

Accounting

Type: *Practical Art*

Duration: *Year*

Prerequisites: *keyboard proficient*

This course is for students interested in entry-level accounting careers and for college bound business majors. Accepted professional accounting procedures for proprietorships, partnerships and corporations are taught. Actual accounting papers/business forms along with QuickBooks Prof are used to prepare accounting records and financial statements. Upon completion of this course, students earn a Certificate of Competency issued by the County Office of Education which can be used for Job placement/employment. We are currently seeking college credit for this course through a 2+2 Articulation Agreement with MiraCosta College.