Sonoma County
Office of Education

ERP - New User Accounts Payable

This session is for new users in Accounts Payable activities that have been in their position for under a year. This will be hands on and small class size.

Finance activities

- Vendor Records
- Vendor Requisitions - Order Types
- AP Payments - Payment Transactions
- Searching - Create Search Favorites
- Managing lists and Data grids
- Review Reports - Create Report Favorites and Schedule Reports

This class is for Sonoma County employees only.

When	Wednesday, July 10, 2024 1:30 pm - 3:00 pm
Location	Teacher Learning Center at SCOE
Presenter	SCOE IT Business System Support Analysts
Cost	Free
Audience	New ERP AP or Fiscal Users
Registration	http://scoe.org/pub/htdocs/class.html?class_id=11457 Escape Support, (707) 524-8324, escapesupport@scoe.org
Questions	Escape Support, (707) 524-8324, escapesupport@scoe.org