

# Vehicle Operations L2 - Rev 8 (VEO8)



CREATING YOUR BUSINESS ADVANTAGE



## Training Course Overview

### Course Objectives:

Attendees will gain an understanding of how to perform daily vehicle administration tasks using Autoline.

### Who should attend?

Personnel who are responsible for a dealership's vehicle sales administration. Accountants may also wish to attend.

### Prerequisites

Attendees must have keyboard and mouse skills and an understanding of vehicle sales administration.

### Programme

- Module introduction
- The creation, structure and use of Vehicle records both new and used
- Vehicle invoicing, supplementary invoicing and credit notes
- Dealer transfers on consignment
- Demonstrator and hire vehicles
- Franchise Data links to Vehicle Administration
- Point-of-Sale interface reference to internal charges

### Duration

2 Days

Please visit our website or call the ADP Training department on 01635 214460 for further information or to book your place on the next available course.

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