

ONESolution™

ACCOUNTS RECEIVABLE AGENDA

Course Outline

Recommended Training Format: Live Virtual Classroom

Estimated Hours: 2 hours Client Interaction; .67 hours Consultant preparation and follow-up

Prerequisites:

1. Access to ONESolution
2. Prior Knowledge of ONESolution (previously known as IFAS)

Audience: Key ONESolution Users, IT Support

Objective: During this training, you will learn how to navigate, process and retrieve information in the ONESolution Accounts Receivable module. This knowledge should be applied for Testing, End User Training and GO LIVE scenarios.

What You Will Learn:

AR Invoice Processing

- ARBTARUB – Create a Batch
- ARBTARBP – Batch Proof
- ARBTARDS – Distribute to GL and AR
- ARREIN or ARREBL – Print invoices or statements

Undo AR Batch

- ARUTUG – Undo AR batch
- ARBTARUB – Edit Batch and Clear Posted Flags
- ARBTARBP – Batch Proof
- ARBTARDS – Distribute to GL and AR
- ARREIN or ARREBL – Print invoices or statements

CDD Reports

- Look at corresponding Accounts Receivable CDD reports

Homework: Document Process