

# Launching Kyriba Client Academy

## KYRIBA FACT SHEET

Kyriba is committed to providing clients with the knowledge, skills and best practices to maximize their Kyriba educational experience. Kyriba Client Academy offers a series of different training courses that allow users the flexibility to customize their own learning journey.

Obtaining certification demonstrates a client's commitment to corporate treasury excellence. These certification courses will help clients become a subject matter expert in the Kyriba application, helping maintain and enhance their overall experience. Kyriba users will develop the skills needed to efficiently administer, enhance, and expand their Kyriba deployment, leveraging best practices methodology.

Kyriba selects the most advanced trainers and subject matter experts for its training and certification program. These trainers have vast knowledge of the Kyriba platform and bring real-world experience along with on-the-job experience as former members of our implementation teams. Our objective is to provide different paths for different learning needs.

### 1. New to Treasury

Designed for users new to the treasury space who want to increase their basic treasury knowledge

### 2. End User Knowledge

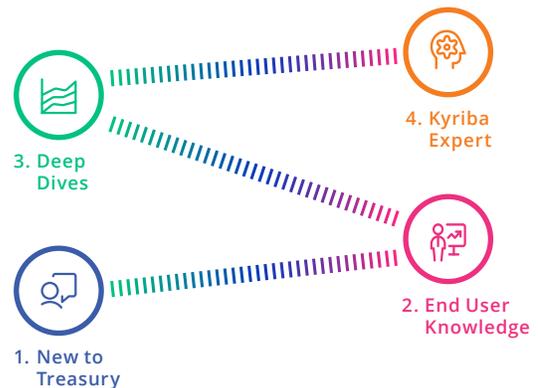
Provides a basic understanding of how to leverage and effectively use the Kyriba Application daily.

### 3. Deep Dives

Designed for all Kyriba users who would like a deeper understanding on specific Kyriba workflows

### 4. Kyriba Expert

Users who want to significantly increase their Kyriba knowledge and focuses on the setup and implementation of a specific module on the Kyriba solution. Kyriba certification available at the end of each session



### Kyriba Academy Programs

The Kyriba client certification program is available both on demand and in person. 4 Different Paths Designed to Support Different Needs.

# Session Descriptions



## Core/Bank/Cash

Core Data is the backbone of the Kyriba application. Client data including company, accounts, market data, admin functionality and importing/exporting files takes place in this module.

Kyriba's Liquidity Module provides a centralized repository for client's bank reporting to allow visibility into global

cash positions. In addition, forecasts can be incorporated to give treasurers a forward-looking position. In-house banking can be used to track activity and balances between legal entities.

**Certification Content:**

As part of this certification process, clients will be required to complete

all sub-module ELMS courses and all practical exercises.

**On-site/virtual training: 5 days**

**End-user training: Day 1**

**Prerequisite:**

**Core Data,  
On Demand review**



## Cash Accounting & GL Reconciliation

Kyriba's Cash Accounting Module allows for entries to be created from bank transactions and exported into a client's ERP system.

Kyriba's GL Reconciliation Module automates the reconciliation between the client's bank and book

**On-site/virtual training: 1 day**

**End-user training : Day 1**

**Prerequisite:**

**A Day in the Life of the Kyriba Treasurer, On Demand review**



## Payments

The Payments Module consists of payment/direct debit and netting capabilities. The Payments Module empowers organization to initiate, approve and release payments with their banking partners. Netting optimizes intercompany and payment activity through a netting center.

**Certification Content:**

As part of this certification process, clients will be required to complete all payment sub-module ELMS courses and all practical exercises.

**On-site/virtual training: 1 day**

**End-user training: Day 1**

**Prerequisite:**

**On Demand review**

Prior to training, a two-week review of all the ELMS courses is designed to streamline the training process and make it more effective.



## Deal Capture

The Deal Capture Module captures debt, investment, interest rate swap, FX and lease transactions. In addition, it allows for transactions to be settled within Kyriba's payment module.

**Certification Content:**

As part of this certification process, clients will be required to complete all

financial transaction sub-module ELMS courses and all practical exercises.

**On-site/virtual training: 3 days**

**End-user training: Day 1**

**Prerequisite:**

**On Demand review**

Prior to training, a two-week review of all the ELMS courses is designed to streamline the training process and make it more effective.

# Session Descriptions



## Risk Training

The Risk Module consists of Exposure Management, Sensitivity Analysis, Mark to Market (MTM), Financial and Hedge Accounting.

**Certification Content:**

As part of this certification process, clients will be required to complete all

risk sub-module ELMS courses and all practical exercises.

**On-site/virtual training: 3 days**

**End-user training: Day 1**

**Prerequisite:**

**Deal Capture,  
On Demand review**

Prior to training, a two-week review of all the ELMS courses is designed to streamline the training process and make it more effective.



## Supply Chain Finance

The Supply Chain Finance module empowers organization to Support suppliers with access to much needed liquidity and help benchmark current payment terms and help centralize and simplify all receivables finance programs into a single portal.

