

Courses "Exact Globe"

AS Aruba N.V. provides courses on a "per module" basis:

These courses are:

E-Account	(Financial administration)
E-Invoice / E-Order	(Sales order and invoicing)
E-Stock & Purchase	(Inventory management and purchasing)
E-Service	(Service management, work--order administration)
E-Job-cost	(Project administration)
E-System-management	(Security, backup-restore, authorization)

Although we at AS Aruba N.V. are official dealer for Exact on Aruba and although we use the official training manuals/handouts from Exact, the setup of our training sessions is somewhat different.

The official Exact courses are generally speaking taking three whole days for every module. During these three days, there is off course a lot of "homework" to be done by the students, making all kind off exercises like preparing a chart of accounts, entering journal entries, making invoices etc.

We feel that our customers in Aruba have neither the time, nor the budget available to attend training sessions of three days each.

Therefore, we keep our training short, but very intense.

For every module, the training will cover the following aspects:

1. Understanding the master-files involved in the specific module, like: General Ledger, Debtors, Creditors and Journals for the module E-Account, or Items, Item-groups, Sales-representatives, Price-agreements etc. for the module E-Invoice.
2. The most important data-entry issues of the module, like making journal entries, making invoices etc.
3. The most important reporting functions of the module.
4. Understanding the total flowchart of a module, how the processes are interlinked and which step should be taken at what point in time.
5. Security issues, do's and don'ts for the module.

Although the amount of information given in such a day is rather big, there is still ample time for the student to get hands-on experience and make some examples for him/herself.

Depending on the interest of the students, it is always possible to make a little exploration to another module, which was not primarily in the specific course. So for instance, during the training on E-Invoice, often some sidesteps are made to the module of Stock & Purchasing.