



# QUICKBOOKS FOR BEGINNERS

PRESENTED BY

**Al Gohary**

**BUSINESS CONSULTANT**

**INLAND EMPIRE SMALL BUSINESS DEVELOPMENT CENTER**

The Inland Empire Small Business Development Center (SBDC) is the region's premier provider of business consulting and training services for the existing and aspiring business owner. The SBDC delivers quality consulting, instructive and relevant training and complete resources to over 5,000 business prospects every year. The SBDC mission is to help you build a better business.

Learn how to be more efficient and simplify your bookkeeping using QuickBooks Accounting Software. Topics to be covered include:

- Setting up Your System
- Navigating QuickBooks Software
- Organizing, the Chart of Accounts
- Cash Flow Management
- Computerized Balance & Income Sheets
- Accounts Payable/Receivable
- Daily Operations Including Payment of Invoices & Creation of Customer Invoices.

Prior to joining the SBDC, Mr. Gohary helped to start, manage and grow two small Inland Empire companies, one of which went public in June of 2000. His background includes over six years in Business Administration, Finance & Accounting. He also holds two bachelor degrees in Science & Business Administration and is a QuickBooks Certified Specialist.

**Tuesday, March 9, 2010**

**6:00 — 9:00 p.m.**

**San Jacinto Community Center**

**625 S. Pico Avenue, San Jacinto, CA**

The program is free, but registration is required. Register with Jan Catron at [jcatron@sanjacintoca.us](mailto:jcatron@sanjacintoca.us) or call (951) 537-6354.

**Free Workshop**