Pop Up Training – Accounting Master Year End

Cost: $129 per attendee

* Sessions:
	+ Year End Processing
	+ If you’ve never been through Accounting Master year-end processing, or if you simply want a review of the year-end processes, you’ll want to join us for this session. We’ll discuss closing out of your year, making adjusting entries, and reporting. We’ll also review with you any setup that should be done before you begin the next fiscal year.
	+ Aatrix Tax Processing
		- If you plan to utilize tax processing using Aatrix in Accounting Master, you’ll want to join us for this session. We’ll discussing filing year end forms – 1099’s and W-2s. We will also discuss how you can use Aatrix for other tax filings throughout the entire year.

Schedule:

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| Time/Date | Tuesday, December 12th  |
| 10:00 AM | Year End Processing |
| 2:00 PM | Aatrix Processing |

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| Time/Date | Thursday, December 14th |
| 10:00 AM | Year End Processing |
| 2:00 PM | Aatrix Processing |