

# AGENDA

## Management Reporter (MR) for Microsoft Dynamics GP

Sherwood Systems  
1717 E. Morten Avenue, #270  
Phoenix, Arizona 85020  
(602) 943-9696

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### Day 1

**8:00am - 8:30am**  
**8:30am - 4:30pm**

**REGISTRATION**  
**CLASSROOM TRAINING**  
**LUNCH (will be provided)**

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### TOPICS – Day 1

#### **Management Reporter (MR) – Overview**

An overview of the features and functionality found within MR and intended for users who have little or no experience.

#### **Linking MR with Microsoft Dynamics GP**

Specific items within Microsoft Dynamics GP that affect your report design in MR.

#### **Management Reporter – Basics**

Learning the basics of MR, including navigation, viewing reports, creating row formats, column layouts and trees.

#### **Create Trial Balances and Income Statements**

Create Detailed and Summary Trial Balances and Income Statements

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### Day 2

**8:30am - 4:30pm**

**CLASSROOM TRAINING**  
**LUNCH (will be provided)**

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### TOPICS – Day 2

**Review** – Day 1 report designs, including reports, columns, and trees.

#### **Effective Report Design**

The creation of a variety of Income Statement and Balance Sheet reports, including tips and tricks.

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**DIRECTIONS TO:**

**Sherwood Systems  
1717 E Morten Ave.  
Suite 270  
Phoenix, AZ 85020**

**Exit SR 51 at Glendale Ave**

**Turn LEFT onto Glendale Ave, heading West to 16<sup>th</sup> Street**

**Make a RIGHT onto 16<sup>th</sup> Street, heading North**

**Go about 1/2 mile to Morten Ave (streetlight)**

**Make a RIGHT onto Morten Ave, heading East and go about 1/4 mile**

**Our building is on the RIGHT (South side of the street) and is a 2-story tan building. Pull in the parking lot before the building and park in any open uncovered space. If no parking is available, park across the street.**

**The entrance to the building is at the front, along Morten Ave. We are on the 2<sup>nd</sup> floor, Suite 270. We apologize for any inconvenience, but we are not handicap accessible.**

**Please call if you need additional directions, 602-943-9696.**

