

## **MB-310: Microsoft Dynamics 365 Finance**

### Content

#### *Module 1: Financial Management*

**Lessons:**

- Benefits of Financial Management
  - Financial Management Overview
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#### *Module 2: Configure Currencies*

**Lessons:**

- Introduction
  - Setup Legal Entity Currencies and Conversions
  - Configure and Import Currency Exchange Rates
  - Practice Lab
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#### *Module 3: Create Fiscal Calendars, Years, and Periods*

**Lessons:**

- Introduction
  - Create Fiscal Calendars, Years, and Periods
  - Create Date Intervals
  - Practice Lab
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#### *Module 4: Configure Chart of Accounts*

**Lessons:**

- Introduction
  - Define and Configure the Chart of Accounts
  - Define and Configure Financial Dimensions
  - Define and Configure Account Structures and Rules
  - Practice Labs
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### *Module 5: Configure Ledger and Journals*

**Lessons:**

- Journals and Their Setup
  - Configure Ledger and Journal Setup
  - User Journals
  - Practice Lab
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### *Module 6: Configure Cash and Bank Management*

**Lessons:**

- Introduction
  - Bank Transaction Types and Groups
  - Setup Cash and Bank Management Parameters
  - Configure Banks and Bank Checks
  - Deposit and Refund Checks
  - Cash Flow
  - Practice Labs
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### *Module 7: Use Cash and Bank Management*

**Lessons:**

- Make Deposits and Perform Payment Reversals
  - Use Cash and Bank Management Workspaces
  - Practice Labs
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### *Module 8: Configure Letters of Credit and Guarantees*

**Lessons:**

- Introduction
  - Configure Letters of Credit
  - Configure Letters of Guarantee
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### *Module 9: Perform Daily Procedures*

**Lessons:**

- Learn About General Ledger Processes
- Create Voucher Templates

- Setup Journal Controls
  - Practice Lab
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### *Module 10: Intercompany Accounting*

#### **Lessons:**

- Setup and Use Intercompany Accounting
  - Practice Lab
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### *Module 11: Configure Ledger Allocations and Accruals*

#### **Lessons:**

- Introduction
  - Configure and Apply Accrual Schemes
  - Configure Ledger Allocation Rules
  - Practice Labs
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### *Module 12: Configure Sales Tax*

#### **Lessons:**

- Understand Tax Engine Components
  - Practice Lab
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### *Module 13: Configure Accounts Payable*

#### **Lessons:**

- Understand Task Recorder Functionality
  - Configure Accounts Payable Parameters
  - Create and Maintain Vendors
  - Configure Accounts Payable Charges
  - Configure and Use Positive Pay
  - Practice Lab
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### *Module 14: Perform Accounts Payable Daily Procedures*

#### **Lessons:**

- Introduction
  - Process Orders, Invoices, and Payments
  - Manage and Apply Prepayments
  - Practice Labs
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### *Module 15: Use Accounting Distribution and Invoice Validations*

#### **Lessons:**

- Introduction
  - Settle Transactions and Undo Settlements
  - Distribute Funds
  - Configure Invoice Validation Policies
  - Practice Labs
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### *Module 16: Configure Accounts Receivable*

#### **Lessons:**

- Configure Accounts Receivable
  - Create and Maintain Customers
  - Setup Customer Posting Profiles
  - Configure Accounts Receivable Charges
  - Practice Lab
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### *Module 17: Perform Accounts Receivable Daily Procedures*

#### **Lessons:**

- Create Free Text Invoices and Record Customer Payments
  - Settle Transactions and Undo Settlement
  - Practice Lab
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### *Module 18: Configure Credit and Collections*

#### **Lessons:**

- Introduction
- Configure Credit and Collections Components
- Setup and Manage Interest
- Waive, Reinstate, or Reverse
- Setup and Manage Collection Letters
- Practice Lab

***Module 19: Process Credit and Collections***

**Lessons:**

- Introduction
  - Understand How to Process Collections
  - Manage Customer Credit and Collections
  - Practice Labs
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***Module 20: Configure Post-Dated Checks***

**Lessons:**

- Introduction
  - Manage Post-Dated Checks
  - Practice Labs
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***Module 21: Configure and Use Basic Budgeting and Budget Control Processes***

**Lessons:**

- Introduction
  - Configure Basic Budgeting Components
  - Configure Budget Control Components
  - Create and Test Budget Registry Entries
  - Use Inquiries and Reports
  - Practice Labs
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***Module 22: Configure and Use Budget Planning Processes***

**Lessons:**

- Introduction
  - Configure Budget Planning Components
  - Practice Lab
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***Module 23: Configure Fixed Assets Management***

**Lessons:**

- Introduction

- Configure Fixed Asset Components
  - Enable Fixed Asset Integration
  - Create Fixed Assets
  - Practice Labs
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### *Module 24: Manage Fixed Assets*

#### **Lessons:**

- Introduction
  - Perform Fixed Assets Tasks
  - Practice Labs
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### *Module 25: Configure and Use Cost Accounting*

#### **Lessons:**

- Introduction
  - Cost Control Workspace
  - Practice Lab
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### *Module 26: Configure and Use Periodic Processes*

#### **Lessons:**

- Introduction
  - Bank Reconciliations
  - Configure Financial Period Close
  - Prepare Periodic Filings
  - Run Foreign Currency Revaluation Processes
  - Perform Financial Consolidations
  - Process End of Year Close
  - Practice Labs
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### *Module 27: Configure the Electronic Reporting Framework*

#### **Lessons:**

- Introduction
- Configure Electronic Reporting
- Formula Designer in Electronic Reporting
- Practice Lab

### ***Module 28: Configure Localized Features***

#### **Lessons:**

- Introduction
  - Localization and Regulatory Features
  - Classification of Mexican Localization Features
  - Understand the Global Tax Engine
  - Features of Fiscal Establishments and Documents for Brazilian Localization
  - Bill of Exchange
  - Electronic Invoices
  - Practice Labs
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### ***Module 29: Configure Financial Management for Public Sector***

#### **Lessons:**

- Introduction
  - Setup Funds for the Public Sector
  - Setup Derived Financial Hierarchies
  - Configure Billing Codes for Free Text Invoices
  - Practice Labs
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### ***Module 30: Course Conclusion***

#### **Lessons:**

- Final Assessment
- Course Summary
- Post-Course Survey

