



# QUICKBOOKS

ACNT 1010

QuickBooks is a financial management solution recommended by accountants. The course will identify procedures to complete a computerized accounting cycle and perform initial installation and start-up procedures. Specific topics covered include:

- Journal entries
- Adjusting and closing procedures
- Reports and final statements
- Account management
- Data collection for taxes and invoicing
- Time and job costs tracking

## Course Schedule

For dates and registration information visit [www.templejc.edu/bce](http://www.templejc.edu/bce)



## Course Cost

Tuition: \$155



## Ways to Register

Register online:

[www.templejc.edu/bce](http://www.templejc.edu/bce)

OR

Complete the registration form and submit it via email, fax, or in person.

Email: [bce@templejc.edu](mailto:bce@templejc.edu)

Fax: 254-298-8317

In-person: Room 209, Berry Hall, Temple College



[www.templejc.edu](http://www.templejc.edu)

254-298-8625 or 8616

[bce@templejc.edu](mailto:bce@templejc.edu)