INTRODUCTION TO WHAT'S NEW IN MICROSOFT DYNAMICS NAV 5.0 – APPLICATION, PART I

Training is a vital component of retaining the value of your Microsoft Dynamics™ investment. Quality training from industry experts helps keep you updated on your solution and develops skills to maximize the value of your solution. Whether choosing e-Learning, instructor-led training, or self-paced study using training manuals, there is a type of training that meets your needs. Additionally, validate your training and demonstrate your expertise with one of many Microsoft Dynamics certification designations. Choose the training or certification type that best enables you to stay ahead of the competition.

E-Learning

Online training for Microsoft Dynamics products helps you increase your productivity without spending time away from your home or office. e-Learning allows you to learn at your own pace through flexible access to training, therefore proving beneficial for those lacking the time or budget to travel. e-Learning is available as tutorials in the Foundation Library or as an eCourse.

Foundation Library

The Foundation Library is a fee-based collection of overview tutorials specific to the Microsoft Dynamics family of products. These tutorials have the following features:

- Covers a broad range of topics at a high level, and typically does not exceed 60 minutes in length.
- Provides tips and tricks to show you how to increase productivity and save time.
- Enables you to learn about the changes in features and functionality of a new version.
- Allows you to evaluate a new Microsoft Dynamics module or product.

Foundation Library subscriptions are available for individual purchase or through partner and customer service plans.

eCourses

eCourses are fee-based online training courses designed to cover detailed concepts on specific product areas and can allow you to:

- Gain in-depth technical and business application training through daily on-demand training.
- Learn at your own pace - lessons can be stopped and restarted, skipped or repeated.
What's New in Microsoft Dynamics NAV 5.0 – Application, Part I

- Save time and increase your productivity.
- Receive product knowledge comparable to instructor-led training without the need for travel or time away from the office.
- Gain beneficial training when preparing for Microsoft Dynamics certification exams.

Instructor-Led Training

With instructor-led training, you can gain a solid foundation or refresh your knowledge in Microsoft Dynamics products and processes while learning from an expert in an interactive environment. With courses on a variety of topics, you can:

- Follow demonstrations and attend presentations.
- Receive hands-on product experience.
- Participate in classroom activities and discussions with other attendees.
- Gain beneficial training when preparing for Microsoft Dynamics certification exams.

Courseware

Courseware can be ordered for the purpose of self-paced study. These materials are comparable to Courseware used with instructor-led training, and enable you to:

- Learn at your own pace, in your own time.
- Refer to an abundance of tips, tricks, and insights.
- Learn in a self-study format when preparing for Microsoft Dynamics certification exams.

For selected training manuals there are training extensions which cover country specific features in the product. These training extensions are separate training manuals designed to teach local functionality within a given country. Please notice that training extensions are used in conjunction with the Courseware, not as stand-alone training manuals.
Certifications

The Microsoft Dynamics certification program recognizes an individual's expertise in working with a Microsoft Dynamics product for individuals as part of the Microsoft Dynamics certification program.

**Microsoft Dynamics Certified Professional**

The Microsoft Dynamics Certified Professional credential is intended for professionals who have demonstrated proficiency with at least one series of a Microsoft Dynamics product. In order to become a Microsoft Dynamics Certified Professional, candidates are required to pass one Microsoft Dynamics certification exam.

**Microsoft Dynamics Certified Master**

Microsoft Dynamics Certified Professionals are eligible to work toward one or more Microsoft Dynamics Certified Master credentials. Master level certifications are premier certifications on Microsoft Dynamics products. They are an accumulation of exams that satisfy a set of predefined requirements. Each master level certification track contains a core group of required exams and variety of elective exams, in which a specified number needs to be taken to achieve certification. Together with the core exams, elective exams provide a valid and reliable measure of proficiency and expertise on a specific Microsoft Dynamics product.

When an individual achieves a Master level certification, he or she has demonstrated an extensive knowledge base on a Microsoft Dynamics product, much more than what is needed to achieve a Professional level certification.

Training for Microsoft Dynamics can help you develop the skills you need to do your job. However, Microsoft does not expect or intend a course to be the sole preparation method for passing a certification exam. To help prepare for a certification exam, Microsoft highly recommends the use of the preparation guides available for each exam. Preparation guides contain valuable information about a specific exam, including:

- The target audience
- Skills being measured
- Time & pass requirements
- Question types and topics
- Preparation tools, such as:
  - recommended training
  - supplemental learning resources
  - additional recommended skills
Microsoft Dynamics Training Courseware Elements

Training Courseware for Microsoft Dynamics products contains a number of sections or elements. Each chapter includes the following elements:

Objectives
Each chapter begins with a statement of the learning objectives for that chapter. Learning objectives are important because they inform you about what needs to be done to successfully complete the chapter.

Introduction
An introduction sets the stage for the learning to take place and prepares you with key statements of the chapter.

Topics
Chapters are split up into topic areas, usually according to the learning objectives for the chapter. This is especially beneficial in large chapters so that the knowledge and skills to be learned are split up into more manageable units.

