



## **QuickBooks – Desktop**

Learn about Invoices, Setting Up Your Records, Bank Reconciliation, Accounts Payable & Receivable, Deposits and Checks, Payroll, Basic Transactions, and Sales Tax Reports.

**Wednesday, June 13, 2018 from 8:30 a.m. to 4:30 p.m.**

**Location: Brazos Valley Council of Governments**

**3991 E 29<sup>th</sup> St., Bryan, TX 77802**

**Chamber members ½ price code – CHAMBER0613 – regular price \$100.00**

## **Advanced QuickBooks**

Learn to Memorize Transactions, Customize and Memorize Reports, Work with Budgets, Perform Time Tracking, and Calculate Job Cost and Payroll

**Wednesday, July 18, 2018 from 8:30 a.m. to 12:00 p.m.**

**Location: Brazos Valley Council of Governments**

**3991 E 29<sup>th</sup> St., Bryan, TX 77802**

**Chamber members ½ price code – CHAMBER0718 – regular price \$50**

**\*\*\*Both classes require basic computer skills\*\*\***

**Register online at: [www.rvsbdc.org](http://www.rvsbdc.org)**

*The Research Valley SBDC is a business advising and training center of the University of Houston Texas Gulf Coast SBDC Network serving 32 counties in Southeast Texas. The SBDC program is funded in part through a Cooperative Agreement with the U.S. Small Business Administration. Reasonable accommodations for persons with disabilities will be made if requested at least two weeks in advance. Contact Jim Pillans, 4001 E 29<sup>th</sup> St., Bryan, TX – 979-260-5222*