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Microsoft Learn for New Clients

Round I



Get started with Microsoft Dynamics 365 Business Central - ...

Are you interested in Business Central? If you are, this learning path provides a good introduction. It discusses how to set up a trial, provides some basic...

<https://learn.microsoft.com/en-us/training/paths/get-started-dynamics-365-business-central/>



Round II (also current Business Central Users)



User interface essentials in Dynamics 365 Business Central - ...

Understanding the user interface is essential to the efficient use of Business Central. This module shows you the components and possibilities of the...

<https://learn.microsoft.com/en-us/training/modules/user-interface-dynamics-365-business-ce...>



Use alternative interfaces for Dynamics 365 Business Central...

The modern user interface experience for Microsoft Dynamics 365 Business Central isn't limited to the web client. Business Central comes with smartphon...

<https://learn.microsoft.com/en-us/training/modules/alternative-interfaces-dynamics-365-busi...>



Change how documents look in Business Central - Training |...

Find out how to customize document layouts and reports in Business Central to follow your company's guidelines and preferences.

<https://learn.microsoft.com/en-us/training/modules/change-documents-dynamics-365-busine...>



Round III (not for current Business Central Users)



Explore and modify information in Business Central - Trainin...

You work with different types of data in Business Central. Each type of data has its own possibilities and restrictions. This module shows you all the different...

<https://learn.microsoft.com/en-us/training/modules/explore-modify-info-dynamics-365-busin...>



Search, filter, sort, and select data in Business Central - Train...

Searching for data is a frequent action in a business solution. Finding your data is crucial to the user experience. Understanding how to search makes all the...

<https://learn.microsoft.com/en-us/training/modules/search-filter-sort-data-dynamics-365-busi...>



Configure Sales and Purchasing. - Training | Microsoft Learn

This Learning Path focuses on the basic components of configuring sales and processing purchasing within Business Central.

<https://learn.microsoft.com/en-us/training/paths/configure-sales-purchasing/>



Role Specific

Admin - Leadership



Analyze list data using data analysis mode in Business Centr...

Learn how to analyze list data by using data analysis mode in Dynamics 365 Business Central.

<https://learn.microsoft.com/en-us/training/modules/analyze-list-data/>



Manage users and implement security in Dynamics 365 Busi...

Learn how to manage users and implement security in Business Central.

<https://learn.microsoft.com/en-us/training/modules/users-security-dynamics-365-business-ce...>





Set up email in Dynamics 365 Business Central - Training | ...

Learn how to set up accounts, compose and send email messages, attach documents, assign scenarios, send sales documents, and check the outbox an...

<https://learn.microsoft.com/en-us/training/modules/set-up-email/>



Integrate Dynamics 365 Business Central with Outlook - Trai...

Learn how to integrate Business Central with Outlook to send email to your users.

[https://learn.microsoft.com/en-us/training/modules/email-integration-dynamics-365-business...](https://learn.microsoft.com/en-us/training/modules/email-integration-dynamics-365-business-...)



Finance



Set up the chart of accounts in Dynamics 365 Business Cent...

Do you want to know how to set up the chart of accounts in Business Central? This module will focus on managing the chart of accounts. The Chart of...

<https://learn.microsoft.com/en-us/training/modules/chart-accounts-dynamics-365-business-c...>



Set up dimensions in Dynamics 365 Business Central - Traini...

If you are responsible for financial reporting, then follow along with this module to learn how to set up dimensions. Dimensions are used to group posted...

<https://learn.microsoft.com/en-us/training/modules/dimensions-dynamics-365-business-centr...>



Set up general journal templates in Dynamics 365 Business ...

With general journals, users can enter data in general ledger accounts and other accounts, such as customer, vendor, and bank accounts. This module will focus...

<https://learn.microsoft.com/en-us/training/modules/general-journal-templates-dynamics-365-...>



Set up posting groups in Dynamics 365 Business Central - Tr...

This module will explain what posting groups are and what they're used for in Dynamics 365 Business Central. Additionally, this module focuses on showing...

<https://learn.microsoft.com/en-us/training/modules/posting-groups-dynamics-365-business-c...>





Enter payments in the cash receipt journal and the payment...

Do you want to know how to manually process customer payments in Business Central? If so, then this module is for you. This module will focus on how to...

<https://learn.microsoft.com/en-us/training/modules/enter-payments-dynamics-365-business-...>



Perform a bank reconciliation in Dynamics 365 Business Cen...

