



Instructor

Shaun Hern

President & CEO

ERP Specialists Inc.

Mail us or come see us.

ESU Innovation Center Suite #

143

562 Independence Rd.

East Stroudsburg,

PA 18301

Email us

info@erps.us

Visit our Web Site

www.erps.us

Follow-us on Twitter

http://twitter.com/ERP_edu

Required Text

Thinking About ERP?

<http://www.erps.us/erpU>

Course Materials

Supplied to registered students

An introduction to ERP and SYSPRO ERP Software

Course Overview

This course is designed for new SYSPRO users. It focuses on topics which will help understand SYSPRO the company and SYSPRO the product. On completing this course you will gain an understanding of the following:

- ✓ Navigating in SYSPRO the product
- ✓ Business processes
- ✓ The role of inventory in a company and how it is controlled
- ✓ SYSPRO's business processes and how they are supported
- ✓ The supply chain and enterprise resource planning
- ✓ Manufacturing concepts
- ✓ Security both related to business in general and to SYSPRO

We provide tasks within the course that give you an opportunity to practically apply the steps in SYSPRO using a realistic scenario.

1. Introduction to SYSPRO

- | | | |
|--------------------------------------|---|--------------------------|
| ▪ About SYSPRO | ▪ Company milestones | ▪ The product |
| ▪ Key facts and figures about SYSPRO | ▪ The types of services SYSPRO provides | ▪ The company philosophy |
| ▪ The directors and leadership | ▪ How SYSPRO operates | |

2. SYSPRO Orientation

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|------------------------------|-------------------------|---------------------------|
| ▪ Logging in to SYSPRO | ▪ The SYSPRO Desktop | ▪ The Program List |
| ▪ The SYSPRO Button | ▪ The SYSPRO Ribbon Bar | ▪ Windows |
| ▪ Toolbars | ▪ Forms | ▪ Docking panes and tabs |
| ▪ Fields | ▪ Listviews | ▪ Context-sensitive menus |
| ▪ Hyperlinks and Smart Links | ▪ SYSPRO Help | ▪ Keyboard shortcuts |

3. The Supply Chain.

4. Inventory

- | | | |
|-----------------------------|--------------------------|-----------------------|
| ▪ A definition of inventory | ▪ The types of inventory | ▪ Inventory functions |
|-----------------------------|--------------------------|-----------------------|

5. Manufacturing

- | | | |
|--|---|--|
| ▪ A definition of manufacturing and its key concepts | ▪ The 5 types of manufacturing environments | ▪ The concepts of a bill of materials, structures and routings |
|--|---|--|

6. SYSPRO Business Process

- a. **Require-Procure-Pay business process.**
- b. **Plan-Produce-Distribute business process.**
- c. **Prospect-Transact-Care business process.**
 - The top level business process flow
 - The 3 phases within the process
 - The stages and tasks within each phase
 - Concepts, roles, considerations and risks for each stage in the flow
 - SYSPRO solutions and programs which support the business process

Next course starts on November 06, 2014

Next Course Schedule

November 2014

Week	Subject	Location
11/06/2014 16h30 to 18h00	1. Introduction to SYSPRO 2. Orientation	TBA
11/13/2014 16h30 to 18h00	3. The Supply Chain 4. Inventory 5. Manufacturing	
11/20/2014 16h30 to 18h00	6. Require-Procure-Pay business process. 7. Plan-Produce-Distribute business process. 8. Prospect-Transact-Care business process.	
11/25/2014 16h30 to 18h00	Write SYSPRO Certification Exam	

Next Course Schedule

December 2014

Week	Subject	Location
11/27/2014 16h30 to 18h00	1. Introduction to SYSPRO 2. Orientation	TBA
12/04/2014 16h30 to 18h00	3. The Supply Chain 4. Inventory 5. Manufacturing	
12/11/2014 16h30 to 18h00	6. Require-Procure-Pay business process. 7. Plan-Produce-Distribute business process. 8. Prospect-Transact-Care business process.	
12/18/2014 16h30 to 18h00	Write SYSPRO Certification Exam	