

Comprehensive Quickbooks

Attendees at this intensive, hands-on training will learn how QuickBooks can benefit your business. You will learn how to set up QuickBooks for a business as well as working with bank accounts, entering sales information, perform payroll, receiving payments and making deposits, entering and paying bills, analyzing financial data, tracking and paying sales tax, and customizing forms for your business.

Information on inventory, estimating and tracking time are also presented. Attendees enter the information on the computer using practice sets and have the opportunity to ask questions and receive guidance on "how and why".

Register Online

www.reiwbc.org

Thursday, May 30th

8:30 am - 5:00 pm

Presenter:

Shawn Clagg, CPA, Burkeen & Clagg, PLLC

Partners:

OSU Extension Wagoner County
Coweta Chamber of Commerce
Wagoner Chamber of Commerce
OKSBDC
REI Women's Business Center

For more information please call
Barbara Rackley, WBC, at 800.658.2823.

Wagoner County OSU Extension

30058 East 147 Street South
Coweta, Oklahoma

Registration:

\$100 (includes hands-on instruction and lunch)

\$130 (includes hands-on instruction, lunch, and training manual)



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. Contact Lon Smith, WBC Assistant, at P.O. Box 1335, Durant, OK 74702 or call 1-800-658-2823.



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