System Parameters Associated to Costing
- Cost Elements
- Assigning Cost Elements and Standard Costs
- Costing Functions
- Inventory Activity Cost Journal (IACJ)
- Process Costing

Day 5

- Comparing Perpetual On-Hand to the General Ledger Inventory Accounts
- Bank Manager & Bank Reconciliation
- Period -End Closing Procedures
- Fiscal Year-End Closing Procedures