



INTRODUCTION TO QUICKBOOKS



**INSTRUCTED BY
BETH BOCKENHAUER**

QuickBooks is the #1 small business financial software and an easy way to help your business succeed. Learn to manage your business and personal finances using QuickBooks. Instantly create invoices, pay bills, and track expenses all in one place.

Attend this workshop to learn:

- **Which version of QuickBooks is right for your business.**
- **The many different features QuickBooks has to offer.**
- **About reports that can help manage cash flow.**

Beth Bockenbauer is an independent certified public accountant based in Redlands. She has close to a decade of experience in assisting small businesses with their tax and accounting needs. Beth assists businesses with incorporating proper accounting standards to use when analyzing financial statements, setting up working budgets, and cash flow projection tools. She also provides individual and corporate taxation preparation services. Beth has been a Certified QuickBooks Pro-advisor since 2003. She is currently the Treasurer of the National Association of Women in Construction, Chapter 111. She has taught QuickBooks classes at the IEWBC for over two years and is excited to be a part of this event.

**Tuesday, May 10, 2011
7:00 — 9:00 p.m.
San Jacinto Community Center
625 S. Pico Avenue, San Jacinto, CA**

Program of:



The IEWBC is a cooperative program between IECE and the US Small Business Administration. This US Small Business Administration Cooperative Agreement is partially funded by the SBA. SBA's funding is not an endorsement of any products, opinions, or services. All SBA funded programs are extended to the public on a nondiscriminatory basis.

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

Free Workshop