



QuickBooks UP & Running

QuickBooks Online is a great tool for small business owners. The functional, easy-to-use interface can save you time and help streamline the operation of your business.

- ◆ **Less Work** - QuickBooks Online allows for quicker, automated data entry and eliminates the need for back ups.
- ◆ **Mobile Friendly** - Login into QuickBooks Online from any mobile device in addition to your desktop computer. Work anytime, from anywhere!
- ◆ **Shared Access** - Multiple users can access your account simultaneously. Work within QuickBooks Online with members of your staff and/or Allied Financial Partners' team. *Security settings are available so you can limit staff access to information you want to keep private.*

Having the right tools in place can help you achieve success!

Allied Financial Partners offers a variety of training opportunities from basic to more in depth learning.

- ◆ **QuickBooks UP & Running** - Introductory Package
- ◆ **QuickBooks Intensives** - One Hour Topic Centric Sessions
- ◆ **Customized QuickBooks Training**

Contact us today if you are interested in learning more about how QuickBooks can help you run your business.

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allied financial
partners

QuickBooks UP & Running

\$500.00

This introductory program includes:

- ◆ Introductory conversation with Bookkeeping Manager
- ◆ System set-up and conversion of existing accounting system
- ◆ One-hour in-person basic QuickBooks training
- ◆ Follow-up conversation
- ◆ One year subscription to QuickBooks Online or one QuickBooks Desktop user license.

QuickBooks Intensives

\$160/class

These one hour training sessions have an established curriculum. You choose the topics you need to help you master QuickBooks.

- ◆ New User Training
- ◆ Intermediate User Training
- ◆ Linking Bank, Credit Card & Square Accounts (for easier data entry and reconciliation)
- ◆ Properly Tracking Your Sales & Expenses
- ◆ Accounts Receivable Cycle - Using QuickBooks To Invoice
- ◆ Accounts Payable Cycle - Entering Bills & Paying Them Later
- ◆ Reconciling 101
- ◆ How To Get The Most Out Of Your Reports

Customized QuickBooks Training

\$160/hour

Sit down with our Bookkeeping Manager either one-on-one or with a small group from your office. You select the topic and we provide the training!