



ITS DISPATCH
TRAINING ACADEMY

INTRODUCING

Billing & Invoicing Course

(Accounting)

Duration: 4 lecture (2 Day Course)



COURSE OUTLINE

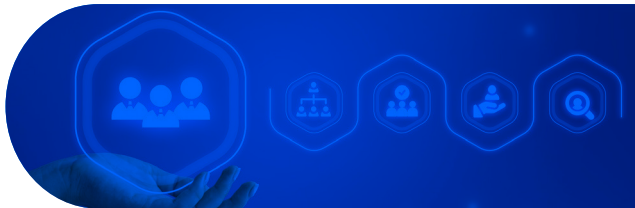
Softwares Used - QuickBooks Online and Microsoft Excel

01. Detailed explanation of Load Confirmation/ BOL and Invoice/ POD
02. Lumper/Waiting charge/ Driver Assist/ TONU
03. Adding Customer in Accounting Software
04. Making Invoice for Loads
05. Billing Brokers and Following up with Invoices
06. Account Payables

Price 199\$ CAD

Paying Subcontractors and Corporation Drivers

RESOURCES



- 01. Unlimited Training**
- 02. No additional cost for repeated Lectures**
- 03. Course Is Held Over Zoom Meeting**
- 04. Summary Notes/ Study Material Provided**
- 05. Certification awarded at the end of course**



BILLING AND INVOICING COURSE



SAMPLE CERTIFICATE

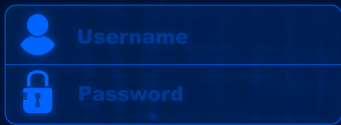


4 INSTALLMENT OPTION

- 01.** This will be processed with a third party company.
- 02.** They will split it into 4 Interest Free instalments of total amount.
- 03.** There will be a 15\$ File charge for instalments.
- 04.** Documents Required -- 1 Photo ID required and
- 05.** Credit Card. (No credit checks will be required)



OPTIONAL - SOFTWARE ACCESS



Username

Password



Forgot Password ?

Remember Me

Price 49\$ CAD

Paying Subcontractors and Corporation Drivers



Unlimited/ Lifetime Access to Quickbooks Online Software.



No cap for number of practice sessions and Duration of Practice sessions



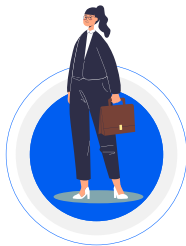
The cost above will cover your part of Subscription for Quickbooks Online



Complete flexibility for Booking Practice software sessions

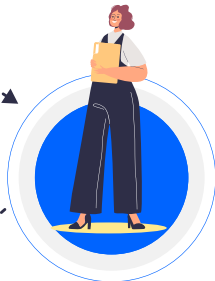
JOB FINDINGS

01. Bookkeepers - Teer 2
02. Accounting Clerks - Teer 2
03. Junior Accounting Admin - Teer 2
04. Office Admin - Teer 3
05. Billing and Invoicing Clerk - Teer 2



We do help in Job findings as well,
Please text us back to know how.

We do provide sample resume
without any charge



You can apply for these Job Title
below in Transportation and
Freight Brokerage/ Logistics Company

Discounts



Group Discounts

We do offer multiple enrolment **DISCOUNT, 10% OFF** for each students if you are 2 or more students.



Bundle Discounts

When you opt for all the three courses we **OFFER 15%** off on the total amount.