



# ABORIGINAL STRATEGIES LIMITED PARTNERSHIP

710-294 Portage Ave  
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www.asilp.com

## Accounting Concepts Workshop

January 23 & 24, 2018

### Introduction to Accounting

- Accounting Terminology
- Double Entry System
- Explanation of Assets, Liabilities, Revenue and Expenses
- Bank Reconciliations

### Introduction to:

#### General Ledger

- Chart of Accounts
- Balance Sheet
- Income Statement
- Relationship to sub ledgers
- Adjustments

#### Accounts Payable

- Invoices
- Cheques
- Approval Process
- Record Keeping

#### Payroll

- Timesheets
- Processing Payroll
- Record Keeping

Registration  
Deadline is  
January 17

See website for the  
cancellation policy

## Who should attend?

Those who would like a better understanding of how the accounting cycle works and how daily financial transactions impact the financial reports of their organization.

## Register Today!

Please register early – these workshops tend to fill up fast. Space is limited to 30 persons.

The cost of this workshop is:  
**\$895.00** (price includes GST)  
Lunch and refreshments are included.

**Location:** ASI's Training Facility  
7th Floor, 294 Portage Avenue, Winnipeg  
**Date:** January 23 & 24, 2018  
**Time:** 9:30 am to 4:00 pm

Payment required for registration. Please see website for registration policy. A separate registration form is required for each participant. If you have any questions about these workshops please give us a call.

## Other courses

All workshops can be customized to your requirements.

*(Please contact us for availability and pricing):*

Adagio Ledger

Adagio Payables

PayDirt Payroll

Microsoft Office

Accounting Concepts

Audit Preparation

Computer Training

First Nation Governance

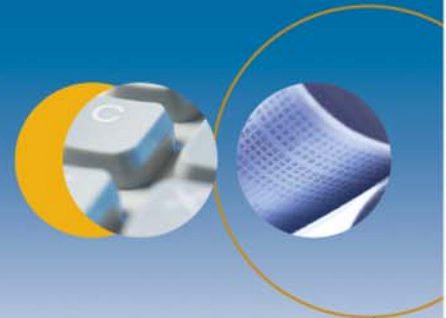
Human Resources

Office Procedures

See our website for more details

[www.asilp.com](http://www.asilp.com)

## Upcoming Training



### T4 Processing

ASI will assist with processing T4's. Arrangements can be made to have this done in your community or in our offices. Please call for availability.

The T4 deadline is February 28, 2018.

**January & February, 2018**

### Adagio Ledger & Payables

Two day hands on workshop that will strengthen your knowledge in Adagio Ledger and Payables, providing you with many effective tools in managing your company's financial information.

- Advanced Level - **February 13 & 14, 2018**
- Introductory Level - **April 24 & 25, 2018**
- Intermediate Level - **June 13 & 14, 2018**

### PayDirt Payroll

Single day hands on workshop that will enhance your knowledge of the payroll rules, how to set up and apply these rules, and process payroll efficiently in the PayDirt Payroll software.

- Advanced Level - **February 15, 2018**
- Introductory Level - **April 26, 2018**
- Intermediate Level - **June 15, 2018**

### Audit Preparation

Two day training session discussing the purpose of an audit: how to interpret an audit, what is needed; and why the auditors are requesting specific information and how to provide it.

**February 20 & 21, 2018 (Winnipeg)**

**March 6 & 7, 2018 (Thunder Bay)**



**Microsoft**  
**CERTIFIED**  
Trainer

## Registration Form: *(one per person)*

I wish to attend the January 23 & 24, 2018

Accounting Concepts Workshop • \$895 *(price includes GST)*

Your Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Community: \_\_\_\_\_

Department to be billed: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Completed forms can be faxed or emailed:

Fax # 204-949-0564

Email: [Training@18007617110.com](mailto:Training@18007617110.com)

**Registration Deadline: January 17, 2018**