



Northwest Iowa
Community College

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NEWS RELEASE

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when received.*

Quickbooks 2013 Level 2 Offered at Northwest Iowa Community College

Expand your knowledge of Quickbooks Pro 2013 by attending this 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

There will be 5 sessions on Thursdays, February 20, February 27, March 6, March 20, and March 27, from 6:00 – 9:00pm at Northwest Iowa Community College in Room 427D, Section #39311. The cost is \$189, which includes the textbook and trial software.

The class will be taught by Shelly Serrano. Shelly graduated from Northwestern College with a degree in accounting and business. She has over 25 years of experience implementing accounting packages and procedures. Several of these implementations have been using QuickBooks in various industries. Currently Shelly is employed by several companies in Minneapolis, MN where she consults with their accounting departments. Also, she has helped several small businesses around the area get started with QuickBooks.

To preregister: Call Northwest Iowa Community College at 712-324-5061 or 800-352-4907 and ask for Continuing Education.