

TRAINING SCHEDULE

Basic Class Topics

Chart of Accounts
Payroll Processing
Bill Payment
Invoicing
Bank Reconciliation

Scheduled - November 18th
Click [HERE](#) to register.

Intermediate Class Topics

Payroll Tax Forms
941 Payments
Special Payroll Topics
Multi-User Mode
Transaction History Reports
Custom Reports & Invoices

Scheduled - November 18th
Click [HERE](#) to register.



In addition to individual and classroom software training, JM&Co. provides the following services:

Monthly "write-up" or basic general ledger production
Compiled Financial Statements
Bank reconciliations
Quarterly & annual payroll tax filing
Sales tax reports
Reports (i.e., budget to actual comparisons, departmental profit and loss statements)
Data entry
Cash flow management
Periodic review of company bookkeeping



If you are interested in learning more about either of these classes or have any other questions please contact your
Instructor Jennifer Peavy, Senior Consultant
at JenniferP@jmco.com

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