

Complete List of Gentle Frog Courses

Review Your QuickBooks

This course is designed to help you develop the skills necessary to review your own bookkeeping. You'll learn what to look for in the Balance Sheet, Profit & Loss Report, as well as a general review of receipts and open items.

*5 Modules
16 Lessons
42 Minutes*

QuickBooks Training - The Basics

You don't have to stay in the dark about your finances any longer. This course is meticulously crafted to take you from feeling lost to becoming a confident user of QuickBooks Online.

*10 Modules
61 Lessons
3 Hours & 30 Minutes
Transcripts of all lessons*

QuickBooks Online Advanced Topics

Ready to step up your financial management game? Elevate your bookkeeping skills with our specialized course designed for those who have a solid foundation in QuickBooks Online and wish to delve deeper.

*12 Modules
60 Lessons
4 Hours
Transcripts of all lessons*

QuickBooks Online Diagnostic Review

This course is a deep dive into the world of bookkeeping diagnostics with QuickBooks Online. In this comprehensive course, you'll join me as I conduct a detailed diagnostic review of a fictional client's books.

*6 Modules
44 Lessons
4 Hours & 10 minutes
Transcripts & PDFS of lessons*

Clean Up Course - QuickBooks Online

Building on the foundations laid in the Diagnostic Review Course, here you'll witness a step-by-step cleanup of our fictional client's QuickBooks. I'll take you through each issue we identified in the diagnostic phase and show you the techniques and strategies I use to fix them.

*3 Modules
54 Lessons
7 Hours & 15 Minutes
Transcripts & PDFS of lessons*



Complete List of Gentle Frog Courses Pt 2

Clean Up Course: Do It With Me!

If you're the type of learner who prefers an interactive approach with a hands-on experience this is for you. You'll learn how to set up a new QuickBooks file from scratch and use SaasAnt to import data, mirroring our fictional client's setup. This is perfect for those learn best by doing!

*6 Modules
34 Lessons
2 Hours
Transcripts of all lessons*

Diagnostic Review & Clean Up: Behind the Scenes

Ever wonder what goes into making a comprehensive bookkeeping course? This bonus content is your all-access pass to the creative process behind the Diagnostic Review & Clean Up courses. It's a treasure trove of insights, creativity, and a little bit of fun!

*3 Modules
18 Lessons
1 Hour & 48 Minutes
Transcripts provided*

PayPal Bookkeeping for Beginners

You're about to embark on a journey that will take the mystery out of managing PayPal transactions in QuickBooks. This course will be updated with fresh content to ensure you stay on top of your PayPal bookkeeping game.

*1 Module
21 lessons
2 Hours & 20 Minutes
Transcripts of all lessons*

QuickBooks Online ProAdvisor Training

If you love Gentle Frog's training style and would like to become a QuickBooks ProAdvisor, this course is for you! Embark on a comprehensive journey through QuickBooks Online with the Gentle Frog ProAdvisor Training Course.

*12 Modules
161 Lessons
Over 23 Hours
Transcripts of all lessons*



Review Your QuickBooks

5 Modules/ 16 Lessons/ 42 minutes

This course is designed to help you develop the skills necessary to review your own bookkeeping. You'll learn what to look for in the Balance Sheet, Profit & Loss Report, as well as a general review of receipts and open items.

Introduction

Course Overview

Reviewing the Balance Sheet

Looking for Negatives on the Balance Sheet

Looking at Reconciliations

Look for Misplaced Balances

Look for Misplaced Accounts

Additional Resources (Related Gentle Frog Content on Youtube)

Reviewing the Profit and Loss (aka Income Statement)

Looking for Negatives on the Profit and Loss

Looking for Dips and Spikes on the Profit and Loss

Review Your Profit and Loss for Logical Accounts

Additional Resources (Related Gentle Frog Content on Youtube)

General Review

Review for Payee Names

Save Your Receipts

Review for Open Items

Review Connected Apps

Look at Users

Wrap Up

Wrap Up



QuickBooks Training - The Basics

10 Modules/ 61 Lessons/ 3 hours & 30 minutes / Transcripts included

You don't have to stay in the dark about your finances any longer. This course is meticulously crafted to take you from feeling lost to becoming a confident user of QuickBooks Online. You'll explore various aspects of the software, including how to select the right edition for your needs, understanding income accounts, accurately tracking expenses, and much more. By the end of this course, you'll be generating reports with ease, gaining valuable insights into your financial position. Illuminate your path with our expert guidance and invest in your financial confidence today.

