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# INTEGRATED MANAGEMENT SYSTEM

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## IMS - MATERIAL MANAGEMENT REPORTING

0.5 day

IMS705

This course explains how to create and review various MM reports. Participants will have a hands-on chance to run reports for their fund centres and review them. If participants would like they can bring examples of their work in the class.

**Prerequisites:** Profile on IMS Production; experience in creating LIV in production and/or MM on-line tutorial

**Population:** Materiel Management Staff

**Mode of Delivery:** Classroom

## IMS - REPORTING AND DISPLAY

2 days

IM1501

This course is designed for those who need to view IMS documents and run reports. It provides a background in accrual accounting and accessing IMS as well as practice in viewing and understanding Vendor Master Records, Funds Commitments, Accounts Payable invoices, and payment documents. It also covers running the Available Commitment Budget Report.

**Prerequisites:** Accrual Accounting and Getting Started in IMS Enterprise on-line tutorial

**Population:** Accounting and administrative staff and Management Consular Officers. This course is ideal for Managers, Divisional Assistants, and Spoke's missions

**Mode of Delivery:** Classroom

## IMS FOR ACCOUNTANTS

10 days

IMS0018

This course covers all IMS financial accounting courses excluding Material Management. It includes the following modules: Fundamentals of Accrual Accounting; How to Navigate in IMS; Reporting; Vendor Master Records; Funds Management; Controlling; Accounts Payable; Payments & Working with Cheques; Bank Reconciliation; Issuing and Settling Advances; and General Ledger.

**Prerequisites:** Accrual Accounting and Getting Started in IMS Enterprise on-line tutorial

**Population:** Accountants

**Mode of Delivery:** Classroom