

# Course Agenda

## Month End Reconciliation

**Sage 300 CRE | Instructor: Deborah Lastro**

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### Course Overview

This 2-hour class is designed to give an overview of month end reconciliation of the core modules to General Ledger. Reporting and troubleshooting will be covered. It is ideal for those employees responsible for monthly and quarterly financial reporting.

### Agenda

- **Accounts Receivable**
  - Check for Unposted Transactions
  - Reporting to Reconcile AR to GL
  - Resolving Issues
- **Payroll**
  - Check for Unposted Transactions
  - Reporting to Reconcile PR to GL
  - Resolving Issues
- **Job Cost**
  - Check for Unposted Transactions
  - Reporting to Reconcile JC to GL
  - Resolving Issues
- **Accounts Payable**
  - Check for Unposted Transactions
  - Reporting to Reconcile AP to GL
  - Resolving Issues
- **Cash Management**
  - Check for Unposted Transactions
  - Reconcile Accounts
  - Reporting to Reconcile CM to GL
  - Resolving Issues
- **General Ledger**
  - Check for Unposted Transactions
  - Suspense Account
  - Print Reports & Financial Statements
  - Print Financial Statements
  - Reconciliation of Out of Balance Situations