

Managing Expenditure Commitments (Encumbrance) & Reconciliations using ERPNext and Looker Studio

Day 1 - Theory

- Financial Management Basics
- Budget Cycle
- Encumbrance Overview
- Procurement Lifecycle
- Chart of Accounts
- Cost Centers

Day 1 - Hands-on

- Setup ERPNext
- Create Company
- Create Cost Centers
- Create Suppliers & Items

Day 2 - Theory

- Budget Planning
- Department Budgets
- Commitment Accounting
- Budget vs Actual
- Budget Monitoring

Day 2 - Hands-on

- Create Budgets
- Allocate Budgets
- Create Purchase Requests
- Budget Utilization Report

Day 3 - Theory

- Supplier Management
- Purchase Order Process
- Goods Receipt
- Purchase Invoice
- Payment Process

Day 3 - Hands-on

- Create Supplier
- Create PO
- Goods Receipt
- Invoice
- Payment
- View GL

Day 4 - Theory

- Bank Reconciliation
- Vendor Reconciliation
- GL Reconciliation
- Month-End Closing
- Audit Trail

Day 4 - Hands-on

- Perform Bank & Vendor Reconciliation
- Budget vs Actual
- Generate Reports

Day 5 - Theory

- Financial Reports
- Procurement Analytics
- KPIs
- Dashboard Concepts

Day 5 - Hands-on

- Google Sheets Data Prep
- Looker Studio Dashboards
- Executive KPI Dashboard
- Capstone