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# Microsoft Dynamics 365 Finance and Operations – Project Management and Accounting

## Training Overview

This training is designed for professionals involved in project-based businesses who want to effectively manage and control projects using Microsoft Dynamics 365 Finance and Operations. The course focuses on configuring, executing, and analyzing projects through the **Project Management and Accounting (PMA) module**.

Participants will learn how to set up project contracts, manage project stages, track work breakdown structures (WBS), allocate resources, record time and expenses, and handle billing and revenue recognition.

The course covers key project types such as **Time & Material, Fixed price, and Internal projects**, with practical use cases and real-time scenarios.

Key Topics Covered:

- Project setup and lifecycle
- Work breakdown structure (WBS) and resource management
- Project budgeting and forecasting
- Time and expense entry and approvals
- Project invoicing and revenue recognition
- Intercompany project transactions
- Reporting and analytics for project performance

By the end of this training, learners will be equipped to manage end-to-end project financials and operations and will be able to align project delivery with organizational goals.



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## Training Topics

### Working with Projects

- Overview
- Project List
- Project details
- Project Group
- Project Numbering
- Project Hierarchies
- Work breakdown structure
- Project Stages

### Understanding Project Types

- Project Types
- Time and Material Projects
- Fixed Price Project
- Internal Project
- Cost project
- Time Project
- Investment Projects
- Project Groups
- Ledger Principles

### Working with Project Transactions

- Transaction types
- Categories and Category groups
- Line properties
- Project Pricing
- Item transactions
- Item requirements
- Project Purchase orders
- Project Production orders



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- Project Sales Orders
- Ledger Posting setup

### **Project Timesheets**

- Timesheet periods
- Configuring Timesheet workflows
- Setup Favorites
- Setup Delegates
- Timesheet creation
- Intercompany timesheet

### **Project Contracts and Invoicing**

- Project invoicing review
- Project Contracts
- Billing requirements
- Invoice proposals
- Invoice approvals
- On-account invoicing
- Credit notes

### **Project Budgeting**

- Introduction
- Budget approval workflow
- Original Budgets
- Project Budget Properties
- Allocate Budgets
- Budget Revisions
- Committed costs
- Carry forward budget amounts at year end

### **Project Inquiries and Reports**

- Project control
- Project WIP



- Other Project related reports

### **Project Management and Accounting Setup**

- Project parameters
- Project settings

### **Project Validation**

- Project Validation Parameters
- Enable validation for workers
- Validation groups
- Enable Project assignment

### **Project Forecasting**

- Forecast Models
- Forecast scheduling
- Forecasting hours

### **Advanced Project Contracts**

- Project invoicing parameters
- Funding sources
- Funding limits
- Funding rules
- Grant Management

### **Advanced Internal Projects**

- Internal projects with WIP
- Investment Projects

### **Advanced Time and Material Projects**

- Time and Material Project with WIP
- Post costs form
- Time and Material project with Accruals
- Using the accrue revenue form



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### **Advanced Fixed-Price Projects**

- Completed contract assessment Principle
- Complete percentage principle
- Revenue recognition

### **Fixed-Price Project with Completed Contract**

- Fixed Price Project with Completed Contract scenario

### **Fixed-Price Project with Completed Percentage**

- Fixed Price Project with Completed Percentage Scenario