

Microsoft Dynamics 365 Business Central Functional Consultant	
Module 00	Introduction to the Business central
Module 1	Describe use cases and common features for Business Central modules
	Technology overview
	Navigate the user interface
	Perform basic user tasks in Business Central
	Master Data
	Sales and Purchase processes
Module 2	APPLICATION SETUP
	Create and configure a new company
	Create a new company by using the Assisted Setup
	Copy a company
	Copy data from an existing company
	iMigrate data to Business Central
	Overview
	Migrate data by using the Assisted Setup
	Create a configuration worksheet
	Create configuration questionnaires
	Use configuration packages
	Migrate data by using the Edit in Excel feature
	Create journal opening balances
	Manage Security
	Set up new users and user groups
	Create and assign permission sets
	Apply security filters
	Create and manage user profiles
	Perform user-specific setup
	Set up core app functionality
	Set up company information
	Set up printers
	Set up reports
	Set up and use job queues
	Set up email
	Set up number series
	Set up base calendars
	Set up change log
Module 3	CONFIGURE FINANCIALS
	Set up Finance Management
	Configure accounting periods
	Configure the general ledger setup
	Set up the Chart of Accounts
	Create G/L accounts
	Create account categories and subcategories

	Set up posting groups
	Overview
	Create specific posting groups
	Create general posting groups
	Configure general posting setup options
	Set up VAT Posting Groups
	Configure the VAT Posting Setup
	Set up dimensions
	Overview
	Set up dimensions and dimension values
	Set up global and shortcut dimensions
	Set up default dimensions
	Block combinations
	Define default dimension priorities
	General Journals
	Overview
	Create general journal templates
	Create general journal batches
	Set up currencies
	Set up currencies
	Update exchange rates
	Set up Cash Management
	Set up bank accounts
	Set up bank imports and exports
	Set up payment reconciliation journals
	Set up payment application rules
	Explore data exchange definitions
	Set up Accounts Payables
	Create vendor accounts
	Create Payment Terms
	Configure Payment Methods
	Merge vendor accounts
	Configure the purchases and payables setup
	Set up payment journals
	Set up vendor bank accounts
	Create document sending profiles
	Set up Accounts Receivables
	Create customer accounts
	Merge customer records
	Configure the Sales & Receivables Setup
	Set up cash receipt journals
	Set up payment registration
	Set up customer bank accounts
	Enable customer payments through payment services
	Relationship between customer and customer ledger entries

Module 4	Configure Sales and Purchasing
	Set up Inventory
	Create customer accounts
	Merge customer records
	Configure the Sales & Receivables Setup
	Set up cash receipt journals
	Set up payment registration
	Set up customer bank accounts
	Enable customer payments through payment services
	Relationship between customer and customer ledger entries
	Configure sales pricing and discounts
	Create customer-specific discounts
	Create customer-specific prices
	Pricing customer groups
	Best price calculation
	Configure purchase pricing and discounts
	Configure purchase prices
	Configure purchase discounts
	Configure Salespeople and Purchasers
	Configure salespeople
	Assign a salesperson to a customer
	Configure purchasers
	Assign a purchaser to a vendor
Module 5	Operations
	Purchase items
	Create quotations
	Convert a quotation into a purchase order
	Receive items associated with a purchase order
	Over-receive items
	Reverse a receipt
	Invoice items
	Review a purchase transaction
	Configure recurring purchase lines
	Sell items
	Create quotations
	Convert a quotation into an order or invoice
	Analyze item availability
	Ship items
	Reverse shipments
	Invoice items
	Configure recurring sales lines
	Post and review a sales transaction
	Order Promising
	Process customer payments
	Process payments to vendors

	Unapply entries
	Reconcile bank accounts
	Process journal entries
	Reverse posted journals
	Financial Transactions
	Process purchase invoices
	Reverse or correct a posted purchase invoice
	Process sales invoices
	Reverse or correct a posted sales invoice
	Combine order shipments for invoicing
	Process payments journals
	Suggest vendor payments
	Unapply entries
	Reverse posted journals
	Describe bank reconciliations
	Create and process journal entries
	Process periodic entries using standard journals
	Inventory Costing
	Create and manage inventory periods
	Describe the inventory batch posting process
	Describe costing methods
Module 6	Integration and Automation
	Set up and manage approvals by using workflows
	Explore workflow in Business Central
	Create workflows
	Set up approval users
	Set up notifications
	Use approval workflows
	Integrate Business Central with other applications
	Integrate Business Central with Office apps
	Describe use cases for integrating Business Central with Microso. Teams and MS office
	Describe use cases for AppSource (Marketplace)
	Configure integration between Business Central and Microso. Dataverse
	Describe use cases connecting to Dynamics 365 Sales
	Connect Power Automate
	Describe use cases for enhancing Business Central by using Power Automate
	Describe the process for creating flows and using standard connectors
	Use embedded (built-in flows in Business Central) Power Automate flows
	Connect Power Apps
	Describe use cases for enhancing Business Central by using Power Apps
	Create Power App with Standard API
	Connect Power BI
	Consume Power BI reports within Business Central
	Consume Business Central data by using Odata in Power BI Desktop
Module 7	SCENARIOS

In this workshop, you will create your own solution to the stated problems. This workshop is open-ended design. Use this time to practice what you need and don't be afraid to use your trainer for help when you are stuck. You will need to evaluate the requirements, build the solutions and automation as required. There will be **three scenarios** in which we will be working on the platform implementing our data on Business Central.