Before You Begin

Welcome-Introduction

Set Up:Determine Which Edition of QB You Need

Set Up: Identify Income Accounts to Track

Set Up: Identify Expense Accounts to Track

Home Page and Navigation

Home Page Overview

Getting Things Done

Business Overview

+New (Plus New, formerly known as the Quick Create menu)

Left-Side Menu- Accountant View

Magnifying Glass- Search

Gear Icon- Settings Menu

Left-Side Grey Menu- Business View

Banking Center

Introduction

Workflow Overview

Rules

Connecting Accounts

Importing Transactions

Connection Issues

Workflow in Action

Tiny Gear- Settings Menu

Matching Downloaded Banking

Reconciling: Introduction and How To

What is Categorize/ Match/ Transfer/ Credit Card Payment

Classify Bank Feeds

Chart of Accounts (aka Categories)

Introduction

Adding Accounts Inactivating Accounts



QuickBooks Training - The Basics continued:

Chart of Accounts (aka Categories) continued

Introduction

Adding Accounts Inactivating Accounts

Expenses and Vendors

Expense Forms

Expense & Checks

Vendor Center Overview

Vendor Set Up

Vendor Transaction History

Vendor vs Contractor

Income and Customers

Sales Forms

Customer Center Overview

Customer Set Up

Customer History

Create Invoices

Receive Payment

Create Sales Receipts

Deposits: No sales form, income into bank

Recording Sales That Took Place in Person (event or a show)

Accounts Receivable: Client Pay via Check

Accounts Receivable: Client Pays via Intuit Payment

Accounts Receivable: Client Pays via Stripe (or other 3rd Party)

Accounts Receivable Client Pays via PayPal

Miscellaneous

How to Add a New User

Audit Log

How to Enter Business Purchases Paid Personally

Owner Adds Funds to Bank Account

Products and Services

Products & Services List Overview

Add a Service

Reporting

Introduction

How to Lightly Customize Reports

Fun Customization

Saving Custom Reports

Emailing Reports

Wrap Up

Credits & Thank -Yous



QuickBooks Online Advanced Topics

12 Modules/ 60 Lessons/ 4 hours / Transcripts included

Ready to step up your financial management game? Elevate your bookkeeping skills with our specialized course designed for those who have a solid foundation in QuickBooks Online and wish to delve deeper. Whether you're a freelance bookkeeper aiming to expand your service offerings or working in a business with more complex financial needs, this course equips you with the knowledge and skills you need to increase your value. Don't just use QuickBooks Online, master it, and unlock your full potential today.

Before You Begin

Welcome- Introduction to the Course

Identify Products and Services Being Sold

Accounts and Settings

Topic Overview: Lists

Company

Billing and Subscription

Usage

Sales

Expenses

Payments

Merchant Account

Time

Advanced

Banking Center

Upload CSV File of Credit Card Transactions

Upload CSV File of Checking Transactions

Chart of Accounts

Modify a Sample COA and Upload to QBO

Expenses and Vendors

Vendors: Bills

Vendors: Pay Bills

Expense: Splitting a Transaction Between Business and Personal Expenses

Purchase Orders

Creating a Bill From a Purchase Order

Vendor Credits

How to Print a Check



QuickBooks Online Advanced Topics continued:

Income and Customers

Deposits: Using Undeposited Funds

Set Up: Customizing the Invoice

Set Up: Customizing the Sales Receipt

Generating Customer Statements

Customers: Create Credit Memos

Customers: Create Refund Receipts

Customers: Client Invoiced for a Project Deposit (prepayment method)

