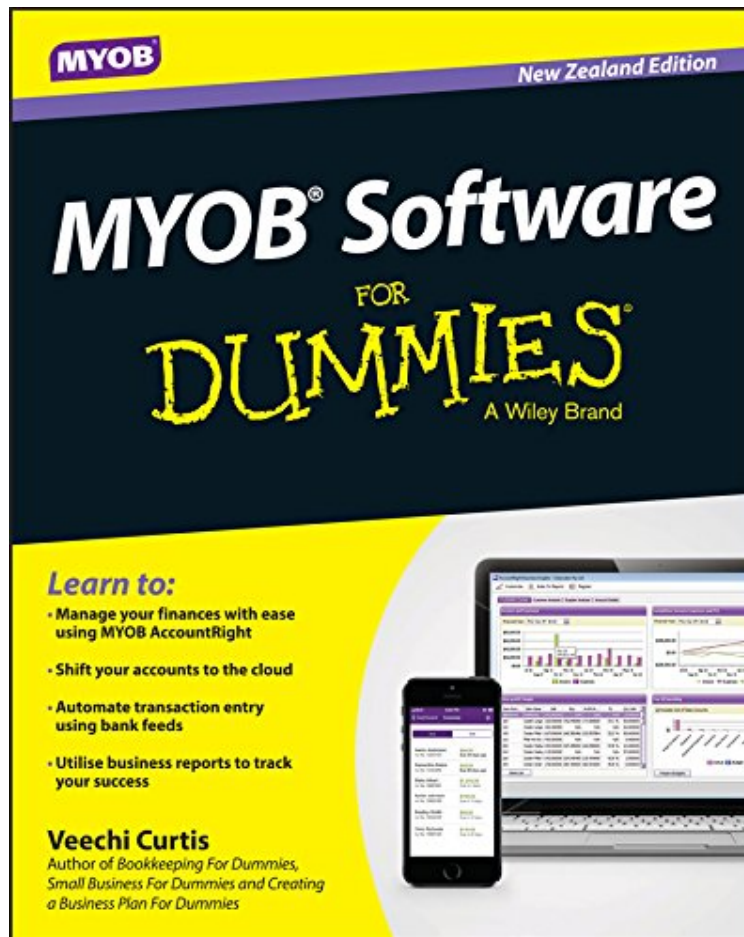


## MYOB Software For Dummies - NZ

Veechi Curtis

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**Veechi Curtis : MYOB Software For Dummies - NZ** before purchasing it in order to gauge whether or not it would be worth my time, and all praised MYOB Software For Dummies - NZ:

Manage your business accounts more effectively with MYOB AccountRight. Understanding the ins and outs of your business accounting system is vital to continued business success. From setting up your accounting file to analysing sales figures and everything in between; MYOB Software For Dummies covers everything you need to know about using MYOB AccountRight in New Zealand. With in-depth coverage of all the features in MYOB AccountRight, plus extensive guidance on utilising MYOB AccountRight's cloud-based accounting features, this fun and accessible guide will help you become an MYOB master! For the first time, For Dummies offers a handbook for using MYOB software that's tailored for New Zealand-based customers. No matter which version of the AccountRight software you're working with, this friendly guide provides easy-to-follow, New Zealand-specific information on using it to maximise your MYOB knowledge. You'll quickly get up and running on New Zealand GST and local payroll

options, as well as monitoring sales and purchases, preparing Business Activity Statements, reporting for success, upgrading your software, and so much more. Manage your day-to-day business Analyse trends in business activity Explores the opportunities of working in the cloud and sharing data Use business reporting features to track your success Flags information specific to the latest MYOB AccountRight upgrades so you can quickly update your knowledge Saves you hours of time (every week!) with helpful hints and shortcuts If you're new to MYOB or new to the latest version; this New Zealand edition of MYOB Software For Dummies will be the one-stop resource you'll turn to again and again.

From the Back Cover Learn to: Manage your finances with ease using MYOB AccountRight Shift your accounts to the cloud Automate transaction entry using bank feeds Utilise business reports to track your success The fast and effective way to manage your business accounts Understanding the ins and outs of your business accounting system is vital to success. But for some of us, crunching numbers can be confusing. Luckily, MYOBreg; Software For Dummies, New Zealand Edition, makes it easier, explaining in plain English how to use MYOBreg; AccountRight to manage your business accounts like a pro. Get ready to save lots of timeand headaches! Start from scratch design your accounts list, set up new customers, add new suppliers and look up transactions for accounts, customers or suppliers The proof is in the pudding record your sales, understand bank feeds and rules and keep a close eye on where your cash is going Save money on payday set up wage categories, work with timesheets, produce pay slips, delete or adjust pays and plan for annual leave, personal leave and sick leave The gist of GST set up your tax codes and complete your GST Return with ease and efficiency Open the book and find: How to get MYOBreg; to work the way you do Clear explanations of accounting lingo What reconciling is all about Everything you need to know about designing invoice layouts The lowdown on generating and formatting reports Guidance on keeping your company file in top shape How to make sense of financial statements Tricks for starting a new accounting year About the Author Veechi Curtis is a qualified accountant and consultant who specialises in teaching small businesses about technology and finance. She is the author of Creating a Business Plan For Dummies, Second Edition, Small Business For Dummies, Fourth Edition, and Bookkeeping For Dummies, Australian Edition.