



Arrow Financials Period End / Year End Procedures

Course Description:

This course is designed accommodate Arrow Users with the tools to perform Period End and Year End processes for all modules.

Topics Covered:

Morning Session:

- Preparation
 - Re-Index (Dataflex Only)
 - System Auditor
- Cashbook
 - Bank Reconciliation
 - Processing
 - Reports
 - Reconciling to General Ledger
- Debtors
 - Processing
 - Reports
 - Statements
 - Reconciling to General Ledger
- Creditors
 - Processing
 - Reports
- Reconciling to General Ledger
 - GST Reconciliation
 - Purchase Orders
 - Reconciling Purchase Order Clearing Account
 - Clear Orders
 - Reconciling to General Ledger
- Stock
 - Processing
 - Reports
 - Reconciliation to General Ledger

Afternoon Session:

- Payroll
 - Processing
 - Reports
 - Reconciling to General Ledger
- Job Costing
 - Processing
 - Reports
 - WIP to General Ledger
 - Reconciliation to General Ledger
- Bill of Materials
 - Clear Completed Orders
- Fixed Assets
 - Depreciation Schedule
 - Reports
 - Reconciling to General Ledger
- General Ledger
 - Processing
 - Reports
 - Closing the Periods
- Morning Tea / Lunch / Afternoon Tea
- Training Notes

