

# MicrOpay Meridian General Ledger

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## Introduction

During MicrOpay General Ledger training you will learn how to use the General Ledger Integration module in MicrOpay Meridian. Your trainer will use realistic data and exercises to guide you through Ledger Account structures, Costing, Batch processing, Reconciliation and Reporting.

Please note that this course is not suitable for clients that have migrated their general ledger from MicrOpay Payroll Manager.

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## Target Audience

This course is designed for users who will be implementing or using General Ledger.

## Prerequisite

Participants should have a working knowledge of the MicrOpay Meridian Payroll module and be familiar with General Ledger accounting principles.

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## Objectives

By the end of the course, participants will be able to:

- create General Ledger batch files
  - create Ledger Accounts
  - enable Ledger integration in MicrOpay Meridian
  - edit Batch outputs
  - produce General Ledger reports, including General Ledger queries in MicrOpay Meridian IQ
  - reconcile General Ledger Batch data and troubleshoot discrepancies
  - define Accrual tables
  - define Calculations to be used in batch.
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## Duration

½ day 9.30am – 12.30pm or 1.30pm – 4.30pm

Please arrive 30 minutes before the start time to allow for the registration process.

Morning tea/afternoon tea is provided.

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