

**The Small Business  
Development Center  
Presents:**



# QuickBooks

**\*HANDS-ON WORKSHOPS\***

Niagara County Community College – Room CA126  
3111 Saunders Settlement Road. Sanborn, NY 14132

## Intro to QuickBooks- \$79\*

**No time to read manuals? This half-day workshop is for you!**

You will be provided with step-by-step instructions for using the most common QuickBooks features. End the frustration and begin to understand. Learn how to create your company, track and manage sales and expenditures; analyze financial data, reports, and graphs.

*\*No prior knowledge of accounting is needed.\**

**Tuesday, April 24, 2018 OR Tuesday, June 12, 2018**

8:45am Sign-In / 9:00am-12:00pm Program

## Mastering QuickBooks- \$79\*

**Advanced QuickBooks tips, tricks and shortcuts.**

Program will cover pass-through expenses, payroll, inventory, sales tax, estimates, adjustments and year-end procedures. Learn to save time and ensure accuracy. Gets answers from an expert.

**Thursday, April 26, 2018 OR Thursday, June 14, 2018**

8:45am Sign-In / 9:00am-12:00pm Program

**To Register:** Call 716.210.2515/ E-Mail us at: [sbdc@niagaracc.suny.edu](mailto:sbdc@niagaracc.suny.edu)

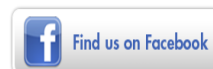
Visit our Website: [www.niagarasbdc.org](http://www.niagarasbdc.org)

**\* Attend both Intro and Mastering QuickBooks for a discounted price of \$140 \***

**Instruction not suitable for MAC users or Online Version of program  
(Desktop version only)**



Funded in part through a 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 by calling 716.210.2515.



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