



FreshBooks Certified Beancounter: Group-Internet Based Training

1. The objective of this webinar is to train you on becoming an expert on FreshBooks, so you can confidently recommend it and answer most questions that may arise from your clients.
2. This program will include a full review and explanation of how to do the following processes in FreshBooks:
 - Create an account
 - Create staff members, clients and contractors
 - Create and send an estimate
 - Create and send an invoice from multiple starting points
 - Methods to track expenses
 - Ability to generate and receive reports
 - Which one of your clients are right for FreshBooks
 - And more
3. This is a basic level course with no prerequisites or preparation required.
4. This course is Group-Internet Based and will be delivered via interactive webinar with active participation required.
5. The NASBA field of study is Specialized Knowledge and Applications.
6. This course is designed to run for 2 hours and will deliver 2 CPE credits.
7. You can register here: www.freshbooks.com/jointhemovement/certified.php
8. Cancellations will be accepted anytime before the course is scheduled to begin. Requests must be via email or confirmed via email before the start of the on-line training session. The session will be rescheduled or full refunds will be provided.
9. If there are any questions in regards to policies or complaints, please contact us at accountants@freshbooks.com or 1-877-262-5122.
10. FreshBooks is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.learningmarket.org

