

Acclipse BenchmarkIT

Creating Benchmark Reports



Course objective

BenchmarkIT enables you to provide your clients with accurate and informative benchmarking reports. Generating benchmarking reports is easy if you have integrated BenchmarkIT with your accounting software. BenchmarkIT can import data directly from your general ledgers. This course is designed to familiarise yourself with the functionality of Acclipse BenchmarkIT, understand the mapping principles and run benchmark reports.

Course duration

1 Hour

Course content

Overview

- BenchmarkIT basics
- Opening BenchmarkIT
- BenchmarkIT environment
- BenchmarkIT workflow

Clients

- Adding a client
- Deleting an existing client
- Opening an existing client

Documents and Mapping

- Adding a document
- Deleting a document
- Preparing a document for BenchmarkIT
- Mapping your accounts
- Customising your mapped accounts

Reporting

- Running BenchmarkIT reports
- Understating BenchmarkIT reports
- Using BenchmarkIT Help
- Exporting and modifying Microsoft Excel reports
- Modifying the Microsoft Excel report template