

CORE INVENTORY MANAGEMENT
FOR MICROSOFT DYNAMICS® 365 FOR FINANCE
AND OPERATIONS

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Course Details

This two-day instructor-led course provides students with the knowledge and skills to recognize the entire life cycle of inventory tracking from the way it is setup and stocked to the way that the item is issued to production or for sale. Included in this area is a look at quality management for inventory goods. We will be exploring the Inventory management module within Microsoft Dynamics 365 for Finance and Operations.

This course is eligible for 14 CPE credits in the Computer Software and Applications field of study.

AUDIENCE

This course is intended for business roles that need to understand the inventory life cycle in Dynamics 365 for Finance and Operations.

AT COURSE COMPLETION

After completing this course, students will be able to:

- Create, setup, and configure item groups for posting.
- Determine posting types that are associated with item groups.
- Set up an inventory model group and state the effect of different parameter settings.
- Define the purposes of inventory dimension groups.
- Create journal names for inventory journals and their setup.
- Setup posting for dimension groups and inventory journals.
- Create, setup, and configure item groups for posting.
- Determine posting types that are associated with item groups.
- Set up an inventory model group and state the effect of different parameter settings.
- Define the purposes of inventory dimension groups.
- Create journal names for inventory journals and their setup.
- Setup posting for dimension groups and inventory journals.
- Discuss warehouse management parameters.
- Explain and set up a site.
- Explain and set up a warehouse.
- Discuss warehouse locations.
- Introduce serial and batch numbers.
- Set up tracking dimension group for serial and batch allocation.
- Assign Serial numbers to products.
- Assign Batch numbers to products.
- Set up journal names for inventory journals.
- Configure parameters for inventory journals.
- Describe the differences between movement and adjustment journals.
- Create and post inventory movement journals.

- Create and post inventory adjustment journals.
- Explain counting journals.
- Set up journal names for counting journals.
- Set up warehouse items and counting groups.
- Create and process a counting journal.
- Create and process a tag counting journal.
- Define the Transfer concept in Dynamics 365 for Finance and Operations.
- Setup required to process a transfer.
- Create and process transfer journals.
- Process picking and shipping on a transfer order.
- Receiving a transfer order.
- Review the quarantine management parameters.
- Discuss quarantine item management.
- Demonstrate inventory transactions on quarantine items.
- Describe the setup of the quality management feature's quality control component.
- Set up automatic quality order generation.
- Explain how to create and use manual quality orders.
- Review what nonconformance is.
- Discuss the corrective actions that may be taken as they relate to nonconformance.
- Explain how estimates of work and costs may be associated with nonconformance orders.
- Introduce how and when to use reservations.
- Review how to perform manual reservations.
- Demonstrate how to perform automatic reservations.
- Discuss view, lock and explosion reservations.
- Review the various inventory inquiries.
- Review the various inventory reports.

Electronic copies of certificates are given out automatically upon completion of a course. If for some reason you don't receive a certificate or have special circumstances (multiple participants, physical certificates, etc.), feel free to contact us at academy@rsmus.com.

COURSE CANCELLATION POLICY

RSM reserves the right to cancel courses up to 7 days prior to class commencement due to low enrollment. In the event of a cancellation, RSM will contact any enrolled students.

GUARANTEED TO RUN

All hosted courses are guaranteed to run. RSM reserves the right to cancel courses or to make changes in course schedules up to 7 days before the commencement of a course.

TRAVEL GUIDE

Hosted Training

You are responsible for making all arrangements for travel. We are located in the Denver Technology Center (DTC). You can fly into Denver International Airport (DEN) on most major airlines. It is recommended that you fly the evening before your class is scheduled to begin and depart the evening of the last day of class. On average please allow at least one hour to travel from our office to the airport.

5990 Greenwood Plaza Blvd.
Building 2
Suite 350
Greenwood Village, CO 80111

For hotel accommodations you can refer to our travel brochure where you can receive discounted rates at local hotels. Because we are located in the heart of the DTC, rental cars are not mandatory. They can be useful if you want to travel around the greater Denver area to see one of our many great tourist attractions.

Client Site Training

If the client would like the trainer to follow a specific travel policy attach it upon execution of the statement of work. For clients with a Master Services Agreement (MSA), travel and expenses will be billed after the conclusion of the training. For clients without an MSA, an estimated amount will be billed at a fixed fee and must be paid before the trainer will book travel.

PAYMENT

All work performed shall be performed on a fixed fee basis. RSM will bill the Client upon execution of the statement of work according to the Master Services Agreement (MSA). For clients without an MSA, payments must be received before the beginning of the training.

Refund Policy: Any cancellations 14 days prior to the scheduled course will be provided a 100% refund. Cancellations 7 days prior to the scheduled course will be provided with a 50% refund. Cancellations within 7 days of course commencement will not be refunded.

Prerequisites

ENVIRONMENT

If the training will be conducted in Denver at the RSM office, the requirements listed below will be provided by RSM.

Before the beginning of the first lesson the following materials and equipment will be required:

- A LCD Projector*
- Projection screen/surface
- A white board or
- Flip chart stand/paper (optional)

Each attendee will need a Laptop/PC with the following available:

- Internet connection
- A VPN connection to RSM (The connection information will be provided by the trainer upon the first day of training).

RSM Technology Academy hosts the training images on a local server in our Denver offices. The VPN connection is required for the participants to connect to the Hyper-V training image.

* The instructor can provide a projector if one is not available upon request only.

Course Outline

MODULE 1: INVENTORY MANAGEMENT SETUP

Inventory Management Setup in Microsoft Dynamics 365 for Finance and Operations covers the required setup element item groups and item model groups for products. It identifies how different settings affect accounting for the product.

