



By Popular Demand Now Offering QuickBooks Classes!!!

On Point Solutions, LLC
780 Merus Ct.
Fenton, MO 63026

Phone: 636-717-6588
Fax: 636-343-1288
rachel@onpointsolutionsllc.com
www.onpointsolutionsllc.com

Work Less Time, Get More Done

3 Great QuickBooks Classes to help you utilize important features QuickBooks has to offer.

**Hands on Computer Training Classes
Small Class Size**

Banking: September 29, 2009

Set up bank accounts, reconcile a bank account, reconcile credit card accounts, void a check, and troubleshoot reconciliation

Inventory: October 27, 2009

Turning on and setting up inventory features, purchase order, receiving inventory, entering bills for inventory purchases, using sales order features, and using units of measure

Job Costing: November 17, 2009

Creating a new job, working with and invoicing from estimates, billing and charging expenses to jobs, and reporting on jobs

Payroll: December 15, 2009

Set up employees, payroll items, track and invoice time, process and modify paychecks, make tax payments, and prepare tax forms

For questions or more information regarding each specific class

Dates:

September 29, 2009

October 27, 2009

November 17, 2009

December 15, 2009

Time: 1 PM to 4 PM

Location:

Maryville Fenton Campus

964 South Highway Drive

Fenton, MO 63026

Just west of I-270 at I-44

**\$185 Per Class
OR
Sign up for 3
classes for only
\$500 and save!**

PLEASE DETACH AND RETURN BOTTOM PORTION WITH PAYMENT

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Please make checks payable to: On Point Solutions LLC

Select Date (s) :

Sep 29____ Oct 27____ Nov 17____ Dec 15____

Total: _____ \$185 per class or \$500 for 3 and save \$55

Name: _____

Credit Card No: _____

Expiration: _____ CSV# _____ Zip: _____

Signature: _____