



Training Catalogue



Business

101

TBUS010-C

Unlocking the Essentials:

If you are new in the financial industry or seeking to refresh your knowledge, this training will provide you with the essential to succeed in this field.

What You Will Learn

- Generic Business Concepts: You will learn about capital, term, interest, taxes, fees, services, subventions, commissions and risk assessment;
- Business Formalization: Delve into the key stages of the business lifecycle, including the commercial, contract phase, operational phase and communication phases;
- Credit, Leasing, Wholesale, and Factoring Businesses: You will gain insights into the differences between these businesses, explore some details of their contract conditions and lifecycles, and look at termination options.

Target Audience

This course is suitable for anyone who wants to learn more about financial business, regardless of their prior experience or technical expertise.

Prerequisites

None



TYPE
ACCIPIENS



LEVEL
BEGINNER



PROFILE
DEVELOPER
TECHNICAL
FUNCTIONAL



DURATION
3 DAYS



Business 101

TBUS010-C

Program

Business concepts

Wholesale business

Credit business

Course Contents

1. Business concepts

- Generic Concepts
- Business Formalization
- Contract
- Contract Management

2. Wholesale business

- Wholesale Contract
- Wholesale stock
- Netting

3. Credit business

- Credit & Non-Credit
- Contract Conditions
- Credit Lifecycle
- Termination



Acciapiens Overview

TACP001-C

Acciapiens Overview is the perfect introduction to this powerful multi-tasking software.

This course will provide you with a comprehensive understanding of all the essential features, including navigation, user preferences, contract life cycle management, and more.

Whether you're new to Acciapiens or are looking to expand your knowledge of the software, this course will give you the knowledge and skills you need to work effectively and efficiently

What You Will Learn

- Gain a solid understanding of the navigation system within Acciapiens
- Learn how to configure basic UI functionalities and user preferences
- Understand how to manage the contract life cycle within Acciapiens

Target Audience

This course is suitable for anyone who wants to learn more about Acciapiens, regardless of their prior experience or technical expertise.

Prerequisites

None



TYPE
ACCIAPIENS



LEVEL
BEGINNER



PROFILE
DEVELOPER
TECHNICAL
FUNCTIONAL



DURATION
3 DAYS



Accapiens Overview

TACP001-C

Program

- **Accapiens Generic Functionalities**

Using the Portal
Using Accapiens screens
Record management

- **Commercial Module**

Quotations and Proposal registration

- **Entities Module**

Entity Configuration

- **Contract Module**

Contract creation and activation
management

Course Contents

1. Accapiens Generic Functionalities

Using the Portal

- Modules and Menus
- Favorites
- Themes
- Help + Manual
- About
- Version
- Log Out
- User Preferences

Using Accapiens Screens

- Screen ID
- Inactivity of a Page
- Application processing
- Fill the fields
- Display Modes
- Data Validation moments
- Types of screens
- Page Structure
- Permissions and User Authorization Levels
- Field State Manager

Record management

- Types and fill of fields
- Search procedure
- Custom Search
- User of Operators
- Navigating between the records
- Removed from the option list
- Actions on a record

2. Commercial Module

Quotations and Proposal registration

- Quotation Registration
- Cashflow
- Issue a Report
- Related Configuration
- Operation Type, Financial Products and Workflow
- Transition to Proposal
- Proposal Registration
- Transition to Contract

3. Entities Module

Entity Configuration

- Entity Registration
- Entity Information
- Entities Configuration
- Entity Type and Intervention Type

4. Contract Module

Contract creation and activation management

- Contract Registration
- Financing related configuration
- Activation Configuration
- Contract Activation
- View the Statement
- View Cashflow to consult contract changes



Acciapiens Operational

TACP002-C

Are you ready to take your contract management skills to the next level?

In this course, you will gain a comprehensive understanding of the financial changes and interventions that are crucial for optimizing active contracts. We'll dive deep into the key areas of indexing and early termination, providing you with the tools and knowledge you need to effectively manage and grow your contracts.

