

MICROSOFT[®] DYNAMICS - NAV - RESOURCES AND JOBS

Introduction

The 1 day Microsoft Business Solutions – Navision Resources and Jobs course explores how Resources and Jobs are used within Microsoft Navision. This course also shows how to perform additional functions such as creation of job budgets, resource capacity and assignment, as well as job cost and revenue recognition.

A thorough understanding of these topics allows a streamlining of budgeting and recognition processes by learning how to automate these routine activities. This course demonstrates how to accelerate data entry by copying budgets, as well as defining default values that automatically populate data fields and gather the information you need to make better business decisions by exploring powerful inquiry and reporting options.

Audience

The intended audience for this course is partners wanting to learn how to set up Resources and Jobs in Microsoft Navision for their customers.

The class is targeted toward sales people, consultants, and implementers who need to understand the technical aspects of Microsoft Navision Resources and Jobs and gain foundational knowledge of the application functionality.

It is also targeted at anyone who wants to become certified in Microsoft Navision 4.0 Financial Management, as there are questions on the Financial Management test which are related to the Resources and Jobs area.

At Course Completion

After completing this course, students should be able to:

- Set up Resources
- Set up Jobs and Job Budgets
- Enter and post transactions using transaction or batch posting methods
- Perform key inquiries and print reports in Microsoft Navision
- Complete periodic activities of job recognition

Prerequisites

Before attending this course, students must have:

- General knowledge of Microsoft Windows
- Completed the Microsoft Navision Financial Management Training or on-line Tutorial
- Basic knowledge of jobs and accounting principles