



Sales Order Processing in Microsoft Dynamics GP

Course Number 80232; One Day, Instructor - Led

Introduction

The Microsoft Dynamics GP Sales Order Processing training material explores the processes required to enter and ship sales orders. This training material shows you how to easily manage the life-cycle of your customers' orders, from the initial quote to the shipment documentation and final invoicing. This training material also examines how to perform additional sales functions, such as setting up process holds for quality assurance and linking order documents to purchase orders.

Audience

Sales Order Processing is recommended for anyone who plans to implement, use, maintain, consult, or support Microsoft Dynamics GP. The training material is targeted toward administrators, office managers, CEOs, and consultants who need to understand the technical aspects of Sales Order Processing and gain foundational knowledge of the application functionality.

At Course Completion

After completing this training material, individuals should be able to:

- ✓ Define module setup options that allow you to customize the system to satisfy your organization's unique requirements
- ✓ Create Quotes, Sales Orders, Back Orders, Invoices, and Returns
- ✓ Link sales orders to purchase orders
- ✓ Allocate and fulfill item quantities automatically and manually
- ✓ Execute comprehensive reports and use inquiry screens to obtain information that can be used to analyze and improve business processes
- ✓ Understand how the Sales Order Processing module interacts with the Inventory Control and Purchase Order Processing modules

Prerequisites

Before completing this training material, it is recommended that individuals have:

- ✓ General knowledge of Microsoft Windows
- ✓ Knowledge of basic navigation functions in Microsoft Dynamics GP