

Client Training Programs

Catalogue 2018 - 2019

NAKISA
LeaseAdministration



Our Commitment to Clients

Nakisa offers clients, comprehensive training programs to meet the Front-End and Administrative requirements needed to be successful with Nakisa Lease Administration.

Instructional Approach

All our training programs are designed to include much interactivity, interaction comprising of a balance of 60% theory and 40% hands-on exercises and team activities. These learning activities are interwoven throughout the workshops to ensure learner understanding, engagement and confidence with the solution.

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

Training Offerings

The standard training offerings Nakisa offers consist of the “Front-End” program for such users as lease administrators and approvers who will work with the solution, as well as the “Back-End” program for the support personnel who need to configure and support the solution once deployed.

Training Delivery Modalities

Training can be delivered via synchronous online workshops or via conventional in-classroom sessions. Moreover, clients can choose to attend “public” workshops (delivered exclusively online) or purchase “private” sessions, whether delivered on-premise or virtually.



Front-End Functional Training for Customers

Workshop Objectives

This training program addresses the front-end of the Nakisa Lease Administration solution. In other words, from the End-Users' vantage point. This program is divided into 5 topics and focuses on how to use the various features and functions available in the application, as well as how to conduct core tasks within the application, and discusses the accounting treatment in the solution.

TOPIC 1 - Overview of Accounting Theory

- ✓ Explain key aspects of the new IFRS 16 and ASC 842 standards
- ✓ Explain the lease accounting flow
- ✓ Define the inputs and outputs of the calculation engine
- ✓ Describe key accounting terms as they relate to leasing

TOPIC 2 - Interface & Navigation

- ✓ Navigate the application's interface
- ✓ Describe the lease contract data structure
- ✓ Explain the integrated approval process
- ✓ Access and use key functionalities such as the main and context menus, filtering, searching and exporting

TOPIC 3 - Lease Creation

- ✓ Conduct a lease contract abstraction
- ✓ Describe the leasing process overview
- ✓ Perform the required steps in creating a lease contract
- ✓ Navigate the pages that make up a lease object
- ✓ Demonstrate how to set up different lease types

TOPIC 4 - Event Management

- ✓ Perform the steps in splitting an activation group
- ✓ Describe key lease events that require attention
- ✓ Reassess an activation group
- ✓ Conduct a lease contract change
- ✓ Conduct a lease modification
- ✓ Replace units
- ✓ Enter one-time charges
- ✓ Conduct a lease end
- ✓ Record a casualty

TOPIC 5 - Accounting Treatment

- ✓ Access and review discloser reports
- ✓ Access and review consolidated transaction reports
- ✓ Manage postings in a standalone environment
- ✓ Demonstrate understanding of GL determination
- ✓ Demonstrate understanding of transition accounting

Who Should Attend?

Lease Administrators, Contract Approvers,
Accountants, Finance Teams

Workshop Details:

Prerequisite: Leasing knowledge

Duration: 3 Days

Private Session:

- **Virtual Only:** \$12,000 USD
- **Payment Method:** Credit Card or Wire Transfer accepted only
- **Max Participants:** 15

Public Workshop:

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



Back-End Configuration Training for Customers

Workshop Objectives

This training program addresses the back-end of the Nakisa Lease Administration solution and targets system administrators. This program focuses on how to handle core administrative tasks as well as certain basic configurations to align with the business requirements.

After completing this session, you will be able to:

- ✓ Configure the general settings of the application
- ✓ Map the Nakisa Lease Administration security roles
- ✓ Set up the applicable user authentication modes
- ✓ Configure data connections and sync settings
- ✓ Manage fields in front-end GUI
- ✓ Navigate the master data config page
- ✓ Set up the application config tables and system config tables
- ✓ Access and view the logs and RFC traces
- ✓ Work with the job scheduler and thresholds
- ✓ Manage software releases and migrations via build manager
- ✓ Perform batch data management tasks

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
- **Payment Method:** Credit Card or Wire Transfer accepted only
- **Max Participants:** 15

Public Workshop:

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



Center of Excellence (COE) Training for Customers

Workshop Objectives

This training program is a comprehensive set of IFRS 16/ASC 842 accounting workshop offerings to educate customers on the key requirements of the new lease accounting standards as well as on simplifying transition and solution implementation.

For more information, please consult our Nakisa Lease Accounting Workshop Catalogue.

NAKISA[®] LeaseAdministration

Who Should Attend?

Accountants, Lease Administrators, Contract Approvers, Project Leads, Lease Center of Excellence Team

Workshop Details:

Prerequisite: Basic proficiency in US GAAP/IFRS accounting.

Duration: 4 Days

Private Session:

- Duration: 4 Days
- Price (Virtual & Private): \$20,000 USD
- Max Participants: 15

Public Workshop:

- Virtual Only: \$4000 USD/ participant
- Minimum Participants: 10

