

## Accounts Receivable

Is there a more important function in your organization than collecting and depositing money? Knowing how to process payments and reconciliations quickly and correctly will help you and everyone else on your team feel happy and confident, and we want to help you get there. You'll go through the entire receivables lifecycle to understand how Microsoft Dynamics 365 Business Central / NAV handles those transactions behind the scenes. You'll learn about the common issues to avoid and methods to make quick corrections when needed. We'll also take a look at what reports are available and how they can help you ensure everything ties out as it should.

### Class topics

- Cash Receipt Journal for Payment Application
- Cash Receipt Journal for Payment Correction
- Deposits
- Receivables Reporting
- Customer Collections, Reminders, and Statements

### Who Should Attend?

Any professional with Accounts Receivable responsibilities.

### Learning Objectives:

At the end of this class, participants will be able to:

- Understand basic transactional processing for Accounts Receivable
- Identify features within the system to assist with bank processing and reconciliation
- Identify the available reports and their uses

**Field of Study:** Accounting

**Program Level:** Basic

**Prerequisites:** None (Suggested: Sales Cycle)

**Advanced Preparation:** Each student will receive via email connection instructions to their individual virtual classroom link and hands-on practice environment shortly before class. Connections to both resources should be tested before class. We recommend using a second monitor while attending class.

**Delivery Method:** Group Internet-based

**CPE Credits:** By participating in this class, you are eligible to earn up to 4 CPE credits which will be distributed following class completion. In order to be awarded the full credit hours, you must notify your instructor of your intention to request credit before the start of the first class. To receive CPE credit, you must be present and actively engaged, which will be verified using polling questions and other means. You will not receive CPE credit for any portion of the class that you do not appear fully engaged.

**Version:** This class is taught in Microsoft Dynamics 365 Business Central.

**Learning environment:** As experienced trainers of adult learners, we understand how to make training “stick”. We use proven practices to make sure you retain what you learn and are fully equipped to immediately apply what you discovered in class. Each day, you will spend more than 50% of your time doing hands-on exercises in our simulated learning environment.

**Refund and Cancellation Policy:** Please refer to our Refund and Cancellation policy [here](#).