Test your Knowledge
The Test your knowledge section consists of review questions for each chapter or topic and is designed to help reinforce learning concepts. Questions can be short answer, true and false, multiple-choice, fill-in-the-blank or any other type. Answers to questions are also provided.

Conclusion
The conclusion wraps up the chapter by highlighting the important parts of the chapter as well as providing a transition to the next chapter. The conclusion also offers an opportunity to refresh earlier learning.

Labs
Labs test your skills with the learning concepts presented and learned during a topic or chapter. Labs begin with a scenario paragraph which describes the business problem to be solved, and also sets the stage for the exercise. Solutions to the labs are also provided. Labs may be offered at different levels to accommodate the variety of skills and expertise of each student.

Challenge Yourself!
Challenge Yourself! labs are the most challenging. These exercises are designed for the experienced student who requires little instruction to complete the required task. This level of exercise states the business problem to be solved and describes the tasks the learner needs to complete.
**Need a Little Help?**
These exercises are designed to challenge students while providing some assistance. These exercises do not provide step-by-step instructions; however, they provide the user with helpful hints and more information to complete the lab.

We suggest you try the "Challenge Yourself!" labs first, and if you need help completing the task, look to the information in the "Need a Little Help?" labs.

**Quick Interaction: Lessons Learned**
At the end of each chapter within the Microsoft Dynamics Training Courseware, you will find a Quick Interaction: Lessons Learned page. This interaction is designed to provide you with a moment to reflect on the material you have learned. By outlining three key points from the chapter, you are maximizing knowledge retention, and providing yourself with an excellent resource for reviewing key points after class.

**About This Course**
This section provides you with a brief description of:
- The course
- Audience
- Suggested prerequisites
- Course objectives
- Student materials
- Related certification exams

**Description**
This two-day instructor-led course provides students with the knowledge and skills to recognize the key differences in the new features found in Microsoft Dynamics NAV 5.0. This course does not cover functionality that has not changed since the previous version of Microsoft Dynamics NAV. It assumes course participants have a baseline of knowledge about previous versions of Microsoft Dynamics NAV. This course also provides information on installing Microsoft Dynamics NAV 5.0, and enhancements to the C/SIDE development environment.

**Audience**
This course is intended for people who plan to implement, configure, customize, consult, or support Microsoft Dynamics NAV. The class is targeted toward consultants who need to understand the technical aspects of Microsoft Dynamics NAV and gain foundational knowledge of the new application functionality differences from Microsoft Dynamics NAV 4.0.
At Course Completion
After completing this course, students should be able to identify, describe, and use new Microsoft Dynamics NAV features within:

- MapPoint Integration
- Export to Word and Excel
- Outlook Synchronization
- Record Links
- Document Approval
- Prepayments
- Miscellaneous G/L improvements
- Service Management
- C/Side Client Installation and Enhancements

Prerequisites
To successfully participate in this course, participants should be familiar with past versions of Microsoft Dynamics NAV, specifically with NAV 4.0, so that they can better understand the significance of the new features. The material is not suitable for new consultants, who should attend one of Global Training's core Microsoft Dynamics NAV courses. More information about core course material can be found on PartnerSource and CustomerSource.

Student Materials
The student kit includes a comprehensive workbook and other necessary materials for this class.
Introduction to Microsoft Dynamics NAV 5.0 – Application, Part I

This training manual covers cross-application usability improvements in Microsoft Dynamics™ NAV 5.0 and various new features. These consist of several integrations to other Microsoft products, a new infrastructure for administration and use of document approvals, a new feature set to support prepayments as well as improvements to existing finance management features. The renewed Service Management system is also covered in this manual.

The target audience of this manual is mainly roles within sales, marketing, finance, and service, and the content is structured as detailed below.

General Application

The general application content in Microsoft Dynamics NAV 5.0 consists of application integrations, improvements, and new features that are reflected in the following six chapters:

- Chapter 1: Online Map Integration
- Chapter 2: Export to Word and Excel
- Chapter 3: Outlook Synchronization
- Chapter 4: Record Links
- Chapter 5: Document Approval - Setup Guide
- Chapter 6: Document Approval - User Guide

Finance Management

Finance Management in Microsoft Dynamics NAV 5.0 is extended to cover prepayments. There is also new functionality in the general ledger area, including extensions to account schedules. The new functionality is covered in four chapters and appendices.

- Chapter 7: Prepayments
- Chapter 8: General Ledger
- Appendix A: Test Your Knowledge Answers for Prepayments
- Appendix B: Lab Solutions for Prepayments
Service Posting

The Service module has been extended significantly for version 5.0, and its structure and design is brought more into line with existing Sales and Marketing features.

Chapter 9: Service Posting
Chapter 10: Standard Service Codes
Chapter 11: Additional Information on Service
Appendix C: Test Your Knowledge Answers for Service Posting

C/Side Client Installation and Enhancements

Two appendices cover enhancements to the C/SIDE client.

Appendix D: Installing Microsoft Dynamics NAV 5.0 C/SIDE Client
Appendix E: C/SIDE Client Enhancements
Student Objectives

What do you hope to learn by participating in this course?

List three main objectives below.

1. 

2. 

3. 