By the end of this course, you'll be equipped with the skills and confidence to drive success in your contract management endeavors. Don't miss this opportunity to elevate your career and achieve your professional goals!

What You Will Learn

- Managing active contracts and making changes to it.
- Understanding all of components of those changes, such as financial changes, indexing, early termination and it's affects on the cashflow and accounting posting.

Target Audience

For every user that is going to use Acciapiens on a daily basis. More oriented to the business side of Acciapiens.

Prerequisites

Acciapiens Overview



TYPE
ACCIPIENS



LEVEL
BEGINNER



PROFILE
DEVELOPER
TECHNICAL
FUNCTIONAL



DURATION
2 DAYS



Accipiens Operational

TACP002-C

Program

- **Contract Activation**
- **Indexing**
- **Invoicing**
- **Financial Changes**
- **Cession & Early Termination**

Course Contents

1. Contract Activation

- Statement
- Cashflow
- Cashflow IAS
- Accounting

2. Indexing

- Market Rate
- Indexing Rule
- Indexing a contract
- Cashflow

3. Invoicing

- Cashflow
- Statement
- Outgoing Document
- Accounting
- Invoice Universe
- Invoice Mapping

4. Financial Changes

- Types of Financial Change
- Due Date
- Term
- Capital
- Tax Type
- Restructure
- Restructure - Accounting
- Grace Period

5. Cession & Early Termination

- Cession
- Cashflow
- Statement
- Accounting
- Rescission
- Sale
- Cashflow
- Statement
- Accounting
- Other Objects
- Asset
- Relocation
- Relocation - Asset
- Cashflow
- Statement
- Accounting
- Total Loss
- Amounts
- Repayments & Liquidation
- Contract & Cashflow
- Statement
- Accounting
- Litigation
- Statement
- Accounting



Acciapiens Database Model

TACP010-C

Discovering Acciapiens database.

This course will cover the basics of database naming conventions and the connections between main and reference tables. You will gain a deep understanding of how to navigate and work with databases effectively.

The course will be hands-on, with plenty of practice exercises to help you build your skills. You will have the opportunity to build different queries and practice working with databases.

This course is perfect for those who want to develop their database management skills and gain a deeper understanding of how databases work.

What You Will Learn

- Understand the conventions, the main tables, and especially how the tables connect between them to be capable to create queries even if you do not know the tables.

Target Audience

This course will be in the scope of Technical Consultants.

Prerequisites

1. Prior knowledge of T-SQL
2. Recommended Training for new users:
 - Acciapiens Overview



TYPE
ACCIAPIENS



LEVEL
BEGINNER



PROFILE
DEVELOPER
TECHNICAL



DURATION
4 DAYS



Acciciens Database Model

TACP010-C

Program

- **Acciciens Data Model Overview**
- **Acciciens Documentation**
- **Acciciens Screens**
- **Acciciens Database Naming Conventions**
- **Acciciens Database Physical Diagrams**

Course Contents

1. Acciciens Data Model Overview

- Introduction

2. Acciciens Documentation

- How to access different documentation

3. Acciciens Screens

- Link a Screen to a Table
- Link a Table to a Screen
- Get Path of a Screen

4. Acciciens Database Naming Conventions

- DID, TID, CID, NID, and EID concepts
- Table and Stored Procedures Name Conventions
- Foreign Keys

5. Acciciens Database Physical Diagrams

- Entities
- Operations/Interventions
- Equipment
- Disposable Asset
- Collaterals and Evaluations
- Financial Flows
- Expense and Rewards
- Insurance
- Service
- Activation
- Rates and Taxes
- Structured Nodes
- Automations
- Financial Products
- Financial Changes
- Rescissions
- Incidents
- Accounting
- Accrual
- Responsibilities
- Recovery
- Asset Retake
- Agreements
- Litigation
- Receivables & Payables
- Remittance



Guerrilla Reporting

TACP200-C

Achieving Prowess in Crafting Dynamic Reports.

This course will cover the process of developing, implementing, parametrizing, and issuing reports in Accipiens as well as an in-depth understanding of document management.

