

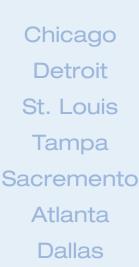




Consulting Support Training







Sage 50 Accounting Software Training Setup

100% Satisfaction Guaranteed or return to the next class for FREE. Call for BEST prices on Software • 800.475.1047 • Ask the EXPERT Technical Support Line

You will gain a solid understanding of what you need to get your software up & running. This class will start by creating a new company. Followed with chart of accounts, customers, vendors, inventory items and beginning balances. The focus will be on all of the parameters needed for ultimate performance and maximum error prevention. After completion of this class you will have the building blocks to successfully utilize your investment. Remember to bring all your Sage 50 questions. Lunch, Software User Guide and FREE Accounting Guide included with Class. Your success is our goal!

Sage 50 – Level 1 Introduction

New Company Setup How to navigate Sage 50 Protect your data Backup & Restore Sage 50 help features	Accounts Receivable Customer Defaults Statement & Invoice Defaults Sales Tax & Sales Rep Setup Review Customer Records Window & Icons
General Ledger Default Information Review Chart of Accounts Window & Icons Department Masking vs Account Segments Chart of Account Types	Customer Contacts and Ship to Addresses Add / Modify / Delete/ Inactivate Customers Changing Customer Account ID's Customer Beginning Balances
Add / Modifying / Delete / Inactivate Accounts	Inventory
Changing Chart of Account Id's	Inventory Defaults
General Ledger Beginning Balances	Review of Inventory Accounting COGS Review Inventory Items Window & Icons
Accounts Payable	Discover Item Classes
Vendor Defaults	Add / Modify / Delete / Inactivate Items
Review Vendor Records Window & Icons	Changing Inventory Item Id's
Add / Modify / Delete / Inactivate Vendors Changing Vendor Account Id's	Inventory Beginning Balances
Vendor Beginning Balances	Standard Lists
	Startup Reconciliation
Questions and Answers	
ent in full is required for registration. You will receive confirmation for your requested class date once available space is confirmed asses do fill up. D0 NOT make travel arrangements until you have received confirmation from JCS. JCS is not responsible for any expenses. No product knowledge is required. Basic Bookkeeping skills will be included in this class. This class is taught by a Master	

Paymen as class sible for anv such ex nt by a Master certified trainer. Each class is a maximum of 6 students. CPE accredited and will include 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 FREE user guide are included with class View dates or sign up www.jcscomputer.com Call Now Toll Free 800.475.1047 Payment Method: Class Date: **U**VISA □ Master Card American Express Please fax or e-mail paid invoice. Credit Card Number Credit Card Expiration Validation# **Company Name** Cardholder Name Phone Cardholder Signature **Billing Address** Billing City, State Billing Zip Code 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.