

QuickBooks

<https://cwi.edu/program/quickbooks>



The College of Western Idaho QuickBooks® Pro Series is your key to efficient, effortless financial management in your business. This 33-hour non-credit course is designed to systematically train individuals, office professionals and business owners on all aspects of the QuickBooks accounting software.

Learn to computerize your business finances, financial statements, checks, budgets, invoices, purchase orders, accounts receivable/payable, collections, aging reports, payroll, and inventories. You will also learn how to create worksheets and formulas and use various formatting techniques, generate letters, and customize forms and reports.

Your instructor understands how efficient businesses operate and will build your bookkeeping skills through interactive hands-on learning.

[View Available Classes](#)

MISSION

Workforce Development at College of Western Idaho (CWI) provides you high-quality, short-term training to boost your job skills, acquire new career skills, and earn the certificates you need. Take as many classes as you want in our short-term, credit free classes with no applications, no transcripts, and no hassle. Just sign up and watch your career take off. Classes are offered at a variety of locations throughout western Idaho that are taught by knowledgeable professionals with years of experience in the topics they teach.

WHAT YOU WILL LEARN TO DO

- Overview and company set-up
- Selling services and products
- Banking and paying bills
- Reports, graphs, and custom forms
- Payroll
- Estimating and time tracking
- Letter and contact management

DEGREES AND CERTIFICATES

Certificate of Completion,

APPLY NOW! VISIT [CWI.EDU/GO](https://cwi.edu/go)

One Stop Student Services | 208.562.3000 | onestop@cwi.edu

COSTS

- QuickBooks Pro Series: \$485
- Textbooks to be purchased by student unless otherwise noted.

Class costs and fees are subject to change without notice.

PROFESSIONS

- Bookkeeper

LOCATIONS

Canyon County Center Canyon County Center
2407 Caldwell Blvd., Nampa, ID 83651

PROGRAM CONTACT



Workforce Development
Workforce Development Admin
208.562.2700
wd@cw.edu

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