



Consulting and Training | Reach New Heights

**Course Name**

# ERP - Entry to Mid

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**Sector Name**

Information Technology

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## ERP - Entry to Mid

### Course Introduction

Enterprise Resource Planning (ERP) systems are widely used across organizations to integrate core business processes—finance, HR, procurement, inventory, and operations—into a single platform. However, many professionals use ERP systems without fully understanding how they support end-to-end workflows and organizational efficiency.

Developed by **Boost**, this course introduces ERP as a day-to-day operational enabler, not an IT system. The program helps participants understand how ERP works conceptually, how different functions are connected, and how proper usage improves data accuracy, coordination, and decision-making.

**Boost's ERP - Entry to Mid-course** builds confident, informed ERP users who understand the “why” behind the system—not just the “how”.

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## ERP - Entry to Mid

### Target Audience

- ✓ Entry to Mid-level professionals
- ✓ ERP end users and new users
- ✓ Administrative and operational staff
- ✓ Supervisors and coordinators
- ✓ Employees working with ERP-supported processes

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### Learning Objectives

- ✓ Understand the purpose and value of ERP systems
- ✓ Recognize how ERP integrates organizational functions
- ✓ Navigate ERP-supported processes conceptually
- ✓ Use ERP correctly within their job responsibilities
- ✓ Understand data flow and its impact on reports
- ✓ Reduce errors and rework caused by improper ERP usage

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## ERP - Entry to Mid

### Course Outline

#### ✓ DAY 01

##### Understanding ERP Basics

##### Module 1: What ERP Is and Why It Matters

- ✓ ERP concept and purpose
- ✓ ERP vs. standalone systems
- ✓ Business value of integration

##### Module 2: ERP in the Organizational Context

- ✓ How departments are connected
- ✓ Shared data and real-time information
- ✓ Impact of ERP on daily work

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### Course Outline

#### ✓ Day 02

##### **Core ERP Functional Areas**

##### **Module 3: Overview of Key ERP Functions**

- ✓ Finance, HR, procurement, inventory, operations
- ✓ How functions interact
- ✓ Understanding cross-functional dependency

##### **Module 4: End-to-End Process Thinking**

- ✓ From transaction to report
- ✓ How one action affects multiple areas
- ✓ Avoiding siloed usage

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### Course Outline

#### ✓ Day 03

##### **Working with ERP Data**

##### **Module 5: Understanding Data Flow in ERP**

- ✓ Transaction data vs. master data
- ✓ Why data accuracy matters
- ✓ Common data entry issues

##### **Module 6: ERP and Reporting Basics**

- ✓ How reports are generated
- ✓ Using ERP data for decisions
- ✓ Understanding report limitations

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### Course Outline

#### ✓ Day 04

##### **Effective ERP Usage**

##### **Module 7: Using ERP Correctly in Daily Work**

- ✓ Following standard processes
- ✓ Avoiding shortcuts and workarounds
- ✓ Ensuring consistency and compliance

##### **Module 8: Common ERP User Challenges**

- ✓ Errors, delays, and mismatches
- ✓ Communication gaps between users
- ✓ Practical solutions

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### Course Outline

#### ✓ Day 05

##### **Building ERP Discipline**

##### **Module 9: User Responsibility and Accountability**

- ✓ Roles and responsibilities
- ✓ Data ownership awareness
- ✓ Escalation and issue handling

##### **Module 10: Sustaining Effective ERP Usage**

- ✓ Continuous learning and improvement
- ✓ Supporting process discipline
- ✓ Preparing for advanced ERP use

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### Confirmed Sessions

FROM	TO	DURATION	FEES	LOCATION
April 12, 2026	April 16, 2026	5 days	4250.00 \$	KSA , Riyadh
July 6, 2026	July 10, 2026	5 days	4950.00 \$	England , London
Oct. 12, 2026	Oct. 16, 2026	5 days	2150.00 \$	Virtual , Online
Feb. 1, 2027	Feb. 5, 2027	5 days	4250.00 \$	UAE , Dubai

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