

COURSE OUTLINE

Sage ERP X3 Procurement End User



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Course Outline

During this course we explain the concepts of creating, posting, and reviewing requisitions, purchase orders, receipts, invoices, returns, credit notes, and debit notes. In addition, we outline how you can use Purchase Orders to report purchasing data and carry out the periodic tasks and procedures that are part of your normal routine.

Course duration

This course is scheduled for one (1) day from 9:00 till 16:00.

Documentation

The following documentation is included with the course

- Sage ERP X3 Procurement End User guide
- User competency assessment
- Certificate of attendance

Who should attend?

- End Users

Topics Covered

- Navigation
- Purchasing Procurement
 - Ordering
 - Purchase requests
 - RFQs
 - Subcontract
 - Orders
 - Receipts
 - Invoices
 - Returns
 - Inquiries

Venue Details

We have training facilities in Centurion.

Centurion

1001 Clifton Avenue
Lyttelton Manor
Centurion



For bookings or more information

For bookings or more information please feel free to contact us at 0861 11 1680 or e-mail training@acctech.biz

For the latest event schedule visit our training page on www.acctech.biz

