



General Ledger - Standard Processing



DISPRAX



::: WHO WILL BENEFIT?

- Business and Division Managers
- Accountants
- Administration Staff

::: BENEFITS OF TRAINING

Regular training sessions are critical to ensuring your staff maximise their usage of the TIMMS system.

Our training is performed by **TIMMS certified Training Consultants** in an environment that promotes discussion and learning, helping to:

- Gain a deeper understanding of how the TIMMS system works
- Build skills and confidence
- Improve usage of TIMMS to maximise efficiency and accuracy

Workshop level:

- [Day-to-day Processing](#)
- Intermediate
- Advanced Setup

Course Code: GL01

Course Duration: 2.5 hours

::: OVERVIEW

This course will introduce you to the key functions within the TIMMS General Ledger module and provide you with the knowledge to be able to perform day-to-day tasks relating to the Chart of Accounts.

Also explained are key enquiries and reports to assist you with performing these functions.

::: AREAS COVERED

- Setting up & Maintaining your Chart of Accounts
- Use of Cost Centres
- Journal Entries and Standing Journal processing
- Account Enquiries and Trial Balances
- Budget Entry
- Managing Data Integration from the sub-ledgers
- Year End processes

::: PRIOR KNOWLEDGE

This course assumes a thorough understanding of the Chart of Accounts, Perpetual Inventory Stock tracking. Business accounting fundamentals will be useful for this training course.

To register please phone or email training@disprax.com.au

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