



Northwest Iowa
Community College

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NEWS RELEASE

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when received.*

Quickbooks 2014 Offered at Northwest Iowa Community College

Learn more about Quickbooks and how it can help your business, from organizing your finances to easing tax time stress. We will provide a fast, easy way to learn QuickBooks. Topics include:

- * Introducing QuickBooks Pro
- * Creating a Company
- * Working with Vendors
- * Working with Customers
- * Banking with QuickBooks

The Level 1 course will be 5 sessions on Mondays, September 23 through October 20 from 6:00 – 9:00pm at Northwest Iowa Community College in Room 427D, Section #42470. Instructor: Sheila Drenkow

The Level 2 course topics include:

- * Dealing with physical inventory
- * Using Quickbooks for payroll
- * Working with Estimates and Time Tracking
- * Working with Balance Sheet Accounts and Budgets
- * Correcting and Customizing in Quickbooks

The Level 2 course will be 5 sessions on Mondays, October 27 through November 24 from 6:00 – 9:00pm at Northwest Iowa Community College in Room 427D, Section #42471, Instructor: Shelly Serrano. The cost for taking both courses is \$339 (section #42475), if taking only one course, the cost is \$189. A textbook and trial software is included in the cost. Tuition assistance is available.

To register and/or inquire about the tuition assistance program: call Northwest Iowa Community College at 712-324-5061 or 800-352-4907 and ask for Continuing Education.