Customers: Client Invoiced for a Project Deposit (deposit on the invoice method)

Customers: Client Sends Funds for a Project Deposit (AR method)

Customers: Client is Invoiced Balance Due Less Deposit (prepayment method)

Customers: Client is Invoiced Balance Due Less Deposit (AR method)

Customers: Client Buys a Gift Certificate

Customers: Client Redeems a Gift Certificate

Accounts Receivable: Apply Credit Memo to Invoice

Creating Estimates

Converting an Estimate to an Invoice and Progress Invoicing

Reporting

Introductions to Classes

Introduction to Locations

Introduction to Tags

Set Up a Budget

Reviewing Budget Reports

1099s

Introduction

Reporting

Filing in QBO

Fixed Assets

Fixed Asset Purchased with Cash

Fixed Asset Purchased with a Loan



QuickBooks Online Advanced Topics continued:

Inventory

Adding Products Tracked in QBO

Purchasing Products Tracked in QBO

Selling Products Tracked in QBO

Adjusting Quantity On Hand

Inactivating Products Tracked in QBO

Adding Products Not Tracked in QBO

Purchasing Products Not Tracked in QBO

Selling Products Not Tracked in QBO

Adjusting Balance for Products Not Tracked in QBO

Reviewing Reports

Projects

Introduction to Projects and Adding a Project

Adding Income and Expenses to Projects

Reporting: Profitability by Customer vs Projects

Wrap Up

Credits & Thank-Yous



QuickBooks Online Diagnostic Review

6 Modules/ 44 Lessons/ 4 hours & 10 minutes / Transcripts & PDFs included

This course is a deep dive into the world of bookkeeping diagnostics with QuickBooks Online. In this comprehensive course, you'll join me as I conduct a detailed diagnostic review of two fictional client's books. We'll start by identifying the scope of the review, and you'll learn how to export the trial Balance and use that to keep track of your detailed notes.

But that's not all – there are simulated discovery calls with the 'client'. These mock sessions are designed to mimic real-life client interactions, giving you insights into identifying client needs, asking the right questions, and preparing for a thorough cleanup.

Finally, you'll get a Pricing Calculator where you enter the information from your diagnostic review notes to get an estimate of how much to price the clean up. Whether you're a beginner or an experienced bookkeeper, this course will enhance your diagnostic skills and equip you with practical knowledge to apply in real-world scenarios.

Diagnostic Review- Fanciful Frog Flowerworks

Welcome

Introduction

Infographics, Files, and Handouts

Discovery Calls

Mock Discovery Call with Christy Decker

Mock Discovery Call with Terri Bork

Interview with Terri Bork

Interview with Christy Decker

Diagnostic Review

Identify Scope and Export a Trial Balance

Start Making Notes and Reviewing the Checking Account

Review the Remaining Bank Accounts

Review Accounts Receivable

Review Inventory

Review Undeposited Funds

Review Accounts Payable

Credit Cards without Sub Accounts or Cardholder Accounts

Credit Card with Sub Accounts or Cardholder Accounts

Loans, Hidden Banks and Equity

Income

Cost of Goods Sold



QuickBooks Online Diagnostic Review continued:

Diagnostic Review continued

Retirement Account

Expenses in General

Books Review

Final Review Notes

Pricing Calculator Instructions

Wrap Up

Wrap Up and Thank You

Diagnostic Review- Craig's Design and Landscaping Services

Getting Started

Review Chart of Accounts

Review Bank Accounts

Review Inventory

Review Accounts Receivable

Review Undeposited Funds

Review Accounts Payable

Review Credit Card Accounts

Review Payroll Liabilities

Review Loans

Review Equity

Review Income

Review Costs of Goods Sold

Final Review

Pricing the Clean Up



Clean Up Course: Do It With Me!

