Financial — Learning Path

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Learning Paths › Financial

This learning path is for finance users who need to work across receivables, payables, and bank guarantees in the Financial app. After completing it, learners will be able to access the appropriate financial work areas, review receivable and payable activity in context, and include bank guarantees in their broader financial review.

Learning objectives

- By the end of this path you can navigate to the receivables work area for customer-facing financial activity.
- By the end of this path you can access payables to review purchase-invoice-related financial work.
- By the end of this path you can locate and review bank guarantees through the L/Gs work area.
- By the end of this path you can choose the appropriate Financial screen for a receivables, payables, or bank-guarantee scenario.
- By the end of this path you can perform a structured financial review across customer, supplier, and guarantee contexts.

Prerequisites

- Access to the **Financial** app.
- Permission to open **Financial > Receivables**, **Financial > Payables**, and **Financial > Bank Guaranties**.
- Familiarity with your organization's customer, supplier, purchase invoice, and bank-guarantee processes.

Module 1: Establish the financial work context

Goal: Identify the Financial work areas that support customer receivables, supplier payables, and bank guarantees.

Lesson 1.1: Start a customer receivables review

You are preparing to review financial activity related to customers and need to begin in the receivables context. Open Finance, available through **Financial > Receivables**, and use this work area as the starting point for customer-facing financial review.

Practice task: Open Finance and confirm that you are in the Receivables area.

Lesson 1.2: Distinguish supplier obligations from customer receivables

You need to review financial activity related to supplier purchase invoices rather than customer receivables. Open **Payables**, available through **Financial > Payables**, so your work is in the payables and purchase-invoice context rather than the receivables context.

Practice task: Navigate to **Payables** for a supplier-related review.

Module 2: Perform daily receivables and payables work

Goal: Use the correct work area when daily financial questions involve customers or purchase invoices.

Lesson 2.1: Review a customer-related financial question

A colleague asks you to investigate a financial question involving a customer. Begin from Finance, because it is the **Financial > Receivables** work area. Keeping the work in this context helps separate customer receivables activity from supplier purchase-invoice activity.

Practice task: For a customer-related scenario, open Finance rather than Payables.

Lesson 2.2: Review purchase-invoice-related financial work

A supplier-related issue requires you to work from the purchase-invoice side of Financial. Go to **Payables**, the **Financial > Payables** screen, and use it as the appropriate context for the review.

Practice task: For a purchase-invoice scenario, open **Payables**.

Lesson 2.3: Route mixed financial requests correctly

A daily request may mention both a customer item and a supplier purchase invoice. Split the work by context: use Finance for the receivables portion, then use **Payables** for the payables portion. This prevents customer and supplier work from being handled in the wrong area.

Practice task: State which screen you would use first for the customer portion and which screen you would use for the supplier portion.

Module 3: Include bank guarantees in financial oversight

Goal: Add bank-guarantee review to routine financial oversight and distinguish it from receivables and payables work.

Lesson 3.1: Review bank-guarantee activity

You are asked to review financial commitments involving bank guarantees. Open L/Gs, available through **Financial > Bank Guaranties**. This is the dedicated Financial work area for bank-guarantee activity, rather than a receivables or payables screen.

Practice task: Open L/Gs when given a bank-guarantee review scenario.

Lesson 3.2: Conduct a three-context financial review

For a broader financial review, organize the work into three contexts. Start in Finance for receivables, move to **Payables** for purchase-invoice-related payables, and use L/Gs for bank guarantees. Each screen provides the appropriate context for its respective type of financial work.

Practice task: Navigate through Finance, **Payables**, and L/Gs in that order.

Final assessment

1. A finance colleague asks you to begin investigating a customer-related financial item. Which screen should you open, and why?
2. You need to work in the Financial area associated with purchase invoices from suppliers. Which screen should you use?
3. A review concerns bank guarantees rather than customer receivables or supplier payables. Where should you navigate?
4. A request includes a customer receivables question and a supplier purchase-invoice question. How should you route the two parts of the request?

5. During a periodic financial review, which three screens should you use to cover receivables, payables, and bank guarantees?

Answers

1. **Finance** — it is the **Financial > Receivables** work area for customer-facing financial activity.
2. **Payables** — it is the **Financial > Payables** screen for purchase-invoice-related work.
3. **L/Gs** — it is the **Financial > Bank Guaranties** work area.
4. Use **Finance** for the receivables question and **Payables** for the supplier purchase-invoice question — each belongs in a different financial context.
5. Use **Finance** for receivables, **Payables** for payables, and **L/Gs** for bank guarantees — together they cover the three stated review contexts.