JCS
Accounting ♦ Business ♦ Solutions

Sage 50 Software Training Advanced

100% Satisfaction Guaranteed or return to the next class for FREE.
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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 Inquiry
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

sage
authorizations
& awards

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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.