6 Modules/ 34 Lessons/ 2 hours / Transcripts included

If you're the type of learner who prefers an interactive approach with a hands-on experience this is for you. Follow the steps in this course BEFORE going through the Clean Up Course. This provides you with step-by-step guidance on how to recreate the fictional client's books in your own QuickBooks environment. You'll learn how to set up a new QuickBooks file from scratch and use SaasAnt to import data, mirroring our fictional client's setup. This is perfect for those who learn best by doing and want to apply the concepts from the Clean Up Course in a practical setting.

Welcome

Introduction

Inforgraphics, Files and Handouts

Set Up and Upload Data

Subscribing to QuickBooks

Subscribe to SaasAnt and connect to QuickBooks

Upload Chart of Accounts

Upload Products and Services

Upload Customer List

Upload Sales Receipts

Upload Invoices

Upload Receive Payments

Upload Credit Memos

Upload Vendor List

Upload Expenses

Upload Bills

Upload Bill Payments

Upload Deposits

Upload Transfers

Upload Journal Entries

Correct Errors- Advanced

Finding Errors in the Trial Balance

Correct PayPal

Correct Accounts Payable

Correct Credit Card Balances

Correct Sales

Correct Uncategorized Expense & Compare Trial Balance



Clean Up Course: Do it With Me! continued

Reconcile Accounts

Compare Trial Balance

Reconcile Bloom and Trust

Reconcile PayPal Bank

Reconcile Payroll Bank

Reconcile Savings Account

Reconcile Grin and Spend Visa

Reconcile Merry Money Mastercard

Reconcile Quirky Quarters Bank

Reconcile Green Growth Lending and Verify All Accounts Are Reconciled

Wrap Up

Wrap Up and Thank You



Clean Up Course- QuickBooks Online

3 Modules/ 54 Lessons / 7 hours & 15 minutes / Transcripts & PDFs included

This Clean Up Course is where theory meets practice. Building on the foundations laid in the Diagnostic Review Course, here you'll witness a step-by-step cleanup of our fictional client's QuickBooks. I'll take you through each issue we identified in the diagnostic phase and show you the techniques and strategies I use to fix them. From cleaning up bank accounts and credit card statements to sorting out Accounts Payable and Receivable, and even addressing more complex issues like dealing with credit cards with sub accounts and equity adjustments. This course doesn't cover it all but it covers the most common problems I find and a ton more. You'll gain valuable insights into not just 'what' to clean up, but 'how' and 'why' each step is essential in the bookkeeping process. This course is ideal for those who wish to gain a comprehensive understanding of QuickBooks Online cleanup processes and apply this knowledge to real-world bookkeeping challenges.

--If you'd like to go through the clean up with me, the "Do It With Me" course includes all the data you'll need and instructions on how to upload it to a new QBO account--

Welcome

Introduction

Inforgraphics, Files and Handouts

Software Options

Clean Up QBO- Fanciful Frog Flowerworks

Connecting 3rd Party Apps Keeper and Xenett

Asking for Statements Using Keeper

Client Uploads Statements Using Keeper

Clean Up Bloom and Trust Checking

Clean Up Office Supply Bank

Clean Up Payroll Checking

Clean Up Savings Account

Clean Up Visa Account

Clean Up MasterCard Account

Clean Up Credit Cards with Sub Accounts- The Discovery

Clean Up Credit Cards with Sub Accounts- Make Them All Main Level Accounts

Clean Up Card Cards with Sub Accounts- Make Them All Sub Accounts

Clean Up PayPal Bank

Clean Up AR- Zero Balance Due

Clean Up AR- Payment and Deposit Both Applied to AR

Clean Up AR- Ask the Client About Open AR

Clean Up AR- Client Responds to Open AR Questions Using Keeper



Clean Up Course- QuickBooks Online continued:

