

SPEAKING TOPICS

Cloud Computing Accounting solutions

What's the Cloud? An overview of the 3 main cloud accounting solutions: MYOB Live Accounts, SAASU, and XERO. How do they work, what can they do, and how do they compare with one another.

Introduction to the cloud

- What is the cloud
- What are the benefits of working in the cloud
- What are the concerns of working in the cloud
- An explanation of how bank feeds work
- Q&A

The purpose of this introductory webinar is to explain what is meant when it is said we are working in the clouds. The session will undertake a comprehensive run through of all the benefits and concerns of working in the cloud. Reference will be made to MYOB Live Accounts, SAASU and XERO. Our aim to cover all the questions that your clients may pose to you, when you talk to them about cloud computing. Any relevant questions not answered in the webinar will be responded to in a follow up pdf. This will be run at a very introductory level. No prior knowledge is assumed.

Introduction to cloud based accounting

- Introduction to the dashboard of MYOB Live Accounts, SAASU and XERO
- Overview of the key features in the accounting solutions
 - Invoicing
 - Inventory
 - BAS
 - Payroll
 - Reporting
- Introduction to Application Programming Interface and how it benefits business processes
- Support available for MYOB Live Accounts, SAASU and XERO end user and/or the partner
- What are the partner programmes offered for MYOB Live Accounts, SAASU and XERO
- Pricing for MYOB Live Accounts, SAASU and XERO
- Q&A

The purpose of this webinar is to introduce you to cloud based accounting solutions; MYOB Live Accounts, SAASU and XERO. I will look at the dashboards and then run through a comparison of key features in the accounting solutions. I will compare the support offered; the partners' programmes and explain the pricing of each solution. Any questions not answered in the webinar will be responded to in a follow up pdf. This will be run at an introductory level. No prior knowledge is assumed.

Under the hood of cloud based accounting

- Look at the structure behind the solutions
 - Chart of Accounts
 - Tax Codes
- Live demo of MYOB Live Accounts, SAASU and XERO
 - Create a Customer
 - Create a Supplier
 - Create an employee
 - Create an inventory item
 - Typical daily processing; including invoicing, entering bills, and bank reconciliation
 - Create a simple payroll and process it
- BAS preparation; including reconciling clearing accounts, checking exception reports
- Looking at Management Reports available
- Look at inventory reports
- Q&A

The purpose of this webinar is to look at a live demo version of the cloud based accounting solutions; MYOB Live Accounts, SAASU and XERO. We will look under the hood at the chart of accounts, the tax codes. Then we will work through some typical daily processes; invoicing processing bills and bank reconciliations. Any relevant questions not answered in the webinar will be responded to in a follow up pdf or on the following webinar. This will be run at a bookkeeper user level. It is assumed you understand cloud based computing and have bookkeeping knowledge.

BAS Management Reporting & Business Insights in cloud based accounting

- BAS preparation; including reconciling clearing accounts, checking exception reports

- Look at Management Reports available, including inventory and payroll
- Q&A

Following on from the previous live demo of the cloud based accounting solutions; MYOB Live Accounts, SAASU and XERO I will work through the preparation of a BAS and then look at the various management reports available. I will examine how useful and interactive the reports are, and work through some customised scenarios. I will talk about how we can use the reports to help the business owners understand and run their business. Any relevant questions not answered in the webinar will be responded to in a follow up pdf. This will be run at a bookkeeper user level. It is assumed you understand cloud based computing and have bookkeeping knowledge. The session follows on from the previous webinar.

Social Media for Business Professionals and their business

As one of Australia's earliest LinkedIn adopters and a prolific tweeter with over 5000 followers, Heather Smith, will show you how you can use social media to grow your personal brand. This session will include practical demonstration of the prominent social media platforms and associated tools.

Common mistakes made in small business accounting software

Heather Smith has worked with hundreds of clients and sees the same mistakes made repeatedly. Using MYOB software as an example she will highlight common mistakes and how to easily avoid them.

Multi-Currency in MYOB

The session will provide an overview of how to process multi-currency transactions using MYOB multi-currency feature

- Why do you need to account for multi-currency
- Understanding the difference between unrealised currency gains and losses and realised gains and losses
- Setting up Multi-Currency in MYOB
- Transacting in multi-currency in MYOB
- If time permits we will also look at XERO multi-currency options

Article Marketing

Article marketing can be an effective means of demonstrating your expertise in a particular area by writing about it. From choosing a eye-catching headline, structuring a short captivating article, through to software tools that will help you craft your article Heather Smith will work you through the steps to create your own article, and pitch it publishers

Productivity tools for small business

Demonstration of a number software tools that can be used in a small business to save time and money; the session will be interactive and encourage audience participation (tailored to demonstrate the most appropriate applications for the audience)

- SKYPE- online voice calls software
- Screen Hunter Free 5.0
- Jing - free screen video capture tool
- YouSendIt
- Tungle
- carbonite back-up
- Evernote
- Medicare - small business superannuation clearing house
- Cutepdf
- Dropbox
- Utbox - for emailing faxes & SMS text