



# 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: Regularly \$149  
End of the Year special  
Now only \$49 for both classes!

Location  
Workplace Sonora  
320 W Stockton St Sonora

Dates & Times  
\$49 fee covers 2 progressive workshops on:

December 4,  
1:30pm-5:00pm  
December 11,  
1:30pm-5:00pm

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

Sign up at  
<http://bit.ly/2Atoj33>

The Valley Sierra Small Business Development Center  
(209) 422-6416 | [phogwood@valleysierrasbdc.com](mailto:phogwood@valleysierrasbdc.com) | 1625 I St Modesto 95354



The Valley Sierra Small Business Development Center is funded in part through a subcontract between Opportunity Stanislaus and the University of California, Merced under the current cooperative agreement with the U.S. Small Business Administration. Reasonable accommodations for persons with disabilities will be made if requested at least two weeks in advance. Contact [info@valleysierrasbdc.com](mailto:info@valleysierrasbdc.com).