Do you want to find out how to reconcile bank accounts in Dynamics 365 Business Central? Then this module is for you. The bank reconciliation feature i...

<https://learn.microsoft.com/en-us/training/modules/bank-reconciliation-dynamics-365-busine...>



Use general ledger allocations in Business Central - Training...

Learn how to use general ledger allocations in Business Central.

<https://learn.microsoft.com/en-us/training/modules/general-ledger-allocations/>



Trade



Work with Trade master data in Microsoft Dynamics 365 Bu...

Learn about the master data that is important when you work with Trade in Business Central. This module also provides an overview of items, customers,...

<https://learn.microsoft.com/en-us/training/modules/trade-master-data-dynamics-365-busines...>



Create items in Dynamics 365 Business Central - Training | ...

Do you want to know how to create items in Business Central? This module explains how to set up inventory items, and items of the type service and non-...

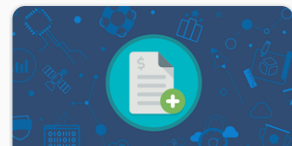
<https://learn.microsoft.com/en-us/training/modules/create-items/>



Create purchase documents in Dynamics 365 Business Centr...

Do you need to create purchase documents like blanket orders, orders, and invoices? This module provides basic information that you should know to...

<https://learn.microsoft.com/en-us/training/modules/create-purchase-documents-dynamics-36...>





Receive and invoice items in Dynamics 365 Business Central ...

Do you want to know how to receive and invoice purchase documents in Business Central? This module will focus on how to receive items from vendors...

<https://learn.microsoft.com/en-us/training/modules/receive-invoice-dynamics-d365-business-...>



Create sales documents in Dynamics 365 Business Central - ...

Do you need to create sales documents like quotes, orders, and invoices? This module provides basic information you should know to create these documen...

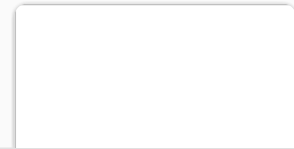
<https://learn.microsoft.com/en-us/training/modules/create-sales-documents-dynamics-365-b...>



Manage sales price lists in Dynamics 365 Business Central - ...

Learn how to use sales price lists in Dynamics 365 Business Central.

<https://learn.microsoft.com/en-us/training/modules/sales-price-lists/>



Warehouse



Get started with warehouse management in Dynamics 365 ...

Do you want to discover the options that you have to use warehouse management in Microsoft Dynamics 365 Business Central? Take this module to...

<https://learn.microsoft.com/en-us/training/modules/get-started-warehouse-management/>



Configure bins on the location card in Dynamics 365 Busine...

Do you need to set up default bins for your warehouse processes? This module shows how to configure bins on the location card.

<https://learn.microsoft.com/en-us/training/modules/configure-bins-location/>



Adjust inventory in Dynamics 365 Business Central - Trainin...

Do you want to learn how to adjust inventory and count items? This module explains how you can use the item journals to adjust, count, and reclassify...

<https://learn.microsoft.com/en-us/training/modules/adjust-inventory/>



Power BI

Module:

Get Started Building With Power BI - Training | Microsoft Le...

Power BI is a collection of software services and applications that let you connect to all sorts of data sources and create compelling visuals and reports....

https://learn.microsoft.com/en-us/training/modules/get-started-with-power-bi/?WT.mc_id=po...

Articles:

Basics of the Power BI service - Power BI | Microsoft Learn

The Power BI service apps, workspaces, dashboards, reports, semantic models, and workbooks, written for all users.

<https://learn.microsoft.com/en-us/power-bi/fundamentals/service-basic-concepts>

 Microsoft Learn

Getting around in the Power BI service - Power BI | Microsof...

Overview of the Power BI navigation experience

<https://learn.microsoft.com/en-us/power-bi/consumer/end-user-experience>

 Microsoft Learn

View a report - Power BI | Microsoft Learn

This topic shows Power BI business users and end users a variety of ways to open and view a Power BI report.

<https://learn.microsoft.com/en-us/power-bi/consumer/end-user-report-open>

 Microsoft Learn

How to be sure that content is up to date - Power BI | Micro...

Learn how Power BI ensures you're working with the latest version of the data, report, dashboard, and app.

<https://learn.microsoft.com/en-us/power-bi/consumer/end-user-fresh>

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