

## Introduction to CA PPM Financials

### COURSE DESCRIPTION

**Introduction to CA PPM Financials** is an introductory-level course designed to describe cost and budget plans for individuals responsible for the creation and maintenance of financial data in CA PPM.

**AUDIENCE** – Financial Managers, Project Managers

**COURSE TYPE** – Onsite / Online

**PREREQUISITES** – None

**DURATION** – 8:00 AM to 5:00 PM; one-hour lunch

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### COURSE OUTLINE

#### Introduction

- Describe the Financial Management Benefits
- Define Financial Planning Terminology
  - Rate Matrix
  - Cost Type
  - Charge Code
- Discuss the Types of Financial Plans
  - Cost Plans
  - Benefit Plans
  - Budget Plans
- Discuss Financial Activation/Enablement Foundational Setup
  - Entity
  - Financial Organizational Structures
  - Rate Matrix
  - Resources and Projects
  - Financially Required Fields

#### Cost Plans

- What is a Cost Plan
- When to Create Cost Plans
- How to Create a Cost Plan
  - Manual
  - Allocation
  - Assignment
- How Costs are Calculated
- Interpreting the Cost Plan
  - Actuals
  - Manual Transactions
  - Understanding Cost Plan Inputs
    - Effort/Hours
    - Manual Transaction
    - Costs

- Cost Plan Management
  - New vs. Repopulate
  - Understanding Cost Plan or Record
  - Cost Plan Submittal
  - Diagnosing Cost Plan Errors
- Understand the different Cost Plan Views

#### Budget Plans

- What is a Budget Plan
- Benefits of Using a Budget Plan
- When to create a Budget Plan
- How to create a Budget Plan
- Interpret Budget Plan
- Revising Budget Plans
  - Merge
  - Replace
- How to Effectively Use a Budget Plan

#### Reporting of Financial Data

- Hierarchy Tab
- How sub-projects financial data is included
- Out of the Box Portlets and Reports
- Financial Administration Guidelines
  - Understanding the Financial Data Workflow
  - Jobs and Processes
  - Post to WIP
  - Invalid Transaction