



Course Syllabus

Microsoft® Business Solutions – Axapta® Project Series II

Elements of this syllabus are subject to change.

Key Data

Course Number: 8403A

Number of Days: 2

Available: January, 2005

Languages:

- US English

Format:

- Instructor-Led Training (lecture and labs)

Student Materials:

- Student Courseware

Certification Exams:

- Microsoft Axapta - Project

Certification Track:

- 8403A

This course syllabus should be used to determine whether the course is appropriate for the students, based on their current skills and technical training needs.

Course content, prices, and availability are subject to change without notice.

Key Related Courses:

Microsoft Business Solutions – Axapta Project I, 8403A

Introduction

The two-day Microsoft® Business Solutions – Axapta® Project Series II course will help provide you with in-depth knowledge of the projects module. The course comprehensively explores each of the project types; which includes principles of the project type, examples of use and how to process them. The course covers topics including setup, configuration, and transaction processing.

In Project I – Basics, you learned the essentials of getting started with Axapta Project. In this course you will greatly expand your knowledge of the software. You may already know how to set up Project, now you will understand setup reasoning and concepts to help ensure Axapta Project meets your business needs.

Audience

This course is for people who want to learn the more advanced features and enhance their Axapta Project user and implementation skills.

Project II training is recommended for anyone who plans to implement, use, maintain, consult, or support Microsoft Axapta Project. The class is targeted toward implementers, accountants who need to understand the advanced technical and business aspects of Project as well as gain foundational knowledge of the application functionality.

At Course Completion

After completing this course, students should be able to:

- Setup and configure any project type in Axapta Project
- Understand and utilize all Project related advanced setup options
- Understand the differences between the project types
- Utilize Work In Process (WIP) Projects

For a referral to a Microsoft Certified Partner for Learning Solutions in your area, see the Microsoft Training and Certification Web site at <http://www.microsoft.com/traincert>. Call your local Microsoft Certified Partner Learning Solution for more information and to register for classes.

Prerequisites

Before attending this course, students must have:

- General knowledge of Microsoft® Windows®
- Basic knowledge of project accounting principles
- Basic user and conceptual understanding of Axapta Project

Student Materials

The student materials include a comprehensive training manual and other necessary items for this class.

Introduction To Axapta Project II Advanced

This chapter provides students with a general overview of the topics discussed in this course. It also focuses on Axapta Project concepts and principles used in the course.

Main Topics
<ul style="list-style-type: none">• Review of Axapta Project Basic• Axapta Project Concepts• Work In Process (WIP)• Accruals• Assessment Principles• Matching Principles• Project Types

After completing this chapter, students should be able to:

- Efficiently establish and manage internal and external projects.
- Closely manage the financial aspects of projects.
- Manage and monitor multiple projects.

Chapter 1: Required Advanced Project Setup

This chapter focuses on project setup procedures. In this chapter we will configure an accruable line property, WIP project, and set up ledger accounts. We will also discuss how to define project periods. We will discuss ledger posting accounts and create control types. You will also learn how to set up and use WIP projects and accruable line properties.

Main Topics
<ul style="list-style-type: none">• Accruable Line Property• Setup Ledger Accounts• Project Periods• Control Types• WIP Projects
Labs
<ul style="list-style-type: none">• Create an Accruable Line Property• Create a new Project period• Create a new WIP Project

After completing this chapter, students should be able to:

- Create accruable line properties
- Setup applicable ledger posting accounts
- Define project periods
- Create control types
- Set up WIP projects

Chapter 2: Advanced Project Setup Options

In this chapter we'll set up and activate project journal validation. You will learn how project validation can be used to control the recording of project expenditures. You will get the chance to set up detailed restrictions used to control project expenses.

Main Topics
<ul style="list-style-type: none">• Validation• Project Validation Setup• Reports
Labs
<ul style="list-style-type: none">• Validation• Single Project Validation

After completing this chapter, students should be able to:

- Set up and activate project journal validation

Chapter 3: Project Control for internal and Time & Material Projects

This chapter introduces you to advanced internal and time and material projects. Specifically we will cover the use of Work In Process (WIP) and how to accrue costs and revenues.

Main Topics
<ul style="list-style-type: none">• Internal Cost Project with WIP• Time & Material Project with WIP
Lab
<ul style="list-style-type: none">• Internal Cost Project Using WIP• Time & Material Project Using WIP• Time and Material Project accruing costs and revenue

After completing this chapter, students should be able to:

- Work with WIP in internal cost projects
- Work with WIP and accruals in time and material projects

Chapter 4: Fixed Price Project Estimate Control

This chapter focuses on the concepts and routines behind estimating fixed-price projects. The usage of Fixed Price Project Estimate Control is an important key to successful project accounting and, in turn, a successful project.

Main Topics
<ul style="list-style-type: none">• Fixed Price Project and Estimate Control• The Estimate Control Process
Test Your Skills
<ul style="list-style-type: none">• Fixed Price Project and Estimate Control• Simple Fixed Price Project• Fixed-price project using the completed contract assessment principle

After completing this chapter, students should be able to:

- Understand the concept of how fixed-price projects are run
- Differentiate between the types of Fixed Price projects
- Use the project estimate control functionality to run accounting control of fixed-price projects

Chapter 5: Internal Cost Project with WIP

This chapter illustrates the accounting principles behind running an internal cost project with work in process (WIP) in Axapta's Project module.

