Client Training Programs

Catalogue 2018

NAKISA
LeaseAdministration

Our Commitment to Clients

Nakisa offers comprehensive training programs for customers that cover the application front-end and basic administrative knowledge needed to ensure success.

Instructional Approach

Our training programs are highly interactive. Hands-on exercises and team activities account for 40% of each program while the remaining 60% is comprised of theory. Learning activities are interwoven throughout training workshops to ensure learner understanding, engagement, and confidence when working with the solution.

The learning path combines instructor-led, real-time workshops (virtual and in-class), self-directed assignments, and post-training coaching sessions. This method ensures a continuous and progressive learning process.

Training Programs

Customer training consists of the front-end program for users such as lease administrators and approvers working with the solution, and of the back-end program for the support personnel in charge of configuring and supporting the solution once deployed.

Training Format

Training can be delivered via real time, instructor-led online workshops or via conventional in-classroom sessions. Moreover, clients can attend public workshops delivered exclusively online and purchase virtual or on-premise private sessions.

Front-End (Functional)

This training program addresses the front-end of the solution. More specifically, this program focuses on the way in which we interface with the solution from an end-user perspective. During this program, we will cover the key features and functionalities available within the solution, learn to conduct core tasks within the application and discuss the accounting treatment of leases as pertains to the solution.

PART I

Inception Phase - 1 Day

After completing this session, you will be able to:

- Navigate the application's interface
- Recognize the meaning of object identifiers
- Describe the lease contract data structure
- Demonstrate an understanding of the integrated approval process
- List some of the key options in the main and context menus
- Use functionalities such as filtering, searching and exporting
- Navigate the pages that make up a lease object
- Perform the required steps for the contract inception phase
- Demonstrate how to set up different lease types

PART II

Lease Management - 1 Day

After completing this session, you will be able to:

- Perform the steps in splitting an activation group
- Reassess an activation group
- Conduct a lease contract change
- Conduct a lease modification
- Replace a unit
- Handle a lease end
- Handle a casualty
- Enter one-time charges
- Set up a lease with componentization
- Set up a lease with a bulk asset
- Access and review dashboards and reports

PART III

Accounting Treatment - 1 Day

After completing this session, you will be able to:

- Describe the lease accounting workflow
- Explain GL determination
- Conduct transition accounting
- Use the calculation engine

Who Should Attend?

Lease Administrators, Contract Approvers, Accountants and Finance Teams

Workshop Details:

Prerequisite: Lease accounting knowledge
Duration: 3 Days

Private Session:

- **Virtual:** 12,000 USD
- **On-Premise:** 15,000 USD
- **Max Participants:** 15

Workshop Open to All Partners:

- **Virtual Only:** 2500 USD/participant
- **Payment Method:** Only credit cards and wire transfers accepted
- **Max Participants:** 20

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Back-End (Technical)

This training program addresses the back-end of the Nakisa Lease Administration solution and targets system administrators. This training program is intended for system administrators and configurators. The back-end training program focuses on solution configuration as well as core administrative tasks as it pertains to organizational business requirements.

PART I

RapidConfig Console - 1 Day

After completing this session, you will be able to:

- Define the standalone (disconnected) system model
- Set up the Nakisa Lease Administration configuration within the config generator:
  - Define system config(s)
  - Report and describe company hierarchy setup
  - Manage grouped objects relating to the company code
  - Manage *Excel* export import to add entries in the grouping objects page
- Manage authorization profiles & user assignment to profiles
- Configure the role mapping (in settings)
- Manage the rates relating to the IBR, CPI indexation and exchange
- Manage data retention based on corporate policy
- Work with the job schedule & thresholds

PART II

Admin Console - 1 Day

After completing this session, you will be able to:

- Access & view logs
- Work with the job schedule & thresholds
- Manage data retention based on corporate policy
- Monitor queued tasks & Elasticsearch performance
- Locate objects using entity and navigation tools
- Change field labels using the caption editor

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Who Should Attend?

IT Staff, Functional/Technical Consultants, Solution Architects, Project Managers

Workshop Details:

Prerequisite: Front-end training, lease accounting knowledge
Duration: 2 Days

Private Session:

- **Virtual:** 12,000 USD
- **On-Premise:** 15,000 USD
- **Max Participants:** 15

Workshop Open to All Partners:

- **Virtual Only:** 2500 USD/ participant
- **Payment Method:** Only credit cards and wire transfers accepted
- **Max Participants:** 20