

QUICKBOOKS ONLINE BEGINNERS CLASS

**Wednesday, December 7 @ 6pm
@ the Food Enterprise Center
in Viroqua**



Sign up to attend this FREE beginners class on Quickbooks Online! In this class, CPA and Certified Quickbooks ProAdvisor Michelle Halverson will address:

- The pros/cons of QuickBooks Online and how to determine which QBO plan level is right for your business
- Navigation around QuickBooks Online
- Customizing QBO settings and preferences for your company
- Managing Sales & Customer Transactions
- Managing Expense & Vendor Transactions
- Syncing your bank and credit card accounts to QBO Online Banking
- Performing monthly bank reconciliations
- How to successfully work with an outside accountant and get the most value for your money

**RSVP required. Space is limited.
For more information or to RSVP, contact:
jemslie@wwbic.com or 608-632-8041**

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