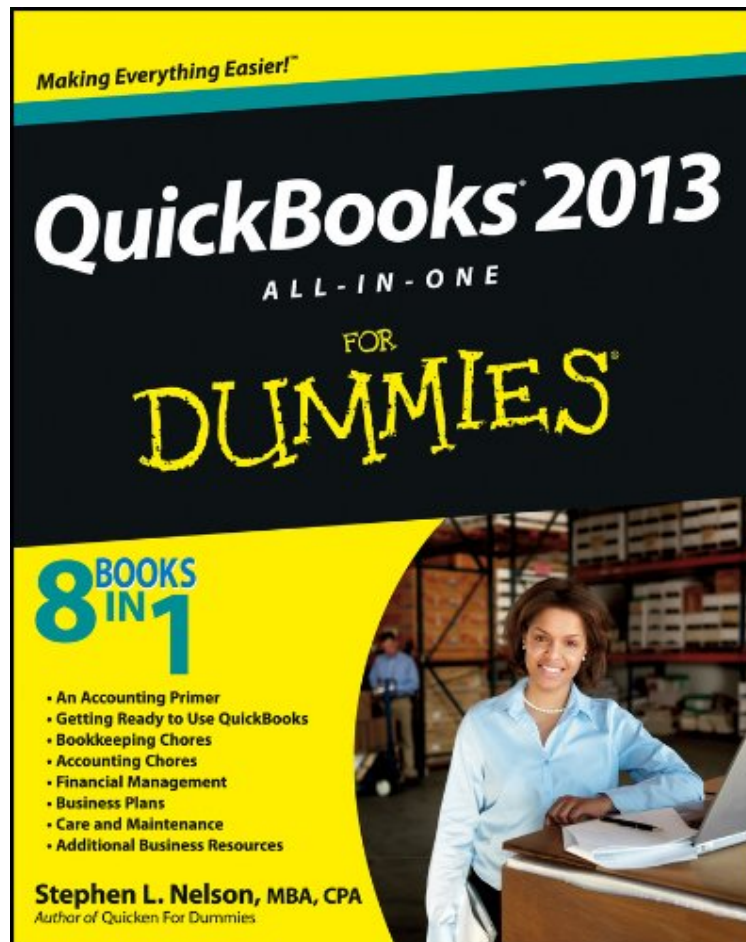


QuickBooks 2013 All-in-One For Dummies

Stephen L. Nelson

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accounting program since they were sold to an Australian company and it would have been as expensive to upgrade as to switch. This is a good reference book for my "starting all over" project.

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From the Back Cover 8 Books in 1 An Accounting Primer Getting Ready to Use QuickBooks Bookkeeping Chores Accounting Chores Financial Management Business Plans Care and Maintenance Additional Business Resources Keeping your business finances under control is easy with QuickBooks — and this guide QuickBooks makes it easier to handle all those financial chores you have to do for your small business, and this handy reference makes it easier to use QuickBooks! You'll find minibooks on setting up QuickBooks for your business needs, using it for accounting, bookkeeping, and business planning, keeping your data safe, and much more. An accounting primer — from debits and credits to double-entry bookkeeping, here's your intro to accounting Getting ready — set up, customize, and fine-tune QuickBooks for your business Bookkeeping chores — tackle basics like invoicing customers, paying vendors and employees, tracking inventory, and more Accounting chores — prepare financial statements, plan a budget, use activity-based costing, and set up project and job costing Financial management — step up to advanced tasks, such as ratio analysis, Economic Value Added analysis, and capital budgeting Business plans — find out how to write a business plan that can help you find your niche Care and maintenance — set up a network, protect your data, and troubleshoot common problems Expand your horizons — discover many useful online resources for businesses Open the book and find: Basics of double-entry bookkeeping Steps for computing employee wages and payroll deductions How to track accounts receivable and payable Tips for customizing invoices How to use ratio analysis to track the health of your business Details about preparing and managing a budget Advice on developing a business plan forecast Ways to simplify tax preparation About the Author Stephen L. Nelson, MBA, CPA, provides accounting, business advisory, tax planning, and tax preparation services to small businesses. He belongs to the American Institute of CPAs and holds an MBA in finance and a Master's in taxation. His 100-plus books, including all editions of QuickBooks For Dummies and Quicken For Dummies, have sold more than four million copies.