



Navarro College Continuing Education QuickBooks Pro

Learn to use the most popular business accounting program on the market today. You will learn to set up and maintain a chart of accounts; reconcile your checking account; create and print invoices, receipts, and statements; track your payables, inventory, and receivables; create estimates; and generate reports. QuickBooks software can be used to process payroll quickly and easily. This course details all the steps needed for proper setup and includes troubleshooting tips and solutions for common problems and mistakes. **The cost of this 12 hour workshop is \$72.00** and is presented by Navarro College Continuing Education.

To register for this class, please contact Navarro College Continuing Education or an SBDC office near you:

Continuing Education
1900 John Arden Rd
Waxahachie, TX 75165
Phone: (972) 923-6441

SBDC Corsicana
3200 W. 7th Avenue
Corsicana, TX 75110
Phone: (903) 875-7667

SBDC Waxahachie
1900 John Arden Dr.
Waxahachie, TX 75165
Phone: (972) 923-6425

Email: SBDC@NavarroCollege.edu

Date

Saturday, April 10 and 17

Time

9:00 a.m.-3 p.m.

Location

Navarro College Waxahachie Campus

Training Locations

Navarro College, 1900 John Arden Rd, Waxahachie TX 75165
Continuing Education, Room 104



Visit us online at www.NCSBDC.org or email SBDC@NavarroCollege.edu

Funded in part through a cooperative agreement with the U.S. Small Business Administration. Reasonable accommodations will be made to those individuals with disabilities, as well as to clients with limited English proficiency, who request such accommodations in advance.