

# QuickBooks Essentials with Accounting



**Skills for Change**  
Diversity at Work™

*TechSkills* offers only instructor-led classes. Our classes are limited in size so you have more hands-on interaction with the instructor. We provide experienced instructors, quality training materials and competitive pricing.

## Prepare for a new Accounting career in 9 weeks!!

**Accounting for QuickBooks Essential** introduces the concepts of bookkeeping/accounting using the theory of double entry bookkeeping and learning computerized accounting through QuickBooks.

This course will teach participants the complete accounting cycle and is designed for those who:

- Would like to learn basic computerized accounting principles and methodologies or to review their accounting knowledge
- Are interested to work in the areas of bookkeeping, clerical accounting, finance or general office work
- Interested in learning Accounting and Bookkeeping for your own business

**Pre-requisites:** Basic knowledge of Window; Intermediate level of English

**Certificate offered :** Participants receive a certificate of completion.

**Tax credit :** Tuition tax credit forms will be issued.

### Registration

Register in person, or online at [www.skillsforchange.org/techskills/register](http://www.skillsforchange.org/techskills/register)

**More information:** Please call 416.658.3101 x216

Start Date	Day of the Week							Location	
	S	M	T	W	T	F	S	Toronto	Brampton
February 20							✓	✓	
Time	Weeks		Hours		Fee				
9:00a - 2:00p	9		45		\$399				

**TechSkills**  
AFFORDABLE TRAINING

Toronto  
791 St. Clair Avenue West

Brampton  
21 Nelson Street West

[www.skillsforchange.org/techskills](http://www.skillsforchange.org/techskills)