
















Blackbaud University Curriculum for Financial Edge™ / Financial Edge NXT™

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Continuing Professional Education Credit (CPE)












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	Learn	Learn More	Learn Everything
Fundamentals			
 Financial Edge: Basics of Financial Edge	•	•	•
 Financial Edge: Fundamentals—Overview		•	•
 Financial Edge: Fundamentals—Data Analysis		•	•
 Financial Edge Fundamentals Exam 2016		•	•
 Financial Edge Professional Exam 2016		•	•
Financial Edge NXT			
 Financial Edge NXT: Basics of Financial Edge NXT	•	•	•
 Financial Edge NXT: Basics of General Ledger	•	•	•
 Financial Edge NXT: Basics of Payables	•	•	•
 Financial Edge NXT: General Ledger		•	•
 Financial Edge NXT: Payables		•	•
General Ledger Data Entry			
 General Ledger: Basics of Data Entry	•	•	•
 General Ledger: Account and Project Records		•	•
 General Ledger: Journal Entry		•	•
 Integration: Financial Edge and Raiser's Edge		•	•
 Financial Edge: Grant Management		•	•



Note: All courses in the Fundamentals series must be completed in the order shown and are a prerequisite for all Functional and Outcome-Based courses. Best Practices courses do not have prerequisites.

-  Abstract
-  eLearning Course
-  Certification

General Ledger Data Analysis			
	General Ledger: Basics of Data Analysis	●	● ●
	General Ledger: Visual Chart Organizers		● ●
	General Ledger: Financial Statements		● ●
	General Ledger: Budget Management		● ●
	General Ledger: Allocation Management		● ●
	Financial Edge: Managing F9 Reports		● ●
	Financial Edge: Communicating With External Software		● ●
	Financial Edge: Reconciling Subsidiary Ledgers to General Ledger		● ●
	Financial Edge: Keeping Your Database Clean and Secure		● ●
	Financial Edge: SAP® Crystal Reports®		● ●
	Financial Edge: Building Financial Reports for Specific Audiences		● ●
	Financial Edge: Fundamentals and General Ledger (3-Day Regional Class)		●
Accounts Payable Data Entry			
	Accounts Payable: Basics of Data Entry	●	● ●
	Accounts Payable: Vendors		● ●
	Accounts Payable: Invoices		● ●
	Accounts Payable: Purchase Orders		● ●
Accounts Payable Data Processing			
	Accounts Payable: Basics of Data Processing	●	● ●
	Accounts Payable: Processing		● ●
	Financial Edge: Accounts Payable (2-Day Regional Class)		●
Accounts Receivable			
	Accounts Receivable: Data Entry		● ●
	Accounts Receivable: Data Processing		● ●
	Accounts Receivable: Data Extraction		● ●
Payroll			
	Payroll: Basics of Payroll	●	● ●
	Payroll: Set Up		● ●
	Payroll: Employees		● ●
	Payroll: Data Processing		● ●

-  Abstract
-  eLearning Course
-  Certification

	Learn	Learn More	Learn Everything
Fixed Assets			
 Financial Edge: Fixed Assets		●	●
Nonprofit Best Practices			
 Best Practices: Building a Social Media Playbook			●
 Best Practices: Managing Your Cash Flow			●
 Best Practices: Board Management			●
 Best Practices: Event Management			●
 Best Practices: Fundraising			●
 Best Practices: Marketing and Communications			●
 Best Practices: Membership Management			●
 Best Practices: Nonprofit Accounting for Fundraisers			●
 Best Practices: Organizational Management			●
 Best Practices: Volunteer Management			●

“I really enjoy the convenience of taking classes online. This way I can take the courses at my leisure and when I have time. I don’t have to rearrange my schedule or block off entire days to get the training I need. Additionally, the tutorials that are at my disposal are wonderful because I can go and search for answers to specific questions that I may have. I have been able to find what I need when I need it.”

—Teia Snyder, Community Services of Venango County

Regionals

	Monday	Tuesday	Wednesday	Thursday	Friday
	Financial Edge: Fundamentals/General Ledger			Financial Edge: Accounts Payable	
Morning	Financial Edge: Fundamentals—Overview	General Ledger: Account and Project Records	General Ledger: Visual Chart Organizers	Accounts Payable: Vendors	Accounts Payable: Processing
Afternoon	Financial Edge: Fundamentals—Data Analysis	General Ledger: Journal Entry	General Ledger: Financial Statements	Accounts Payable: Invoices	Accounts Payable: Purchase Orders

	Monday	Tuesday	Wednesday
	Education Edge: Student Billing		
Morning	Student Billing: Annual Setup	Student Billing: Annual Processing	Student Billing: Monthly Processing
Afternoon	Student Billing: Students	Student Billing: Transactions	Student Billing: Data Analysis