

OFM Training

ACCOUNTS RECEIVABLE SYSTEM

AR SYSTEM – OVERVIEW (Solomon AR)

The Solomon Accounts Receivable System performs the functions needed to process customer invoices, payments and maintains accounts receivable information. In addition, it generates a wide variety of useful accounts receivable reports that help make customer account management easier and more efficient.

Class Description: This three-hour class provides 1) an overview of the Solomon AR infrastructure and technology, 2) hands-on training in invoicing, receipting, and customer account managing.

Target Group: Agency personnel who would like an overview of the new Accounts Receivable System.

Class Objectives: At the conclusion of this class, participants should:

- Have an understanding of the system main features:
 - Ø Convenient, easy to use, graphical user interface
 - Ø Interactive AFRS pre-edit and interface which assures reconciliation with AFRS general ledger
 - Ø On-line interface to AFRS code tables which eliminates duplicate code maintenance
 - Ø On-demand reporting
 - Ø Web-based thin client front end, which enables easy access from a wide variety of workstations & remote sites
 - Ø Customization options to meet the business needs of individual agencies
 - Ø Support, training, and maintenance

- Be able to enter invoices, payments, and run reports for customer accounts management.