

Sage 50 Accounting Level 2 Course

25 Course Hours

24/7 Online Access

Course Fee: \$360 + Tax

Certificate Course

Assigned Instructor

Prerequisites: None

Course Description:

In this course you will experience the simplicity of using Sage 50 Accounting's additional features that help businesses move beyond just the basics of functionality, features and reporting.

The features and topics in this course provide the next level of managing and reporting for Payroll and Employees, Paycheques, Inventory and Inventory Maintenance, Projects and Job Costing, Company Budgets, Departmental Accounting, Year End, Users and Security just to name a few.

This course is set apart from any other Sage 50 Accounting Online or Classroom Courses, as our hands-on exercises take you step-by-step and prepares students to work with Sage 50 Accounting in a business. You are assigned to an instructor to help you during the course and to answer questions you may have.

Simply Training has years of experience designing courses, and we understand how people learn best! Our instructional videos offer more than just demonstrations of how to record transactions; they provide information on bookkeeping, office procedures, all Canadian content, best practices, and many consultants' tips and tricks.

This course simply provides exceptional value! Join the thousands of Canadian office workers, Bookkeepers, Accountants and Business Owners who have completed our courses successfully and are now working with Sage 50 Accounting confidently. Ensure to read our testimonials from students who have completed the course and has helped them in finding work of in starting their own business.

Course Topics:

- ✓ Learn how to customize Settings
- ✓ Introduction to Payroll and Payroll setup
- ✓ Paycheque processing and Employee direct deposit
- ✓ CRA Payroll Remittances
- ✓ Inventory transactions and inventory management
- ✓ Quotes and orders
- ✓ Project and job costing
- ✓ Company budgets and budget reporting
- ✓ Departments and departmental accounting
- ✓ Company's Database Management
- ✓ Company's Fiscal Year End and Year End Adjusting Entries
- ✓ Sage 50 Accounting built-in-forms designer
- ✓ Users & security rights
- ✓ Single and Multi-User Modes

Course Includes:

All instructional materials are included in the course fee (no additional costs) and are as follows:

- Course Outline and Get Stated Guide
- Assigned instructor for support and to answer questions
- Sage 50 Accounting Level 2 Instructional lesson video tutorials (13 hours of videos)
- Sage 50 Accounting Level 2 hands-on, step-by-step exercises and resources
- Sage 50 Accounting 2020 Students Program (for educational use only)
- 3 months course access, at anytime from anywhere
- Certificate upon completion

Course Requirements and FAQ:

What are the prerequisites? There are no prerequisites to take this course, but we do recommend you have taken the Sage 50 Level 1 Course as this course is a continuation from Level 1.

Who should take this course? Anyone who is currently using Sage 50 Accounting and wants to learn to use the program proficiently (office staff, assistants, data-entry clerks, bookkeepers, accountants) on the topics listed.

When can I get started? You can get started on this course anytime your schedule permits.

How does this courses work? Once registered, you will receive a welcome email from your instructor with your login to access the course student page and to get started. On the course page, the lessons are laid out in an easy step-by-step format, with a Get Started Guide and lessons comprising of materials, instructional videos, exercises and resources.

Where can I access the course from? This course is online and has access 24/7 from anywhere using a computer.

How long does the course take? You have three-months access to the course; an access expiry date is assigned at registration. The hours to complete this course is approximately 25 hours. On average, for people who are not working will complete the course in one to two weeks. For people who are working, on average it takes two to three weeks to complete.

How Do the Video Tutorials Work? The instructional video tutorials are accessed from the course students page and are easy to view. The videos can be viewed many times, from anywhere, at any time, so you can learn at your own pace and on your schedule. To experience the level of content and quality of our videos, go to our YouTube channel and have a look at our free videos.

Which Sage 50 Accounting Program does this course use? The course uses the Sage 50 Accounting 2020 Students Program and is provided to complete the hands-on exercises with. We know businesses use the most current program and we want to provide the experience needed to ensure our students are job ready.

Which Sage 50 Accounting Program is this course applicable to? This course is applicable to all Sage 50 Accounting Canadian Programs: Sage 50 Accounting 2020, Sage 50cloud (2019 renamed), Sage 50 Accounting 2019 to 2013 and Simply Accounting 2012. To the Editions of Sage 50 Pro, Premium, Quantum (Enterprise).

Note: In 2019 Sage 50 Accounting changed the name to Sage 50cloud, there is no difference, only a name change. The name change is to reflect the add-on cloud solutions available to use with the program. It is still a desktop program. Also, Simply Accounting is the same program as Sage 50 Accounting Canadian, the name was changed in 2012.

What are the Computer Requirements? A computer with internet connection is needed to access the course materials, view the videos and to use the Sage 50 Accounting Program.

Who's the Instructor? Sue du Puy shares 30+ years of business, accounting and bookkeeping experience with you. She has consulted and trained hundreds of Bookkeepers, Accountants and Business Owners across Canada and beyond, she is an expert on the Sage 50 Accounting Program. Sue cares about her students and is committed to ensure they learn the skills needed and prepares them in moving their career to the next level.

How do I contact the instructor for questions or if I need help? Your instructor is there to ensure you succeed in the course and is in communication with you throughout the course. For all courses, students submit their exercise reports, the instructor reviews the reports and provides feedback. You can also contact your instructor by phone or email and we also provide remote support to students as needed.

Do I Receive a Certificate? Yes, a certificate is issued to students who successfully complete the required exercises.

Do you provide Verifiable hours for CPD (Continuing Professional Development) credits? Yes, we provide students with a letter upon request.

How Do I Register? We offer easy online registration, select the Register button on the page. We accept payment with Visa, MasterCard, PayPal, e-Transfer and Cheques. We do not accept American Express.

Registration and payments are secure, and we do not share or sell your information. If you prefer to register over the phone, please give our office a call (855) 422-5861.



Note: The Sage 50 Accounting Level 2 Course is also included in the **All-Inclusive Bookkeeping Course**, and the **Sage 50 Accounting Full Course**. When you register for one of our packaged courses, you save money and receive access to courses for 6 months vs. 3 months.