# SunSystems 6 Fundamentals - Training Agenda

## 1 – About This Guide

## 2 – Introduction

## 3 – Logging On & Off SunSystems

## 4 – Using SunSystems Screens & Menus:

- Web Client:
  - Widgets / User Group Menu / Function Selection Ctrl / Session Tabs
  - **Exercise 1:**  Step by Step guide on how to create Widgets & Pins
- Windows Client:
  - User Group Menu / Function Selection Ctrl / Menu Panel / Session Tabs
  - **Exercise 2:**  Work through adding Functions & Shortcuts to Favourites

## 5 – The Single Ledger

## 6 – Analysis:

- Static Date / Transactional Analysis / How Analysis Works / Data that can be analysed
- Creating LA Codes / How Analysis Codes are entered / Account Analysis / Extended Analysis
- **Additional Exercise:**  Linking Suppliers to Analysis Dimension
- Analysis Hierarchies - Overview
- **Additional Exercise:**  Creating Analysis Hierarchies

## 7 – The Multi Currency Environment

## 8 – Business Units

## 9 – Budget Ledgers

## 10 – Accounting Periods, Dates and Calendars