

ASTOUNDINGLY GOOD SAGE 50 TRAINING AT AN UNBELIEVABLE £88 A DAY



At Utilize, we provide high quality SAGE 50 and Payroll training at very competitive prices - allowing you to get to grips with the full package.

We have provided high quality training to hundreds of organisations and our resources ensure that our training is not only informative - our dedicated SAGE 50 and Payroll trainers have immense product knowledge, proven teaching skills, and real accountancy experience - but is a pleasure to attend.

We are confident that Utilize will provide you with the knowledge, expertise and technical power you need to make the most of your investment in Sage.



SEE OVERLEAF FOR TRAINING DAY DETAILS AND PRICING



SAGE 50 START UP TRAINING - DAY 1

The SAGE 50 START UP course covers:

Installation And Setup

Installation and Directories / Practice Data and The Active Set-up Wizard / The Configuration Editor / Welcome Screen And User Interface / Access Rights And Updates

Setting Up Ledgers

The Nominal Ledger / Bank Accounts / Chart Of Accounts / Setting Up Customers And Suppliers / The Product Database / Pricing & Discount Structure Set-up / Set-up Bill Of Materials / Department And Budgets / Opening Balances

1 DAY'S TRAINING - £100

SAGE 50 INTERMEDIATE TRAINING - DAY 2

The SAGE 50 INTERMEDIATE course covers:

Day To Day Processing Routines

Purchase Order Processing / Sales Order Processing / Invoicing / Bank Processing Routines / Sage Payment Solutions / Contra Entries / Recurring Entries / Housekeeping / Error Corrections

1 DAY'S TRAINING - £100

SAGE 50 ADVANCED TRAINING - DAY 3

The SAGE 50 ADVANCED course covers:

Management Routines

Bank Reconciliation / Writing Off Bad Debts / Stock Take / The Month End Routine / Prepare For Audit And The Vat Ledger / Management Reporting / Excel Integrated Reporting / Credit Control & Cash Flow / The Diary

Year End Routines

The Accountants Link / Year End

1 DAY'S TRAINING - £100

PAYROLL TRAINING - INTRODUCTION

The PAYROLL course covers:

Basics of install

Network / Stand alone / Upgrades

Setup

Users / Pay Elements / Employee Records

Processing

Payroll Run / Nominal Link / Year End / Reports inc. historical / Report Writer / Excel Integration

1 DAY'S TRAINING - £100

SPECIAL OFFER

BOOK ALL 4 TRAINING DAYS FOR JUST £350

All prices ex-VAT

REGISTER ONLINE TODAY AT

www.utilize.co.uk/training

Please check the web site
to find your most convenient training
venue, time and date



UTILIZE

SAGE SPECIALISTS



CARING FOR YOUR SYSTEM LIKE IT'S OUR OWN

