

College of The Albemarle's Small Business Center Presents:



Take the **FEAR** out of Bookkeeping!

Join us for an exciting series to help you understand how and why to use Quick Books for your Small Business. Class Topics include: Bookkeeping basics (journal entries), Chart of Accounts, Accounts Receivables, Accounts Payables, and Reconciliations.



Monday, April 9, 6 pm to 8 pm
Monday, April 16, 6 pm to 8 pm
Monday, April 23, 6 pm to 8 pm
Monday, April 30, 6 pm to 8 pm
Monday, May 7, 6 pm to 8 pm

Location:
ECSU
GR Little
Library

Instructor: Jaime Baron

GR Little Library, Elizabeth City State University

Science Drive | Elizabeth City, NC 27909

REGISTRATION REQUIRED: www.ncsbc.net

or call 252-335-0821 ext 2231

