



TEMPLE COLLEGE



QUICKBOOKS

ACNT 1010

QuickBooks is a financial management solution recommended by accountants. Get the tools you need to pay bills, print checks, track expenses, manage payroll, and create invoices, purchase orders and reports. Learn to track time and control job costs. Manage customers, vendors, and employees easily with access to contact information, balances and transactions.

Fee: \$154 CEU's: 1.2
November 6, 13 & 20
8:30am -12:30pm (3 mtgs.)

Easy Ways to Register:

By phone: with your credit card call the Community Education Office at (254) 298-8616 & 298-8625

In Person: Temple College Downtown Center, 101 N. Main St. (corner of Adams & Main St) Monday through Thursday 8AM-5:30PM & Fridays 8AM-Noon

By Mail: Mail your check or money order along with a completed registration form to: Community Education, Temple College, 2600 South First Street, Temple, TX 76504-7435

Via Internet: Register at www.templejc.edu

Temple College does not discriminate on the basis of gender, disability, race, color, age, religion, national origin, or veteran status.

