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**Entrepreneurial Assistance Program**

***Offers A New Enhancement Series For Businesses***

***QuickBooks Online Plus Workshops***

**FREE 12-MONTH ACCESS TO QUICKBOOKS ONLINE PLUS**

**Beginner QuickBooks Advanced QuickBooks**

**Online Plus Online Plus**

**Mon/Wed March 5, 7, 12, 19; 6-9pm Mon/Wed March 21, 26, 28, April 2; 6-9pm**

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| * **Navigate QuickBooks Online** * **Set Up Chart Of Accounts** * **Connect Bank/Credit Card Accounts To The Bank Feed** * **Track Sales & Revenue** * **Categorize Expenses & Purchases** * **Additional Transaction Types** | | * **Customize Financial Reports** * **Manage Accounts Receivable & Payable** * **Calculate Sales Tax** * **Bank & Credit Card Account Reconciliations** * **Track Product & Inventory** |
| **Fee:** **$300** Basic computer skills required.  **Registration Deadline:** Tue 2/27/18  **Register by Thu 2/22/18 – Save $25**  **Discount Fee: $275** |  | **Fee:** **$300** Beginner knowledge of QuickBooks required.  **Registration Deadline:** Thu 3/15/18  **Register by Fri 3/9/18 – Save $25**  **Discount Fee: $275** |

**Save $100-Enroll In Both Programs by Thu 2/22/18**

**Fee: $500**

Workshops are scheduled at the Oak Street Center**.** Seating is limited.

For more information or to register, visit http://ce.hofstra.edu/qb, call 516-463-5850 or email april.jones@hofstra.edu.