

Mincom Ellipse Financial Accounting Tools

Course ID: FI-01

Course Length: 2 Days

Modules Included: 3901 - Journal Holding, 3910 - Journals, 3920 - Chart of Accounts, 3990 - General Ledger.

Prerequisites: Mincom Ellipse Foundation Course

Intended Audience: Those individuals responsible for maintaining a chart of accounts, analysing and reconciling accounts, or managing the financial accounting function.

Course Description: This is a fundamental financials course that focuses on the chart of accounts, basic journals, standing journals, reallocation journals, and the journal holding file (repository of all financial transactions).

Expected Outcome: Use Financial Accounting Tools within Mincom Ellipse.

Format: The course is a combination of instructor-led and hands-on exercises to maximize the learning outcomes.

At the end of this course, the participant will be able to:

Identify key financial accounting tools.	Create and review general ledger codes.
Create and review cost centres and cost centre segments.	Create and review expense elements.
Create and review posting accounts.	Create and review user-defined subledgers.
Create and review colloquial names.	Create and review standing journals.
Create and review reallocation journals.	Review transactions in the journal holding file.
Amend posted accounting transactions.	Create and review short-form and long-form journals.
Identify district and system controls and associated table files.	

Registration: To register an expression of interest in course attendance, email education.services@mincom.com