

## **MB - 310 : Microsoft Dynamics 365 Finance**

### **Course Outline**

#### **Module 1: Financial Management**

##### **Lessons:**

- Benefits of Financial Management
- Financial Management Overview

#### **Module 2: Configure Currencies**

##### **Lessons:**

- Introduction
- Setup Legal Entity Currencies and Conversions
- Configure and Import Currency Exchange Rates
- Practice Lab

#### **Module 3: Create Fiscal Calendars, Years, and Periods**

##### **Lessons:**

- Introduction
- Create Fiscal Calendars, Years, and Periods
- Create Date Intervals
- Practice Lab

#### **Module 4: Configure Chart of Accounts**

##### **Lessons:**

- Introduction
- Define and Configure the Chart of Accounts
- Define and Configure Financial Dimensions
- Define and Configure Account Structures and Rules
- Practice Labs

#### **Module 5: Configure Ledger and Journals**

##### **Lessons:**

- Journals and Their Setup
- Configure Ledger and Journal Setup
- User Journals
- Practice Lab

#### **Module 6: Configure Cash and Bank Management**

##### **Lessons:**

- Introduction
- Bank Transaction Types and Groups
- Setup Cash and Bank Management Parameters
- Configure Banks and Bank Checks
- Deposit and Refund Checks
- Cash Flow
- Practice Labs

## **Module 7: Use Cash and Bank Management**

### **Lessons:**

- Make Deposits and Perform Payment Reversals
- Use Cash and Bank Management Workspaces
- Practice Labs

## **Module 8: Configure Letters of Credit and Guarantees**

### **Lessons:**

- Introduction
- Configure Letters of Credit
- Configure Letters of Guarantee

## **Module 9: Perform Daily Procedures**

### **Lessons:**

- Learn About General Ledger Processes
- Create Voucher Templates
- Setup Journal Controls
- Practice Lab

## **Module 10: Intercompany Accounting**

### **Lessons:**

- Setup and Use Intercompany Accounting
- Practice Lab

## **Module 11: Configure Ledger Allocations and Accruals**

### **Lessons:**

- Introduction
- Configure and Apply Accrual Schemes
- Configure Ledger Allocation Rules
- Practice Labs

## **Module 12: Configure Sales Tax**

### **Lessons:**

- Understand Tax Engine Components
- Practice Lab

## **Module 13: Configure Accounts Payable**

### **Lessons:**

- Understand Task Recorder Functionality
- Configure Accounts Payable Parameters
- Create and Maintain Vendors
- Configure Accounts Payable Charges
- Configure and Use Positive Pay
- Practice Lab

## **Module 14: Perform Accounts Payable Daily Procedures**

### **Lessons:**

- Introduction
- Process Orders, Invoices, and Payments
- Manage and Apply Prepayments
- Practice Labs

## **Module 15: Use Accounting Distribution and Invoice Validations**

### **Lessons:**

- Introduction
- Settle Transactions and Undo Settlements
- Distribute Funds
- Configure Invoice Validation Policies
- Practice Labs

## **Module 16: Configure Accounts Receivable**

### **Lessons:**

- Configure Accounts Receivable
- Create and Maintain Customers
- Setup Customer Posting Profiles
- Configure Accounts Receivable Charges
- Practice Lab

## **Module 17: Perform Accounts Receivable Daily Procedures**

### **Lessons:**

- Create Free Text Invoices and Record Customer Payments
- Settle Transactions and Undo Settlement
- Practice Lab

## **Module 18: Configure Credit and Collections**

### **Lessons:**

- Introduction
- Configure Credit and Collections Components
- Setup and Manage Interest
- Waive, Reinstate, or Reverse
- Setup and Manage Collection Letters
- Practice Lab

## **Module 19: Process Credit and Collections**

### **Lessons:**

- Introduction
- Understand How to Process Collections
- Manage Customer Credit and Collections
- Practice Labs

## **Module 20: Configure Post-Dated Checks**

### **Lessons:**

- Introduction
- Dated Checks

- Manage Post-Dated Checks
- Practice Labs

## **Module 21: Configure and Use Basic Budgeting and Budget Control Processes**

### **Lessons:**

- Introduction
- Configure Basic Budgeting Components
- Configure Budget Control Components
- Create and Test Budget Registry Entries
- Use Inquiries and Reports
- Practice Labs

## **Module 22: Configure and Use Budget Planning Processes**

### **Lessons:**

- Introduction
- Configure Budget Planning Components
- Practice Lab

## **Module 23: Configure Fixed Assets Management**

### **Lessons:**

- Introduction
- Configure Fixed Asset Components
- Enable Fixed Asset Integration
- Create Fixed Assets
- Practice Labs

## **Module 24: Manage Fixed Assets**

### **Lessons:**

- Introduction
- Perform Fixed Assets Tasks
- Practice Labs

## **Module 25: Configure and Use Cost Accounting**

### **Lessons:**

- Introduction
- Cost Control Workspace
- Practice Lab

## **Module 26: Configure and Use Periodic Processes**

### **Lessons:**

- Introduction
- Bank Reconciliations
- Configure Financial Period Close
- Prepare Periodic Filings
- Run Foreign Currency Revaluation Processes
- Perform Financial Consolidations
- Process End of Year Close

- Practice Labs

## **Module 27: Configure the Electronic Reporting Framework**

### **Lessons:**

- Introduction
- Configure Electronic Reporting
- Formula Designer in Electronic Reporting
- Practice Lab

## **Module 28: Configure Localized Features**

### **Lessons:**

- Introduction
- Localization and Regulatory Features
- Classification of Mexican Localization Features
- Understand the Global Tax Engine
- Features of Fiscal Establishments and Do
- Bill of Exchange
- Electronic Invoices
- Practice Labs

## **Module 29: Configure Financial Management for Public Sector**

### **Lessons:**

- Introduction
- Setup Funds for the Public Sector
- Setup Derived Financial Hierarchies
- Configure Billing Codes for Free Text Invoices
- Practice Labs

## **Module 30: Course Conclusion**

### **Lessons:**

- Final Assessment
- Course Summary
- Post-Course Survey