Triumph|ERP

Integrated software solutions to help your business grow.

Triumph Advanced Purchase Ordering/Creditors Course Outline

Purpose

The Advanced Purchasing course upgrades purchase ordering functionality for users with a variety of options to increase efficiency and internal control. It also demonstrates where significant time savings can be introduced into inventory management, job costing and sales back-ordering processes.

Target Audience

Members of purchasing departments and decision-makers within your organization who wish to improve all areas of the organisation's purchasing processes.

Prerequisites

Experience in purchasing including centralizing of purchasing functions. As a guide, you will get the most from this course if you have an understanding and some hands-on experience with using Triumph. ERP/bookkeeping knowledge is not a requirement for this course.

This course will cover the following objectives:

- A review of the Purchasing Module in Triumph including main features and purpose, and its integration with other modules in the Triumph Suite of programs.
- Introduction to more advanced purchasing options – Purchase Requisitions Module and the Advanced Purchasing Module.
- Explain the way the Purchase Requisitions and Purchase Orders work and the entries that the system generates when processing transactions. Optimise your use of the purchase requisitions and purchase order modules to take advantage of reorder facilities while processing sales.
- Explain the way that Purchase Requisitions can improve control and save time in managing Sales Order back-orders.
- Introduce Advanced Purchase Ordering features including the concepts of Work Orders (used in Costing environment), Internal Requisitions and Unapproved Orders.
- Demonstrate the use of Landed Costs, an upgrade on the existing Disbursements feature in basic Purchasing Module, which allows addition of Landed Costs by individual stock item without operator intervention.
- Examine additional features of Advanced Purchasing Module including the use of Incoterms, scanning of goods receipts, allocating multiple invoices against Purchase Orders and handling of exceptions to individual orders.
- Acquire an appreciation of why people need a system like Triumph when they outgrow systems like MYOB or QuickBooks or Xero.