



Authorized Training Center

SAGE MAS 90 SAGE MAS 200

ATC Processing in Sage MAS 90 and Sage MAS 200 General Ledger

1:30pm - 5:30pm

This four-hour course provides the General Ledger Specialist responsible for entering journal entries with the skills they need to complete their job efficiently and accurately using the MAS 90 or MAS 200 General Ledger module. **Prerequisite:** Prior attendance in the Introduction to MAS 90 and MAS 200 training class or equivalent knowledge. Cost for this class is **\$250, which** includes a training manual for you to keep. **After the class you will be able to:**

- Enter general journal entries using real life scenarios
- Enter transaction journal entries, recurring entries, allocations, and saved journal entries
- Identify ways to increase your efficiency when processing entries in the General Ledger
- Identify appropriate reports to use when faced with the need for specific information
- Print standard financial statements and other required reports

Class Location: Business Technology Solutions, Inc.
1616 E. Millbrook Road
Suite 380
Raleigh, NC 27609
Phone: 919-781-2900 ext. 27 Fax: 919-781-8580



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Business Technology Solutions, Inc.

Cancellation & Rescheduling Policy

These policies have been put into place to ensure our customers receive the highest quality instruction. Since class size is limited, all cancellation/rescheduling deadlines will be strictly adhered to.

Cancellations

You may cancel a class without penalty by giving Business Technology Solutions notice at least 3 business days prior to the scheduled starting date of the class. If you cancel without at least 3 business days notice prior to the starting date of the class, you will be assessed a 100% cancellation fee.

Reschedules

You may reschedule a class without penalty by giving Business Technology Solutions notice at least 3 days prior to the scheduled starting date of the class. A limit of 1 reschedule per course is permitted.

No shows

If you do not attend a class and do not give notice, you will be assessed a 100% "no-show" fee.

Reimbursements

Business Technology Solutions reserves the right to cancel a class at any time. If that happens, we will refund the course fee(s) in full. Business Technology Solutions liability is limited to the course fee(s) only.