Coupa Procure-to-Invoice System Administration Training

The Coupa Procure-to-Invoice System Administration Training Course is designed by Coupa and is being taught by certified practitioners from the Jabil procurement team. This course is ideal for anyone new to Coupa who will be implementing, deploying, and maintaining the Procure to Invoice modules. This three-day course will provide users with the knowledge and skills necessary to understand and make use of the configurable capabilities of the Coupa platform.

LEARNING OBJECTIVES AND TOPICS COVERED

- Understand the core components of the Coupa platform
- Navigate the user interface effectively
- Define BSM and its significance for your organization
- Align BSM with your business goals
- Load and manage data efficiently
- Configure commodities to match your organization's needs
- Maintain suppliers and contracts for smooth procurement processes
- Create and manage content groups to organize information effectively
- Create custom views tailored to specific user roles
- Manage custom fields to capture relevant data
- Handle questionnaires and requisition line forms for comprehensive information gathering
- Configure company information and the home page to reflect your organization's identity
- Transactional Elements Configuration
- Maintain approvals and approval chains for requisitions, purchase orders, and invoices
- Configure requisitions to align with business processes
- Set up and maintain purchase orders accurately
- Configure and manage invoices for timely processing

3 - Day Course

Click here to see dates.
Cost: $3,600 per person
Format: Virtual or In-Person
Languages: English (and Spanish upon request)

First come, first served.

Option to purchase additional support hours after course completion.

Options available for dedicated/individualized courses:

- Buy out a whole class for your company
- Jabil trainers can come to you

Course Completion

Upon completion there will be a Procure-to-Invoice System Administration Certification Exam that participants must complete and pass to receive credential and a digital badge to display on social media platforms.

For additional information, contact **P2P_support@Jabil.com**