

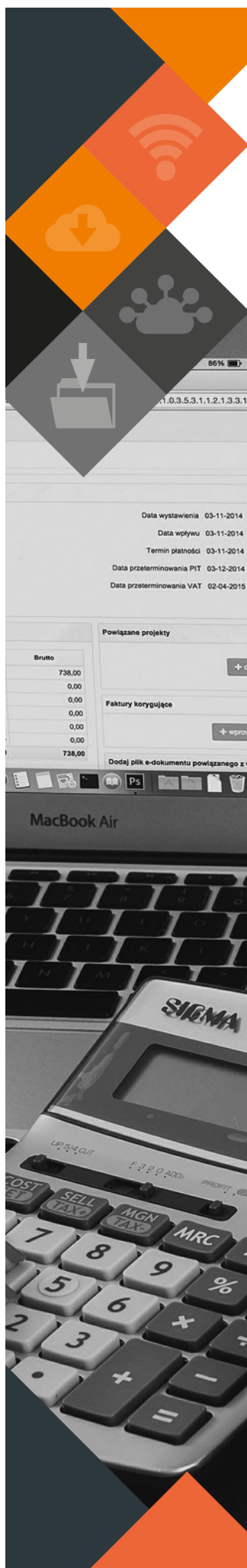
# MUNSOFT

## Events

### YEAR END CLOSURE & AFS WORKSHOP

#### PROGRAM

TIME	TOPIC	FACILITATOR
09:00	Introduction	Munsoft/ Municipalities
09:15	Purpose of the engagement	Munsoft
09:20	Munsoft Support Process	Munsoft
09:30	Year-End Procedures	Munsoft
10:00	General Ledger: <ul style="list-style-type: none"> <li>Journals (Errors, Reversal, Proof Listing)</li> <li>Including VAT &amp; Payroll Journals</li> <li>Hard Block/999 vs 777 Sub Module Integrity Item</li> <li>Control Account Segments</li> <li>Opening Balance Migration</li> <li>Key GL Enhancements</li> <li>Interface Reports</li> </ul>	Munsoft
	Questions and Answers	Delegates/Munsoft
12:00	<b>LUNCH BREAK</b>	
13:00	Cashiers: <ul style="list-style-type: none"> <li>Backdating Receipts</li> </ul> Sundry Registers: <ul style="list-style-type: none"> <li>TCMS</li> <li>TMT</li> <li>Other Registers</li> </ul> Consumer Debtors: <ul style="list-style-type: none"> <li>Write Offs</li> <li>Calculation of Meter Averages</li> <li>Calculation of Interest</li> <li>Account Consolidation Reversals</li> <li>Advance Payments/Debtors with Credit balances</li> </ul>	
	Questions and Answers	Delegates/Munsoft





## YEAR END CLOSURE & AFS WORKSHOP

### PROGRAM - continued

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TIME	TOPIC	FACILITATOR
14:30	Procurement: <ul style="list-style-type: none"><li>• Outstanding Orders</li><li>• Goods Delivered</li><li>• Invoice Authorization</li></ul> Creditors: <ul style="list-style-type: none"><li>• Month-End Authorization</li></ul> Stores: <ul style="list-style-type: none"><li>• Fuel Issues Backdating</li><li>• Fuel Importing</li><li>• Stock Take</li></ul> Registers: <ul style="list-style-type: none"><li>• Investments Registers</li><li>• Loan Registers</li></ul> Bank Recon: <ul style="list-style-type: none"><li>• Interpreting Bank Recon Summary</li><li>• Different Matching Options</li></ul>	Munsoft
	Questions and Answers	Delegates/Munsoft
15:30	Year-End Release/Future Enhancements	Munsoft
16:00	Closure	Munsoft