MrMonarch Commercial Banking Course Curriculum
Class Length: 3.5 days Web Based.
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Accounts Receivable

1. Calculate ineligibles per Detailed and Summary AR agings
   a. re-age data based on invoice or due date (calculate past dues)
   b. Credits in past dues
   c. Cross aging reserve
   d. Foreign AR
   e. Contras
   f. Intercompany
   g. Chargebacks
   h. Partially paid invoices
   i. Customer/Vendor same name or address for contra detection
2. Sort by customer
3. Top 10 reporting
4. Pick out transactions for a particular customer
5. Analyze subsidiary registers or individual transactions
   a. Segregate different transactions (credits from invoices)
   b. Analyze cash receipts
6. Convert due date to invoice date agings
7. Sample selection
   a. Statistical
   b. High dollar items
   c. Round dollar items

Inventory

1. Sort by value
2. exclude or include by product codes
3. exclude per sku
4. Refoot and re-extend values
5. Determine inventory values by location
6. Item analysis (compare inventory levels)
   a. By SKU or product code
7. Sample selection
   a. Statistical
   b. High dollar items
   c. Round dollar items

Accounts Payable

1. Sort by vendor
2. Top 10 reporting
3. Pick out transactions for a particular vendor
4. Convert due date to invoice date agings and vice versa

Cash

1. Check register – sort by big ticket items
2. Find even or zero cent item

Files/Reports Incorporated

1. Files to use:
   a. AR detail
   b. AP detail
   c. Check Register
   d. Inventory Report
   e. Invoice Register
   f. Credit memo register
   g. Detailed GL or extract of GL (i.e., one account)