Main Topics
<ul style="list-style-type: none">• Characteristics of Internal Cost Project with WIP• Ledger Accounts
Lab
<ul style="list-style-type: none">• Create an Internal Cost Project Using WIP

After completing this chapter, students should be able to:

- Set up ledger posting accounts for an internal cost project with WIP
- Track the financial impacts of an internal cost project with WIP

Chapter 6: Time and Material Project with WIP

This chapter illustrates the accounting principles behind running time and material projects with work in process (WIP) in Axapta's Project module. You should be able to set up ledger posting accounts and track financial impacts when using this project type.

Main Topics
<ul style="list-style-type: none">• Time and Material Project with WIP• Processing projects with WIP• Invoicing
Lab
<ul style="list-style-type: none">• Create a Time & Material Project Using WIP

After completing this chapter, students should be able to:

- Set up ledger posting accounts for a time and material project with WIP
- Track the financial impacts of a time and material project with WIP

Chapter 7: Time and Material Project with Accruals

This lesson illustrates the accounting principles behind running time and material projects with accruals in Axapta project. You should be able to set up ledger posting accounts and track financial impacts when using this project type.

Main Topics
<ul style="list-style-type: none">• Time and Material Project with Accruals• Ledger Accounts• Processing the Project• Invoicing
Lab
<ul style="list-style-type: none">• Create Time & Material Project with Accruals

After completing this chapter, students should be able to:

- Set up ledger posting accounts for a time and material project with accruals.
- Track the financial impacts of an time and material project with accruals.

Chapter 8: Fixed Price Project No WIP No Match

This chapter of the Project II manual illustrates the accounting principles behind running simple fixed-price projects without WIP and matching in Axapta project. You should be able to set up ledger posting accounts and track financial impacts when using this project type.

Main Topics
<ul style="list-style-type: none">• Simple Fixed Price Project No WIP No Match• Ledger Accounts• Processing
Lab
<ul style="list-style-type: none">• Create Fixed Price Project with no WIP and no Match

After completing this chapter, students should be able to:

- Set up ledger posting accounts for Simple Fixed Price Projects.
- Track the financial impacts of a Simple Fixed Price Project.

Chapter 9: Fixed Price project with Completed Contract and Sales Value

This chapter illustrates the accounting principles behind running advanced fixed-price project with the completed contract and sales value principles. You should be able to set up ledger posting accounts and track financial impacts when using this project type.

Main Topics
<ul style="list-style-type: none">• Fixed Price Project with Completed Contract and Sales Value• Ledger Accounts• Processing
Lab
<ul style="list-style-type: none">• Create Fixed Price Project with Completed Contract and Sales Value

After completing this chapter, students should be able to:

- Set up ledger posting accounts for Advanced Fixed Price Projects.
- Track the financial impacts of an Advanced Fixed Price Project using the Completed Contract and Sales Value method.

Chapter 10: Fixed Price Project with Completed Contract and Production + Profit

This chapter illustrates the accounting principles behind running advanced fixed-price projects with the completed contract and production and profit principles. You should be able to set up ledger posting accounts and track financial impacts when using this project types.

Main Topics
<ul style="list-style-type: none">• Fixed Price Project with Completed Contract and Production + Profit• Ledger Accounts
Lab
<ul style="list-style-type: none">• Create Fixed Price Project with Completed Contract and Production + Profit

After completing this chapter, students should be able to:

- Set up ledger posting accounts.
- Track financial impacts an Advanced Fixed Price Project using the Completed Contract and Production + Profit method.

Chapter 11: Fixed Price project with Completed percentage and Sales Value

This chapter illustrates the accounting principles behind running advanced fixed-price projects with the completed percentage and sales value principles. You should be able to set up ledger posting accounts and track financial impacts when using this project type.

Main Topics
<ul style="list-style-type: none">• Fixed Price project with Completed percentage and Sales Value• Characteristics• Ledger Accounts
Lab
<ul style="list-style-type: none">• Create Fixed Price Project with Completed Percentage and Sales Value

After completing this chapter, students should be able to:

- Set up ledger posting accounts.
- Track the financial impacts of an Advanced Fixed Price Project using the Completed Percentage and Sales Value method.

Chapter 12: Fixed Price project with Completed Percentage and Production + Profit

This chapter illustrates the accounting principles behind running advanced fixed-price projects with the completed percentage and production and profit principles. You should be able to set up ledger posting accounts and track financial impacts when using this project type.

Main Topics
<ul style="list-style-type: none">Fixed Price project with Completed percentage and Production + ProfitCharacteristicsLedger Accounts
Lab
<ul style="list-style-type: none">Create Fixed Price Project with Completed Percentage and Production + Profit

After completing this chapter, students should be able to:

- Set up ledger posting accounts.
- Track financial impacts of an Advanced Fixed Price Project using the Completed Percentage and Production + Profit Value method

Appendix A: Test Your Skills Solutions

This appendix includes the solutions (answers) for the Axapta Project II – Advanced courseware.

Main Topics
<ul style="list-style-type: none">Solutions

After completing this chapter, students should be able to:

- Answer all the “Test your Skills” labs that appeared at the end of each chapter