Clean Up QBO- Fanciful Frog Flowerworks

Clean Up AR-Void, Credit Memos, Partial Payments

Identify and Ask About Inventory Balances

Clean Up EIDL

Clean Up Payroll Liabilities

Clean Up Loan Account

Clean Up AP- Fix What We Can and Ask Questions About The Rest

Clean Up Duplicate Savings

Clean Up Checking 5110- Discover It's Not a Duplicate

Clean Up Owner Contributions

Clean Up Opening Balance Equity

Clean Up Retained Earnings

Clean Up Undeposited Funds- Prior Year

Clean Up Undeposited Funds- Payment Posted to Sales and UF#1

Clean Up Undeposited Funds- One Payment for Multiple Invoices

Clean Up Undeposited Funds- Overpayment and Reviewing Voided Invoices

Clean Up Undeposited Funds- Payment Posted to Sales and UF#2

Clean Up Undeposited Funds- Payment Posted to Sales and UF#3- Speedy Example

Clean Up Undeposited Funds- Wrap Up and Identify the Questions to Ask Client

Clean Up Sales Income Account

Clean Up Specialty Bouquets Income Account

Clean Up Cost of Goods Sold

Clean Up Payroll

Clean Up the Rest of the Profit and Loss & Missing Payee Names

Clean Up Account Inconsistency

Identify the Outstanding Questions to Ask the Client

Sharing a Google Sheet with Your Client

Cleaning Up the Stuff the Client Said Was Personal

Cleaning Up the AR Based on Client Input

Cleaning Up the AP Based on Client Input

Cleaning Up the Inventory Based on Client Input

Cleaning Up the EIDL Loan Based on Client Input

Cleaning Up Mistakes Made Along the Way

Wrap Up

Final Review of the QuickBooks File

Wrap Up and Thank You



Diagnostic Review and Clean Up: Behind the Scenes

3 Modules/ 18 Lessons/ 1 hour & 48 minutes / Transcripts included

Ever wonder what goes into making a comprehensive bookkeeping course? This bonus content is your all-access pass to the creative process behind the Diagnostic Review & Clean Up courses. It's a treasure trove of insights, creativity, and a little bit of fun!

Dive into how I stayed organized while piecing together complex bookkeeping scenarios. You'll see firsthand how we crafted the elaborate, mistake-laden fake data that makes our Diagnostic Review and Clean Up courses so realistic and engaging. It's like watching a mystery novel come to life, except with numbers and financial statements!

You'll get to see the creative process in action, like the development of our Pricing Calculator, and how I create logos for fake companies with ChatGTP. Of course, no journey is without its bumps. I share the challenges we faced along the way and how we tackled them.

This bonus content is perfect for those who love to peek behind the curtain and see how educational content is created, especially when it involves a blend of bookkeeping know-how, creative problem-solving, and a bit of GPT-powered magic!

Welcome

Introduction

Behind the Scenes

Creating a Duplicate Bank Account

Using Trello to Stay Organized

Payroll JE Creation

New Bank Data without Payee

Creating a Personal CC That is Used for Business and Personal

Making a Logo to Go With the CC

Creating a Pricing Calculator

How to Export Data From QBO to SaasAnt

A Bank Reconciliation is Messed Up

I Messed Up Uploading Invoices and Then Fixed It

Restore via Rewind for Credit Card Recon Demo

Testing Using DropSuite to Create a Duplicate File

Taking a Backup Using Rewind and DropSuite

Failed Restore Using DropSuite for Credit Card Recon Demo

Setting Up a Fake Client Email

Video Work Flow and Randomness

Wrap Up

Wrap Up and Thank You



PayPal Bookkeeping in QuickBooks Online

1 Module/ 21 Lessons/ 2 hours & 20 minutes / Transcripts included

You're about to embark on a journey that will take the mystery out of managing PayPal transactions in QuickBooks. This course will be updated with fresh content to ensure you stay on top of your PayPal bookkeeping game.

At the moment, our spotlight is on an in-depth cleanup of a real client's PayPal accounts within QuickBooks. This real-world scenario will give you a comprehensive look at the complexities and challenges of PayPal bookkeeping, and how to navigate them with confidence.

