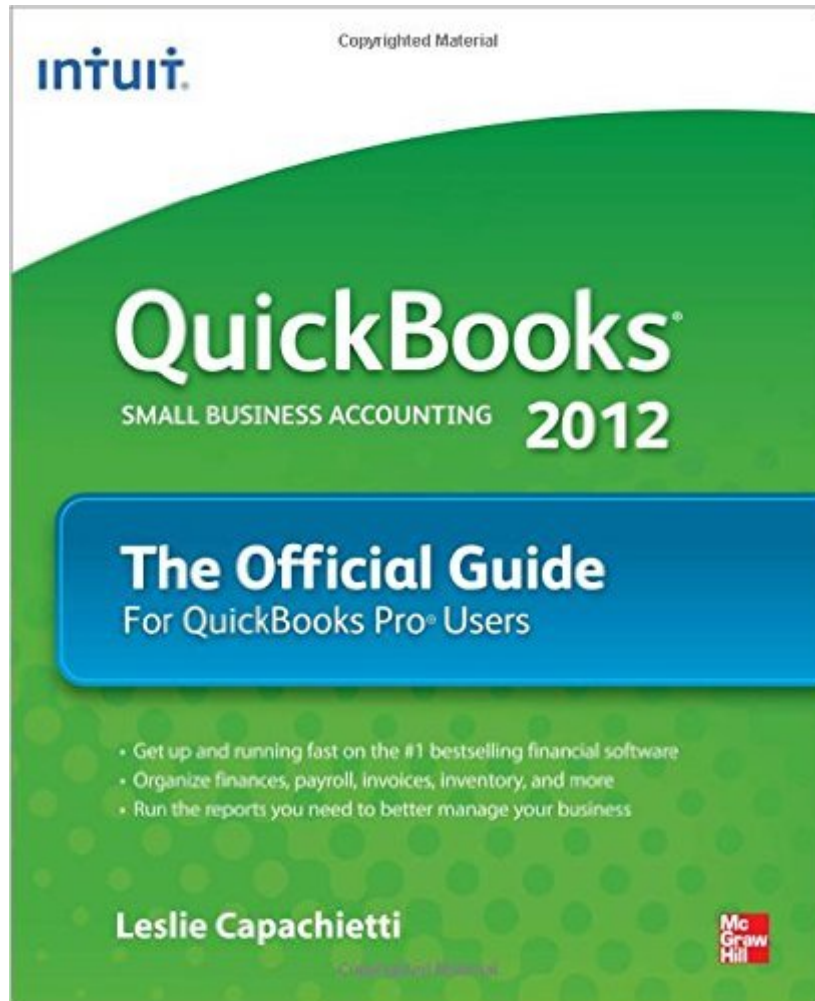


The book was found

QuickBooks 2012 The Official Guide (QuickBooks: The Official Guide)



Synopsis

The only official guide to the #1 bestselling financial software Packed with insider tips and expert advice, QuickBooks 2012: The Official Guide shows you how to set up a comprehensive, well-organized small business financial management system with ease! Find out the most effective methods for accomplishing essential business tasks and customizing QuickBooks for your needs. Fully endorsed by Intuit, makers of QuickBooks, this official guide provides best practices for tracking finances, managing payroll, processing invoices, controlling inventory, managing sales and expenses, and maximizing the software's features. Run an efficient and successful small business using the proven techniques and time-saving shortcuts inside this authoritative guide to QuickBooks 2012. Configure and customize QuickBooks for your business Avoid common mistakes Enter transactions quickly and accurately Manage accounts payable and receivable Set up and manage inventory Track employee hours and manage payroll Use Online Banking Reconcile bank accounts Set up and manage budgets Create standard and customized business reports Make key business decisions with confidence Leslie Capachietti, MBA, is a nationally recognized speaker and trainer for Intuit and the Principal of Automated Financial Solutions, an accounting systems consulting firm located in the Boston area. She has been supporting small business owners across the U.S. for more than 15 years, helping them gain control of their financial operations using QuickBooks software. Leslie is the author of QuickBooks 2011: The Official Guide.

