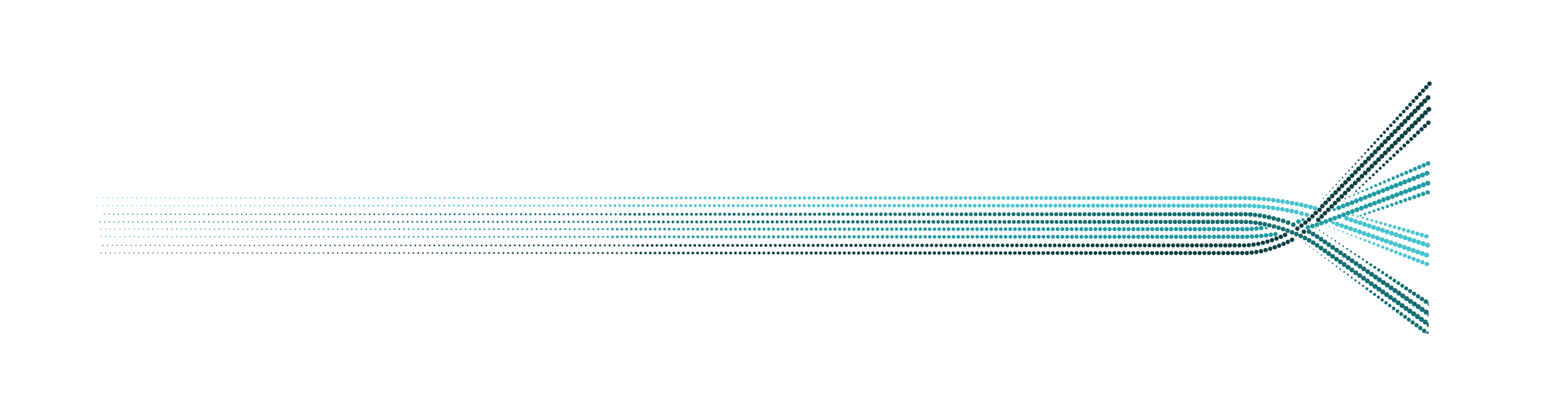
A picture containing person, sky, outdoor, sport

Description automatically generated



Finance (Part 2)  
Version: K3|pebblestone Cloud 1.0

Day 7 – Project Implementation Form

Contents

[1. Customer and Project Data 2](#_Toc19517708)

[2. Attendees by Functional Area 2](#_Toc19517709)

[3. Targets for the End of the 7th Day 2](#_Toc19517710)

[4. Customer Form Day 7 – Finance (Part 2) 3](#_Toc19517711)

COPYRIGHT

No content from this reference manual may be reproduced or made public through print, photocopy, microfilm, digitalization, storage devices, on media in any form possible without prior written consent and permission from K3 Software Solutions BV. This reference manual is and remains intellectual property of K3 Software Solutions BV.

This reference manual and its cited reference materials may be revised by K3 Software Solutions BV without prior acknowledgment.

K3 Software Solutions BV does not assume any liability, resulting in which ever form, respectively forthcoming from the content stated and illustrated in this document, including its cited references.

K3 Software Solutions BV is solely responsible for the content and may reserve the right to make omissions at its own discretion.

© Copyright 2019, K3 Software Solutions BV, the Netherlands

## **Customer and Project Data**

|  |  |
| --- | --- |
| **Customer Name** |  |
| **Implementing Consultant** |  |
| **Date** |  |
| **Project & Activities** | Finance (Part 2) |
| **Time Scheme** | We estimate a seven-hour duration to discuss the topics listed below. |

## Attendees by Functional Area

|  |  |  |
| --- | --- | --- |
|  |  | Name of K3|pebblestone users per functional area |
| **KEY** | Key user |  |
| **SD** | Sales Department |  |
| **PD** | Purchase Department |  |
| **WD** | Logistics / Warehouse Department |  |
| **FD** | Finance Department / Accounting |  |
| **ALL** | All K3|pebblestone users |  |

These will be the users that will have a role in the implementation of K3|pebblestone. It is important that they attend to the sessions for their functional area. When the necessary users don’t attend, this could cause serious delays for further implementations.

## Targets for the End of the 7th Day

* General Journals
* Fiscal year closing and VAT setup
* Stock adjustments
* Cost invoices
* Sales Invoices, Purchase Invoice and Reminders

## Customer Form Day 7 – Finance (Part 2)

To deliver a clear and complete implementation within the set timeframe it is important that the tasks are completed within the estimated time.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Tasks | Estimated time (mins) | Attendees on functional area | Completed | N/A |
| Answering the questions from day 6, or from watching the videos to prepare for day 7. | 30 | KEY |  |  |
| Bank Accounts and reconcilement | 45 | FD |  |  |
| Small Break | 15 |  |  |  |
| General Journals | 60 | FD |  |  |
| VAT and Intrastat declarations | 30 | FD |  |  |
| Lunch Break | 30 |  |  |  |
| VAT and Intrastat declarations | 30 | FD |  |  |
| Closing and commencing a fiscal year | 45 | FD |  |  |
| Small Break | 15 |  |  |  |
| Creation and stock valuation for cost invoices | 30 | FD |  |  |
| Creation of Purchase Invoices and Posting | 30 | PD/ FD |  |  |
| Creation of Sales Invoices and Posting | 30 | SD/ FD |  |  |
| Create and issue reminders | 30 | FD |  |  |
| Review day 6 |  |  |  |  |
| **Total hours spent** | **7 hours** | | | |

|  |  |
| --- | --- |
| Additional time spent on (to be invoiced) | Minutes |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| Tasks for the customer | Deadline |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| Tasks for the implementor | Deadline |
|  |  |
|  |  |
|  |  |

|  |
| --- |
| Remarks |
|  |

|  |  |
| --- | --- |
| Dates |  |
| **Signature for acceptance** |  |

Disputes concerning the time spent and the subjects discussed must be announced to COMPANYNAME within 3 business days after the visit of the implementer.