

# *ProSolutions*

*YOUR BUSINESS SOLUTIONS PROVIDER*



**Title of class:** MAS 90 / MAS 200 Distribution Period and Year-end Processing Procedures

**Date:** Wednesday, December 15, 2010

**Time:** 1:00 PM – 3:00 PM

**Course fee:** \$ 250.00 includes Distribution text

**Included in the course fee:** Course material as described above

As the end of the year approaches, we are prepared to equip our clients with the tools they need to successfully perform year-end processing. Attend this course to learn the steps necessary to perform period and year-end closing procedures.

By the end of the class, you will be able to:

- Back up your data
- Update modules (Purchase Order, Sales Order, Inventory Management)
- Print various reports
- Correct negative cost tiers
- Perform physical inventory, including adjustments
- Compare reports and reconcile to General Ledger
- Close the accounting period and the year
- Purge and archive data

**To register:** Contact Donna Penn at (858) 695-3900 or [donnap@prosolutionsssd.com](mailto:donnap@prosolutionsssd.com) and please indicate which software version you are on.

**Registration deadline:** Wednesday, December 8, 2010