



General Ledger

Duration: ½ day

Entrance Requirements

Computer literacy and Bookkeeping Knowledge.

Course Content:

Chart of Accounts	Reports
<ul style="list-style-type: none"> • Add/Modify General Ledger Accounts • View Periodic History • Add/Modify/Delete Budgets • Detailed transactions with drill down • Fiscal Set Comparisons 	<ul style="list-style-type: none"> • Chart of Accounts • Trial Balance • Transaction Listing • Source Journals • Batch Status • Batch Listing • Posting Journals • Account Structures • Segment Codes • Source Codes • Source Journal Profiles • Options • Recurring Entries
Transaction	
<ul style="list-style-type: none"> • Batch List • Journal Entry • Post Batches 	