

CAS AP, AR, and Banking Modules

Prerequisites:

None.

Course Content

Accounts Payable

- Chart of Accounts
- Trades
- Vendor Maintenance
- Employees
- Customers
- Job Maintenance
 - Jobs
 - Job Account Tab
 - Cost Codes
 - Cost
- Purchase Orders
- Subcontract Maintenance
- Invoice Payables
- Retainage Payables
- Visual Payables
- Pay Multiple Vendors
- Write Now Distribute Later
- Manual Checks
- Change Invoice Distribution
- PO and Sub Detail

Accounts Receivable

- Job Maintenance
 - Change Orders
 - Schedule of Values
- Miscellaneous Invoices
- Customers Receive Payments
- Deposits
- Manage Receivables
- Print Statements
- Reconcile Checks
- Reports

Banking

- Bank Accounts
- Reconcile Checks
- Check Register
- Online Check Reconciliation
- Adjustments