

**Financials I**  
**Overview of AX 2012**  
**Differences between AX2009 vs. 2012**

**General Ledger Setup**

Currency and Exchange Rate Setup  
Periods and Fiscal Year Setup  
Date Intervals  
Reason Codes  
Financial Dimensions  
Financial Dimension Sets  
Period Allocations

**Chart of Accounts Setup**

Main Account Categories  
Chart of Accounts  
Main Account Information  
Main Account Administration Information  
Main Account Setup Information  
Configuring Account Structures  
Advanced Rules  
Ledger Setup  
Accounts for Automatic Transactions  
Inquiries and Reports Related to the Chart of Accounts

**Journal Setup**

Journal Setup  
Journal Controls  
Journal Descriptions  
Balance Control Accounts  
General Ledger Parameter

**Sales Tax Setup**

Sales Tax Overview  
Ledger Posting Groups  
Sales Tax Authorities  
Sales Tax Settlement Periods  
Sales Tax Codes  
Sales Tax Codes Intervals  
Sales Tax Groups  
Item Sales Tax Groups  
Sales Tax Jurisdictions  
Sales Tax Transactions  
Sales Tax Exemption  
Withholding Sales Tax

**Financial Features**

Financial Reason Codes  
Fill Utility

**Cash & Bank Management Setup**

Bank Transaction Types  
Bank Transaction Groups  
Cash and Bank Management Parameters  
Payment Purpose Codes  
Bank Groups  
Bank Accounts  
Check Layout

**Cash & Bank Management Daily Procedures**

Create Checks  
Delete a Check  
Deposit Slips  
Void Unposted Checks  
Refund Checks  
Bank Remittance  
Payment Reversal  
Reconcile a Bank Account

**Accounts Payable Setup**

Payment Schedule  
Terms of Payment  
Payment Days  
Cash Discounts  
Payment Fee  
Methods of Payment  
Vendor Groups  
Accounts Payable Posting Profiles  
Accounts Payable Vendors

**Accounts Payable Daily Procedures**

Invoice Journals in Accounts Payable  
Invoice Register  
Invoice Approval Journal  
Vendor Invoice Pool Excluding Posting Details  
Invoice Journal  
Voucher Template  
Payment Journals  
Prepayments  
Invoice Matching  
Charges to Purchase Order Invoices  
Edit Open Transactions  
Reverse a Closed Transaction  
Print Management

**Accounts Receivable Setup**

Payment Schedule  
Terms of Payment  
Payment Days  
Cash Discount  
Payment Fee  
Methods of Payment  
Customer Groups  
Accounts Receivable Posting Profiles  
Accounts Receivable Customers

**Accounts Receivable Daily Procedures**

Free Text Invoice - Description and Usage  
Payment Journals  
Edit Open Transactions  
Placing an Accounts Receivable Transaction on Hold  
Reverse Settlements  
Reimburse a Customer  
Reason Codes  
Print Management.

**Financials II**

**Budgeting**

- Budgeting Overview
- Basic Budgeting Setup
- Budget Control
- Configuring Budget Control
- Use and Manage Budgets
- Budget Amounts
- Using Budget Control
- Budget Reporting and Inquiries
- Budget Transaction Web Services
- Integrated Budgeting
- Transfer Budgets To and From General Ledger

**Commitment Accounting**

- Defining Purchase Order Encumbrances
- Setting Up Encumbrances
- Purchase Order Encumbrance Transactions
- Encumbrance Year-End Process

**Cash Flow Management**

- Relationship of Cash Flow to Other Modules
- Set Up Cash Flow Forecasting
- Define a Cash Flow Forecast Budget Model
- Create Cash Flow Transactions
- Calculate Cash Flow Transactions

**Multicurrency**

- Setup
- Foreign Currency Revaluation
- Accounts Receivable and Accounts Payable
- Exchange Rate Adjustments

**Advanced Payments**

- Bridging Accounts
- Electronic Vendor Payments
- Electronic Customer Payments
- Centralized Payments
- Prepayments (Deposits)
- Bill of Exchange Administration
- Ledger Accrual

**Intercompany Accounting**

- Post Intercompany Transactions
- Intercompany Posting Setup
- Post an Intercompany Transaction
- Trace an Intercompany Entry

**Collections Management**

- Customer Account Statement
- Set Up Collection Letters
- Process Collection Letters
- Set Up Interest Codes
- Calculate Interest
- Managing Collections and Collection Agents
- View and Manage Collections Information
- Advanced Collections Management Tasks

**Year-End Close**

- Create a New Fiscal Year
- Control Transactions in a Closing Period
- Create and Post a Closing Sheet
- Transfer Opening Balances

**Financial Statements**

- Financial Statement Setup
- Financial Statement Row Definition
- Financial Statement Column Definition
- Print a Financial Statement
- Dimension Reports
- XBRL Taxonomy

**Fixed Assets**

- Introduction
- Fixed Assets Overview
- Structure
- Integration with Other Modules
- Module Review

**Setup Procedures**

- System Setup for Fixed Assets
- Fixed Assets Module Setup
- Parameters
- Depreciation Methods
- Depreciation Conventions
- Depreciation Books Overview
- Extended Functionality Features - Provision
- Types and Bonus Depreciation
- Mass Update Depreciation Conventions for a Depreciation Book

**Setup of Assets**

- Fixed Assets Form
- Set Up Assets
- Lend Assets
- Assign Bar Codes to Assets
- Asset Budgeting
- Project Module Integration to Fixed Assets

**Asset Transactions**

- Typical Fixed Asset Transaction Types
- Record Acquisitions
- Create and Acquire Fixed Assets From
- Purchasing
- Record Depreciation
- Record Value Adjustments
- Record Disposals
- Transaction Reversals
- Replacement Cost and Insured Value Update
- Copy Fixed Assets and Change Fixed Asset
- Groups
- Fixed Asset Additions

**Inquiries and Reports**

- Inquiries
- Reports

**Case Studies**

- Day to Day Assignments
- Facilitate in Resume Preparation
- Interview Tips
- Guidance for Microsoft Certification