**Certification Content:**

As part of this certification process, clients will be required to complete all SCF sub-module ELMS courses and all practical exercises.

**On-site/virtual training: 4 days**

**End-user training: Day 1**

**Prerequisite:**

**End-User Payments,  
On Demand review**

Prior to training, a two-week review of all the ELMS courses is designed to streamline the training process and make it more effective.



## Control Center/Connectivity

The Control Center Connectivity Module consists of providing End User visibility to all interfaces within the application.

**Certification Content:**

As part of this certification process, clients will be required to complete all ELMS courses and all practical exercises associated with this course.

**Prerequisite:**

**On Demand review**

Prior to training, a two-week review of all the ELMS courses is designed to streamline the training process and make it more effective.

# Session Descriptions

## Netting

Kyriba's Netting Module ensures the consolidation of two or more payments in order to create a single value. Provides visibility to the Netting Center and allows, in coordination with payments, to provide efficiency to the payment process.

### **Certification Content:**

As part of this certification process, clients will be required to complete all Netting sub-module ELMS courses and all practical exercises.

### **Prerequisite:**

**End-User Payments,  
On Demand review**

Self-Paced training video

## Bank Relationship

The Bank Relationship Module includes capabilities for bank fee analysis (BFA) and bank account management (BAM). BFA enables a client to track their bank fees against their negotiated pricing, while BAM tracks account signers and offers FBAR reporting.

### **Certification Content:**

As part of this certification process, clients will be required to complete all BAM and BFA sub-module ELMS courses and all practical exercises.

### **Prerequisite:**

**Core Data,  
On Demand review**

On demand training video

## Fraud & Compliance

The Fraud Detection Module extends the effectiveness of standard payment controls to include real time detection.

### **Certification Content:**

As part of this certification process, clients will be required to complete all 10 Fraud sub-module ELMS courses and all practical exercises.

### **Prerequisite:**

**Core Data, Payments,  
On Demand review**

On demand training video

# Session Schedule

## Training Sessions

Self-paced programs will provide a comprehensive understanding of the Kyriba system and can be completed conveniently and efficiently at any time using Kyriba's ELMS tool. The in-person and virtual sessions are hosted remotely, or in person at either at a Kyriba office location, or at the client's office.

### In person/virtual sessions offered:

Module	Duration
Core / Bank / Cash	5 days
Payments	3 days
Deal Capture	3 days
Risk (Valuation, Financial & Hedge Accounting)	3 days
Cash Accounting & GL Reconciliation	1 day
Supply Chain Finance	4 days

### End-user sessions offered:

Module	Duration
A Day in the Life of the Kyriba Treasurer	1 day
End-User Payments	1 day
End-User Deal Capture	1 day
End-User Risk	1 day
Cash Accounting & GL Reconciliation	1 day
End-User Supply Chain Finance	1 day

### Self-paced programs (online):

Module	Duration
Bank Account Management	3 hours
Bank Fee Analysis	3 hours
Netting	4 hours
Fraud & Compliance	2 hours
Control Center/Connectivity	3 hours

## Flexibility

**If I am a Kyriba user and I am interested in taking ad-hoc deep dive sessions at my own pace, can I accumulate enough deep-dives to achieve full certification in a module?**

If you complete the all the deep-dive sessions required to achieve certification in a specific module within a year of taking the first training, you will be a candidate for certification.

**Can I customize training for my company?**

You can request a specific session for your company that specifically fits your needs. All you need is to fulfill the minimum requirement of 5 participants in your session.

## Prerequisites

**How long does it take to achieve certification?**

Certification can be achieved in as little as 3 days (Payments: On-demand pre-work required via our own ELMS) and as long as 5 days (Core Bank and Cash training).

**What if I do not require certification?**

If no certification is required as you are focused on daily application use, then End-User training is the best option. If you have implemented Kyriba in the past and need a specific topic refresher, then Deep-Dives would be the best solution for your needs.

## Training

**Where can I train?**

Training can be conducted virtual in our Kyriba offices in EMEA (Paris or London) or North America (San Diego).

**Can I request a training on my premises?**

Yes, with a minimum of 5 participants per class.

**Where do I sign up for training?**

Contact your account manager, they will provide pricing and sign-up calendar form.

**What tools can I use to receive updates on the progress that my employees are making?**

The ELMS (Electronic Learning Management System) will be available to track weekly progress for each employee training on your team. Kyriba Academy can provide weekly updates.

## Certification

**At what level is certification held?**

Certification is held at the individual level.

**What is the minimum score for certification?**

Seventy-five percent. As we believe this is the minimum score to confirm your knowledge in the application.

**If I do not achieve 75 percent, what happens?**

- You will have two weeks to re-take the ELMS courses
- You will have two weekly calls with a Kyriba trainer to review knowledge gaps
- Retake the test via virtual classroom (sessions available every 2 weeks)

**What if I fail the second attempt?**

You need to retake the training session.

Please reference the online calendar for specific dates available:

[Sign Up Form](#)   [Calendar](#)