Dear all,

**RE:** [**Computerized Accounting using Sage**](https://bit.ly/3beg0Ym)

[**FineResults Research Services**](https://bit.ly/38Amsa7) would like to invite you to high impact training on [**Computerized Accounting using Sage**](https://bit.ly/3beg0Ym)to be held in Nairobi from 17th -21st August 2020

**COURSE PROFILE**

**Course Name:** [**Computerized Accounting using Sage**](https://bit.ly/3beg0Ym)

**Date:** **17th -21st August 2020**

**Duration: 5 Days**

**Venue: FineResults Research Training Centre, Nairobi, Kenya**

**Cost: USD 800**

**Online Registration**: [REGISTER HERE](https://bit.ly/2IZU1YY)

**INTRODUCTION**

All levels in the course cover basic and advanced stages of computeried accounts which aims to meet needs of participants who work in an accounting positions such as, technicians, finance clerks, or private practice accountants. The course is designed for people who want to learn about elements of computerised accounting or transfer their basic manual bookkeeping skills onto a computerised system. If you have a bookkeeping background and need to grow your skills, its best done by using the accounts software, Sage Line 50. Sage can be used for all accounting purposes to manage costs and keep up-to-date with payments or cash flow. Other benefits of Sage include the use of CRM (Customer Relationship Management), ERP (Enterprise Rescourse Planning), Bookkeeping, Payroll management and much more. The aim of the course is to learn how to operate and maintain a computerised accounts system. This course will help you in gaining relevant skills in Computerised Accounts and will improve your ability at work or in your business.

**DURATION**

5 Days

**COURSE OUTLINE**

• Working with Sage 50 Accounts Program Basics.

• If you want to change your career to working in Accounts.

• ECreating Account names, Numbers & Bank Payments.

• Financials.

• Bank Reconciliations.

• Generating Customers Invoices.

• Products.

• Monitoring Customer Activity.

• Generating Product Invoices & Credit Notes.

• Compiling & Sending Customer Statements.

• Creating Customer Receipts & Purchase Invoices.

• Supplier Payments.

• Managing Recurring Entries.

• Generating Reports & Information.

• The Active Set-Up Wizard.

• VAT Change.

**TRAINING CUSTOMIZATION**

This training can also be customized for your institution upon request. You can also have it delivered your preferred location.

For further inquiries, please contact us through Mobile: +254 759 285 295or Email: training@fineresultsresearch.org

**REQUIREMENTS**

Participants should be reasonably proficient in English. During the trainings, participants should come with their own laptops.

**TRAINING FEE**

The course fee covers the course tuition, training materials, two break refreshments, lunch, and study visits.

**ACCOMMODATION**

Accommodation is arranged upon request. For reservations contact us through Mobile: +254 759 285 295 or Email: training@fineresultsresearch.org

**PAYMENT**

Payment should be transferred to FineResults Research Limited bank before commencement of training. Send proof of payment through the email: training@fineresultsresearch.org

**CANCELLATION POLICY**

• All requests for cancellations must be received in writing.

• Changes will become effective on the date of written confirmation being received.

 [Visit our website for more details](https://bit.ly/2pzFkWp)

**How to participate**

[Individual Registration](https://bit.ly/2IZU1YY)

**Contact information**

**Email:** training@fineresultsresearch.org

**TEL:** +254 732 776 700 / +254 759 285 295

**Website:** [fineresultsresearch.org/training/](https://bit.ly/2IWjXW8)

**Visit our** [face book page](https://bit.ly/2lOxV36)

**Visit our** [linkedin page](https://bit.ly/38qa4uE)

**Visit our** [twitter account](https://bit.ly/38oZRi7)