The course will be hands-on with an emphasis on practical application, providing participants with the opportunity to build different types of reports during the training. Perfect for those who want to develop their skills in creating and managing reports and documents in Accipiens.

You will learn how to effectively use the tools and resources available to create reports that are accurate, informative, and visually appealing.

What You Will Learn

Being capable of understanding and developing different types of reports and parametrizing them in the Accipiens:

- Accipiens Report Server Overview:
- Reports Development:
- Word Report Template Development:
- Advance Topics Reports (.rdl):

Target Audience

This course will be in the scope of Functional and Technical Consultants.

Prerequisites

1. Experience working with Accipiens
2. Recommended Trainings for new users:
 - Accipiens Database Model



TYPE
ACCIPIENS



LEVEL
ADVANCED



PROFILE
TECHNICAL



DURATION
3 DAYS



Guerrilla Reporting

TACP200-C

Program

- Accipiens Report Server Overview
- Reports Development
- Word Report Template Development
- Document Management
- Using Accipiens Reporting System Tools
- Advance Topics Reports (.rdl)
- Accipiens Parametrizations

Course Contents

1. Accipiens Report Server Overview

Generic features, tools, and the report lifecycle

2. Reports Development

Reports Development

- Theoretical concepts of report development
- Best practices
- Develop reports in Visual Studio

Deploy and Issue Reports in the Report Server

- Configuration in Visual Studio to deploy into the Report Server

Parameterizing Reports in Accipiens

- Report server parametrization
- Report parametrization

Issuing Reports in Accipiens

- Issue Reports
- Emission Report Log

3. Word Report Template Development

Word Report Template Development

- Generic features and word report lifecycle

Using Accipiens Word Add-In

- Create Report
- Add-In Overview
- Use Images
- Sub-Reports
- Add-In Options
- Import and Export

Parameterizing Word Reports in Accipiens

4. Document Management

Events

Document Archive

5. Using Accipiens Reporting System Tools

Report Admin

Edit Word from Disk

6. Advance Topics Reports (.rdl)

Advance Topics Reports (.rdl)

- Header and Footer
- Binary Images
- Charts
- Table Groups
- Break Pages
- Hide columns and tables

7. Accipiens Parametrizations

Advanced Parametrizations



Guerrilla Scripting

TACP200-3C

Elevating your development and parameterization of various scripts in Accipiens.

In this course, we are going to explore what is scripting in the Accipiens context and understand why we use it.

We are going also to see how to access and manipulate the data from the database and develop the different types of scripts and parametrize each one in Accipiens.

This course is mainly practical so you will have the opportunity to build different types of scripts during this training.

What You Will Learn

Being capable of understanding and developing different types of scripts and parametrizing them in the Accipiens.

Target Audience

This course will be in the scope of Functional and Technical Consultants.

Prerequisites

Experience working with Accipiens
Recommended Trainings for new users:

- Accipiens Database Model



TYPE
ACCIPIENS



LEVEL
ADVANCED



PROFILE
DEVELOPER
TECHNICAL
FUNCTIONAL



DURATION
5 DAYS



Guerrilla Scripting

TACP200-3C

Program

- **What is Scripting**
- **Scripting Organization**
- **Accipens Scripting Bases**
- **Debug and Tools**
- **Validation Scripting**
- **Automaton Workflow Scripting**
Conditions in Automatons
Operations and Actions in
Transitions
Post-Transitions
- **Dynamic Execution**
- **Scheduler**
- **Data Access Topics**
- **State Transitions in Scripting**
- **Import / Export**

Course Contents

1. Accipens Generic Functionalities

Using the Portal

1. What is Scripting

Introduction
Scripting in Accipens
Accipens Technical Manual

2. Scripting Organization

Folder Structure
Script Development
Script Deployment
Visual Studio Solution
Adding references to the solution

3. Accipens Scripting Bases

Hints and Good Practices
Introduction to APlStatement
Script Validation Result
BaseSlim vs Base
Instance Status
Field Audit
Fetch Methods
Constraints

