

Chindlers

Quickbooks

Program: Quickbooks

Title: Quickbooks

Prerequisites: Basic Computer Skills

Certifications Upon Completion: certificate of completion

Length of Course: 45 Hours

PRICE: \$800

COURSE OBJECTIVE:

Bookkeeping in the 21st century requires more than knowledge of GAAP principles or an eye for detail—students need relevant computing skills. Intuit® QuickBooks, the industry leader in managerial accounting software for entrepreneurs and small business, provides an easy-to-understand platform for students to grasp accounting concepts while honing skills in the most prevalent bookkeeping application in small business today. Students can validate their QuickBooks knowledge by becoming an Intuit QuickBooks Certified User (QBCU).

PROGRAM DESCRIPTION:

This course prepares individuals to successfully use the software to manage a small to medium business.

INSTRUCTIONAL STRATEGIES:

Our institution has developed its own e-learning platform (www.tutoracademy.org) together with a combination of class lectures, hands on with a computer, one on one demonstrations, and in-house lab experiences applicants can accomplish certification.

PROGRAM LENGTH

The following hours are recommended program lengths. It is understood, however, each student learns at his or her individual pace and there will be students who successfully complete the program in fewer or more hours than what is recommended.

METHOD OF EVALUATION

Our onsite testing program through(Pearson Vue) will evaluate and certify each candidate, reports will be produced to assist candidates in becoming certified.

GRADING FORMULA

Percentage %	Grade
90+	A
87-89	A-
84-86	B+
80-83	B
77-79	B-
74-76	C+
70-73	C
65-69	D+
60-64	D
<59	F

Course Content	Lectures 474	Training Hours 45
QuickBooks 2019	1 Lectures	1 Hours
Getting Started - Getting Setup with QuickBooks Pro 2019	6 Lectures	1 Hours
Navigating Through QuickBooks - QuickBooks Pro 2019	23 Lectures	1 Hours
Double Entry Accounting System Overview	3 Lectures	1 Hours
Balance Sheet and Balance Sheet Options in QuickBooks Pro 2019	19 Lectures	1Hours
Income Statement & Statement of Equity Overview	4 Lectures	1 Hours
Profit & Loss / Income Statement QuickBooks Pro 2019	9 Lectures	1 Hours

Other Reports & Graphs in QuickBooks 2019	17 Lectures	1 Hours
Start a New Company File in QuickBooks Pro 2019	34 Lectures	1 Hours
Accounting Methods	5 Lectures	1 Hours
Enter Data for the first month of operations	34 Lectures	1 Hours
Enter Data for the second month of operation in QuickBooks 2019	39 Lectures	1 Hours
Bank Reconciliations in QuickBooks 2019	6 Lectures	1 Hours
Adjusting Entries and Reversing Entries in QuickBook 2019	24 Lectures	1 Hours

Budgeting in QuickBooks 2019	5 Lectures	1 Hours
Bank Feeds	4 Lectures	1 Hours
QuickBooks 2018	1 Lectures	1 Hours
Getting Started - Getting Setup	5 Lectures	1 Hours
Navigating Through QuickBooks	21 Lectures	1 Hours

Double entry accounting system	3 Lectures	1 Hours
Balance Sheet and Balance Sheet Options	20 Lectures	1 Hours
Income Statement & Statement of Equity	4 Lectures	1 Hours
Profit & Loss / Income Statement	12 Lectures	1 Hours

Other Reports & Graphs	21 Lectures	1 Hours
New Features QuickBooks 2018	9 Lectures	1 Hours
Start a New Company File QuickBooks 2018	22 Lectures	5 Hours
Accounting Methods	4 Lectures	3 Hours
Enter Data for the first month of operations in QuickBooks 2018	38 Lectures	2 Hours
Enter Data for the second month of operation in QuickBooks 2018	42 Lectures	2 Hours
Bank Reconciliations in QuickBooks 2018	7 Lectures	3 Hours
Adjusting Entries and Reversing Entries in QuickBook 2018	25 Lectures	2 Hours