



Microsoft FRx Training II Agenda

OBJECTIVE	To gain further understanding of FRx reporting and security.
DOCUMENT	A training manual will be provided upon registration
TECHNICAL REQUIREMENTS	Attendees will be required to have two computers available – one to follow the session using WebEx and one with the demo company Fabrikam installed to complete training exercises.
COST	\$400 per registrant
TIME ESTIMATE	TOPIC
Morning 9:00am to 10:15am	FRx Security <ul style="list-style-type: none"> • Overview • Users & Groups • Setting Security
Break 10:15am to 10:30am	
Morning 10:30am to 12:00pm	Row Formats <ul style="list-style-type: none"> • Building/Modifying Row Formats • Calculation Codes • Special Formatting • Account Modifiers • Automatic Rounding for Balance Sheet Reports Column Formats <ul style="list-style-type: none"> • Building/Modifying Column Formats • Calculation Codes • Using Account Filters with reporting units • Creating YTD Transaction Detail Reports • Creating Debit/Credit Reports Reporting Trees <ul style="list-style-type: none"> • Understanding Reporting Trees • Adding Additional Text to the reporting units in a tree • Adding Email Addresses to a reporting tree Report Catalogues <ul style="list-style-type: none"> • Building Block Options • Output Options • Page Options • Report Options Row Linking
Lunch 12:00pm to 1:00pm	
Afternoon 1:00pm to 2:30pm	Running Reports <ul style="list-style-type: none"> • Generating Reports • Using the Drill Down Viewer options in FRX and into Dynamics GP • Exporting to Excel • Emailing Reports • Create new or edit font styles

Please note that this session may be rescheduled if the minimum number of registrants is not met.