



Alabama Small Business Development Center Network

Strengthening Alabama's Economy, One Small Business at a Time.

www.asbdc.org

UNA's Fall Courses Approved For CPE & A&A Credit! Registration Is Underway!

Registration is now underway for UNA's Fall 2011 CPE approved courses offered by Continuing Studies and Outreach. Online registration is available at www.una.edu/continuing-studies (select Accounting or Computer Workshops). Please contact our office at 256-765-4862 to register by phone. We accept all major debit and credit cards. Please share this email with others who may be interested.

MASTERING INTERNAL CONTROLS & FRAUD PREVENTION

Show your company how to protect its assets. Learn to prevent-or spot-employee theft, customer check and credit-card fraud, Internet scams and more.

Course Number: 11-A0912

September 12, 2011 * 8:00 am - 4:30 pm * Price: \$199 (includes textbook)

Location: UNA East Campus, Room 102

Instructor: Dr. Mark Lawrence

Approved for 8 A&A CPE Hours

MASTERING PAYROLL II

Learn how to handle taxable v. nontaxable fringe benefits, expense reimbursements, advances and allowances, personal use of company vehicles, deferred compensation, cafeteria plans, third-party sick pay, voluntary v. involuntary deductions, child support orders and tax levies.

Course Number: 11-A1003

October 3 & 10, 2011 * 8:00 am - 4:30 pm * Price: \$299 (includes textbook)

Location: UNA East Campus, Room 102

Instructor: Dr. Mark Lawrence

Approved for 16 CPE Hours

"The SBDC at University of North Alabama is a part of the Alabama SBDC Network. Funded in part through a cooperative agreement with the U.S. Small Business Administration. Reasonable accommodations for persons with disabilities will be made if requested at least two weeks in advance. Contact Phillip Marks, UNA-SBDC, 143 Keller Hall on the UNA Campus, UNA Box 5248, Florence, AL 35632, Phone: 256-765-4668."



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MASTERING THE STATEMENT OF CASH FLOWS

Learn to prepare this vital statement even if you don't know how to prepare an income statement or balance sheet. Show your company why there may be no cash when profits are soaring, and what to do about it. Double-quiz in each section assures that you master it.

Course Number: 11-A1107

November 7 & 14, 2011 * 8:00 am - 4:30 pm * Price: \$299 (includes textbook)

Location: UNA East Campus, Room 104

Instructor: Dr. Mark Lawrence

Approved for 16 A&A CPE Hours

MASTERING TAX PREPARATION FOR PARTNERSHIPS

Learn to complete a tax return by computing each line and box with the hands-on case-study data. A double-quiz in each section assures that you master each section of the tax return. Each course concludes by giving you one year's financial data-and you complete the entire tax return. Discover the highly marketable skills of Mastering Tax Preparation for Partnerships.

Course Number: 11-A1205

December 5 & 12, 2011 * 8:00 am - 4:30 pm * Price: \$299 (includes textbook)

Location: UNA East Campus, Room 104

Instructor: Dr. Mark Lawrence

Approved for 16 A&A CPE Hours

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