

Business Solutions Series – Fall 2017

Presented by NTC & the Langlade County Economic Development Corporation

The Business Solutions Series is a dynamic three-part skill development series designed to address specific fundamentals of business, while exposing participants to new information and techniques to help them grow professionally and improve overall operations and business efficiencies. Each three-hour workshop is designed to deliver valuable information, tools and strategies to allow participants to implement new skills and strategies immediately.

Tuesday, Sept. 26, 2017

Budgets and Financial Reports

Every day, businesses deal with budgets and financial reports in some form or fashion. At minimum, business managers review budget numbers and run financial reports for decision-making and reporting to shareholders and Federal regulators once a month. The goal of this workshop is to give the participant a basic understanding of budgets and financial reports so they can hold relevant discussions and render decisions based on financial data.

Tuesday, Oct. 24, 2017

Basic Bookkeeping

Numbers! Numbers! Numbers! Wherever you go, you are bound to see them. On addresses, license plates, phones, prices, and of course, money! Numbers connect us all to each other in many more ways than we might imagine. Essentially, our world revolves around numbers. This workshop will address applied principles of various accounting procedures, software, and/or systems for professionals.

Tuesday, Nov. 14, 2017

QuickBooks 101

QuickBooks is a must have tool to manage your finances. In this course, you will learn about basic accounting concepts, we will touch on how to set up and manage QuickBooks company files, learn how to navigate through the software, set up users, enter beginning balances and create non-inventory items. You will also work with customer and vendor transactions, including entering and

paying bills, writing checks, creating invoices and sales receipts and producing reports and graphs. This course will provide you with an overview of the basic features of QuickBooks to record and track your business transactions.

Delivery: 3 hours

All Classes run from 5:30 p.m. to 8:30 p.m.

LOCATION

Northcentral Technical College – Antigo Campus
312 Forrest Ave.
Antigo, WI 54409

Cost: Free – instructional costs are covered through a grant from the Langlade County Economic Development Corporation and the Suick Family Foundation.

FOR MORE INFORMATION:

Contact Craig at 715.803.1213 or bernstein@ntc.edu

TO REGISTER:

<https://www.ntc.edu/forms/output/forms/business-solutions-series/page0.php>

Suick Family Foundation

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