

CERTIFICATION
TRAINING



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Register

10/06 - 10/29/26

Tuesdays - Thursdays

9:00 AM - 1:00 PM

\$1,865 per Participant

AWCReskilling&TechnologyCenter

1351 S. Redondo Center Dr.

ContinuingEd@azwestern.edu

(928)317-7674

Course Competencies

Successful completion of this course will increase your knowledge and ability to:

1. Professional Accountancy
2. Producing and managing invoices
3. Creating purchase orders
4. Tracking sales and expenses
5. Monitoring financial records

Description

LearnKey's Intuit QuickBooks Online Version course offers comprehensive training on the latest features and functionalities of this leading cloud-based accounting software. Designed for small and mid-sized business professionals, the course covers everything from basic bookkeeping tasks to advanced financial management techniques, including income and expense tracking, automated invoicing, and tax management. With expert-led instruction and hands-on labs, learners gain practical skills to confidently use QuickBooks Online in real-world business settings and maximize the software's capabilities.

Email: ContinuingEd@azwestern.edu

To Register and Pay: (928) 317-7674

Registration Hours: Mon - Thurs 8AM - 5PM, Fri 8AM - 4PM Payments accepted via phone, or walk in. Please make checks and Money Orders payable to AWC. Visa, MasterCard, and Discover cards accepted, as well as cash.

Refund Policy: No refund will be granted after the first day of the registered course.

***Financial Assistance is available through AZ@Work programs. Please contact your local AZ@Work office or AWC Continuing Education for more information on eligibility requirements.**