



WORKSHOPS

We would be happy to design a concept for an individual **workshop** together. Simply select your preferred focus from the following modules and create your own training package. Below you will find a list of the contents of the individual modules. The Asset Classes module, as well as all advanced modules, additionally offer you the possibility to select further content.

Good to know: Training materials (incl. tasks) are provided for each workshop.

Module Transactions & Accounting | Duration: 2 hours

After this module you will

- know the underlying accounting logic in QPLIX and know in which software sections the accounting configuration can be viewed and edited,
- understand the structure and how charts of accounts work,
- know the transaction mask and the transaction record,
- understand the concept of different entry types,
- be able to find, control and edit transactions.

Required QPLIX knowledge:

- Basic knowledge of basic functions and the structure of the software
- Basic knowledge of the Universe section

Content:

- Accounting in QPLIX
- Transaction recording
- Chart of accounts
- Transaction record (incl. entry types)
- Find, control and edit transactions

Add-On: Document Management | Duration: 30 minutes

- Document Management in QPLIX
- Uploading and processing of documents
- Transactions and documents