



# QuickBooks Consulting

Maintaining accurate financial information allows you to manage your business more effectively. Implementing financial management software provides numerous benefits to small businesses, including:

- Management of cash flow, sales, and billing
- Printing checks, paying bills, and tracking expenses
- Employee time and job cost tracking
- Financial reporting and budgeting
- Reconciliation of bank statements and credit cards
- Organization of customer, vendor, and employee information
- Payroll preparation and Payroll tax reporting
- Creating professional business forms (invoices, statements, estimates)

## WHY QUICKBOOKS?

**Save Time on Everyday Tasks** - QuickBooks allows you to work quickly through everyday tasks such as invoicing, receiving payments, paying bills, and managing payroll. With QuickBooks, virtually everything you need to manage your finances is just a click away.

**Accurately Manage Your Financial Data** - Enter transactions through a format you're familiar with (invoice, check, and check register) and QuickBooks takes care of the accounting function behind the scenes.

## QUICKBOOKS CONSULTING SERVICES

Our team of QuickBooks Certified ProAdvisors will help maximize ease of use and effectiveness by properly setting up your software and accounts, providing ongoing training as skilled professionals, and offering reviews and QuickBooks tune-ups. QuickBooks consulting is available either by project or on an ongoing basis. Whatever your needs are, SEK will customize services to match.

We have 16 ProAdvisors on our team that currently support over 1,500 organizations and individuals using QuickBooks. Our ProAdvisors complete trainings and exams each year to maintain their certifications. The ProAdvisor training provides our team with the latest technology and tools in QuickBooks. This training and our extensive QuickBooks experience allow our team to provide QuickBooks services to clients, including software installation, setup, training, and continued software support.

## USER GROUP SESSIONS

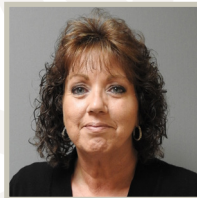
Periodically throughout the year, SEK hosts QuickBooks User Group sessions. This is a knowledge-sharing environment with an open discussion format where QuickBooks users can learn about its capabilities, ask questions, obtain tips, and network with other users. These User Group sessions are held in our Chambersburg office and virtually via Zoom at no cost.

## QUICKBOOKS CONSULTING TEAM LEADERS



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