

QuickBooks Consulting & Training

If you already have QuickBooks on your computer, but would like to know more about your program's abilities, let us help you. We can help you make the most of your accounting system to make even paying your taxes look easy!

You've moved up from Mind Your Own Business and now you're ready to use QuickBooks. The only problem is that you don't know where to start. Call us. We will help you understand what QuickBooks can and can't do for you and how to best set your system up to manage your money and your clients.

Our QuickBooks Consulting and Training services include (but are not limited to):

- Installation of the software and program registration with Intuit
- Set up of your company information and user preferences
- Assistance in setting up your Chart of Accounts to best suit your business needs
- Training in using QuickBooks, including:
 - Using the Check Register
 - Reconciling your statements
 - Entering and paying bills
 - Creating and sending invoices
 - Recording employee time for accurate payroll processing
 - Tax-related record keeping to make preparing your taxes a breeze
 - Utilizing the reports available in QuickBooks
- Troubleshooting your software and assistance with user questions
- Refining your financial processes to best utilize the automated features in QuickBooks
- Vendor and client management

With these services, you'll be amazed at how much easier your financial information management just became!