

What is Mastering QuickBooks Level 1?

Mastering QuickBooks Level 1 is our most popular QuickBooks class. It's designed for all kinds of QuickBooks users. It's the ideal solution for new or intermediate QuickBooks users. It's made for people who aren't accountants, but need QuickBooks to do their job.

Our class is designed for the small business user. You won't hear confusing accounting jargon or complex accounting speak like debits and credits. Our instructors keep it simple and make it easy to understand. They break down challenging accounting concepts into easy to use step-by-step instructions.

All of our classes are taught by helpful caring instructors, there to help you feel confident using QuickBooks. Not only will they make the class easy to understand, they're ready to answer all of your QuickBooks questions. We guarantee it!

Who are We?

Intuit QuickBooks Training is the training partner of Intuit, the maker of QuickBooks. We're the **only** Intuit endorsed QuickBooks training partner. We've been partnering with Intuit for almost 20 years to deliver our training classes in cities all across America.

Who Should Attend our Class?

- Business owners
- Spouses of business owners
- Admin assistants
- Secretaries
- Sales and customer service professionals
- AR or AP clerks
- Receptionists
- Office managers
- Bookkeepers
- Anyone who's job includes QuickBooks

Frequently Asked Questions

What previous knowledge do I need to have to take this class?

None! If you're currently working in QuickBooks or even planning to work in QuickBooks our class is perfect for you.

Will I fit in with the other students in the class?

Yes! Our classes are not full of accountants. They're full of people just like you. We have people from all types of small businesses in all types of situations. Our class is designed for you the small business user.

What will I be able to do after completing Mastering QuickBooks Level 1?

With the skills you learn in Mastering QuickBooks Level 1 you'll be able to do the following (and much more):

- Navigate QuickBooks with confidence
- Enter sales transactions and receive customer payments
- Create invoices, sales receipts and deposits
- Tracks expenses using checks, bills and other payments
- Setup and use online banking to automate your bookkeeping
- Setup and use Payroll including time tracking
- Understand QuickBooks multi-user (working with others in the office)
- Work with Reports – learn how to create awesome reports to impress the boss!
- Customize forms for professional looking invoices
- Inventory – learn how to setup and sell inventory
- Complex Transactions – you'll discover how to handle some of those pesky transactions that come your way
- Tips & Tricks – you'll learn the secrets of how to be more efficient and get your work done faster

Is there time for Q & A?

Yes! There's lots of time to ask questions. We encourage it! Our instructors are known to stay long after class to answer your questions.

What if I live a long distance from the nearest class?

No problem! We'd love to meet you in person, but we know that getting to a class can be difficult. We run regular online webinar classes to provide you with the same class experience. We offer the same instructors, content and structure as our in-person classes. We also have time for Q & A to make sure we answer all of your questions.

INVESTMENT

Mastering QuickBooks Level 1 costs just \$549. That's just \$275 a day.

If you hire your CPA to conduct the training you you're looking at least \$100/hour. That's about \$1400! At that rate we're less than half of the cost of your CPA.

Interested in signing up multiple employees? We can offer a discount for your organization and give you a group rate that works for you.

Give us a call at 1-800-564-2688 and talk to a QuickBooks training advisor today.