

# QuickBooks 101

## Learn How to Set Up Your Company with QuickBooks

- **Selling:** invoices, sales receipts, payments, deposits, credit memos, and customer statements
- **Buying:** bills, bill payments, checks, bill payment stubs, and credit memos
- **Inventory:** purchase orders, receive items, adjust inventory
- **Sales Taxes:** set up, adjust, pay, and report sales taxes



**\$20 TRAINING**

**August 25 | 1-4PM | CIE HotHouse + Zoom**  
872 Higuera St, San Luis Obispo

[centralcasbdc.com/events/quickbooks-101](http://centralcasbdc.com/events/quickbooks-101)

## Presented by Damon Watkins

### Director Of Finance And Operations at Cal Poly Corporation

Damon is a motivated, personable business professional with a 15+ year track record in multiple aspects of financial control, management and policies/procedures.



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