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keep your small business finances in tip top form manage your business accounting and

financial management tasks quickly and accurately if you're like most small business people accounting is the last thing you want to spend lots of time on that's where this handy guide comes in written by a CPA it quickly walks you through bookkeeping basics and shows how QuickBooks can put your accounts in order so you can spend less time with the books and more time on business discover how to build the perfect budget prepare customer invoices and record sales produce common financial statements manage inventory simplify tax return preparation balance accounts

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Together InfoPath 2010 and Microsoft SharePoint Designer 2010 make it possible to create end-to-end solutions that combine powerful forms enterprise scale workflow and access to key business data now building on the valuable content from their previous InfoPath book three Microsoft experts offer a complete introduction to building the forms that drive these solutions designing forms for SharePoint and InfoPath combines deep knowledge of InfoPath new insights into SharePoint development and an insider's view of new InfoPath features for building more powerful SharePoint applications ideal for information workers power users and experienced form designers and developers this book teaches new techniques through downloadable examples including form templates code and XML you'll start with a complete hands-on primer for designing rich forms with InfoPath Designer covering forms services data retrieval and submission controls customization saving publishing and workflow next you'll turn to advanced form design including coding the InfoPath object model and InfoPath hosting options coverage includes mastering best practices for designing forms and working with data creating and editing SharePoint list forms in InfoPath 2010 setting up forms services in SharePoint 2010 using new InfoPath

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