



Pro 2009

Software designed to help small- and medium-sized businesses keep their books easily and accurately.

Level 2

4 night course - Thursdays
April 8th, 15th, 22nd, 29th, 2010
6:00 p.m. - 9:00 p.m.
Shawnee Community College
Room K1134A

Topics

Introduction to software
Basic file management principles
Fundamental customer skills

Vendor skills
Banking transactions
Create a company file

Great Hands-on Experience with QuickBooks!

Space is limited

Pre-registration is required • Registration fee includes materials and 140 day software package

Level 2 - \$75
register by April 1st, 2010

For additional information or to register:
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