

QuickBooks Training Classes



Bank on a winning strategy that saves time, makes money and gets you ahead.

Get Great Discount Savings:

\$299.00- Bring 4 persons. Get 1 free class.

\$90.00 - Bring a buddy/ 1 person takes 2 classes.

QuickBooks Curriculum Outline

Get Going with QuickBooks

(Beginner Session)

Course Description

The participant will learn the different types of information needed to track the day-to-day business transaction.

Full Day Class: \$299.00

- Getting Started
- Setting Up a Company
- Working with Lists
- Setting Up Inventory
- Selling Your Product
- Invoicing for Services
- Processing Payments
- Working with Bank Accounts
- Entering and Paying Bills

Keep Going with QuickBooks

(Advance Session)

Course Description

The participant will be shown how to track and pay sales tax and how to do payroll.

Full Day Class: \$299.00

- Customizing Forms
- Using Other QuickBooks Accounts
- Creating Reports
- Creating Graphs
- Tracking and Paying Sales Tax
- Doing Payroll with QuickBooks

The classes are taught by QuickBooks Pro Advisor Instructors.

QUICKBOOKS EXPERTS
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2009 Registration

Sign up for:

	<i>Price</i>
<input type="checkbox"/> Beginner Session	299.00
<input type="checkbox"/> Advance Session	299.00
<input type="checkbox"/> Buddy Discount	15% off
<input type="checkbox"/> Group Rate (5 or more)	20% off
<input type="checkbox"/> A free telephone consultation with completion of class.	

Name _____

Address _____

Email _____

Phone _____

Method of Payment

- Check MasterCard
 Bill Me American Express
 Visa

Credit Card No. _____

Expire Date _____

Signature _____