



Desktop Training

Never used QuickBooks before? No problem. Using QuickBooks and still have questions? We're here to help.

Our expert QuickBooks Pro Advisor will teach you what it takes to get you up and running. From setting up your company to managing your chart of accounts.

Cost:

~~\$149~~

Now **\$49!**

Location

Los Banos

Community Center

645 7th Street

Los Banos, CA 93635

Dates & Times

\$49 fee covers 2

progressive workshops:

March 7

8:30am-12:00pm

March 14

8:30am-12:00pm

This training is for
QuickBooks Pro & Premier
Not for QuickBooks Online

This 2 part progressive series will cover accounting basics and beyond such as:

- Creating a company
- Reviewing the chart of accounts
- Working with customers & estimates
- Reconciling a credit card statement
- Entering new items & price levels

In addition, learn how to use QuickBooks' powerful advanced features like:

- Receiving payments & making deposits
 - Entering & paying bills
- Analyzing financial data
 - Printing reports
- Setting up inventory
- Tracking and paying sales tax
 - Payroll

REGISTER HERE:

<http://bit.ly/LBQB37>

(case sensitive)

Valley Sierra Small Business Development Center

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City of **Los Banos**
At the Crossroads of California



U.S. Small Business Administration