

## Sage 50 Accounts Training Courses

Title: Sage 50 Accounts – 1 day intensive course  
Cost: £199 + VAT per delegate  
Duration: 1 day

This course is designed for people new to Sage, with a little knowledge of the program, or looking for a refresher course.

It is designed to bring the individuals standard up to Accounts Clerk level.

The course covers the following:

**Introduction to Sage and double entry bookkeeping**  
**Sales/Customer Ledger**  
**Purchase/Supplier Ledger**  
**Bank Accounts and Bank Reconciliation Overview**  
**Nominal Ledger and Journals**  
**VAT**

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Title: Sage 50 Accounts – Basic – Intermediate 2 day course  
Cost: £299 + VAT per delegate  
Duration: 2 days

This course is designed for people new to Sage, with a little knowledge of the program, or looking for a refresher course.

It is designed to bring the individuals standard up to Accounts Clerk/Experienced Bookkeeper level.

The course includes the following:

**Introduction to Sage and double entry bookkeeping**  
**Setting up Sage for the first time**  
**Sales/Customer Ledger in detail**  
**Purchase/Supplier Ledger in detail**  
**Bank Accounts and Reconciliation**  
**Nominal Ledger and Journals**  
**VAT**

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### What to expect?

These courses are designed to teach the relevant parts of Sage, with the content put together by Nick Hampton, who has spent many years training both on site and in classrooms, for Accountants and for Sage. At the end of the course, you will be presented with a certificate of competency for whichever course you have undertaken. The teaching is broken down into smaller sections, making it easier to absorb and remember, and use in your current or future career.

For any questions or to book your place, call 01473 225951 or e-mail [info@saracenshouse.com](mailto:info@saracenshouse.com)