Book Information

Series: QuickBooks: The Official Guide

Paperback: 656 pages

Publisher: McGraw-Hill Education; 1 edition (November 9, 2011)

Language: English

ISBN-10: 0071776214

ISBN-13: 978-0071776219

Product Dimensions: 7.4 x 1.2 x 9.2 inches

Shipping Weight: 2.4 pounds (View shipping rates and policies)

Average Customer Review: 4.4 out of 5 stars Â Â See all reviews Â (77 customer reviews)

Best Sellers Rank: #253,606 in Books (See Top 100 in Books) #33 in Â Books > Computers & Technology > Software > Personal Finance #45 in Â Books > Computers & Technology > Software > Accounting #46 in Â Books > Computers & Technology > Business Technology > Software > Project Management Software

Customer Reviews

I am a bookkeeper and use Quickbooks all the time. I have many clients and all their businesses are different and have their own idiosyncrasies. Many times I need a resource to help me determine the best way to handle specific problems. This book is my "go to" resource. I always have it with me and recommend it for the beginning and more advanced user of Quickbooks.

This is a wonderful resource for QuickBooks users of all levels. It is well organized and offers clear instruction and valuable time-saving tips and tricks in each chapter. As a QuickBooks ProAdvisor, I recommend this book to my clients to use for both training and as a reference.

My husband started a new business and I bought the QuickBooks 2012 Pro to use for the 'bookkeeping' end of it. I tried to figure it out without the book, but some of us "dummies" just need more help. Couldn't have done it without the book to READ and check back to a hundred times a day.

We've been using QuickBooks for our retail business for while now and only recently upgraded to the latest version. This book helped us find and learn how to use features in the software that we never used before (and actually didn't even know existed). We're actually feeling a bit more confident that our office staff is using QuickBooks correctly. This is my new go to resource for quick books!

I own a Distribution company and we have been using QuickBooks for 10 years now. Each year I pay an expansive Tech Support Fee to Intuit to maintain the privilege of talking to someone half way around the globe who simply reads me random tips and fix-it ideas from a screen. For what? I purchased this book at the recommendation of a colleague...Best \$20 I've ever spend. It lays things out in a very logical and systematic format that is easy to follow. We look to this book now before we even think to pick-up the phone. We usually find the answer to our question before we would normally be answered off hold with the QB Call center. It is now apart of any new hire orientation program for us and we have found numerous tips and shortcuts that has increased our productivity. One of my employees takes great pride in finding new things in this book and implementing them into our workflow. Of course she tries to take credit for these things...Honestly, for how invaluable QuickBooks is to your business, it is only as good as how well you can use it. Spend the \$20 right now and unlock the power of this great program without the hold time.

I read this novel from cover to cover and it has no plot! Okay - it's a reference book - and it could be a much better one. Sometimes the author of a book like this that gets "updated" and re-published every year "forgets" that not every user of Quickbooks is an accountant. Quickbooks for Dummies - does a better job of helping the novice understand how to set up their accounts and why "but it may not go as deep as you need to with Quickbooks. This is more of a "how" book, without explaining the why sometimes. It would really, really be helpful if Intuit would get off the kick that this is a full-featured business bookkeeping program that demands an accountant review. First - it's not full featured. Second - some small businesses (which is what Quickbooks was designed for and is good for don't use accountants. Having said that, this would be better if every page didn't have a "ask your accountant about that" phrase. Okay - I'll jump off the soap box, but - fair warning - I will keep it handy. This book will guide you through most tasks related to using Quickbooks Pro 2012. You could probably use it just as easily for earlier and subsequent versions. It explains the "how to" and will give you some guidance that you wouldn't find on your own. But for the new user - the person just starting their business and making an investment in accounting software - it doesn't offer some much needed guidance. For example, many users of this product are sole proprietors - they had an idea, backed their idea with some money and hard work and started a real business. Unfortunately, they don't have the foggiest idea how to account for their investment in their own company and this book doesn't help at all! Oops - there goes that fifth star. I believe it would be a far better book, or an opportunity for some entrepreneur to write a far better book, if it had a little more "why" included with specific "how to" that every company faces - like how to account for owner equity. Frankly, the software application itself has links to the online QB community that go much further in helping to understand the "why" than this book does. It also lacks some specifics on "how", even when the user understands "why". For example, nothing in this book explains how to track different methods of depreciation for different classes of fixed assets - something almost every business does. In fact, the application itself is significantly lacking in this important aspect of business, but the "Official Guide" could explain that and offer a solution for working through it. The "bottom line" is that it's not as good as it could or should be, but it's probably the very best of about four decent reference books that I glanced through. If you're needing a guide on "how to" specifically for Quickbooks Pro - this is the best there is and I recommend it in spite of the noted shortcomings.

