



Internal General Ledger Custom Training

One-On-One Web-Based Training

Accounting Training Series

PropertyBoss General Ledger

Training & Implementation FAQs

Why is Training Important?

Although the PropertyBoss application is very intuitive to use, training can greatly accelerate the learning curve and provide clients with a greater understanding of the configuration options and robust feature set included in PropertyBoss.

What is Web-Based Training?

Web-Based Training is a one-on-one session where the instructor connects directly to the client's PC to provide hands-on experience. A computer, Internet connection and phone are required to conduct the training session.

What Type of Training Is Offered?

PropertyBoss offers Basic, Intermediate and Advanced training courses. Basic courses provide an understanding of how to configure and use the base system and allow users to improve their overall familiarity and efficiency with PropertyBoss. Intermediate courses cover additional areas typically of interest to users once they are familiar with the base system. Advanced topics cover Add-On Modules, advanced features and user-defined agendas created specifically to cover unique needs. Contact PropertyBoss for more information.

How Is Training Scheduled?

Training can be scheduled online at <http://training.propertyboss.com> or by calling us at (800) 562-0661.

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Course Overview

This one hour session is designed to be utilized by the user looking for customized training on their specific general ledger needs. This could include best practices for their setup, how to further customize the general ledger, entering miscellaneous journal entries, as well as other general ledger needs.



Course Outline

Topic content for this is based on end-user requests and can include training on a specific function, feature, or advanced training on topics covered in the Basic level course. Clients will work directly with the training staff to determine their training topics and time allotted for each of them.

Sample Topics

- Advanced accounting file setup
- Multiple account management
- Advanced account management
- Reconciliations
- Conversion from QuickBooks

Customized training can be designed to cover a select group of topics for either a single user or a small group of users. Please contact PropertyBoss to design a course to meet your needs.