



SAP SYSTEMS TRAINING

SAP Business One for Growing Businesses

5 day course

Classroom, online or in-house

Course overview

A growing business usually adopts a system at the point where spreadsheets have already failed, under time pressure and without anyone whose job is the implementation. This course is built for that situation. Delegates work through the core setup decisions that are difficult to reverse: chart of accounts, item and business partner master data, and numbering. Purchasing and sales document flow follow, including the link from order through delivery to invoice and why breaking that chain causes reconciliation work forever. Inventory management, valuation methods and warehouse handling are covered. Banking, payments and reconciliation follow. Financial reporting and period end are addressed. Approval procedures and user authorisation are covered, since a small team still needs separation of duties. Reporting and query tools follow. The course closes on data migration from spreadsheets or a previous system, on going live, and on the housekeeping that keeps the system trustworthy.

What you will learn

- Make the setup decisions that are difficult to reverse later
- Structure item and business partner master data
- Run the purchasing and sales document flow without breaking the chain
- Manage inventory, valuation methods and warehouses
- Process banking, payments and reconciliation
- Apply approval procedures and authorisation in a small team
- Migrate data, go live and maintain the system afterwards

Who should attend

- Owners and managers of growing businesses adopting a system
- Finance staff in small and medium enterprises
- Operations managers using an integrated system
- Consultants implementing for smaller clients
- Administrators supporting a small business system

Course outline

- 01 Adopted when spreadsheets have already failed
- 02 Setup decisions you cannot reverse
- 03 Item and business partner master data
- 04 Purchasing and sales document flow
- 05 Inventory, valuation and warehouses
- 06 Banking, payments and reconciliation
- 07 Approvals and authorisation in a small team
- 08 Reporting, migration, go live and housekeeping

Upcoming dates



Dates	Venue	Format	Fee per delegate
12 to 16 October 2026	Port Louis, Mauritius	Classroom	USD 1,325
21 to 25 December 2026	Online	Online	R8,500
4 to 8 January 2027	Mbabane, Eswatini	Classroom	R19,950
25 to 29 January 2027	Johannesburg, South Africa	Classroom	R19,950

Fees and how to register

This 5 day course is **R8,500** per delegate online, **R19,950** in the classroom in South Africa, Botswana, Namibia, Lesotho and Eswatini, and **USD 1,325** in the classroom elsewhere in Africa. In-house training is quotation on request. Book 2 or more delegates on this course and save 10%.

To register or request an in-house proposal, visit www.afrisciencegroup.com, email info@afriScience.co.za, or WhatsApp us on **+27 63 479 1136**.

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