4. Debug and Tools

Debug in Accipens (Local and Remote)
Adding XML references to C# script
Script Compilation Tool
SQL Server Profiler

5. Validation Scripting

Validation Methods
Code Example, Parametrization, and Execution
Exercise 1 (Create a Validation)

6. Automaton Workflow Scripting

Automaton Workflow Scripting

- Automaton in Accipens
- Context Definition
- Applications of Scripting in Automaton

Conditions in Automaton

- Initial Condition
- Transition Condition
- Execution by Stored Procedure
- Execution by Script
- Code Example, Parametrization, and Execution
- Exercise 2 (Create a Transition Condition)

Operations and Actions in Transitions

- Initial Operation
- Transition Operation
- ExecuteEventWithDecoderInfo Example
- ExecuteEvent Example
- Code Example, Parametrization, and Execution
- Exercise 3 (Create a Transition Operation)

Post-Transitions

- Overview
- Code Example, Parametrization, and Execution
- Exercise 4 (Create a Post-Transition)

7. Dynamic Execution

Overview
Parameters
Code Example, Parametrization, and Execution
Exercise 5 (Create a Dynamic Function)

8. Scheduler

Overview
Parametrization and Execution

9. Data Access Topics

Save
Exercise 6 (Create a Save Function)
Update
Exercise 7 (Create an Update Function)
Delete
Exercise 8 (Create a Delete Function)
SelectPrepareInfo (Order by, Count, and Sum)
AdHocStatements (Join and Union)

10. State Transitions in Scripting

Trace Frontend
Code Example, Parametrization, and Execution
Exercise 9 (Create a State Transition Function)

11. Import / Export

Import / Export Definition
Method Signatures
Code Example for Export, Parametrization, and Execution
Exercise 10 (Create an Export Function)
Code Example for Import, Parametrization, and Execution



Best Practices and Rules

TACP090-C

This course will cover best practices and common mistakes in SQL writing and scripting for projects.

It will include a review of the TFS tool.

The course will have a primarily theoretical focus, but will include many examples to help participants better understand the concepts covered.

This course is intended for individuals who want to improve their SQL writing skills and become more familiar with TFS, and will provide a solid foundation in SQL and good practices in scripting.

What You Will Learn

- Understand some of the best practices and apply them to your current and future projects.

Target Audience

This course will be in the scope of Functional and Technical Consultants.

Prerequisites

None



TYPE
ACCIPIENS



LEVEL
BEGINNER



PROFILE
DEVELOPER
TECHNICAL
FUNCTIONAL



DURATION
2 DAYS



Best Practices and Rules

TACP090-C

Program

- Common Rules
- Scripting Rules Overview
- Database Access Manager
- Transactions to the database
- Using Translations
- Database Query Analysis
- SQL Coding Conventions
- Date Responsibly
- Date Responsibly
- Query Efficiently
- VTXRM Naming Conventions
- TFS

Course Contents

1. Common Rules

Language
Comments

2. Scripting Rules Overview

Visual Studio
Hints and Good Practices
Custom Scripting

3. Database Access Manager

Goals
Architecture
Usage
Common Mistakes

4. Transactions to the database

Isolation Levels
Transactions between layers
Numeration Explication
Database Transactions and Accounting
Instructions

5. Using Translations

ApiTableTranslation
ApiRecordTextTranslation
Using it in Stores Procedures
Using it in Scripting

6. Database Query Analysis

SQL Server Engine
Execution Plan
Retrieving Data
Client Analysis

7. SQL Coding Conventions Date Responsibly

Scripts Compatibility
Scripts Maintenance
Schema Prefix
Readability
Column list in INSERT
Using statement terminators
(Semicolon)
Documentation

8. Date Responsibly

Regional Formats
Date/Time shorthand
Format vs Convert
Using an interval

9. Query Efficiently

Using SELECT * FROM
Group by Distinct
Temporary Tables

10. VTXRM Naming Conventions

Tables
Stored Procedures
Functions
Scripts
Folders

11. TFS

Capabilities
Environments Organization in TFS
Basic Commands



Accapiens DM Usage

TACP005-C

This course will cover the basics of the Deployment Manager and its usage.

