

# ACC103 : QuickBooks Basics

Students learn the basics of QuickBooks desktop software to get a new user started with setting up a new company file, setting up vendors, customers, employees, contractors, sales and service items, recording everyday transactions, and running financial reports.

**Credits** 3

**Prerequisite Courses**

[ACC100: Survey of Accounting](#)

[BST110: Computer Applications](#)

**Semester Offered**

Spring