



QuickBooks for Accounting Professionals

The CFO Source has teamed up with The Maryland Association of CPA's to offer QuickBooks training for accountants. Each student will have their own computer with QuickBooks Premier, and class size is limited to 12 students.

Course highlights include:

- Chart of accounts problems (and how to fix)
- Getting the most out of reports – modifying, customizing, and memorizing
- Running reports that combine information from multiple companies
- Reclassifying large volumes of transactions quickly
- Using the Accountant's Copy functionality
- Troubleshooting the Undeposited Funds account
- Creating new company files from scratch or from existing companies
- Using budgeting functionality, including importing budget data from Excel
- Creating 1099s and 1096s
- How to properly set up and use QuickBooks for multi-state sales taxes
- How to run tax reports to help with income tax filing
- Understanding issues with QuickBooks cash basis financial statements

This course focuses on the functionality in QuickBooks that is the most helpful for accountants. The course instructor, Craig Kershaw, CPA/MBA, a QuickBooks Pro Advisor, has extensive experience installing and troubleshooting QuickBooks and is the author of "QuickBooks for Accounting Professionals" and "QuickBooks for Contractors".

Class Date and Time: November 7, 2017, class starts at 8:00 and last until 3:30

Location: MACPA's Columbia Center Classroom
10280 Old Columbia Road, Suite 245
Columbia, MD 21045

Lunch is provided

Tuition: \$280 until October 9, 2017, \$330 thereafter

To register, go to www.macpa.org, select LEARNING from the main menu, then FULL CPE CATALOG, then search for QUICKBOOKS. Attendees will need to create an account in order to register. Use the coupon code "kershaw" to get the lower MACPA member rate.