

FINANCIAL APPLICATIONS SPRING SEMESTER 2012

QuickBooks: Level 1

\$65 + \$5 tech fee

Learn how to manage your business accounts quickly and easily and how to enter customer, vendor, and banking transactions using QuickBooks Pro. Prerequisite: Windows Level 1 or prior Windows experience with mouse and keyboard proficiency and knowledge of accounting fundamentals. 2.25 CEUs

#1212

F. Southerland

Feb 9-Mar 8

105 Van Dusen Hall

T/Th

6-8:30 pm

QuickBooks: Level 2

\$65 + \$5 tech fee

This course expands on Level 1 and covers payroll, Balance Sheet accounts, and P&L accounts. Prerequisite: QuickBooks Pro Level 1. 2.25 CEUs

#1213

F. Southerland

Mar 13-Apr 10

105 Van Dusen Hall

T/Th

6-8:30 pm