Projects / Job Cost Workshop

OVERVIEW

The Projects Foundation course is a 4-hour, expert-led course that introduces students to Nextworld's Projects / Job Cost module. This course is designed to provide a basic understanding of Job Costing, Budgets, Real-Time Forecasting, Reporting and more in Nextworld.
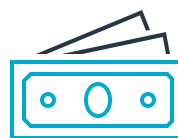
WHO SHOULD ATTEND?

The audience for this training is employees, partners and customers who will be setting up and using Nextworld's Project / Job Cost functionality.

Attendees should have basic skills in:

- Job Costing
- Financials

COURSE PREREQUISITES

- Basic ERP or Project experiences

- **Required** eLearning prerequisites (~XX hours):

    - INTR 101 – Navigating Nextworld (20 min)
    - INTR 102 – Environment (45 min)
    - FNDN 110 – Directory Setup (25 min)
    - FNDN 120 – Directory Basic Operations (50 min)

- **Recommended** eLearning prerequisites (~ 2 hours)

    - FNDN 130 – Items (1.25 hours)
    - FINS 110 – General Ledger Setup (1.5 hours)
    - FINS 120 – General Ledger Basic Operations (25 min)
    - PROC 110 – Procurement Setup

COST
$250 per person

DURATION
4 hours

DELIVERY METHOD
Virtual Instructor Led

AUDIENCE
Functional Consultants
Project Managers

CERTIFICATE
Upon *successful completion* - Certificate of Completion
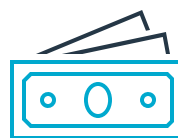
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COURSE PREREQUISITES (Continued)

- **Post Course Recommended** Learning:
  - RPTG 120 – Dashboards (1 hour)
  - RPTG 130 – Interactive Reporting (30 mins)

COURSE OBJECTIVES & TOPICS

By the end of this course, participants will be able to:

- Project Module Setup
  - Setup Work Breakdown Structure
    - Job Costing Profiles
    - Job Task Definitions
    - Job Cost/Revenue Components
  - Configure Job Cost Settings
  - Review GL Mapping Rules Setup
  - Configure Procurement Settings (specific to encumbrances)

- Basic Operations
  - Create Job Relationships & Job Definitions
  - Define Budgets
  - Update Budget Revisions
  - Execute Change Request
  - Execute Change Order

- Transition Impacts
  - Enter Purchase Orders, Receipts, Supplier Invoices
  - Enter Subcontractor Purchase Order
  - Enter Expense Reports & Journal Entries

- Reporting
  - Launch Projects / Job Cost Inquiries & Reports

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