As we progress, expect new modules and lessons to be added, covering everything from the basics to more advanced strategies for integrating PayPal with QuickBooks. This is just the beginning, and we're excited to have you with us on this evolving journey.

Get ready to transform your PayPal bookkeeping skills, step by step, into a powerful asset for your business or career. Stay tuned for more!

Clean Up Paypal - Real Client

Introduction

Identifying the Problem

Starting to Reconcile PayPal Credit Card for 2022

Finding and Adding Missing Charges to the Credit Card

Adding Missing Data When It's been Entered Backwards

Reconciliation Warning When Deleting a Transaction

Completed Reconciliation of the PayPal Credit Card Account

Begin Adding and Reconciling the PayPal Pay in 4 Accounts

Adding and Reconciling Another PayPal Pay in 4 Accounts With the Same Loan Amount

Using the Balance Sheet to See What's in the Parent Account for the Pay in 4 Loans

Looking at What Remains in the Register for the Pay in 4 Accounts and Make a Plan

Fixing Beginning Balance Error in PayPal Bank

Begin Reconciling PayPal Bank Using a CSV With Running Balance

Add a Missing Expense to PayPal Bank

Reconciling When Some Transactions Are Dated in the Next Month

Removing a Stubborn Transaction That is Reconciled in the Checking Account

Troubleshooting Duplicates and Entries Going Into and Out of the Same Account

Correcting a Mistake Where the PayPal Bank Account is Used for the Deposit and

Withdrawal

Correcting a Mistake Where a Credit Card Interest Payment is Logged as a Deposit

Using PayPal Bank

Review and Recap

Wrap Up



QuickBooks Online ProAdvisor Training

12 Modules/ 161 Lessons/ Over 23 hours / Transcripts included

Before You Begin

Welcome & What to Expect + Slides PDF

QBO Solutions

Inuit's Suite of Products

ProAdvisor Program

Mobile App

Workflows for Onboarding Clients- New to QBO

Workflows for Onboarding Clients- Existing QBO

Choosing the Right Subscription and Billing Options

Adding Clients to QBOA

Adding QB Time and QB Payroll

Getting Started

Navigating QBO Accountant Dashboard + Client Dashboard

The Client Dashboard

The COA and Products/Services

Efficiency Tips

Benefits of Getting QBO Certification

The Accounting Life Cycle

Importing Products, Services, Customers and Vendors

Managing the Products and Services

Adding and Managing Users

Adding Apps

Customizing the Chart of Accounts

Introduction

Adding Accounts

Inactivating Accounts

Merging Accounts

Running Reports

Managing the Customers and Vendors

Customer Center Overview

Customer Set Up

Customer History

Vendor Center Overview

Vendor Transaction History

Vendor Set Up

Vendor vs Contractor



QuickBooks Online ProAdvisor Training continued:

Sales & Customers

The Revenue Workflow
Navigating the Sales Center
Adding Customers
Creating Sales Receipts
Creating Invoices
Entering Customer Payments
Customizing Sales Forms
Working with Estimates and POs
Customer Statements
Setting Up and Using QB Payments
Basic and Advanced Sales Tax Set Up
Billable Expenses
Billable Time
Delayed Charges
Price Rules
Sales Summaries (aka Zero Dollar Sales Receipt)
Filing & Adjusting Sales Tax in QBO

Working with Estimates and POs

Creating Estimates
Progress Invoicing
Vendors: Purchase Orders
Creating a Bill From a Purchase Order

Credit Memos and Customer Receipts

Creating Credit Memos
Creating Refund Receipts

Customer Prepayments and Deposits

Client Invoiced for a Project Deposit (prepayment method)
Client Invoiced for a Project Deposit (deposit on the invoice method)
Client Sends Funds for a Project Deposit (AR Method)
Client is Invoiced Balanced Due Less Deposit (prepayment method)
Client is Invoiced Balance Due Less Deposit (AR method)

Working with a Budget

Set Up a Budget
Reviewing Budget Reports

Inventory Management

Setting Up Inventory Products
Purchasing Products Tracked in QBO
Selling Products Tracked in QBO



