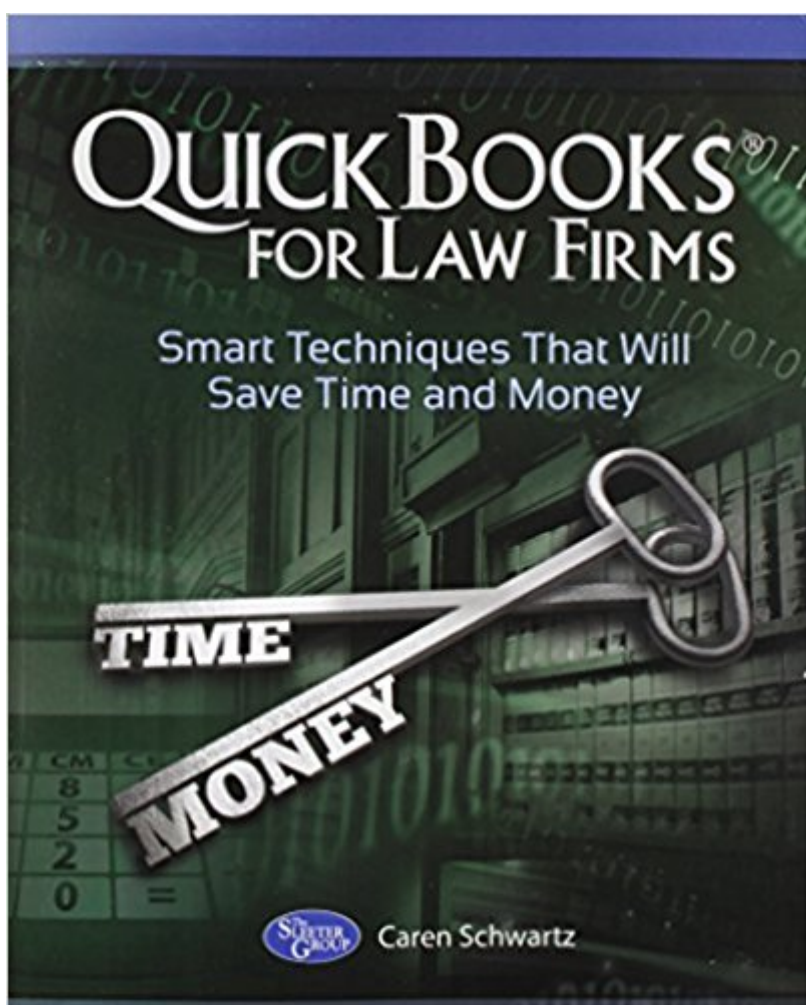


The book was found

# QuickBooks For Law Firms: Smart Techniques That Will Save Time And Money



## Synopsis

QuickBooks is the most popular small business accounting software program, and it is used in all types of industries. Legal firms are no exception, with thousands of small law offices using QuickBooks across the country. But lawyers and their firms have specific needs. QuickBooks can be a smart choice for legal firms, but only if it is properly set up and transactions are entered correctly and consistently. This book will help lawyers and their staff make the right choices and use QuickBooks correctly. It will guide attorneys through the terminology, special setup issues, and billing needs to help ensure their law firm's accounting is accurate and easy. We also cover ways to make law offices more efficient with add-on products that work for attorneys. QuickBooks for Law Firms: Smart Techniques That Will Save Time and Money shows you how to use QuickBooks to:

- Set up your Chart of Accounts and items.
- Set up customers and vendors.
- Set up rates and track time.
- Track expenses and bill them to your clients.
- Generate invoices and statements for your clients.
- Track your receivables.
- Manage general retainers.
- Manage Interest on Lawyer Trust Accounts (IOLTAs) and trust accounts.

"Any lawyer using QuickBooks in his or her office will find this a very valuable resource." - Julie Zevchek, Executive Office Solutions, Inc.

## Book Information

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Quickbooks #117 in Books > Business & Money > Accounting > Bookkeeping

## Customer Reviews

I did find some useful tips in this book but I expected a lot more depth and detail. The author spends a lot of time on basic Quickbook functions which a regular user already knows. I bought this because I thought they were going to provide a lot more information specific to law firm accounting. I

skimmed through more than half the book looking for the meat. The book is easy to read and clear. On my iPad it was very handy that I could tap on the illustrations and then expand them to read them easily.

If you want to speed up your bookkeeping time and set your accounts and procedures properly get this book. Billing is down to less than 2 hours a month for over forty invoices each time and retainer and trust accounting procedures are great.

A very well written book and easy to follow and understand. Caren also makes sure that we understand the legal terminology and how it applies in QuickBooks. I really appreciated the many QuickBooks screenshots she included in her book because it made it that much easier to follow along and see how transactions and reports were created and later used (especially great for us visual learners).

I researched and purchased all the books I could find on using QuickBooks to run a law firm. Only a few exist and none exist that I could find using QuickBooks Online. So there are some bad books, good ones, but this one is the best. Most comprehensive. And covers some of the nuances unique to a law firm.

Excellent primer to learning how Quickbooks can work against your Legal Practice, and workarounds to make it work for you

Basic information applied to Law firm. No grand scheme or strategy, just basic or intermediate how-to information

Great resource for setting up law firm books.

I have no prior experience with Quickbooks and this book was very easy to read and a great guide to getting things done in Quickbooks! Great purchase!

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