



MICROSOFT TRAINING

Microsoft Ax 2012 Erp Fundamentals

Master Microsoft Ax 2012 ERP fundamentals. Learn to manage core business operations efficiently and streamline processes for organizational success.

DURATION

2 hours

LEVEL

Intermediate

FORMAT

Instructor-Led

- Globally Recognized Certification

- Expert-Led Hands-On Training

- Flexible Scheduling

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COURSE OVERVIEW

Embark on a foundational journey into enterprise resource planning with our Microsoft AX 2012 ERP Fundamentals course. This program is meticulously designed to introduce participants to the core concepts, architecture, and essential functionalities of Microsoft Dynamics AX 2012, a robust ERP solution widely adopted across various industries. You will gain a clear understanding of how this powerful system integrates key business processes, from finance and supply chain to operations and human resources, providing a unified view of an organization's data. This course focuses on practical navigation, data entry, and understanding the user interface, equipping you with the fundamental skills required to operate within an AX 2012 environment. Mastering these fundamentals is crucial for anyone looking to contribute effectively to organizations leveraging this mature and stable ERP platform.

By completing this intermediate-level course, you will not only understand the 'what' and 'why' of ERP systems through the lens of Microsoft Dynamics AX 2012 but also develop the hands-on proficiency to navigate its various modules confidently. The professional benefits extend to enhanced operational efficiency, improved data management skills, and a stronger foundation for specializing in specific ERP areas. This certification is a critical first step for IT professionals, business users, and consultants seeking to leverage Microsoft Dynamics AX 2012 to optimize business processes, streamline operations, and drive informed decision-making within their organizations.

Duration	2 hours
Level	Intermediate
Vendor	Microsoft

COURSE CURRICULUM

01 Module 1: Introduction to Microsoft Dynamics AX 2012

- What is ERP and its significance in modern business
- Overview of Microsoft Dynamics AX 2012 architecture
- Exploring the user interface: Role Centers and Workspaces
- Understanding core modules and their integration

02 Module 2: Navigating and Personalizing the System

- Logging in and managing user sessions
- Understanding common forms and list pages
- Effective use of search, filter, and sort functionalities
- Personalizing forms, grids, and user preferences

03 Module 3: Core Data Management

- Creating and maintaining master data (e.g., customers, vendors, items)
- Understanding transaction data vs. master data
- Basic data entry and modification techniques
- Introduction to data validation and integrity

04 Module 4: Essential Business Process Overview

- Introduction to the Procure-to-Pay cycle (purchasing fundamentals)
- Introduction to the Order-to-Cash cycle (sales fundamentals)
- Basic financial ledger concepts and posting principles
- Overview of inventory management processes

05 Module 5: Reporting and Inquiries

- Running standard reports within Microsoft Dynamics AX 2012
- Utilizing inquiry forms for quick data retrieval
- Exporting data to Excel and other formats
- Understanding basic report parameters and customization

CAREER PATHWAYS

Graduates of this program are prepared for the following roles:

- > **Junior Microsoft Dynamics AX 2012 ERP Support Specialist**
- > **Business Process Analyst (ERP Focused)**
- > **Entry-Level ERP Data Administrator**

FREQUENTLY ASKED QUESTIONS

Q: What prior ERP experience or technical knowledge is recommended before enrolling in this Microsoft AX 2012 Fundamentals course?

While there are no strict technical prerequisites, a basic understanding of business processes (such as sales, purchasing, or finance) and general computer literacy is highly recommended. This course is designed to build foundational knowledge from the ground up, making it accessible even for those new to ERP systems, as long as they possess a keen interest in enterprise software and business operations.

Q: How will completing this course enable me to contribute effectively to a business environment already utilizing Microsoft Dynamics AX 2012?

Upon completion, you will be able to confidently navigate the Microsoft Dynamics AX 2012 interface, perform basic data entry and inquiry tasks, understand the flow of core business processes, and generate standard reports. These skills are crucial for roles in ERP support, data administration, and for business users who interact daily with the system, enabling you to contribute to data accuracy and operational efficiency within an AX 2012-driven organization.

Q: What are the logical next steps or advanced certifications recommended after completing the Microsoft AX 2012 ERP Fundamentals course for career growth?

After mastering the fundamentals, you can pursue specialized certifications in specific Microsoft Dynamics AX 2012 modules, such as Financial Management, Supply Chain Management, or Production and Logistics. Computer Pride offers advanced courses that delve deeper into these areas, allowing you to become a specialist consultant, implementation expert, or advanced user, thereby significantly enhancing your career prospects in the ERP ecosystem.

ABOUT COMPUTER PRIDE



East Africa's Premier IT Training Center

With over 15 years of excellence, Computer Pride delivers globally recognized certification programs from leading technology vendors. Located on Kenyatta Avenue in Nairobi's CBD, our state-of-the-art facilities and expert instructors have empowered thousands of professionals across East Africa.

15+

Years of Excellence

10,000+

Professionals Trained

50+

Vendor Certifications

READY TO ENROL?

Take the next step in your technology career.

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