The course will begin by explaining how the DM connects to Accapiens and will cover topics such as preparing and recording changes, as well as discussing details and exceptions.

The course includes exercises to help reinforce the knowledge learned.

By the end of the course, participants will have a good understanding of how to use the Deployment Manager with Accapiens.

What You Will Learn

- By the end you should be able to create new Deployment Plans and Packages to Save a new Record in Accapiens using the Deployment Manager, respecting the correct order of DM environments following the Solution Architecture. Understand how DM works and connects to Accapiens on an elementary level.

Target Audience

This course is aimed for Functional and Technical Consultants. More Focused on the Functional Part, but necessary for the second part of DM training "DM Configuration" that is more Technical.

Prerequisites

Recommended Training for new users:
Accapiens Overview
Database Model (useful)



TYPE
ACCIPIENS



LEVEL
INTERMEDIATE



PROFILE
DEVELOPER
TECHNICAL
FUNCTIONAL



DURATION
1 DAYS



Accipiens DM Usage

TACP005-C

Program

- Introduction
- Overview Solution Architecture
- What needs to be done before
Parametrization changes
- How to Record Changes
- Special Recording
- Managing Recording of Entities

Course Contents

1. Introduction

What is the DM and what is it used for

- Accipiens deployment implications
- DM Goals
- Technical Vs Business Parametrization

2. Overview Solution Architecture

Landscapes

DM Frontend vs Accipiens Frontend

3. What needs to be done before Parametrization changes

Pre-requirements to activate Integration of an Accipiens Landscape with DM
What needs to be done before making parametrization changes?

- Create Package Set
- Create Package

4. How to Record Changes

Fake Redeployment

Change Set

Recording

5. Special Recording

Why do we need to manage Entity changes in DM?

Rules considered by DM

6. Managing Recording of Entities

Timeline

Ids Management

Data Refresh



Acciapiens DM Transport

TACP006-C

This is a technical training course on the Deployment Manager.

Building on the concepts covered in the DM Usage course, this training will focus on the specific tasks and processes involved in transporting changes made in one environment to another.

Participants will learn how to handle the prerequisites for transport, including approvals and validations.

The course will also cover how to manage Acciapiens version upgrades using the Deployment Manager and how to troubleshoot and overcome potential errors that may occur during the process.

What You Will Learn

- Successfully complete a transport from a source environment to a target environment using knowledge gained from the DM Usage course, including saving records and creating packages.
- Effectively handle common errors that may occur during validations and transports, and have the ability to troubleshoot and find solutions for other potential errors.
- Upgrade Acciapiens versions using the Deployment Manager.
- Understand and distinguish DM roles for Acciapiens transport and upgrade process.
- Be able to manage and deploy changes in an Acciapiens environment using the Deployment Manager in a more efficient and effective way.

Target Audience

Technical Consultants who want to gain a deeper understanding of how the Deployment Manager connects with Acciapiens in different environments. It is suitable for new DM users, as well as who want to take their knowledge and skills to the next level.

Prerequisites

Recommended Training for new users:
Acciapiens Overview
Database Model



TYPE
ACCIAPIENS



LEVEL
INTERMEDIATE



PROFILE
TECHNICAL



DURATION
1 DAYS



Accipiens DM Transport

TACP006-C

Program

- Plan a Deployment
- Approvals, Validations and Transport of Configurations
- Manage Accipiens Upgrade Version with DM
- What is a Redeployment
- Potential errors and how to overcome them

Course Contents

1. Plan a Deployment

Deployment Cycle

2. Approvals, Validations and Transport of Configurations

Deployment Run

Management of Package Approvals

Deployment Run Validation process

Transportation process

3. Manage Accipiens Upgrade Version with DM

Instalator

What is a Redeployment

Potential errors and how to overcome them

Validation analysis

Transport errors

Redeployment Blocking conflicts



Guerrilla Parametrization

TACP200-1C

Want to master the art of Guerrilla Parametrization?

