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By Stephen L. Nelson

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Keep your small business finances in tip-top form

Manage your business accounting and financial management tasks—quickly and accurately

If you're like most small-business people, accounting is the last thing you want to spend lots of time on. That's where this handy guide comes in. Written by a CPA, it quickly walks you through bookkeeping basics -- and shows how QuickBooks can put your accounts in order so you can spend less time with the books and more time on business.

Discover how to

- Build the perfect budget
- Prepare customer invoices and record sales
- Produce common financial statements
- Manage inventory
- Simplify tax return preparation
- Balance accounts

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Editorial Review

From the Back Cover

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About the Author

Stephen L. Nelson, CPA, MBA (finance), MS (taxation), has a simple purpose in life: He wants to help you (and people like you) manage your business finances by using computers. Oh, sure, this personal mandate won't win him a Nobel Prize or anything, but it's his own little contribution to the world.

Steve's experiences mesh nicely with his special purpose. He's a CPA in Redmond, Washington. He's an adjunct professor of taxation (S corporations and limited liability companies) at Golden Gate University's graduate tax school. And, heck, he even used to work as a senior consultant and CPA with Arthur Andersen & Co. (er, yeah, *that* Arthur Andersen — but, hey, it was 20 years ago). Steve, whose books have sold more than 4 million copies in English and have been translated into 11 other languages, is also the bestselling author of *QuickBooks 2007 For Dummies* (Wiley).

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