

AP-AR Workshop
Friday, 6/12/09, Redwood Room C
Agenda

9:00 - 9:15 Introductions and Overview of Year-end Process

9:15 - 10:15 (Approximate) Accounts Payable

Year-end Tasks

Checklist

Corrections

Reports

Help

Use Tax Reporting

HP3000 Clean-up

10:15 - 10:30 Break

10:30 - 11:30 (Approximate) Accounts Receivable

Year-end Tasks

Differences from AP

Checklist

Corrections

Reports

Help

HP3000 Clean-up

11:30 - ?? Questions