



# Sage MAS90 ERP Core Modules Training Class

## Sage Premier Training Center Course Outline

### Library Master

Logging on  
 Navigating  
 Printing Reports  
 Library Master  
 File Menu  
 Business Insights  
 Additional Utilities

### Accounts Payable

Startup Processes  
 Processing Transactions  
 Payment Process  
 1099's  
 Linking A/R to A/P

### Bank Reconciliation

Startup Process  
 Bank Codes  
 Adjustment Entry  
 Reconciling Reports

### Accounts Receivable

Startup Process  
 Processing Transactions  
 Cash Receipts  
 Calculating Finance Charge

### Reports

### General Ledger

Startup Processes  
 Journal Entries  
 Budgets  
 Analyzing the General Ledger  
 Period End  
 Data Exchange

### Questions & Answers

Welcome to the Introduction and Library Master Training Class. This class is divided into discussion of concepts, activities and a review. This 2 day course is geared toward new users who wish a more detailed, behind the scenes, understanding of the program's capabilities from an accounting standpoint. Students are required to have a basic working knowledge of Windows 98 or higher. During class participants will review some basic company set-up features, transaction entry and how they impact the General Ledger. How to close and balance the cash accounts.

An experienced certified technician teaches this class. There will be a maximum of 4 students per class and is hands on 1 person per PC. All classes are CPE accredited. Students will receive a certificate of completion. Cancellation policy: Course cancellation must be received in writing 5 days prior to course date to be eligible for refund and are subject to \$50 administrative fee. The class may be rescheduled with no administrative fee.

Fee: 2 day session \$499.00 per day **View dates or sign up [www.jcscomputer.com](http://www.jcscomputer.com)**  
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