



Article Side

Bookkeeping Monster - Online Training for QuickBooks by [Henryjack](#)

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Quickbooks online is a system of maintaining accounts of an enterprise electronically. It is easy to use because it is designed in a very user friendly manner. It has features like updating data automatically whenever any transaction takes place. The main advantage of using this is that all work is done online and there is no need of installing software. This helps to save time and even memory space. One need not maintain records manually because there is no possibility of loss. Even if there is a mishap in the premises of the firm, the data will be available unaffected.

Quickbooks online can be used by small and even medium sized firms for all their bookkeeping purposes. They need not make documents with formats and do tedious work. This helps to reduce human efforts. It is very affordable and also has the scheme of money back guarantee if the user is unhappy with its functions. It has an easy set up and provides support with the help of simple tools. It is a very safe system and keeps the data protected at all times. Since the tedious task of making formats is avoided, a lot of precious time of the employees is saved.

Bookkeepers help in recording all the financial transactions that take place on a daily basis in the enterprise. These accounting technicians keep accounts of the daily purchases and sales, all receipts and payments, etc. it is their duty to ensure the posting of all transactions in the correct books and to check for mistakes and correct them if any. The work is done to a stage when the trail balance can be made. That is when the process of accounting starts. Accounting starts when book keeping ends. The balance sheet, followed by the income statement is prepared then.

Bookkeepers must update the general ledger of the firm. They record all transactions relating to all debits and credits. Apart from recording, they also make statements that help the managers to analyze and take important managerial decisions. They are different from accountants because they only do the recording work. Their work forms the basis of the accountant's work. The accountant helps to analyze all the reports so produced and check the financial position of the enterprise. The task of book keeping done by these experts, require responsibility and an alert mind to check and correct faults if any.

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