

QuickBooks

Learn How to Use QuickBooks for Your Business
And Other Vital Information for Business Owners

All-Day Seminar \$499
Includes: All Materials,
Continental Breakfast, Lunch

Call for Available Class Sessions and Times

Regus Executive Suites
2850 W. Horizon Ridge Pkwy, Suite 200
Henderson, NV 89052

Presented by
CanDee Baker
Baker's Bookkeeping & Tax Services
Guest speaker
Mary Marriott



1 STARTING

You started a business and need to learn some bookkeeping. Maybe you've been using a spreadsheet to keep track of things, but you need a better system. We'll teach you how to use QuickBooks which will allow you to track and manage your whole business.

2 TRACKING

Now you have your first clients/customers and need to collect payment. We'll teach you how to create invoices and a billing system. Next you have to hire help and need to pay them. We'll teach you how to set up a payroll.

3 UNDERSTANDING

Are you really making money? Can you identify where to make changes in you business? We'll show you how to read your financial reports and manage your cash flow.

For more information visit
www.bakersbookkeeping.com
or call 702.992.7230