QuickBooks Online ProAdvisor Training continued:

Inventory Management continued

Adjusting Quantity On Hand
Inactivating Products Tracked in QBO
Adding Products Not Tracked in QBO
Purchasing Products Not Tracked in QBO
Selling Products Not Tracked in QBO
Adjusting Balance for Products Not Tracked in QBO
Adjusting for Donated Inventory
Reviewing Reports

Expenses and Vendors

The Vendor Workflow
Navigating the Vendor Center
Adding Vendors
Entering Expenses
Entering Bills
Paying Bills
Setting Up Bill Pay Powered By Melio
Managing Receipts and Bills
Creating Vendor Credits
The Pay Down Credit Card Feature
Vendor Prepayments and Deposits

Banking

Setting Up Bank Feed
Managing Transactions in the Bank Feed
Excluding Bank Transactions
Managing Bank Feed Connections
Creating and Using Bank Rules
Creating and Using Recurring Transactions
Recording Undeposited Funds
Using Journal Entries
Using the Transfer Function
Reconciling Accounts
Correcting Beginning Balances for Reconciliation
Banking Productivity Techniques
Troubleshooting Bank Feed Matches
Using the Suggested Rules Feature
Importing and Exporting Bank Rules
Working with Corporate Cards
Bounced Checks and Insufficient Funds
Zero Dollar Transactions



QuickBooks Online ProAdvisor Training continued:

Reports

Navigating the Reports Center and Basic Reporting Options

The Profit and Loss & The Balance Sheet Reports

Reports to Answer Common Business Questions

Customizing Reports

Management Reports

Setting Up and Using Tags

Getting the Most Out of Cash-Basis and Expense Reports

Creating Scheduled Reports

Using the Performance Center

The Cash Flow Center

Advanced Tagging

Advanced Categorization Methods

Class Tracking

Location Tracking

Tracking Profitability by Customers

Using Projects

Introduction to Projects and Adding a Project

Adding Income and Expenses to Projects

Managing Your Work, Team and Clients

Troubleshooting Issues with Common Workflows

Managing the Clients Menu

Managing Client Subscriptions

Managing Your Team

Managing Your Work

Period Year End

Using the Books Review Center

Key Tasks for Year End

Using the Reclassify Tool

Closing the Books

Reviewing Lists at Period End

Reviewing Balance Sheet Account Balances

Reviewing the Profit and Loss & Uncategorized Account Balances

Issues with Undeposited Funds

Writing off Invoices

Troubleshooting Inventory Balances

Preparing and Filling Out 1099 Forms

Using the Prep for Taxes Tool



QuickBooks Online ProAdvisor Training continued:

Enhanced Features of QBO Advanced

Using Custom Fields
Using the Custom Report Builder
Using the Performance Center
Using the Spreadsheet Sync Feature
Managing Custom Roles
Using Workflows and Task Centers
Managing Transactions in Batches
Managing Expense Claims
Priority Circle
Online Backup and Restore
Premium Apps
Enhancing Your Value

Converting and Migrating to QBO

Overview of the QuickBooks Desktop Conversion Tool
Pre-Conversion Activities
Carrying Out a Conversion
Validating the Integrity of a QuickBooks Online Company
Converting a QuickBooks Online File
Converting a QuickBooks Desktop File with Sales Tax
Converting a QuickBooks Desktop File with Payroll Enabled
Converting a QuickBooks Desktop File with Inventory Enabled
Exporting Lists from QuickBooks Desktop
Importing Lists into QuickBooks Online Company
Entering Beginning Balances in a QuickBooks Online Company

Wrap Up

Credits and Thank-Yous



Lifetime Access - All Courses

Get instant access to ALL courses listed above.

PLUS, instant access to new courses, and new content for existing courses.

Price will go up as new courses are added, buy now and lock in lifetime access to ALL Gentle Frog courses for only

\$1,499.00 (\$496 savings)

BUY NOW