Lessons

- Set up an item group.
- Determine posting types
- Setup up an inventory model group
- Define inventory dimension groups
- Create journal names for inventory journals
- Set up dimension groups and inventory dimensions for journals
- Set up posting for inventory journals

Practices

- Create an item group
- Create an item model group
- Create an inventory dimension groups
- Create an inventory journal

MODULE 2: PHYSICAL INVENTORY SETUP

The physical inventory setup enables the direct relationship between a storage dimension and that of a product. By enabling this feature, the system will only stock and fulfill orders based on actual physical goods and will not allow the use of out of stock or negative reservation

Lessons

- Explain the Warehouse management parameters.
- Set up a site and warehouse and attach it to a product
- How to set up physical and logical of the inventory:
- Sites, warehouse, aisles, locations, warehouse items
- Store areas, Store zones

Practices

- Create a site
- Creating a warehouse

MODULE 3: INVENTORY CONTROL CONSIDERATIONS (SERIAL AND BATCH)

This module introduces the serial and batch numbers in Microsoft Dynamics 365 for Finance and Operations.

Lessons

- Set up a tracking dimension group to allow for serial and batch number allocation
- Allocate serial and batch numbers manually to a product
- Set up a product to automatically have batch and serial numbers allocated
- Use a transfer order to edit serial and batch numbers
- Use the trace inventory dimension function to track a product's inventory dimensions

Practices

- Setup an item with manual allocation of serial numbers
- Setup an item with automatically allocated serialized product

MODULE 4: INVENTORY ADJUSTMENT AND MOVEMENTS

This module explains inventory journals by reviewing the initial setup for adjustments and movements.

Lessons

- Setup inventory journal names for adjustments and movements.
- Create and process inventory adjustment and movement inventory journals

Practices

- Create a movement journal
- Create an inventory adjustment journal

MODULE 5: CYCLE COUNTING

This module explains the use of cycle counts to improve inventory accuracy, lower holding costs, and improving traceability.

Lessons

- Explain counting journals.
- Setup journal names for counting journals.
- Set up warehouse items and counting groups
- Create and process a counting journal
- Create and process a tag counting journal

Practices

- Create a counting journal

MODULE 6: TRANSFERS

In this module, students gain an understanding of transfers with Dynamics 365 for Finance and Operations. It covers the transfer journal process and the transfer order capabilities. This is a process-oriented method to deal with transfer orders between warehouses within the same company.

Lessons

- Review the use of Transfer Journals Vs Transfer Orders
- Create and post transfer journals.
- Set Up of Transfer Orders
- Using the Transfer order Form
- Picking Items for a Transfer Order
- Shipping and Receiving a Transfer Order

Practices

- Create a transfer journal
- Create a transfer order
- Pick, ship, and receive a transfer order

MODULE 7: QUARANTINE AND INVENTORY BLOCKING

This module examines how Microsoft Dynamics 365 for Finance and Operations uses Quarantine orders. Items can be set aside to await either manual or automatic approval, depending on setup. The item may be in quarantine for a certain period, for example, for quantity control purposes. Quarantine management is part of the Microsoft Dynamics 365 for Finance and Operations Inventory management module.

Lessons

- Quarantine Warehouse Setup Parameters
- Quarantine Item Management
- Inventory Transactions on Quarantine Items

Practices

- Create quarantine inventory
- Block an inventory item

MODULE 8: QUALITY MANAGEMENT

This module introduces the quality management features in Microsoft Dynamics 365 for Finance and Operations. It includes the product testing and quality orders of materials.

Lessons

- Describe the setup of the quality management feature's quality control component
- Set up automatic quality order generation
- Explain how to create and use manual quality orders

Practices

- Setup quality management basics
- Setup automatic quality order generation

- Create a manual quality order

MODULE 9: NON CONFORMANCES

This module introduces the nonconformance features in Microsoft Dynamics 365 for Finance and Operations. For Quality management managing nonconforming material involves the use of nonconformance orders.

Lessons

- Define nonconformance.
- Show nonconformance tag and nonconformance report
- Define corrective actions
- Discuss estimates of work and costs associated with nonconformance

Practices

- Create a nonconformance order

MODULE 10: RESERVATIONS

This module is designed to explain the Reservations functionality in Microsoft Dynamics 365 for Finance and Operations.

Lessons

- Why Perform Reservations and What You Can Reserve?
- Manual Reservations
- Automatic Reservations
- Automatic Reservations and Selection of Batch
- Explosion Reservations
- View Reservations
- Lock Reservations

Practices

- Manual reservation
- Automatic reservation

MODULE 11: INVENTORY INQUIRIES AND REPORTS

This module reviews the inquiries and reports that are available in order to output the current state of inventory control for Dynamics 365 for Finance and Operations. This covers the major items that are used by a variety of industries

Lessons

- Basics of Inquiries
 - Arrival Overview
 - Transfer orders
 - Shipments
 - Batches
 - Picking workbench
- Basics of Reporting
 - On hand
 - Transactions
 - Status
 - Analysis

Agenda

	Day 1	Day 2
9:00 AM	Introductions and Basic Navigation	Cycle Counting
10:00 AM	Inventory Management Setup	Transfers
11:00 AM		Quarantine and Inventory Blocking
12:00 PM	LUNCH	LUNCH
1:00 PM	Physical Inventory Setup	Quality Management
2:00 PM		Non Conformances
3:00 PM	Inventory Control Considerations	Reservations
4:00 PM	Inventory Movement and Adjustments	Inventory Inquiries and Reports
5:00 PM	SESSION END	SESSION END

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