

# Sage 50 Accounts Stage 3



## Self Study Course

4 Workbooks

### What do I learn?

This course helps you plan and operate a stock control system that works for your business. You will practise with the options available to help you control your stock, produce sales and purchase orders and invoices. You will also learn about project costing.

### By the end of this course you will:

- Become familiar with how to plan a stock system that works for your business
- Understand the cost of sales, how to create product records and how to enter product opening balances
- Learn how to create quotations and pro-forma invoices
- Know how to generate and process purchase orders, sales orders and deal with cash sales
- Become aware of the pricing and discount structures available
- Know how to setup and assemble a bill of materials
- Learn how to perform a stock take, run the stock period end and stock year end
- Become familiar with posting recurring transactions, using global changes and dealing with foreign trade and the Intrastat
- Become proficient to sit your Sage 50 Accounts Level 3 Certification exam with confidence

#### **This course includes:**

- 180-day version of Sage 50 Accounts
- Practice data to enrich the learning experience
- Four workbooks with free online tests throughout
- Sage Certification Test