



National Training Meeting
September 19-20, 2013 | St. Louis, MO

Thursday, September 19

10:00am – 11:30pm

Registration

Cupples Foyer (Hotel Lobby)

12:00pm – 5:00pm

Office Visits

Buses will board at 11:45am and leave the hotel at 12:00pm.

• 12:30pm – 1:30pm

Rick Dopuch

Business in Balance

1560 Woodlake Drive

Chesterfield, MO 63017

636-227-9320

• 2:00pm – 3:00pm

Charles Tzinberg

Tzinberg & Associates, PC

#1 Country Club Executive Park

Glen Carbon, IL 62034

618-288-8989

• 3:30pm – 4:30pm

Kurt Rickhoff

Rickhoff & Associates, LTD

1107 Frontage Rd.

O'Fallon, IL 62269

618-632-1994

5:00pm – 9:00pm

Attendee Dinner & Tour

Busch Stadium

700 Clark Street

St. Louis, MO 63102



National Training Meeting
September 19-20, 2013 | St. Louis, MO
Advanced Bookkeeper Training

Friday, September 20

Two sessions will run simultaneously. Choose the one that best meets your needs.

7:30 – 8:30	Registration/Breakfast	Promenade Foyer
8:30 – 9:50	<u>Break-out Sessions</u> QuickBooks Track #1: Basics , Pat Barnes 1099/W2 Processing , Bert Doerhoff	Commerce B Concourse B
9:50 – 10:10	Morning Break	Promenade Foyer
10:10 – 11:30	<u>Break-out Sessions</u> QuickBooks Track #2: Specifics , Bob Shaner Revisiting Beginning Bookkeeper’s Session , Mindi Rickhoff	Commerce B Concourse B
11:30 – 12:30	Lunch	Promenade Foyer
12:30 – 1:50	<u>Break-out Sessions</u> QuickBooks Track #3: Live Data in Client QuickBooks , Kim Corneliuson Accounting Language: Glossary of Accounting Terms , Steve Barnes	Commerce B Concourse B
1:50 – 2:05	Afternoon Break	Promenade Foyer
2:05 – 3:25	<u>Break-out Session</u> QuickBooks Track #4: Reporting Financial Statements to Client , Matt Patrick Finalizing Financial Statement for Review , Brian Paulson	Commerce B Concourse B
3:25 – 3:45	Afternoon Break	Promenade Foyer
3:45 – 5:00	Advanced Bookkeeper Roundtable Discussion , Tim Nolan Open session to ask questions and discuss topics presented. Bring your questions and ideas to share with your peers.	Promenade C



National Training Meeting
September 19-20, 2013 | St. Louis, MO
Manager/Supervisor Training

Friday, September 20

Two sessions will run simultaneously. Choose the one that best meets your needs.

7:30 – 8:30	Registration/Breakfast	Promenade Foyer
8:30 – 9:50	<u>Break-out Sessions</u> QuickBooks Track #1: Basics , Pat Barnes What is My Job Description? , Tim Nolan	Commerce B Concourse A
9:50 – 10:10	Morning Break	Promenade Foyer
10:10 – 11:30	<u>Break-out Sessions</u> QuickBooks Track #2: Specifics , Bob Shaner Fee Increases/Client Review , Carol Ford	Commerce B Concourse A
11:30 – 12:30	Lunch	Promenade Foyer
12:30 – 1:50	<u>Break-out Sessions</u> QuickBooks Track #3: Live Data in Client QuickBooks , Kim Corneliuson Monitoring Bookkeeper Performance , Ed Hastreiter	Commerce B Concourse A
1:50 – 2:05	Afternoon Break	Promenade Foyer
2:05 – 3:25	<u>Break-out Session</u> QuickBooks Track #4: Reporting Financial Statements to Client , Matt Patrick How to Get a Client Up & Running in 30 Days , Chuck Motl	Commerce B Concourse A
3:25 – 3:45	Afternoon Break	Promenade Foyer
3:45 – 5:00	Supervisor Roundtable Discussion , Steve Barnes Open session to ask questions and discuss topics presented. Bring your questions and ideas to share with your peers.	Promenade AB



National Training Meeting
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Owners & New to PASBA

Friday, September 20

7:30am – 8:30pm	Registration/Breakfast	Promenade Foyer
8:30am – 9:50am	Beginning Bookkeeper Owners Meeting	Commerce A Plaza AB
9:50am – 10:10am	Session Break	Promenade Foyer
10:10am – 11:30am	Meetings Continued	See Above
11:30am – 12:30pm	Lunch	Promenade Foyer
12:30pm – 1:50pm	Meetings Continued	See Above
1:50pm – 2:05pm	Session Break	Promenade Foyer
2:05pm – 3:25pm	Meetings Continued	See Above
3:25pm – 3:45pm	Break	Promenade Foyer
3:45pm – 5:00pm	Meetings Continued	See Above