



Course/Workshop Name

Level

Presentation Style

COURSE OUTLINE

SynergySoft Excel Integration

Advanced

Hands on training

Who should Attend

Anyone within your organisation who wishes to learn how to:

- Extract data from SynergySoft to produce spreadsheets and/or
- Upload data from Excel to SynergySoft.

Prerequisites

Attendees will need to have:

- Knowledge of SynergySoft General Ledger Structure
- General Windows knowledge
- Good knowledge of Microsoft Excel

Course Content

- Starting Excel Integration
- Building of Balances
- Downloading of Financial Information
- Creating Budget Worksheet
- Uploading Draft Budget
- Applying the Budget
- Using Summarised Functions for Financial Statements
- Using Macro for building Payroll Details
- Using Macro for building Costing Details
- Using Macro for load file contents
- Using GetUVfield function
- Using Macro for importing data