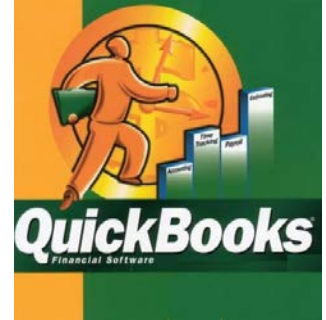


Improve Your QuickBooks Skills

QUICKBOOKS® BASIC FULL DAY – IN DEPTH

Tuesday, June 6, 2017
9:00 a.m. – 3:30 p.m.

Location: Saint Vincent College



Whether you have recently purchased QUICKBOOKS® or would like to become more efficient - this seminar will broaden your skills.

Highlights:

- Company File Set Up & Preferences
- Sales Process
- Managing Expenses
- Bank Reconciliation
- Reports & Graphs
- Additional Customer Transactions
- Customizing QuickBooks

Fee: \$ 95 per person; includes lunch.
Payable By: Visa, MasterCard, Check, or Cash

Pre-Registration Required.
For further Information or to Register:
Phone 724-537-4572 or Email sbdc@stvincent.edu