



Every Business Needs a Bookkeeper; Learn the skills that guarantee jobs!

UPDATE your Bookkeeping and QuickBooks knowledge



Intermediary and Advanced Bookkeeping

If you have taken a course before or you are somewhat familiar and want to know more, this class is for YOU

3 IMPORTANT REASONS WHY YOU SHOULD REGISTER FOR THIS CRASH COURSE:

1. **ADVANCE YOUR BOOKKEEPING KNOWLEDGE:** Bookkeeping gives a clear picture financial well being of a business, so the owners know if they are going forward or spinning their wheels.
2. **ADVANCE YOUR KNOWLEDGE OF QuickBooks:** Chart of Accounts, Adjusting Entries, Vendors, Clients, Employees, and Financial reports.
3. **UPDATE YOUR SKILLS AND KNOWLEDGE TO PROMOTE YOURSELF AS YOU ADVANCE YOUR COMPANY:** Your first goal is how to make your company benefit from your job. If the owners know you are focused on their profit making, they will help you advance as well

The course includes:

ADVANCE Bookkeeping and Accounting Clerk's day to day job: The participants learn about data entry, Ledger Accounts, Financial Statements, Breakeven Point, and Adjusting entries.

These are hands-on workshops where you will solve problems and produce financial statements.

Weekday Classes: Friday. 6:00 pm -9:00 PM (2 Fridays); Saturdays: 2:00 – 6:00 PM (2 Saturdays)

FEE: \$499 to register

Kian Finance Authority is an IRS Approved Education Provider located in Hollywood, Florida.

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