

QuickBooks 2016 For Dummies (Quickbooks for Dummies)

Stephen L. Nelson



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QuickBooks 2016 For Dummies (Quickbooks for Dummies) Stephen L. Nelson **The perennial bestseller on QuickBooks—now covering QuickBooks 2016**

If you're like most people involved with a small business, accounting is the last thing you want to spend a lot of time on. Luckily, *QuickBooks 2016 For Dummies* makes it easy to keep your finances under control so you can concentrate on other aspects of your business. In no time, you'll find out how to populate QuickBooks lists, create invoices and credit memos, record a sales receipt, track sales and inventory, pay bills, process payroll, track business checkbooks and credit cards, and so much more.

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- Organize all of your business finances in one place
- Create invoices and credit memos, record sales receipts, and pay the bills
- Track inventory, figure job costs, and monitor your business with reports
- Make tax time easier

Written by an expert CPA who knows QuickBooks and understands your unique business needs, *QuickBooks* 2016 For Dummies is your go-to guide for getting past the paperwork and putting the program to work.

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