In this course, you will gain a deep understanding of Accipiens configurations and learn how to create a workflow for creating a new Financial Product with all the necessary components.

You'll master the intricacies of credit operations in Accipiens, giving you the skills and knowledge to configure the entire structure for success.

This is a unique opportunity to stay ahead of the curve and excel in your field.

Don't miss out on the chance to take your career to the next level and become a true Accipiens expert!

What You Will Learn

- To learn how to configure a Credit Operation, from the workflow to the operation type to define its structures and all of its components like Financial Products and what is the configuration to be done and its usage.

Target Audience

To people already have some experience working with Accipiens.

This course will be in the scope of Functional Analysts, Business Analysts, Functional Consultant, IT and Project Managers.

Prerequisites

Recommended Trainings for new users:

- Accipiens Overview
- Accipiens Operational



TYPE
ACCIPIENS



LEVEL
INTERMEDIATE



PROFILE
DEVELOPER
TECHNICAL
FUNCTIONAL



DURATION
4 DAYS



Guerrilla Parametrization

TACP200-1C

Program

- Workflow Context
- Workflow Configuration
- Operation Type
- Expense Type
- Service Type
- Commission/Subvention Types
- Fin Symbol
- Financial Product
- Restrictions
- Product Symbols

Course Contents

1. Workflow Context

How to create:

- States
- Operations
- Actions
- Conditions
- Reason

2. Workflow Configuration

How to create:

- States
- Transitions
- Post-Transitions

Configuring the Commercial Life Cycle

3. Operation Type

Operation Type structure
Financial Data
Day Rule
Taxes

4. Expense Type

Super Type
Business Event

5. Service Type

Context
Calculation Mode
Flow Mode
Taxes

6. Commission/Subvention Types

Super Type
Calculation Mode

7. Fin Symbols

Internal Symbols vs External Symbols
External Symbols creation and usage

8. Financial Products

Fields definition
Versions
Purposes
Importers
Operation Type

9. Restrictions

Use restriction
No values allowed
Has list? usage
Setting values on Restrictions (Default, min and max)

10. Product Symbols

Fields definition
Values
Conditions
Base Limits
Related Symbol



Acciapiens Accounting Essentials

TACP231-C

Becoming an Accounting Pro.

This is the training made to address the challenges of accounting.

Upon completion of this training, participants will possess the proficiency to confidently navigate intricate accounting processes with ease.

What You Will Learn

- Accounting Configuration and Maintenance: Gain expertise in configuring and maintaining specific accounts, charts, and journals, allowing you to effectively manage financial records and transactions;
- Accounting Log and Postings: Learn how to use the accounting log to track financial activities;
- Account Matrix Customization: Acquire the skills needed to configure and maintain an account matrix, including context, symbols list, and operations, enabling you to tailor financial operations to the clients' needs.

Target Audience

This training is designed for individuals with some experience in Acciapiens.

Prerequisites

Building on the knowledge acquired in the Acciapiens Overview,



TYPE
ACCIPIENS



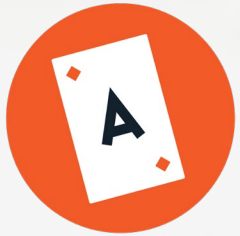
LEVEL
INTERMEDIATE



PROFILE
TECHNICAL
FUNCTIONAL



DURATION
4 DAYS



Accipiens Accounting Essentials

TACP231-C

Program

- Configuration and maintenance of Accounts, Chart and Journal
- Accounting Log
- How to Configure and maintain an Account Matrix (Context, symbols List, Operation)
- Context Closing
- Accounting Postings

Course Contents

1. Generic Functionalities & Configuration

Account Chart
Accounting Context
Accounts Naming
Accounting Operations
Invoice RP Mapping
Accounting Tools

2. Standard Operations

Activation
Invoicing
Liquidation
Financial Change
Early Terminations



Training Catalogue

Contacts

Eduardo Braz

Chief Sales Officer

eduardo.braz@vtxrm.com

+351 917 274 602

Nelson Armada

Academy Team Leader

nelson.armada@vtxrm.com

+351 937 913 178