SBDC offers QuickBooks Pro classes in Grants Pass and Medford

Rogue Community College is offering QuickBooks Pro classes in Grants Pass and Medford.

Classes will begin Feb. 7 at the RCC Small Business Development Center, 214 SW Fourth St., Grants Pass; and Feb. 22 at the RCC/SOU Higher Education Center, 101 S. Bartlett St., Room 124, Medford. Both sessions are scheduled 6-9 p.m. Michael Lewis is the instructor.

“QuickBooks Pro for Business or Office – Beginning” is for those who know how to use a computer and how to navigate within Windows/Vista, have some accounting knowledge, and want to learn QuickBooks Pro. Homework will be assigned. The class will meet Mondays and Wednesdays in Grants Pass, Feb. 7-28; and Tuesdays and Thursdays in Medford, Feb. 22-March 10. Tuition is $219.

“QuickBooks Pro for Business or Office – Intermediate” is for those who know how to operate and navigate within QuickBooks Pro or have specific needs such as payroll, project costing, workers’ comp and other challenges. Topics include tracking inventory; job costing, finding and correcting errors; advanced payroll; importing/exporting files; year-end procedures, working with an accountant, and integrating QuickBooks with third-party software. Class meets March 2 and 7 in Grants Pass, March 15 and 17 in Medford. Tuition is $99. (Save $10 on QuickBooks Pro Intermediate when also enrolled in QuickBooks Pro Beginning.)

Pre-registration is required by noon two working days before the class to avoid cancellation. Enrollment is limited. Register on-line, at any RCC registration site, or call the SBDC at 541-956-7494 for pre-registration or more information.

For a complete schedule of RCC Small Business Development Center courses, visit www.roguecc.edu/sbdc.

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