



THE LEARNING SOURCE
EDUCATION FOR THE NEW ECONOMY

Quickbooks

CURRICULUM
2024

The QuickBooks training program at The Learning Source, LLC comprises a total of:

12 Hours of Instruction

Divided into 5 Thematic Modules

CURRICULUM

Each module focuses on key aspects of QuickBooks Pro, and the overall course duration is designed to provide students with a solid understanding of the software's essential functionalities within an efficient and effective time frame.

At the conclusion of each of the 5 modules, participants engage in specific activities designed to complement the assessment of their comprehension. These activities aim to reinforce the fundamental concepts presented in each module, enabling students to apply their learning practically and enhance their mastery of QuickBooks Pro's functions.

These practical activities at each stage of the course offer students the opportunity to consolidate their understanding and skills in preparation for the comprehensive final examination at the end of the program.

Upon completion of the course, a final examination is administered to assess participants' overall understanding of the use of QuickBooks Pro. This final examination serves as a comprehensive evaluation, where achieving a minimum grade of C+ is required to pass the course.

Quickbooks

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- Module 01.
Introduction to QuickBooks Pro
- Module 02.
Working with Customer Transaction.
- Module 03.
Working with Vendor Transactions
- Module 04.
Banking with QuickBooks
- Module 05.
Creating a Company

CURRICULUM

Quickbooks

Module

01

Introduction to QuickBooks Pro

- **Setting Up and Initial Management of the Business File in QuickBooks Pro** (Activity 1)

Module

02

Working with Customer Transaction.

- **Managing Customer Transactions in QuickBooks Pro** (Activity 2)

Module

03

Working with Vendor Transactions

- **Managing Vendor Transactions in QuickBooks Pro** (Activity 3)

Module

04

Banking with QuickBooks

- **Banking Management with QuickBooks** (Activity 4)

Module

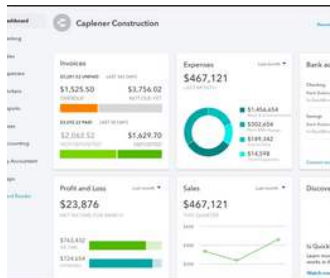
05

Creating a Company

- **Creating a Company in QuickBooks** (Activity 5)

FINAL EXAM

Students participating in The Learning Source, LLC's QuickBooks training program will acquire comprehensive proficiency in the efficient utilization of the QuickBooks Pro software.



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The Learning Source, LLC's QuickBooks training program

Will acquire

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Of the QuickBooks Pro software.



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HOLIDAYS 2023-2024

Below, the holidays of 2023 and 2024 are presented, times when classes and work activities are temporarily suspended to commemorate events of historical, cultural, and national significance in the United States.

2023

Date	Celebration/Holiday
Monday, January 2	New Year's Day
Monday, January 16	Martin Luther King, Jr. Day
Friday, January 20	United States Presidential Inauguration Day
Monday, February 20	Presidents' Day
Monday, May 29	Memorial Day
Monday, June 19	Juneteenth National Independence Day
Tuesday, July 4	Independence Day
Monday, September 4	Labor day
Monday, October 9	Columbus Day
Friday, November 10	Veterans Day
Thursday, November 23	Thanksgiving Day
Monday, December 25	Christmas Day

2024

Date	Celebration/Holiday
Monday, January 1	New Year's Day
Monday, January 15	Martin Luther King, Jr. Day
Monday, February 19	Presidents' Day
Monday, May 27	Memorial Day
Wednesday, June 19	Juneteenth National Independence Day
Thursday, July 4	Independence Day
Monday, September 2	Labor Day
Monday, October 14	Columbus Day
Monday, November 11	Veterans Day
Thursday, November 28	Thanksgiving Day
Wednesday, December 25	Christmas Day

Please note; The holidays listed may be subject to change based on the religious and cultural practices of the students.