

QUICKBOOKS 2015®



Two 2-day Sessions Available

What is QuickBooks?

QuickBooks is a computer program designed to manage payroll, inventory, sales and other needs of a small business.

Introduction
Tuesday, Aug. 7 &
Thursday, Aug. 9

Intermediate
Tuesday, Aug. 14 &
Thursday, Aug. 16

AWC Downtown Center
1351 S. Redondo Center Dr.
Room 115
1:00pm—4:00pm

\$129 per session

* Register for both sessions and save 10%!
Dual Registration \$232

What is the difference between the classes?

While the introduction class offers a general overview of the program, to include helpful tricks and tips, the intermediate class focuses on using the program for small business payroll and taxes.

Meet the instructor



Elizabeth "Liz" Sells is a QuickBooks ProAdvisor with more than 6 years of experience working with and training others. Liz started her business, Yuma QuickBooks Services, in order to enable small business owners to better handle their finances and have time to do the work they truly love. Liz strives to make complex work flow and accounting principals easy to understand. Her goal is to empower students so that whatever their skill level, they can learn something new.

Please fill in all required information. Return by mail, email, or in person.

QuickBooks Aug. 2018

Select Session: Introduction Intermediate Dual Sessions Fee: \$129 (Dual sessions fee \$232)

Name

Address

Email

Phone

Registration Hours Mon—Fri, 8am—4pm
Payments accepted via phone, mail, or walk in.
Please make checks and Money Orders payable to AWC.
Visa, MasterCard, and Discover cards accepted.

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Refund/Cancellation Policy:

A 100% refund will be granted if a request is made 2 working days prior to the start of class. A 50% refund will be issued if notice is received less than 2 working days prior to class. No refunds will be issued after the first day of class.

