

Quickbooks – For beginners

Course Objective

To provide participants with an introduction of Quickbooks and its features for all the relevant business processes.

Prerequisites

Basic knowledge in accounting is mandatory as theories and principles of accounting will not be covered. Only the application of accounting will be exercised during the course.

Course Outcomes

After doing this course with due time & effort, participants shall be able to manage accounts of a business enterprise using Quickbooks.

Accounting and technology are two necessary skills in today's business world. This is a 12 hours fundamental course towards experiencing of accounting in a software environment using Quick-books.

Who Should Attend

All those who are interested in pursuing their career in accounting or finance should attend the course. Those who are interested in some freelance tasks associated with Quickbooks may also attend the course to be able to complete their tasks more efficiently.



Trainer's Profile:

Ms. Kanza Sohail

Current Designation: Visiting faculty, Researcher and Consultant at Center for Entrepreneurship Development at IBA

Visiting faculty at other business schools like CBM, SZABIST



June 21 – July 26, 2018

Every Thursday

4 pm to 6 pm

@IBA City Campus

PKR 6000/-

(including course material & certificates)

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