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BUSINESS CLASSES @ WEST TECH

HOW TO START A BUSINESS: PART 1

Do you have an idea or are interested in converting a hobby into a money making venture?

Do you design flower arrangements, pressure wash, detail cars, operate a virtual office, provide day care services, engage in graphic design, offer janitorial services, etc?

Then this course is for you!

Cost: \$85 + Registration Fee: \$15
Dates: March 27 to April 24
Day: Wednesday
Time: 6:00 pm to 8:30 pm
Length of course: 5 weeks
Location: Room 1-132

QUICK BOOKS ONLINE: PART 1

Attention Small Business Owners!

Learn how to utilize QuickBooks Online to effectively manage the bookkeeping functions of your business.

Topics covered will include setup of a new company; tracking sales and expenses; managing customers, suppliers and inventory; banking in QuickBooks; and more.

Cost: \$85 + Registration Fee: \$15
Dates: March 25 to April 22
Day: Monday
Time: 6:00 pm to 8:30 pm
Length of course: 5 weeks
Location: Room 1-132



West Technical Education Center
Where you learn to earn!

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