

Sage 50 Software Training Advanced

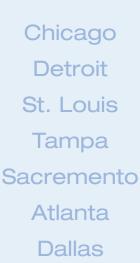


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Consulting Support Training







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Learn from a master how to master the advanced features of your Sage 50 software to gain pinpoint control over your business information. The focus will include 'Best Practices' on how to properly close your general ledger and reconcile the mission critical accounts each month, bank reconciliation, security, special procedures, shortcuts, reporting and in-depth forms design. Get on the fast track to becoming a Sage 50 power user and take the pulse of your business. FREE User Guide, Accounting System Guide and lunch included with class! Remember to bring your accounting questions.

Sage 50 Level 3 Experts

General Ledger **Reverse Journal Entry** How to Set up Budgets **Consolidate Companies** Year End Close Process Bank Account Reconciliation **Beginning Balances** Bank Reconciliation Icon's Applying Banking Fees / Interest **Cash Account Reconciliation** Vendors Prepayments Paying with Credit Cards 1099 Vendors **Global Options** Select for Purchase Orders Attaching Documents Customers Shortcuts to Tasks Changing Item Prices Finance Charge Rules **Apply Finance Charges** Printing Statements Prepayments **Closing Month End** Reconciling at End of Month

Security Named User and Roll Lists Audit Trail Review Special Procedures Setting up and using Work Flow Internal Accounting Review Memorized Transactions Journal Entries Quotes Sales Invoices Forms / Reports / Financial Statements **Modifying Reports** Modifying Forms **Customizing Financial Statements** Sending reports and forms via email Creating Report Groups **Collection Letters Excel Link Inguiry Find Transactions** Task Screen Templates Inquiry **Customizing Activity Lookup Lists** Customizing Dash Boards Analysis Cash Flow Manager / Cash Flow Statements Questions and Answers

Payment in full is required for registration. You will receive confirmation for your requested class date once available space is confirmed as classes do fill up. DO NOT make travel arrangements until you have received confirmation from JCS. JCS is not responsible for any such expenses. Level 2 or experienced processing knowledge required. Advanced Bookkeeping skills will be included in this class. This class is taught by a Master certified trainer. Each class is a maximum of 6 students. Will include CPE credits and a certificate of completion. Course cancellation must be received in writing 5 days prior to course date. Refunds are subject to a \$50 administrative fee. The class may be rescheduled with no administrative fee.

Lunch and user guide are included with class						
	View dates or sign up www.jcscomputer.com				& awards	
Call Now Toll Free 800.475.1047			Payment Method:	Class Date:		
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Payment is required at time services are rendered. I have read & agree to the above terms and rates. JCS is authorized to apply charges to the above credit card for training classes. Credit card or check accepted for technical support, on-sites, classes and software.