



# Introduction to Nominal Ledger & Associated Processes (AC02)

## Course Objectives

This course will provide attendees with an introduction to the Nominal Ledger in preparation for go live or as a new user.

## Who should attend?

Dealership and Assistant Accountants.

## Prerequisites

Attendees must have keyboard skills and Accounts knowledge.

## Programme

- Introduction to the Nominal Structure
- Set up Cost Centres and Expense Codes
- Nominal Journal Functionality
- Nominal Enquiries
- Significant Balance Sheet Accounts
- Nominal Reporting
- Daily/Weekly/Monthly Checklists
- End of Day Reports
- Going Live on Autoline

## Duration

1 Day

## Starting Time

9am

## Cost

R1 147.98 per person