I have looked at other books on Quickbooks and there is a reason that this is "The Official Guide".

This book is complete answering every question you can imagine on Quickbooks 2012 and will educate you on how to use QB 2012.

I am Certified QuickBooks ProAdvisor with over a decade of experience who has written QB training guides and taught many end users - this publication is well written, concise and comprehensive. As an accredited professional accountant for over 30 years, the appeal of the guide is the breadth of coverage - it covers the essentials for the novice user AND provides useful guidance & insight for the user who wants to take the "deep dive" into the QuickBooks pool. Realistically, the guide is all a QuickBooks user requires in terms of a manual.

[Download to continue reading...](#)

Quickbooks: A Simple QuickBooks Guide to Best Optimize Bookkeeping for Your Small Business (2nd Edition) (Quickbooks, Bookkeeping, Quickbooks Online, Quickbooks ... Business Taxes, Small Business Accounting) Quickbooks: The 2016 QuickBooks Complete Beginners Guide - Learn Everything You Need To Know To Keep Your Books (Quickbooks 101, Quickbooks 2016 Guide) QuickBooks 2012 The Official Guide (QuickBooks: The Official Guide) QuickBooks Bookkeeping: The 10 Most Common Mistakes Everyone Makes and How to Fix Them for QuickBooks and QuickBooks Online QuickBooks 2013: The Missing Manual: The Official Intuit Guide to QuickBooks 2013 QuickBooks 2016: The Missing Manual: The Official Intuit Guide to QuickBooks 2016 Running QuickBooks in Nonprofits: 2nd Edition: The Only Comprehensive Guide for Nonprofits Using QuickBooks Quickbooks: The QuickBooks Complete Beginner's Guide - Learn Everything You Need To Know To Keep Your Books The Super Quick Guide to Quickbooks: How to Use Quickbooks Like a Pro QuickBooks 2017 For Dummies (Quickbooks for Dummies) College Accounting: Career Approach with Quickbooks Accountant 2015 CD-ROM: A Career Approach (with Quickbooks Accountant 2015 CD-ROM) Using QuickBooks Accountant 2015 for Accounting (with QuickBooks CD-ROM) Beginning SQL 2012 Joes 2 Pros Volume 1: The SQL Queries 2012 Hands-On Tutorial for Beginners (SQL Exam Prep Series 70-461 Volume 1 Of 5) (SQL Queries 2012 Joes 2 Pros) QuickBooks 2012: The Missing Manual Quickbooks 2012 How to Do a Year's Worth of Bookkeeping in One Day: Make QuickBooks Do Your Data Entry For You: 2012 - 2018 Versions (How to Do a Year's Worth of Bookkeeping For You) Windows Group Policy: The Personal Trainer for Windows Server 2012 and Windows Server 2012 R2 Windows Command-Line for Windows 8.1, Windows Server 2012, Windows Server 2012 R2 (Textbook Edition) (The Personal Trainer for Technology) Official Certified SolidWorks Professional (CSWP) Certification Guide with Video Instruction: SolidWorks 2012-2014 Official Guide to Certified SolidWorks Associate Exams -

CSWA, CSDA, CSWSA-FEA (SolidWorks 2015, 2014, 2013, and 2012)

[Dmca](#)