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# QuickBooks Advanced Inventory/Construction



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

Call for BEST prices on Software 800.475.1047 Ask the QuickBooks EXPERT Technical Support Line

Is your inventory out of control? Do you manage your job information in Excel? Learn how to setup inventory and job costing and best practice procedures you need to get your information under control. You will learn how to setup your system and record your information for peak performance. Become the office expert! Remember to bring your questions.

## QuickBooks Accounting Level 5 Manufacturing & Job Costing

### Preference Information

Inventory Items / General / Ordering  
GL Accounts / Taxes / Custom Fields

### Inventory Items

Inventory Type  
Inventory Assembly / Group Items  
Unit of Measure  
Notes / Custom Fields  
Attributes  
Serial Numbers  
Item Prices / Price Level Lists  
Quantity Discounts / Edit Markup  
Inventory Reorder Point / Site Info  
Change Inventory Item Name/Number

### Purchasing Inventory

PO's / Select for PO  
Receiving a purchase order  
Enter Bills Receipts  
Subcontractors Insurance

### Inventory Transactions

Issue Inventory  
Assemblies / Group Items  
Work Tickets  
Customizing Work Tickets  
Reports

### Selling Inventory

Quotes / Orders / Invoices  
Tracking COGS / Profitability  
Items Sold to Customers

### Preference / Default Information

Job Costing / General / Status  
Custom  
Burden / Payroll

### Jobs setup

New Jobs / Phases / cost codes  
General / Budgets / Notes  
Notes / Attachments  
Change Job Numbers  
Recording Job Activity

### Purchases

Issue Inventory to a job  
Payroll Labor Hours  
Time Ticket Hours  
Change Orders  
Work in Process

### Billing Jobs

Percent of Contract  
Percent of Proposal  
Percent of Completion  
Billing Retainage

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 FREE user guide are included with class**

**View dates or sign up [www.jcscomputer.com](http://www.jcscomputer.com)**

**Call Now Toll Free 800.475.1047**

Payment Method:

Class Date: \_\_\_\_\_

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Please fax or e-mail paid invoice.

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