Course Number: ACNT 6000

Course Title: QuickBooks - Advanced

Course Description: Get a grasp of QuickBooks and what happens behind-the-scenes. Learn about Balance Sheet Accounts, Online Banking, Creating Budgets, Year End Closing Procedures, and Problem Solving Tactics.

Suggested Course Prerequisite(s): QuickBooks Intermediate or equivalent experience.

Course Resources:
QuickBooks Pro 2015: Level 2
ISBN: 978-1-59136-781-6
Publisher: Labyrinth Learning


Certification Notes: N/A

Next course recommendation: QuickBooks Certified User Exam Prep

Refund Policy: Please refer to www.collin.edu/ce/inforegistrar.html for our refund policy. No refunds after the start time of the first class.

Americans with Disabilities Act: Collin College will adhere to all applicable federal, state and local laws, regulations and guidelines with respect to providing reasonable accommodations as required to afford equal opportunity. It is the student’s responsibility to contact the ACCESS office, SCC-D140 or 972.881.5898 (V/TTD: 972.881.5950) to arrange for appropriate accommodations. See the current Collin Student Handbook for additional information.

Course Sessions: Listed are guidelines to indicate all topics that will be covered during your course. Do not plan your personal calendar based on these sessions. Your instructor will give you a calendar for your class that will indicate specific topics, assignments, and days.

Lesson Plan – by week or session

Session 1: Video Tutorials
- Basic Accounting & Double Entry Accounting
- Accounting Principles Defined
- Working with Accountants (The “Accountant’s Copy”) Working with Balance Sheet Accounts
- Creating Budgets & Forecasting
Session 2: Working with the Online Banking Center
  • Downloading & Entering Online Transactions
  • Automating Data
  Making General Journal and Adjusting Entries in QuickBooks
  Other Entries
  Year End Procedures - “Closing the Books”

Session 3: Problem Solving
  Tips, Tricks & Workarounds

Method of Evaluation: Unless otherwise stated, course completion is evaluated on the basis of attendance. Students must be in attendance 90% of each course in a certificate series for successful completion and to earn a certificate as specified.