
2024-25 ACADEMIC COURSES

ACC 131 : QUICKBOOKS SOFTWARE

This is an introductory course in the application of basic accounting knowledge and theory in QuickBooks software. The course content includes sales, invoicing and receivables, payables and purchases, inventory, payroll, general accounting, financial statements and end-of-period procedures for a service and retail business. Students will acquire new and build on existing knowledge of bookkeeping principles. Upon successful completion of the course, students may choose to take the QuickBooks exam required to be certified as a QuickBooks Certified User (QBCU). Level I Prerequisite: Academic Reading and Writing Levels of 6; Academic Math Level 2

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Description	Hours
Credits	3
Lecture Hours	45
Clinical Hours	0
Lab Hours	0
Other Hours	0
Total Hours	45

Accurate as of 07/12/2024 Information is subject to change without notice.