



Integrated software solutions to help your business grow.

Triumph Job Costing Course Outline

An ideal course for new and existing Triumph ERP Job Costing users, which does not require prior knowledge of package.

Purpose

This course aims to provide participants with the knowledge and skills required to use the Triumph ERP Job Costing Module.

Target Audience

Aimed at participants who are currently using, or intend to use, the Triumph ERP Job Costing Module in the work place.

Pre-Requisites

Participants should be familiar with the basics of using a PC. Experience with alternative accounting package would be an advantage but not necessary.

Content

- System Set Up – Control maintenance
- Setting Up: Posting Tables; Default Cost Centres; Job Groups; Employee Activities; Employee Maintenance; Overheads
- Adding a new job
- Adding transactions: Timesheets; Creditors Invoices/Credit Notes; Stock Requisitions; Direct Purchase; Overheads
- Reports
- Invoicing
- Adjusting and writing off WIP
- Job Quoting
- Time Clock
- Attaching documents to Jobs