

The Resource Group



1400 Talbot Road South
Suite 301
Renton, WA 98055
Phone: 425-277-4760
Fax: 425-277-3880
www.resgroup.com

Classroom Training

Education is a critical component of customer satisfaction and success, and The Resource Group ensures the use of qualified, trained instructors and curriculum that adheres to the highest standards. In the classroom, you will gain a solid foundation in Microsoft Dynamics GP products and processes while learning in a truly interactive environment.

The Resource Group also offers Custom Classes and One-on-One training. For more information please contact Sheri Chandler at 425.277.4760 or sheri@resgroup.com.



Class Descriptions

Intro to Crystal Report Writer

Learn how to access your Great Plains database using Crystal Report Writer. Plan/create new and modify existing Crystal Reports. The class will include working through detailed exercises with sample data to practice the skills learned. Expand your knowledge of this product and be able to easily pull together the report you need by additionally taking Crystal Report Writer Part II – the second class in the series.

Crystal Report Writer Part II

This class complements what was learned in Intro to Crystal Report Writer and goes more in-depth to learn how to format, sort, group, and modify data with formulas in your reports. The class also includes working through detailed exercises with sample data to practice the skills learned. **Intro to Crystal Report Writer is a prerequisite for this class.**

Financial Series I

These courses are designed to teach the basic features of each Microsoft Great Plains Module (Foundation Training, General Ledger, Payables Management, Receivables Management, and Bank Reconciliation) and how to use them effectively. All classes will teach setup procedures, how to enter and post transactions, the purpose and use of the utility screens, how to use key reports and inquiries, proper period-end procedures and tips to speed data entry. **Foundation Training is a pre-requisite for the other Financial Series courses, unless you have at least 6 months of experience using Great Plains.**

Fixed Assets

Gain an in-depth understanding of the Fixed Assets module. You will become familiar with setup instructions that will assist you in preparing the Fixed Assets module for data entry. During the course, you will create and maintain asset records as well as perform tasks such as assets transfers, depreciation and retirement. You will be asked to complete everyday tasks to help familiarize you with the product in every way.

FRx Financial Reporting

Obtain the skills to create basic and sophisticated financial reports using the three-dimensional FRx model of row formats, column layouts, and reporting tree building blocks. Create and maintain reports such as basic financials, consolidations, side-by-side financial reports, and forecasts. We will also cover complex calculations, remote Drill-Down Viewer, drag and drop reorganization of cost centers, and external spreadsheet linking.

SmartList Builder

Learn about the highly popular tool that dramatically increases the power and range of SmartList. SmartList Builder just became available to purchase with the release of Great Plains version 8.0 Extensions. Create your own SmartLists, linking data from Great Plains and analyzing information according to your criteria. Streamline your workflow by learning to use integrated mathematical functions to add calculated fields to your SmartList windows.

Year End Closing Procedures

This course reviews all closing procedures for Inventory, Payroll, Receivables Management, Payables Management, Fixed Assets and General Ledger. Each student receives reference materials to take back to their office for future use.

To Register

Fax or Mail registration form to Sheri Chandler.

Fax: 425.277.3880

Mail: 1400 Talbot RD S.
Suite 301
Renton, WA 98055

Register Online:

<http://www.resgroup.com>

Email: sheri@resgroup.com

Please provide the following information when emailing: class name, class date, your name, company name, phone number, and email address.

Microsoft
GOLD CERTIFIED
Partner

The Resource Group



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Registration Form

To register, please complete the registration form and fax or mail it to Sheri Chandler, or email your registration information to sheri@resgroup.com, or register online at <http://www.resgroup.com>.

Enrollment is limited to eight students per class, so please register early to ensure your reservation! An invoice will be sent to your office upon registration – please pay in full before the class date. All cancellation policies apply (see below). For further information please contact Sheri Chandler at 425.277.4760 or sheri@resgroup.com.



Registration Form

Name: _____

Company: _____

Phone: _____

Email: _____

Intro to Crystal Report Writer

October 20, 2006 (8:30am - 5:00pm)\$450

Crystal Report Writer Part II

October 27, 2006 (8:30am - 5:00pm)\$450

Financial Series I

Foundation Training

October 10, 2006 (8:30am - 5:00pm)\$450

General Ledger

October 11, 2006 (8:30am - 5:00pm)\$450

Receivables Management

October 17, 2006 (8:30am - 5:00pm)\$450

Payables Management

October 18, 2006 (8:30am - 5:00pm)\$450

Bank Reconciliation

October 24, 2006 (8:30am - 12:30pm)\$250

Fixed Assets

December 8, 2006 (8:30am - 5:00pm)\$450

FRx Financial Reporting

November 16-17, 2006 (8:30am – 5:00pm)\$900

SmartList Builder

December 15, 2006 (8:30am – 12:30pm).....\$250

Year End Closing Procedures

December 5, 2006 (9:00 am – 12:00pm).....\$175

December 13, 2006 (9:00 am – 12:00pm).....\$175

GRAND TOTAL\$ _____

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Renton, WA 98055

Register Online:

<http://www.resgroup.com>

Email: sheri@resgroup.com

Please provide the following information when emailing: class name, class date, your name, company name, phone number, and email address.

CANCELLATION POLICY:

Classes are subject to cancellation by The Resource Group if registration does not meet the required attendance level. Cancellations by The Resource Group will be made one week prior to the start date of the class. If you cancel your confirmed attendance:

- Up to one week prior to the start date of the course, 100% of the course fee will be refunded.
- Less than one week prior to the start date of the course, (the penalty will still be applied if you transfer to another course) 50% of the course fee will be charged.

Failure to attend a class without notifying The Resource Group prior to the start date of the course will be considered a 'no show' and the entire course fee will be forfeited.

