

NEWS RELEASE

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603 West Park Street, Sheldon, Iowa 51201
Phone 712-324-5061 or toll free 1-800-352-4907, Ext. 105

Quickbooks 2014 Level 2 Offered at Northwest Iowa Community College

Expand your knowledge of Quickbooks Pro 2014 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 Mondays starting on October 26 and ending on November 23 from 6:00 – 9:00pm at Northwest Iowa Community College in Room 427D, Section #47204. The cost is \$189, which includes a manual 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 getting started with QuickBooks.

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