Odoo ERP Essentials Training Course

Professional Development Training Course Outline

Category	Enterprise Resource Planning (ERP)	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Odoo ERP has emerged as a revolutionary, all-in-one business management software that streamlines operations, enhances productivity, and drives digital transformation across organizations of all sizes. Odoo ERP Essentials Training Course equips professionals, business owners, and IT specialists with the practical skills and insights to effectively implement and manage Odoo modules, optimize business processes, and unlock data-driven decision-making capabilities. Participants will gain hands-on experience with Odoo's core applications, including sales, inventory, accounting, human resources, and project management, empowering them to achieve operational excellence in a competitive digital landscape.

This training focuses on real-world application, industry best practices, and strategic utilization of Odoo ERP to enhance efficiency and profitability. By blending practical exercises, interactive simulations, and case studies, learners will develop the confidence to manage ERP projects, customize workflows, and drive business growth. With an emphasis on automation, integration, and digital transformation, this course positions professionals to become valuable contributors to any ERP implementation initiative, making them highly sought-after in today's data-driven economy.

Programme Curriculum

Odoo ERP Essentials Training Course

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Course Duration

5 days

Course Objectives

1. Master Odoo ERP core functionalities and navigation.
2. Understand end-to-end business process automation in Odoo.
3. Gain expertise in Odoo CRM and sales management strategies.
4. Learn inventory and warehouse management optimization.
5. Implement accounting and financial management best practices.
6. Explore project management and task automation using Odoo.
7. Customize dashboards and data analytics for decision-making.
8. Integrate Odoo with e-commerce, POS, and other business platforms.
9. Develop skills in user role management and security settings.
10. Apply reporting and KPI tracking for business intelligence.
11. Understand workflow customization and module extension.
12. Gain knowledge in cloud deployment and multi-device accessibility.
13. Prepare for Odoo ERP implementation and consultancy roles.

Target Audience

1. Business owners and entrepreneurs
2. IT professionals and software developers
3. ERP consultants and project managers
4. Accountants and finance professionals
5. HR and operations managers
6. Sales and marketing executives
7. Supply chain and logistics professionals
8. Students and fresh graduates aiming for ERP careers

Course Modules

Module 1: Introduction to Odoo ERP

- Overview of Odoo ecosystem and versions
- Key modules and functionalities
- User interface navigation and dashboard setup
- Understanding ERP concepts in modern business
- Case Study: Successful ERP adoption in a mid-sized retail company

Module 2: Sales and CRM Management

- Lead management and opportunity tracking
- Sales quotation, order, and invoicing process
- Customer relationship management best practices
- Automation of sales workflows
- Case Study: Increasing revenue using Odoo CRM automation

Module 3: Inventory & Warehouse Management

- Product and stock management
- Warehouse operations and inventory control
- Barcode scanning and automated replenishment
- Multi-warehouse setup and logistics tracking
- Case Study: Reducing inventory costs in a manufacturing firm

Module 4: Accounting & Financial Management

- Chart of accounts and journal entries
- Automated invoicing and payment tracking
- Bank reconciliation and financial reporting
- Budgeting and expense management
- Case Study: Streamlining accounting for an SME with Odoo

Module 5: Human Resource Management (HRM)

- Employee records and recruitment workflow
- Leave and attendance management
- Payroll processing and salary structure setup
- Performance evaluation and appraisals
- Case Study: HR automation in a tech startup

Module 6: Project & Task Management

- Creating and managing projects and tasks
- Timesheet tracking and resource allocation
- Task prioritization and deadline management
- Reporting and analytics for project performance
- Case Study: Improving project delivery for a consulting firm

Module 7: E-commerce & Point of Sale Integration

- Setting up online stores and payment gateways
- POS integration with inventory and accounting
- Sales channel automation
- Customer experience and loyalty programs
- Case Study: Boosting online sales using Odoo e-commerce

Module 8: Reporting, Analytics & Customization

- Custom dashboards and KPI monitoring
- Advanced reporting with Odoo Studio
- Workflow automation and module customization
- Data-driven decision-making techniques

- Case Study: Business growth through Odoo analytics

Training Methodology

This course employs a participatory and hands-on approach to ensure practical learning, including:

- Interactive lectures and presentations.
- Group discussions and brainstorming sessions.
- Hands-on exercises using real-world datasets.
- Role-playing and scenario-based simulations.
- Analysis of case studies to bridge theory and practice.
- Peer-to-peer learning and networking.
- Expert-led Q&A sessions.
- Continuous feedback and personalized guidance.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call +254769199797

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000
23 Nov 2026	27 Nov 2026	Physical	$1,500

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com